

DRISCOLL SCHOOL

Brookline, MA



OPM Monthly Project Update Report

January 2020

Forming Team FS	S/SD DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	
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I. EXECUTIVE SUMMARY

Design Development is underway, Jonathan Levi Architects (JLA) has started meeting with Driscoll teachers, staff, and neighbors to gather information and feedback on the design and has presented numerous updates on the building design as it has evolved. The Town has established several committees and subcommittees who will participate in the design process.

The Driscoll Playground Design Review Committee has partially been formed and the Kickoff Meeting with the community occurred on January 29, 2020. The neighborhood was widely represented at the first meeting with Driscoll parents, teachers, staff and neighbors all participating in the discussion. The second meeting will be held on March 2, 2020 where the comments heard during the first meeting will have been incorporated into draft design ideas and will be used to further the discussion. The three community members of the committee will be appointed in February 2020.

The Design Subcommittee was formed to review design issues and provide feedback and direction to Jonathan Levi Architects during this Design Development Phase. Their intent has been to facilitate the design process and to help decipher and prioritize all feedback received from the various entities.

The application to the Inspector General for the use of a Construction Management at Risk (CM at Risk or CMR) Construction Delivery Method was submitted on January 9, 2020 and approval was received on February 6, 2020. The CM at Risk Selection Committee was formed in accordance with M.G.L. to oversee the process and guide the selection of a CM at Risk firm. The two phase process was started in January 2020 and will conclude in March 2020 with the selection of a Construction Manager at Risk firm.

Meetings have begun to occur with the various Town Departments and will continue as their input will be integral to the overall development of the project design.

The discussion on how parking will be addressed both on and off site has commenced. The previous parking requirements have been reviewed and updated and options for a solution have been developed and will be brought to the Transportation Board for review in March 2020. The parking needs of the school have increased since initially discussed in January 2019; therefore, the Project Team will be doing parking surveys and working with the Transportation Board to evaluate potential impacts on the surrounding neighborhoods and how to accommodate the additional parking needs either onsite or on surrounding streets site.



II. TASKS COMPLETED THROUGH JANUARY 2020

The following tasks were completed in the month January 2020:

- 01/14/20 An update on the Driscoll School Project was presented by LeftField and Jonathan Levi Architects (JLA) to the Building Commission. Schedule, Budget, and a brief design update were discussed.
- 01/16/20 Working Group Meeting was held to discuss design updates.
- 01/16/20 Meeting with the Director of Public Buildings to discuss building security.
- 01/16/20 Meeting with various Driscoll teachers and staff members to give a design update and gather feedback from the end users.
- 01/16/20 Meeting with members of the Transportation Board to give a design update and gather feedback.
- 01/17/20 Meeting with Parks and Open Space to prepare for the upcoming Public Playground Design Review Meeting on 1/29/20. A plan for community outreach was developed and implemented through emails, flyers and mailings.
- 01/17/20 Meeting with various Driscoll teachers and staff members to give a design update and gather feedback from the end users.
- 01/21/20 Working Group Meeting was held to discuss administrative project updates and to prepare for the School Building Advisory Committee meeting on 1/23.
- 01/23/20 School Building Advisory Committee Meeting was held to discuss design updates, the CM at Risk procurement process, project schedule and budget updates.
- 01/23/20 Meeting with various Driscoll teachers and staff members to give a design update and gather feedback from the end users.
- 01/24/20 Meeting with Parks and Review Open Space to prepare for the upcoming Public Playground Design Meeting on 1/29/20.
- 01/29/20 Public Playground Design Meeting #1 to present process, schedule and gain community feedback. Members of the community were invited to submit letters of interest if they would like to become one of the three community representatives on the committee. Members of the committee will be appointed by the School Committee.
- 01/30/20 Working Group meeting held to discuss administrative project updates.
- 01/30/20 Walk-through held at the Ridley School to gather end user and Board of Health feedback on food service design.



- 01/30/20 School Committee voted unanimously to eliminate the underground parking structure from the Driscoll Project.
- 01/31/20 Meeting with the Director of Public Buildings to discuss building security.

III. TASKS PLANNED FOR FEBRUARY 2020

The following tasks are planned for the months of February 2020:

- 02/03/20 Design Subcommittee workshop #1 to discuss typical classroom suites, typical casework, science exploratories, cohort commons, corridors, balconies, stairs, the gymnasium and athletic support spaces.
- 02/04/20 PTO and School Building Advisory Committee meet and greet to show design update and gather community feedback on green space and playground.
- 02/06/20 Working Group Meeting to discuss administrative project updates.
- 02/06/20 Meeting with various Driscoll teachers and staff members to give a design update and gather feedback from the end users.
- 02/07/20 Meeting with Transportation Board member to discuss parking options.
- 02/10/20 CM at Risk Selection Committee Meeting to review Statements of Qualification and determine which firms to invite to submit proposals.
- 02/10/20 Design Subcommittee Workshop #2 to discuss administrative offices, cohort offices, health suite, music and art rooms, the fab lab, makerspace, media center, and special education support spaces.
- 02/11/20 LeftField to prepare the January 2020 Invoice Summary to submit to the Building Commission for review and approval at the 02/11/20 Building Commission Meeting.
- 02/11/20 LeftField to prepare the January OPM Monthly Report
- 02/11/20 Meeting with Driscoll Music Department to gather feedback from the end users.
- 02/11/20 School Committee Capital Improvements Subcommittee to discuss parking options and review letters of interest submitted by community members in order to recommend appointment by the School Committee of 3 community members to the Playground Design Review Committee.
- 02/11/20 Building Commission meeting to present project update.
- 02/13/20 Working Group Meeting to discuss administrative project updates.
- 02/13/20 School Committee Meeting to discuss parking options and determine preferred path forward.



- 02/27/20 Working Group Meeting to discuss administrative project updates and to prepare for the School Building Advisory Committee meeting on 2/28.
 - 02/28/20 School Building Advisory Committee meeting to discuss design, budget, and schedule updates.

IV. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$365,264.990 this month which consisted of OPM and Designer fees for Design Development Services.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated January 31, 2020.

V. PROJECT SCHEDULE OVERVIEW

The attached Project Schedule reflects progress made during Design Development. Revisions have been made to the baseline schedule to indicate actual dates of tasks completed and to reflect changes in previously scheduled tasks. In the month of January 2020, there was a focus on refining the design and to gathering community input, deciphering and incorporating the feedback into the design. Design Subcommittee workshops commenced and are scheduled through the beginning of May.

The CM at Risk procurement process began and will continue through March 10, 2020. The first phase of the selection process started on January 22, 2020 and Statements of Qualifications were received on February 5, 2020. The second phase proposals are due on February 28, 2020. Interviews are targeted for March 10, 2020 with a CM at Risk firm expected to join the team by mid-March.

Refer to the attached Preliminary Project Schedule, dated January 31, 2020 and the attached CMR RFQ/RFP Schedule excerpt.

VI. CONTRACT AMENDMENTS/BUDGET TRANSFERS

OPM and Designer Contract Amendments for extended Basic Services for Design Development, Construction Documents, Bidding, Construction Administrations and Closeout were prepared and have been in a review and revision process for much of January 2020. Approval will be voted at the February 11, 2020 Building Commission Meeting.



VII. COMMUNITY OUTREACH

Agendas of all meeting have been posted to the Project Website as well as meeting packets and presentations. The Project Website has a comments section for the public to ask questions and responses have been provided to all questions asked to date.

A flyer was sent to neighbors of the Driscoll School to participate in the design review process for the new Driscoll playground, park and field. The first meeting was held on January 29, 2020. Members of the community were invited to submit letters of interest to fill the three open Community Representative seats of the seven-member Playground Design Review Committee ("DRC").

Information about public meetings are constantly being updated on the project website, as well as through emails to school parents.

VIII. ATTACHMENTS

Total Project Budget Status Report, dated January 31, 2020 Monthly and Cumulative Cash Flow Reports, dated January 31, 2020 Preliminary Project Schedule, dated January 31, 2020 Meeting Schedule Matrix – January, February and March 2020, dated February 11, 2020 CM at Risk (CMR) RFQ/RFP Procurement Schedule, dated February 10, 2020 CM at Risk (CMR) SOQ Matrix Draft, dated February 10, 2020 Office of the Inspector General Notice to Proceed with CM at Risk, February 6, 2020



January 31, 2020

MICHAEL DRISCOLL SCHOOL - Brookline, MA

Total Project Budget Status Report

Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
FEASIBILITY STUDY AGREEMENT									
OPM Schematic Design	\$ 34,015		\$ 34,015	\$ 34,015	100%	\$ 34,015	100%	\$ -	
A/E Schematic Design	\$ 1,179,260		\$ 1,179,260	\$ 1,179,260	100%	\$ 1,179,260	100%	\$ -	
TOTAL SD	\$ 1,213,275	\$-	\$ 1,213,275	\$ 1,213,275	100%	\$ 1,213,275	100%	\$ -	
ADMINISTRATION									
Legal Fees	\$ 106,563		\$ 106,563	\$-	0%		0%	\$ 106,563	
Owner's Project Manager	\$ 3,182,090	\$-	\$ 3,182,090	\$ 3,182,090	100%	\$ 93,050	3%	\$ 3,089,040	
Design Development	\$ 429,575		\$ 429,575	\$ 429,575	100%	\$ 93,050	22%	\$ 336,525	
Construction Documents	\$ 524,441		\$ 524,441	\$ 524,441	100%	\$ -	0%	\$ 524,441	
Bidding	\$ 188,436		\$ 188,436	\$ 188,436	100%	\$-	0%	\$ 188,436	
Construction Administration	\$ 1,989,628		\$ 1,989,628	\$ 1,989,628	100%	\$-	0%	\$ 1,989,628	
Closeout	\$ 50,010		\$ 50,010	\$ 50,010	100%	\$-	0%	\$ 50,010	
Extra Services	\$ -		\$-	\$-		\$-		\$ -	
Reimbursable Services	\$ -		\$-	\$-		\$-		\$ -	
Cost Estimates	\$ -		\$-	\$-		\$-		\$ -	
Advertising & Printing	\$ 31,969		\$ 31,969	\$-	0%	\$-	0%	\$ 31,969	
TOB Project Management Services	\$ 576,500	\$-	\$ 576,500	\$-	0%	\$-	0%	\$ 576,500	
PSB Project Management Services	\$ 225,000	\$-	\$ 225,000	\$-	0%	\$-	0%	\$ 225,000	
Owner's Insurance	\$-	\$-	\$-	\$-		\$-		\$ -	
Other Administrative Costs	\$-	\$-	\$-	\$-		\$-		\$-	
SUB-TOTAL	\$ 4,122,122	\$-	\$ 4,122,122	\$ 3,182,090	77%	\$ 93,050	2%	\$ 4,029,072	
A&E									
A/E Basic Services	\$ 7,259,063	\$-	\$ 7,259,063	\$ 7,259,063	100%	\$ 272,215	4%	\$ 6,986,848	
Design Development	\$ 1,814,766		\$ 1,814,766	\$ 1,814,766	100%	\$ 272,215	15%	\$ 1,542,551	
Construction Documents	\$ 2,540,672		\$ 2,540,672	\$ 2,540,672	100%	\$-	0%	\$ 2,540,672	
Bidding	\$ 290,363		\$ 290,363	\$ 290,363	100%	\$-	0%	\$ 290,363	
Construction Administration	\$ 2,540,672		\$ 2,540,672	\$ 2,540,672	100%	\$-	0%	\$ 2,540,672	
Closeout	\$ 72,590		\$ 72,590	\$ 72,590	100%	\$-	0%	\$ 72,590	
Other Basic Services	\$ -		\$-	\$-		\$-		\$ -	
Extra/Reimbursable Services	\$ 500,000	\$ -	\$-	\$-		\$-		\$ -	
Other Reimbursables	\$ -		\$-	\$-		\$-		\$ -	
HazMat (incl. monitoring)	\$ -		\$-	\$-		\$-		\$ -	
Geotechnical/Geo-Environmental	\$-		\$-	\$-		\$-		\$ -	
Site Survey & Site Requirements	\$ -		\$-	\$-		\$-		\$-	
Wetlands	\$ -		\$-	\$-		\$-		\$-	
Traffic Studies	\$ -		\$-	\$-		\$-		\$-	
SUB-TOTAL	\$ 7,759,063	\$-	\$ 7,259,063	\$ 7,259,063	100%	\$ 272,215	4%	\$ 6,986,848	



AEL DRISCOLL SCHOOL - Brookli I Project Budget Status Repo									January 31, 2
Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
PRE CONSTRUCTION COSTS	¢ 240.600		4	+				[t	
CMR Pre-Con Services	\$ 319,688			\$-	0%		0%	\$ 319,688	
SUB-TOTAL	\$ 319,688	<u>\$</u>	\$ 319,688	\$ -	0%	ş -	0%	\$ 319,688	
CONSTRUCTION COSTS									
Construction Budget	\$ 92,909,563	\$ -	\$ 92,909,563	Ś -	0%	Ś -	0%	\$ 92,909,563	
Change Orders		\$ -		\$ -	070	ý Ś -	0,0	\$ -	
SUB-TOTAL	\$ 92,909,563		\$ 92,909,563		0%	Ŧ	0%	\$ 92,909,563	
OTHER PROJECT COSTS									
Construction Contingency	\$ 4,645,478	\$ -	\$ 4,645,478	\$-	0%	\$ -	0%	\$ 4,645,478	
Miscellaneous Project Costs		\$ -		\$ -	0%	, \$-	0%	\$ 569,893	
Utility Company Fees	\$ 106,563		\$ 106,563	\$ -	0%	, \$-	0%	\$ 106,563	
Testing & Inspection Services	\$ 127,875			\$ -	0%	\$ -	0%	\$ 127,875	
Commissioning	\$ 132,896		\$ 132,896	\$ -	0%	\$ -	0%	\$ 132,896	
Security	\$ 106,653		\$ 106,653	\$-	0%	\$-	0%	\$ 106,653	
Moving	\$ 95,906		\$ 95,906	\$-	0%	\$-	0%	\$ 95,906	
Other Project Costs	\$ -		\$-	\$-		\$-		\$ -	
Furnishings and Equipment	1 1 1 1 1 1 1	\$-	\$ 2,774,400	\$-	0%	\$-	0%	\$ 2,774,400	
Furnishings	\$ 1,654,400		\$ 1,654,400	\$-	0%	\$-	0%	\$ 1,654,400	
Technology Equipment	\$ 1,120,000		, ,	\$-	0%	\$-	0%	\$ 1,120,000	
Owner's Contingency	\$ 2,199,793			\$-	0%		0%	\$ 2,199,793	
SUB-TOTAL	\$ 10,189,564	\$ -	\$ 10,189,564	\$ -	0%	\$ -	0%	\$ 10,189,564	
TOTAL DD-CLO	\$ 115,300,000	¢	\$ 114,800,000	\$ 10,441,153	9%	\$ 365,265	0%	\$ 114,434,735	_
IOTAL DD-CLO	÷ 115,500,000		÷ 114,600,000	ş 10,441,153	9%	<i>y</i> 303,205	0%	<i>γ</i> 114,434,/35	
TOTAL PROJECT BUDGET	\$ 116,513,275	\$-	\$ 116,013,275	\$ 11,654,428	10%	\$ 1,578,540	1%	\$ 114,434,735	
							·		
	\$ -	Ectimator	Amount	CF	Cost Der SE				
CONSTRUCTION COST ESTIMATES	Date	Estimator	Amount	SF	Cost Per SF				
ner FS Cost Estimate					#DIV/0!				
ner SD Cost Estimate					#DIV/0!				

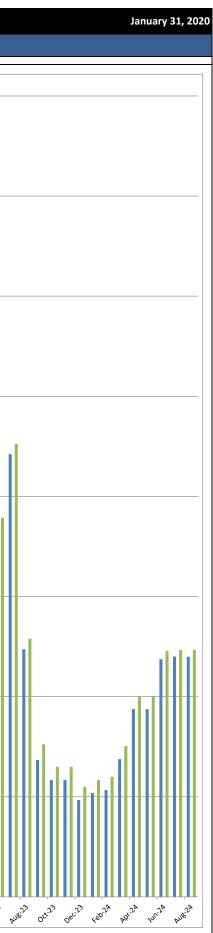
Budget Transfers:

01 00/00/0000 Transfer \$0 from to

MICHAEL DRISCOLL SCHOOL - Brookline, MA

Monthly Cash Flow

Deta		Original			Revised		
Date Dec-19	¢	Projection 1,213,275	Actua	13,275	Projection	\$4,000,000	Monthly Expenditures
Jan-20	\$	528,447		65,265			
Feb-20	\$	529,416	Ψ Ŭ.	.00,200	\$ 456,199		Original Projection Actual Revised Projection
Mar-20	\$	568,318					a dddd
Apr-20	\$	568,318		:			
May-20	\$	568,318		:			
Jun-20	\$	568,317		:			
Jul-20	\$	685,612		:	\$ 556,670	\$3,500,000 -	
Aug-20	\$	690,612		:			
Sep-20	\$	871,490		:	· · · · · · · · · · · · · · · · · · ·		
Oct-20	\$	1,870,408		1			
Nov-20	\$	1,999,151		1			
Dec-20	\$	2,001,151		:			
Jan-21	\$	2,071,151		:		\$3,000,000 -	
Feb-21	\$	1,864,245		:		\$3,000,000	
Mar-21	\$	2,014,797		:			
Apr-21	\$	2,264,797					
May-21	\$	2,514,797			1 1		
Jun-21	\$	2,764,797		1			
Jul-21	\$	3,264,797					
Aug-21	\$ \$	3,515,850 3,769,197		1		\$2,500,000 -	
Sep-21 Oct-21	э \$	3,769,197				+-,,	
Nov-21	э \$	3,525,837					
Dec-21	э \$	3,275,837					
Jan-22	\$	3,275,837					
Feb-22	\$	3,275,837					
Mar-22	\$	3,400,837					
Apr-22	\$	3,525,837				\$2,000,000	
May-22	\$	3,775,837					
Jun-22	\$	3,775,837					
Jul-22	\$	3,775,837					
Aug-22	\$	3,775,837					
Sep-22	\$	3,525,837					
Oct-22	\$	3,275,837					
Nov-22	\$	3,275,837				\$1,500,000	
Dec-22	\$	3,025,837			\$ 3,052,062		
Jan-23	\$	2,780,837			\$ 2,787,062		
Feb-23	¢	2,524,512			\$ 2,530,737		
Mar-23	\$	2,522,037		:			
Apr-23	\$	2,572,037		:			
May-23	\$	2,572,037					
Jun-23	\$	1,837,433				\$1,000,000	
Jul-23	\$	2,210,615					
Aug-23	\$	1,236,456					
Sep-23	\$	683,797					
Oct-23	\$	583,797					
Nov-23	φ \$	583,797					
Dec-23	φ \$	483,797					
Jan-24	ф Ф	518,360				\$500,000 -	
Feb-24	ф Ф	533,797					
reo-z4 Mar-24	¢ ¢	687,648					
	¢	937,597					
Apr-24 May 24	ф Ф	937,597 937,597					
May-24 Jun-24	¢ ¢	937,597 1,187,597					
Jun-24 Jul-24	\$	1,187,597 1,200,297			\$ 1,228,458 \$ 1,233,458		
	¢	1,200,297 1,199,491			\$ 1,233,458 \$ 1,233,726	Ş- +	
Aug-24	φ					Deci	tes a serie wind were also and the serie and wind were also and the serie and and also also also also also also
Total:	\$	116,513,275	\$ 1,5	78,540	\$ 114,434,735	L	



MICHAEL DRISCOLL SCHOOL - Brookline, MA

Cumulative Cash Flow

	e Cash Flow				
	Original	Actual	Revised		
Date	Projection	Cumulative	Forecast	140,000,000	
Dec-19	1,213,275		A		Monthly Expenditures - Cumulative
an-20	1,741,722	\$ 1,578,540			
eb-20 1ar-20	2,271,138		\$ 2,034,739 \$ 2,510,286		Original Projection Actual Cumulative Revised Forecast
pr-20	2,839,456 3,407,774		\$ 2,510,286 \$ 2,978,442		
lay-20	3,976,092		\$ 2,976,442 \$ 3,446,598		
un-20	4,544,409		\$ 3,914,754		
ul-20	5,230,021		\$ 4,471,424	420,000,000	
ug-20	5,920,633		\$ 5,033,094	120,000,000	
Sep-20	6,792,123		\$ 5,765,642		
Dct-20	8,662,531		\$ 7,497,112		
lov-20	10,661,682		\$ 9,325,979		
Dec-20	12,662,833		\$ 11,156,846		
an-21	14,733,984		\$ 13,004,591		
eb-21	16,598,229		\$ 14,862,719		
/lar-21	18,613,026		\$ 16,885,484 \$ 10,164,048	100,000,000	
Apr-21 Aay-21	20,877,823 23,392,620		\$ 19,164,048 \$ 21,689,973		
lun-21	26,157,417		\$ 21,009,973 \$ 24,460,098		
ul-21	29,422,214		\$ 27,730,223		
Aug-21	32,938,064		\$ 31,251,401		
Sep-21	36,707,261		\$ 35,025,868		
Oct-21	40,226,458		\$ 38,550,295		
lov-21	43,752,295		\$ 42,081,362		
Dec-21	47,028,132		\$ 45,362,429	80,000,000	
an-22	50,303,969		\$ 48,650,141		
eb-22	53,579,806		\$ 51,947,181		
lar-22	56,980,643		\$ 55,369,221		
pr-22	60,506,480		\$ 58,916,261		
/lay-22	64,282,317		\$ 62,713,301		
un-22	68,058,154		\$ 66,510,341		
ul-22	71,833,991		\$ 70,307,381		
Aug-22	75,609,828		\$ 74,104,421	60,000,000	
Sep-22	79,135,665		\$ 77,651,461		
Dct-22	82,411,502		\$ 80,953,523		
lov-22	85,687,339		\$ 84,255,585		
)ec-22	88,713,176		\$ 87,307,647		
an-23	91,494,013		\$ 90,094,709		
eb-23	94,018,525		\$ 92,625,446		
rep-23 Nar-23				40,000,000	
	96,540,562		\$ 95,153,708 \$ 07,724,070	+0,000,000	
vpr-23	99,112,599		\$ 97,731,970		
/lay-23	101,691,199		\$ 100,316,795		
un-23	103,528,632		\$ 102,210,153		
ul-23	105,739,247		\$ 104,472,059		
ug-23	106,975,703		\$ 105,761,249		
ep-23	107,659,500		\$ 106,523,449		
ct-23	108,243,297		\$ 107,173,221	20,000,000	
lov-23	108,827,094		\$ 107,822,993		
lec-23	109,310,891		\$ 108,372,765		
an-24	109,829,251		\$ 108,957,100		
eb-24	110,363,048		\$ 109,556,872 \$ 110,210,405		
ar-24	111,050,696		\$ 110,310,495		
or-24	111,988,293		\$ 111,314,067		
ay-24	112,925,890		\$ 112,317,633		
ın-24	114,113,487		\$ 113,546,091	De	19 627 parts write well over for the parts write well over cert card with write well over been card and parts write
I-24	115,313,784		\$ 114,779,549	0e	ke ba ha ba. O. Oe ke ba ha ba. O. Oe ke ba ha ba. O. Oe ke ba ha b
ug-24	116,513,275		\$ 116,013,275		
otal:	\$ 116,513,275	\$ 1,578,540	\$ 116,013,275	1	



DRISCOLL PreK-8 SCHOOL EXTENDED PRELIMINARY PROJECT SCHEDULE

ID Ta	sk Name	Start	Finish	DJF	MAM	2018 JJJA	. s o n	I D J	F M	 м J	019 JA	s o n	DJF	MA	2020 M J J		0 N I	JF	MAM	2021 J J J A	S O N D	JFM	20	022 J A S	0 N E	JFM	20 [A M J	023	s o n	D J	FMA	202 MJ	24 J A S (DND	JFM		2025 JJJ	ASC
1 F	easibility Study	Tue 9/4/18	Thu 12/13/18		Feasibil	lity Study	0			1 1	1 1 1					1 1						1 1 1				1								1.1		1 1 1		
2	Procure Design Team	Tue 9/4/18	Tue 9/4/18	l l			Procure	e Design	Team																													
	Perform Existing Building/Site Conditions & Due Diligence	Wed 9/5/18	Wed 10/31/18									ons & Due I	Diligence															 										
				i		11	1 1 1					111	11		1.1	1 1	1 1 1	11	111	1 1		11				i i	111	11				111	111	11		<u> </u>	<u> </u>	11
	Preliminary Design Program, Educational Program & Conceptual Design Options	Wed 9/5/18	Wed 11/14/18					1	L L L	1.1	1 1 1	ional Progr		eptual D 	1 I.	1.1																						
5	Recommend Preferred Design Option	Thu 11/15/18	Thu 11/15/18					Recom	mend Pre	ferred D	eşign Opti	on			11	1 1											1 1 1					1 1 1						
6	Refine Preferred Option	Thu 11/15/18	Wed 12/12/18					Refi	ne Preferre	ed Optio						1 1			1 1 1	1 1												1 1 1						
7	Special Town Meeting - Approval of Preferred Option & to Proceed to Schematic Design	Thu 12/13/18	Thu 12/13/18					1.1		1.1.		al of Prefer	11			1 1	Design											 										
8 S	chematic Design (SD)	Fri 12/14/18	Fri 4/26/19		Sc	chematic I	Design (\$D									+ +														+								
9	Program Verification & Design Refinement	Fri 12/14/18	Fri 2/15/19	+						1.1	1 1 1	lesign Refi						+++				╋╌╌╌				+									<u> </u>			
10	OPM Procurement	Wed 1/9/19	Fri 3/15/19																					· · · ·			<u></u>									<u></u>		
11	Continue/Expand Existing Building/Site Conditions &	Fri 12/14/18	Fri 2/15/19							ye/Expa	nd Existin	g Building/	Site Conditi	ons & Du			+ + +																					
	Due Diligence			l i						L L	1.1.1		11															I I										
12	Interim Schematic Design Review	Mon 2/18/19	Fri 2/22/19						Interi			gn Review																										
13	Complete Schematic Design	Mon 2/25/19	Fri 3/29/19					+	-	omplete	Schemat	ic Design																										
14	Independent SD Construction Cost Estimates, Reconciliation Process & Value Management	Mon 4/1/19	Tue 4/23/19		 		+ + +			Indep	endent SD	Construct	on Cost Es	timates,	Reconcilia	ation Pro	ocess & Va	lue Manag	ement		+ + + + 		 	 	 		+ + + 	 	 		 	+ + +						
	Reconclination Process & value management			I I																												1 1 1						
15	Total Project Budget Development	Wed 4/24/19	Fri 4/26/19					1		Total	Project Bu	idget Deve	lopment			1 1				i i								i i				111		11				
16 L	ocal Funding Approval	Tue 11/19/19	Fri 1/10/20	1		1 1		1	<u>; ; ;</u> '	Local Fi	inding Ap	oproval 🛡			1 1	1 1	1 1 1		1 1 1	1 1						111	1 1 1	1 1				1 1 1	1 1 1	11				11
	Fall 2019 Town Meeting - Townwide Referendum/Debt Exclusion Vote	Tue 11/19/19	Tue 12/10/19	i						1	1 1 1		Fall 2019	Town M	eeting - 1	ownwic	le Referenc	lum/Debt E	xclusion Vot	te								i i										
18	OPM & Designer Extended Services Contracts	Wed 12/11/19												L I I			rvices Coht															1 1 1						
	esign Development (DD)	Mon 1/13/20	Fri 6/26/20							Des	sign Deve	lopment (I)D) Viii		i i	i i		1.1.1		1.1																		
	Design Development Documents	Mon 1/13/20	Fri 5/29/20	1				1			1 1 1																			1		1 1 1		1.1				1.1
21	Designer & CM DD Construction Cost Estimates & Reconciliation	Mon 6/1/20	Fri 6/19/20										- H						Cost Estima																			
22	DD Value Management	Mon 6/22/20	Fri 6/26/20						i i i		; ; ;				i D	D Value	Managem	ent i i	i i i				i i i				<u>i i i</u>					<u>i i i</u>	<u> </u>	ii				
23	DD Review	Mon 6/22/20	Fri 6/26/20	1 i		1 1		i		1 1						D Revie																1 1 1		11				1
24	DESE Review of Project	Mon 4/6/20	Fri 5/1/20					1							DESER	eview of	Project															1 1 1						
25	Prepare, Review and Submit Project Notification to MA Historical Commission	Mon 4/6/20	Fri 5/8/20		<u> </u> 		+ + +		 	+ +	 						wand Subn		Notification t		torical Commis	sion	 	 	 		+ + + 	 	<u> </u> 		 	+ + +) 	
²⁶ C	ontract Documents (CD)	Mon 6/29/20								i i		Co	ntract Doc	uments				1.1		1.1								i i L I										
27	100% Construction Documents	Mon 6/29/20	Fri 1/15/21	1				1			1		11						6 Constructio											1		1 1 1						1 1
	Engage Inspectional Services & Board of Health for Plan Review	Mon 6/29/20	Fri 7/24/20	i				i I		i i I I						'Engai 	ge Inspectio				for Plan Review							i i L L		i				i i I I			rii Fil	i i i i
29	MAAB Review and Approval	Mon 6/29/20	Fri 7/24/20	1													Review br																					
30	CD Review	Mon 1/18/21	Fri 1/22/21					1										CDF	Review											-		1 1 1		<u> </u>				
31	Prepare 100% CDs for Bidding	Mon 1/25/21	Fri 1/29/21					++-	 				-			+ +	+ + +		pare 100% C					· · · ·	· · · ·			<u> </u>								↓↓ ↓ ↓ ↓		
32 L	EED	Mon 1/27/20	Fri 3/1/24										EED C											<u> </u>				<u> </u>						+ +				
33	LEED Kick-Off Meeting	Mon 1/27/20	Mon 1/27/20	1									♦ LI	EDKick	Off Meet	ing											<u> </u>					<u></u>		<u> </u>	1.1			
34	Final LEED 10-month Commissioning	Mon 5/29/23	Fri 3/1/24	1	iiii	-i i	i i i	1	 	i i	i i i				1	1 1	111	+ + +				t i i	i i i	i i i	iii	11	i i 🛓				Final	LEED 10-	-month Com	mi\$siohing	i i i	<u>i i i</u>	i i i	<u></u>
35 C	M at Risk Procurement	Thu 1/9/20	Thu 4/15/21					+		CI	Aat Risk	Procureme	ent COC			1 1		+ +																				
36	CM at Risk Application Update & Submit to OIG	Thu 1/9/20	Thu 1/9/20	1			 	+					🕈 ¢lu	at Risk A	pplication	Update	& Submit	to OIG					<u>↓ ↓ ↓</u> 	<u>↓ ↓ ↓</u> 	<u> </u> 				 	+								
37	Office of Inspector General Approval	Thu 1/9/20	Thu 2/6/20		<u> </u>				+ + + + 	+ +	+ + + 						Approval				+ + + + 	1 1	 	+ + +			+ + +	+ +	 			+ + + +				+ + +		
38	CM at Risk RFQ Process	Wed 1/22/20	Tue 2/4/20	-			1 1 1			11	1 1 1			M at Risk	RFQ Pro	odess	; ; ; ; ; ;				; ; ; ; ;	1.1		1 1 1			1 1	11				1 1 1		1	1.1	1 1 1		
39	CM at Risk SOQs Due	Wed 2/5/20	Wed 2/5/20	1			1 1 1	1						ÇM at Ris	k SOQs I	Dµe	111													1		1 1 1	111		1.1	1 1 1		11
40	CM at Risk RFP Process	Tue 2/11/20	Fri 2/28/20											CM at F	tisk RFP	Process	B											<u> </u>										
41	CM at Risk Proposals Due	Fri 2/28/20	Fri 2/28/20	1				-									ue I							<u> </u> 						+								
42	CM Interviews	Tue 3/10/20	Tue 3/10/20	+ +	 						1 1 1			🔺 ĊM İı	terviews		 				 		 			+		+ + -	 	-						+ + + +	 	

DRISCOLL PreK-8 SCHOOL EXTENDED PRELIMINARY PROJECT SCHEDULE

ID 1	ask Name	Start	Finish	D I	EM	AM	2018	<u>. e c</u>) N D	LEM		2019	s o n			20	20	s o n		I E M	AIMI	2021			TE		2022	4 8	0 N D			2023	ماجاد		TE	MAD	2024	AS		TIR	MA	2025 M L	5 J A S C
43	CM Award, Contract and Notice to Proceed	Wed 3/11/20	Mon 3/16/20		1 1		1 1								- ČN	1 Award, 🕯	Contract a	and Notic	∍ to Pro	ceed			1 5 10										<u> </u>	1 1			1 1						<u> </u>
44	Pre-Construction	Tue 3/17/20	Thu 4/15/21		i i		11	11	11			11		11	1			1 1					ion						11		1.1	1 1		1.1			11	111	11		11		111
45	Frade Contractor Prequalification	Thu 11/12/20	Wed 1/13/21	+	1 1				1 1			11						ation 🗬						11		11	1 1 1					<u> </u>	1 1					1 1 1			11		
46	Advertise Trade Contractors RFQ	Thu 11/12/20	Wed 11/18/20																Adverti	ise Trade	Contrac	tors RFC	2			1 1								1 1									
47	Trade Contractor RFQ Period	Thu 11/19/20	Wed 12/9/20	+	- 		+ +				 	+ +					+ +	1 1	Trad	ie Contra	ctor RFC	Period		+ +		+ +	 					+++						+ + +		+++			+ + +
48	Trade Contractors SOQ Due	Wed 12/9/20	Wed 12/9/20						i i		<u> </u>	<u> </u>		- m				<u> </u>	i Tra	ide Contr	actors \$4	OQ Due			l i i	<u> </u>	<u> </u>	-i-i	<u> </u>	1 1	11			11	l i i			+ + + +		t i i		<u> </u>	+ + + +
49	Review SOQs & Prequalify Trade Contractors	Thu 12/10/20	Wed 1/13/21												+ +		++		╎╋╧┝┑				l I ly Trade (rs				+ +		11	11		1 1			++-	+++					++++
50	Notify Trade Contractors for Bidding	Wed 1/13/21	Wed 1/13/21	+										<u>+-</u> !!					-	Notify T	rade Cor	ntractors	for Biddi	ng																			
51	Permitting & Regulatory Filings	Tue 2/11/20	Fri 5/21/21	_							Pern	itting & F	Regulatory F	ilings 🕕	÷		_							<u> </u>									_							<u> </u>			
52	Special Permit to Planning (Parking-Transportation	Tue 2/11/20	Mon 5/4/20	-	+ + -						+ + +					Specia	al Permit	to Plannir	g (Park	ding-Tran	sportatio	n Board)									+ + -							+					+-+-+-
	Board)																		l i																								
53	Zoning Board of Appeals	Mon 9/21/20	Fri 1/8/21	_			1 1	1 1									1 1	1.1		I I Zanina B	l I	ppeals																					
54	NPDS Construction General Permit	Mon 3/1/21	Fri 4/23/21			نصب			<u> </u>	Li.		<u> </u>		u		للنسا			<u> </u>	1	ii	ii	i i	operal P	rmit	<u> </u>			_i_i_					_i_i_	Lii			عليل		Ļü			
											 												ruction G		n Departr		 									 	 		 			 	
35	Permits from Town Engineering Department	Mon 3/1/21	Fri 4/23/21		11		1 1	1 1	1 1		1 1 1	1 1		1	1 1	1 1 1	1 1	1 1	1		11	1 1	ES/SWP	ĬI			1 1 1		1 1		1 1	11	1 1	1 1			1 1	1 1 1		11		1 1	1 1 1
56	EPA-NPDES/SWPPP	Mon 4/26/21	Fri 5/14/21				1 1	1 1	<u>ii</u>			<u>ii</u>		_	i i		<u> i i </u>	<u> </u>		i i	T I	1 1	Î.		l i i			i i	<u> </u>	L i i			<u> i i i i i i i </u>				<u> </u>			11	<u></u>		<u></u>
57	Building Permit	Mon 5/17/21	Fri 5/21/21															1.1	1		1.1	Suilding F	Permit																				
58	Bid Phases	Fri 1/29/21	Fri 4/9/21						1.1							1 1 1		Bid P	hases	(minut																							
59	Main Bid Documents Ready for Bidding	Fri 1/29/21	Fri 1/29/21				1.1	1.1	1.1	1.1		1.1		- 11	1.1	1 1 1	1.1	1.1		Main	Bid Docu	iments F	leady for	Bidding	1.1	1.1				1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1 1 1	11	1.1	1.1	1.1	1.1.1
60	Main Bid Period	Mon 2/1/21	Fri 2/26/21		11		1 1	1 1	11	11	1 1 1	1 1		11	1 1	1 1 1	1 1	1 1	1	Ma	in Bid Pe	eriod	1 1	1 1	11	1 1			11	11	1 1	11	1 1	1 1		1 1	11	1 1 1	11	1 1	1 1	11	1 1 1
61	Notice to Proceed/Award Contracts	Mon 3/1/21	Fri 3/26/21					1 1	1 1			1 1			1 1	1 1 1	1 1		1				d/Award			1 1	 		1 1		1 1			1 1									
62	Final GMP	Mon 3/29/21	Fri 4/9/21					1 1				1 1					1 1	1 1															1 1					1 1 1		11			1 1 1
63 (Construction	Mon 4/12/21	Fri 5/24/24		i i		1 1	1 1								1 1		1 1		truction												Nam ta					_	1 1 1					
64	Main Contruction - Mobilization and Submittals	Mon 4/12/21	Fri 5/21/21	+				1 1	1 1			1 1			1 1		1 1		1	1 1	ti de la como	fain Cor	truction -	Mobiliza	tion and	Submittal	s i i						1 1										
65	Main Construction	Mon 5/24/21	Fri 5/26/23								<u> </u>																					Main Co	Instructio	n									
66	Substantial Completion	Fri 5/26/23	Fri 5/26/23	+	; ; ; ;		11	1	1		, i i			- 11			1 1		1	<u></u>		1 1				1					1 1	Substa	ntial Corr	pletion	11		+	<u> </u>		11			+ + + +
67	FFE Installation and Punchlist	Mon 5/29/23	Fri 8/4/23											11	1.1	1 1 1														11	111			allation a									
68	Final Completion of New School	Fri 8/4/23	Fri 8/4/23	+															1										++				-Final C	ompletion	of New	School	++-					++-	
69	Teacher Move-In	Mon 8/7/23	Fri 8/18/23	+														<u> </u>													<u> </u>		Teach	er Move-I	h		+						
70	School Opening	Wed 9/6/23	Wed 9/6/23	+			+++	+ +	+ +											+ +				+ +			+ + +					-		nool Oper	ing		+ +	<u></u>		\vdash			
71	Building Demolition and Fields	Mon 6/26/23	Fri 5/24/24	-										- 11					1	1											1 1			1 1			Buildin	nġ Demoliti	tion and Fi				++++
72	Project Closeout Phase	Mon 5/27/24	Fri 9/13/24									1 1		_				1 1						1 1					+ +		1 1				Closeoù	It Phase							<u> </u>
	Prepare and Submit Closeout Documents	Mon 5/27/24																								+ +											┶┶	Prepa	are and Su				<u> </u>
	Final Application for Payment	Fri 8/16/24		_	<u> </u>	نيت		<u> </u>	<u> </u>			1_1_		<u> </u>				1 1								1_1_					1_1_				Lii				I Applicatio		- i i	- i i	
	Submit 100% DCAMM Contractor Evaluations	Mon 8/19/24									 								 								 											111	ubmit 1009	1.1.1		- i - i	
15	Submit 100% DCAMM Contractor Evaluations	won 8/19/24	FI 9/13/24				1 1	1 1	1 1		I I I	1 1		11	1 1	1 1 1	1 1	1 1	1	1 1	1 1	1 1	1 1	1 1		1 1	1 1 1	1.1	1.1		1 1	I I I	1 1	1 1	1.1	1 1	1.1			- DCAN		actor Eva	



Driscoll School Project - Brookline, MA Meeting Schedule Matrix

		January	r	r
		Wednesday	Thursday	Friday
		1-Jan	2-Jan	3-Jan
				ZBA/DAT Approval Proces Meeting
				Working Group
Monday	Tuesday	Wednesday	Thursday	Friday
6-Jan	7-Jan	8-Jan	9-Jan	10-Jan
	Building Commission Prep Conference Call		School Building Committee Meeting	Working Group
Monday	Tuesday	Wednesday	Thursday	Friday
13-Jan	14-Jan	15-Jan	16-Jan	17-Jan
	6:00PM Building Commission		7:30 AM - 9:00 AM Working Group	9:00 AM - 11:00 AM Playground Design Revie Committee Prep Meetin
	Town Hall, Room 408		1:00 PM - 2:00 PM Security	12:00 PM - 2:30 PM Driscoll Staff Meeting
			1:00 PM - 4:00 PM Driscoll Staff Meeting	
			2:00 PM - 3:00 PM Transportation	
20-Jan	21-Jan	22-Jan	23-Jan	24-Jan
Martia Lathar Kira la Dav	4:00 PM - 5:00 PM Working Group School Committee Rm		7:30 AM - 9:00 AM School Building Committee Town Hall, Rm 408	9:00 AM - 10:00 AM Playground Design Revie Meeting Prep, Town Hal 4th Floor Conference Rr
Martin Luther King Jr. Day			1:00 PM - 2:30 PM Driscoll Staff Meeting Driscoll School, Principal's Office	
27-Jan	28-Jan	29-Jan	30-Jan	31-Jan
		7:00 PM - 9:00 PM Playground Design Review Committee Driscoll School, Library	7:30 AM - 9:00 AM Working Group Town Hall, Rm 111	11:00 AM Security Meeting Driscoll School
			12:30 PM - 2:00 PM Food Service / Health Dept Coolidge Corner School	
			8:15 PM - 9:00 PM School Committee School Committee Rm	

			February		
Dates TBD	Monday	Tuesday	Wednesday	Thursday	Friday
	3-Feb	4-Feb	5-Feb	6-Feb	7-Feb
	6:00 PM - 9:00 PM Design Subcommittee School Committee Room	8:00 AM - 9:00 AM PTO / SBAC Meet & Greet Driscoll School Cafeteria		7:30 AM - 9:00 AM Working Group Town Hall, Rm 111	11:00 AM - 12:30 PM Parking Staff Meeting Town Hall, Rm 408
				1:00 PM - 2:30 PM Driscoll Staff Meeting Driscoll Principal's Office	
	10-Feb	11-Feb	12-Feb	13-Feb	14-Feb
	9:00 AM - 11:00 AM CM Prequalification Committee School Committee Room	1:30 PM - 2:00 PM Driscoll Music Meeting Driscoll Principal's Office		7:30 AM - 9:00 AM Working Group Location TBD	
	5:30 PM - 8:30 PM Design Subcommittee School Committee rm	4:00 PM - 6:00 PM SC Capital Subcommittee School Committee Rm		6:00 PM - 10:00 PM School Committee School Committee Rm	
		6:50 PM - 7:15 PM Building Commission Public Safety Building Community Room			
	17-Feb	18-Feb	19-Feb	20-Feb	21-Feb
			School Vacation Week		
24-Feb - 28-Feb	24-Feb	25-Feb	26-Feb	27-Feb	28-Feb
Time TBD CM Selection Committee Location TBD				7:30 AM - 9:00 AM Working Group Town Hall, Rm 408	7:30 AM - 9:00 AM School Building Committee School Committee Room
Time TBD Climate Action Committee Location TBD				6:00 PM - 10:00 PM School Committee School Committee Rm	



Driscoll School Project - Brookline, MA

Meeting Schedule Matrix





LEFTFIELD Driscoll School Project - Brookline, MA Meeting Schedule Matrix

			May		
Dates TBD	Monday	Tuesday	Wednesday	Thursday	Friday 1-May
					1 1109
4-May - 8-May	4-May	5-May	6-May	7-May	8-May
	5:30 PM - 8:30 PM				
	Design Subcommittee				
	Location TBD				
	11-May 7:00 PM - 9:00 PM	12-May	13-May	14-May	15-May
	Playground Design	Time TBD Building Commission		7:30 AM - 9:00 AM Working Group	
	Review Committee	Location TBD		School Committee Rm	
	Driscoll School, Library				
18-May - 22-May	18-May	19-May	20-May	21-May	22-May
Time TBD				7:30 AM - 9:00 AM	
Climate Action Committee				School Building Committee	
Location TBD				School Committee Rm	
Time TBD					
Food Service / Health Dept					
Location TBD					
Time TBD					
Police / Fire					
Location TBD					
	25-May	26-May	27-May	28-May	29-May
	Lo may	20 110	L, may	7:30 AM - 9:00 AM	25 may
				Working Group	
				School Committee Rm	
	Memorial Day				
			June		
Dates TBD	Monday	Tuesday		Thursday	Friday
Dates TBD 1-Jun - 5-Jun	Monday 1-Jun	Tuesday 2-Jun	Wednesday 3-Jun	Thursday 4-Jun	Friday 5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM	Monday 1-Jun	Tuesday 2-Jun	Wednesday	Thursday 4-Jun	Friday 5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	Monday 1-Jun	Tuesday 2-Jun	Wednesday	Thursday 4-Jun	Friday 5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM	Monday 1-Jun	Tuesday 2-Jun	Wednesday	Thursday 4-Jun	Friday 5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	Monday 1-Jun	Tuesday 2-Jun	Wednesday	Thursday 4-Jun	Friday 5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	Monday 3-Jun	Tuesday 2-Jun	Wednesday	Thursday 4-Jun	Friday S-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun	2-Jun	Wednesday 3-jun	4-Jun	5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	Monday 1-Jun 8-Jun	2-Jun 9-Jun	Wednesday	Thursday 4-Jun 11-Jun	Friday 5-Jun 12-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun	2-Jun 9-Jun Time TBD	Wednesday 3-jun	4-Jun	5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun	2-Jun 9-Jun	Wednesday 3-jun	4-Jun	5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun	2-Jun 9-Jun Time TBD Building Commission	Wednesday 3-jun	4-Jun	5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun	2-Jun 9-Jun Time TBD Building Commission	Wednesday 3-jun	4-Jun	5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun	2-Jun 9-Jun Time TBD Building Commission	Wednesday 3-jun	4-Jun	5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun	2-Jun 9-Jun Time TBD Building Commission	Wednesday 3-jun	4-Jun	5-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun 8-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD	Wednesday 3-Jun 10-Jun	4-Jun 11-Jun 18-Jun	5-Jun 12-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun 8-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD	Wednesday 3-Jun 10-Jun	4-Jun 11-Jun 18-Jun 7:30 AM - 9:00 AM Working Group	5-Jun 12-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun 8-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD	Wednesday 3-Jun 10-Jun	4-Jun 11-Jun 18-Jun 7:30 AM - 9:00 AM	5-Jun 12-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun 8-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD	Wednesday 3-Jun 10-Jun	4-Jun 11-Jun 18-Jun 7:30 AM - 9:00 AM Working Group	5-Jun 12-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun 8-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD	Wednesday 3-Jun 10-Jun	4-Jun 11-Jun 18-Jun 7:30 AM - 9:00 AM Working Group	5-Jun 12-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun 8-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD	Wednesday 3-Jun 10-Jun	4-Jun 11-Jun 18-Jun 7:30 AM - 9:00 AM Working Group	5-Jun 12-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee	1-Jun 8-Jun 15-Jun 22-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD	Wednesday 3-Jun 10-Jun	4-Jun 11-Jun 18-Jun 7:30 AM - 9:00 AM Working Group	5-Jun 12-Jun 19-Jun 26-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee School Committee Rm 22-Jun - 26-Jun Time TBD	1-Jun 1-Jun 8-Jun 15-Jun 15-Jun 12-Jun 12-Jun 12-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD 16-Jun	Wednesday 3-Jun 10-Jun 10-Jun 17-Jun	4-Jun 11-Jun 18-Jun 7:30 AM - 9:00 AM Working Group School Committee Rm 25-Jun 7:30 AM - 9:00 AM	5-Jun 12-Jun 19-Jun 19-Jun End of Design Developmen
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee School Committee Rm 22-Jun - 26-Jun Time TBD Select Board	1-Jun 8-Jun 15-Jun 22-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD 16-Jun	Wednesday 3-Jun 10-Jun 10-Jun 17-Jun	4-Jun 13-Jun 13-Jun 7:30 AM - 9:00 AM Working Group School Committee Rm 7:30 AM - 9:00 AM School Committee Rm	5-Jun 12-Jun 19-Jun 26-Jun
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee School Committee Rm 22-Jun - 26-Jun Time TBD	1-Jun 1-Jun 8-Jun 15-Jun 15-Jun 12-Jun 12-Jun 12-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD 16-Jun	Wednesday 3-Jun 10-Jun 10-Jun 17-Jun	4-Jun 11-Jun 18-Jun 7:30 AM - 9:00 AM Working Group School Committee Rm 25-Jun 7:30 AM - 9:00 AM	5-Jun 12-Jun 19-Jun 19-Jun End of Design Development
1-Jun - 5-Jun 6:00 PM - 10:00 PM School Committee School Committee Rm 22-Jun - 26-Jun Time TBD Select Board	1-Jun 1-Jun 8-Jun 15-Jun 15-Jun 12-Jun 12-Jun 12-Jun	2-Jun 9-Jun Time TBD Building Commission Location TBD 16-Jun	Wednesday 3-Jun 10-Jun 10-Jun 17-Jun	4-Jun 13-Jun 13-Jun 7:30 AM - 9:00 AM Working Group School Committee Rm 7:30 AM - 9:00 AM School Committee Rm	5-Jun 12-Jun 19-Jun 19-Jun End of Design Developmen
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DRISCOLL SCHOOL – Brookline, MA

CM at Risk (CMR) RFQ/RFP Procurement Schedule

Request for Qualifications (RFQ) Schedule

Thursday	Jan. 16	LeftField submits notice to <u>Central Register</u> by 3:00 PM and Town submits to COMMBUYS
Friday	Jan. 17	LeftField emails legal notice to Brookline TAB
Wednesday	Jan. 22	Town/PSB posts Notice to Town/Project website; Posts in Town Hall
Wednesday	Jan. 22	Notice to appear in <u>Central Register</u> , <u>Local Newspaper</u> , COMMBUYS
Thursday	Jan. 30	Deadline for Questions on RFQ by 5:00 PM
Friday	Jan. 31	Questions and Answers and any Addenda will be posted to <u>https://www.dropbox.com/sh/f7mo748d42w22sp/AAD0FFkfs40djgk8bLMILnQOa?dl=0</u> by 12:00 PM; Town also posts to COMMBUYS
Wednesday	Feb. 5	CMR Statement of Qualifications due at 2:00 PM at LeftField. LeftField distributes to Prequalification/Selection Committee.
Monday	Feb. 10	Prequalification/Selection Committee meets at 9:00 AM and determines prequalified firms

Request for Proposals (RFP) Schedule

Tuesday	Feb. 11	LeftField notifies qualified and disqualified firms by email and provides CM at Risk RFP to the qualified firms
Friday	Feb. 14	Pre-Proposal Conference at 11:00 AM at Driscoll School
Thursday	Feb. 20	Deadline for Questions on RFP by 5:00 PM
Friday	Feb. 21	LeftField emails Questions, Answers and any Addenda to qualified firms by 5:00 PM
Friday	Feb. 28	CM Proposals due at 2:00 PM at LeftField. LeftField distributes proposals to Prequalification/Selection Committee.
Tuesday	Mar. 3	Selection Committee meets at 9:00 AM and determines shortlisted firms; LeftField notifies firms of shortlist and interview times
Tuesday	Mar. 10	Interviews with Selection Committee
Wednesday	Mar. 11	Notice of Award issued to selected CM

Note: We received the Inspector General's Office approval on February 6, 2020.

Michael Driscoll School Brookline, MA

CM at-Risk SOQ Matrix

DRAFT

	/					/	/
	Baconstruction	Bond Building	Commodore pulses	Constitution			
	Baconstru	Bondb	Commento	Constru	Gilpane	Suffort	Washothers
Submission Requirements:							
CM at Risk SOQ Form	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Signed Pains and Penalties Perjury Form	Yes, George L. Agostini	Yes, Francis X. Hayes	Yes, Rich Lucht	Yes, Christian Riordan	Yes J. Michael Kennedy	Yes Chris Walenten	Yes Richard C. Walsh
		Yes; References (Similar Projects) Quincy South-West MS (Type, Comp,	Yes; (Similar Projects)	N (0: 1 D I I)	Yes; References (Similar Projects);	Yes; References (Similar Projects)	Yes; References (Similar Projects)
A. CM at Risk Qualifications Application	Yes; References for Joint Venture projects	Team) Wakefield Galvin MS (Type, Comp, Team) Bristol Community College	Umass Lowell Dandeneau Hall (CMR) MATCH Comm. Day Charter (Team) Tufts U- Collab. Learning & Innovation (CMR)	Yes; (Similar Projects) Stoughton HS (Type, Size, Cost) Holbrook Prek-12 (Size, Type, Comp)	Dearborn STEM Academy (Size, Cost. Comp, Team) Sarah Gibbons MS (Type) Winthrop Middle/High School (Team)	Somerville HS (Type/Complexity) Saugus MS/HS (Type/Size/Cost/Comp) BMC Durfee HS (Type/Complexity)	Hastings Elementary School (Size/Cost/Complexity) Thurgood Marshall MS(Size/Cost/Comp) Klarman Hall (Size/Complexity)
B. Cover Letter/Executive Summary (6 pages or less)	Yes - 3 out of joint ventures listed	Yes, project specific - K-12, urban, occupied sites; community engagement, net zero building.	Yes, project specific - team K-12 experience, safety, logistics for complex buildings, risk management	Yes; project specific. Numerous K-12, occupied site, CH 149A, Precon, safety, sustainability, MWBE, community engagement	Yes, project specific - Numerous K-12; urban, occupied sites; innovative buildings; community enagement	Yes, project specific - urban, occupied sites, site logistics, safety	Yes, somewhat project specific - Urban, Occupied Sites, Logistics LEED, Safety, Risk Mmgt.
C. Organization Chart	Yes Steven J. Agostini - PE Sherlie LaPierre - PM Joe McDonald - APM Don Maver - Superintendent Tommy Donatelli - Director of Precon Gary Terrell - Chief Estimator Brian Bouchard - MEP Consultant	Yes Ken Johnson - PIC David Capaldo - PD Charlie Harting - PX Austin Carr - PM Edward Matthews - APM Mike Donohue - General Super Jerry Hammersley - Sr Super Stephanie Crepeau - Asst. Super	Yes Rich Lucht - Group Leader Dara Colleary - PX Jonathan Morini - Estimating Mike Dupuis - Sr. PM Rich Waterman - Gen. Super Al Tocci - Sr. Super Karellis Rivera - Diversity Mgr.	Yes Christian Riordan - PX Chandler Rudert - PM Kristy Lyons - Precon Mgr. Tim Ericson - Estimating John Laperle - Gen. Super Kyle Raposo - Superintendent Chris Hamel - MEP Mgr	Yes Michael O'Brien - PIC Walter Kincaid - Sr PX Neil Benner - Onsite PX Linda Callahan - Onsite PM Kevin Cooke - PC Joe McCoy - Estimating Robert Braga-GS	Yes Sean Edward/Chris Walenten - PIC Noah Manacas - PX Ben Carawan - PM Julia Meier - APM Bridget Hawko - PE David Siomsky/Dorren Crowley-PC/Est. Bill Bird - Sf Super	Yes Frank Morris -PX Ryan Tracy - Sr PM Erin Bottiggi - PM Irina Makucha - PM Nelson Dupuis-PC/Est Josh Bilotta - PC/Ops David Smith - Sr Super Aiden Buick - Super
C. Resumes (All team members with management responsibility)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D. Similar Project in the last 5 years (CM at Risk, minimum 3 similar)	Plymouth South HS/\$94M Somerset Berkley HS/\$70M	Quincy SW MS/\$48.5M Wakefield Galvin MS/\$59.8M Bristol CC Health/Sci Bldg/\$32.2M Holy Cross Athletic Complex/\$76.5M MIT Central Utilities Cogen Plant/ \$195M Harvard U Energy Facility/\$168M	MATCH Comm. Day School/\$24.4M	Stoughton HS/\$101M Holbrook PreK-12/\$80M Framingham Fuller MS/\$78M Blue Hills Reg. Tech Reno/\$71.7M Tewksbury ES/\$79M Attleboro HS/\$224M Newtown Sandy Hook/\$cconfidential Ashburnham ES/\$25M Dedham Avery ES/\$18M	Minuteman Reg VoTech HS/\$120M Winthrop M/HS/\$75M Dearborn STEM Academy/\$61.8M Wilmington HS/\$72M Taconic HS/\$98M Sarah Gibbons MS/\$23.5M UMB University Hall/\$122M Essex North Agri & Tech HS/\$144M North Reading MS/HS/\$127M	Saugus MS/HS/\$128M Somerville HS/\$200M BMC Durfee HS/\$217M UMA Design Building/\$39M UMA Design Building/\$39M UML Coburn Half/\$35M Suffolk Univ. Academic Building/\$54M UMMS Albert Sherman Center/\$300M Lowell HS/\$270M	Thurgood Marshall MS/\$67.4M Maria Hastings ES/\$60M Klarman Hall, Havard/\$111.5M Science & Innovation Center WSU/356.6M UMB Integrated Sciences/\$164.9M UML University Suites/\$43.5M Wilkins Science Center, Emmanual/\$81.5M
E. Project Terminations or Failed to	None; Pending lawsuits; 3 in MA	None; 0 pending lawsuits	None; None	None; 3 pending lawsuits in MA	3 of Convenience - Projects Stopped; 1 in MA; 6 Pending Lawsuits in NE	5 of Convenience - Projects Stopped; 1 in MA; 4 Pending Lawsuits; 4 in MA	None; 1 Pending Lawsuits/Frozen Pipe; 1 MA
Complete in the last 5 years E. Convictions or Fine incurred on any state or federal law in the last 5 years	None	OSHA - 4 fines	None	None	0 in MA - 1 OSHA \$12,934 - OH	None	OSHA - 5; 4 fines
F. Documentation of Workers Comp Experience Modifier	2019-1.05 2018-1.03 2017-1.07	201968 201871 201770	201982 201879 201776	201980 201870 201778	201968 201864 201760	201974 201864 201760	202075 201979 201889 201791
G. MBE/WBE Compliance Record and Supporting Docs for last 5 years	Yes; 8- Good track record	Yes; 10- Majority of projects did not meet MBE or WBE goals	No - form not filled out correctly.	Yes; Good Track Record	Yes; 15-Good Track Record	Yes; Good Track Record; Refs	Yes; Good Track Record; Refs
H. Audited Financial Statement	Yes	Yes	Yes	Yes	Yes	Yes	Yes
I. Letter from Surety Company Evidencing Bonding (110% of \$92M =\$101.2M)	Yes; SL -\$123M; AL - \$126.2M	Yes; SL-\$131.5M; AL-\$965.5M	Yes; SL-\$100M; AL-\$300M	Yes; SL-\$414M; AL-\$2.2B	Yes; SL - \$500M; AL - \$5B	Yes; SL - \$1B; AL - \$5.5B	Yes; SL - \$250M; AL - \$600M
J. DCAMM Certificate of Eligibility	Yes; 94 P; 0 F	Yes; 97 P; 0 F	Yes; 96 P; 0 F	Yes; 94 P; 0 F	Yes; 94 P; 0 F	Yes; 95 P; 0 F	Yes; 96 P; 0 F
J. DCAMM Update Statement	Yes; Annualized value of current contracts to 5/2020 - \$13M	Yes; Annualized value of current contracts to 08/2022 - \$209.34M	Yes; Annualized value of current contracts to 07/2020 - \$126.5M	Yes; Annualized value of current contracts to 06/2024 - \$994.5M	Yes; Annualized value of current contracts to 11/2023 - \$994M	Yes; Annualized value of current contracts to 7/2022 - \$1.4B	Yes; Annualized value of current contracts to 1/2021 - \$322M
K. Examples of Project Management	Yes	Yes	Vaa hutliekt	Yes	Yes	Vee but liebt	Vee butlicht
Reports L. Example of Prior Sustainable/LEED			Yes, but light			Yes, but light	Yes, but light
Experience in last 5 Years Key Project Team Members:	Yes, 8	Yes, 1 Net Zero, 11 LEED Certified	No	Yes; 3 Net Zero, 24 LEED, 1 MA CHPS	Yes, 7 Net Zero, #3 Green Ed Builder	Yes, 15	Yes, 21
Principal-in-Charge	George Agostini	Ken Johnson	Rich Lucht	Matthew Consigli	Michael O'Brien	Sean Edwards/Chris Walenten	Richard Walsh
Project Executive	Steven Agostini	Charlie Harting	Dara Colleary	Christian Riordan Chandler Rudert PM;	Walter Kincaid	Noah Manacas	Frank Morse
Project Manager Superintendent	Sherlie LaPierre Don Maver	Austin Carr Mike Donohue - Gen. Superintendent Jerry Hammersly - Sr Superintendent	Mike Dupuis Rich Waterman - General Super	Kristy Lyons Precon PM John Laperle - General Superintendent	Neil Benner-Px;Linda Callahan Robert Braga	Ben Carawan Bill Bird - Sr Super	Ryan Tracy; Erin Bottiggi; Irina Makucha David Smith - Sr Super Adien Buick - Super; Mann Khokarr Asst
Notes & Comments on Submission Require	mente and Team Members	Stephanie Crepeau - Asst. Superintendent	Al Tocci - Senior Super	Kyle Raposo - Superintendent	, , , , , , , , , , , , , , , , , , ,		Adien Buick - Super; Mann Knokarr Asst
Similar Projects (cost, complexity, type, size							
1	University of RI Center for Chemistry & Forensic Science Comments:	Quincy South-West Middle School (Type, Team) Comments:	Fitchburg State U Residence Hall (CMR) Comments:	Stougton High School (Team, Size, Cost, Complexity) Comments:	Minuteman Regional VoTech HS (Type) Comments:	Somerville HS (Type,Complex) Comments:	Thurgood Marshall MS (Size,Cost,Type,Complex) Comments:
2	Plymouth South HS Comments:	Wakefield Galvin Middle School (Type, Team) Comments:	Newton Fire Dept. HQ (Public, LEED) Comments:	Holbrook Pre-K - 12 (Type, Size, Cost, Team) Comments:	Dearborn STEM Academy (Complexity) Comments:	UMMS Albert Sherman Ctr(SF,\$,Comp.) Comments:	Maria Hastings ES (Size,Cost,Type,Complex) Comments:
3	Peabody Higgins MS (joint venture) Comments:	Bristol CC Health and Science Building (Net Zero, Complexity)	MATCH Comm. Day School (CMR) Comments	Framingham Fuller Middle School (Cost, Type, Team)	Worcester Recovery Cen/Hospital (Cost Comments:	Commonwealth Ventures One Channel (Size,Cost, Complexity)	Klarman Hall - Havard (SF,\$,Comp.) Comments:
3	Sunita Williams ES (joint venture)	Comments: MIT Simons Building (Cost, Size,	Tufts U Collab Learning & Innovation	Comments: Blue Hills Regional Tech School (Comp,	Essex North Shore Agri &Tech HS (Size	Comments:) Saugus Middle/High School (Type,Cost,	UMass Boston Integrated Scences (SF,
4	Comments:	Complex) Comments	(CMR) Comments:	Cost, Type) Comments:	Comments:	Size, Complexity) Comments:	Cost, Comp) Comments:
References:	Sunita Williams Elementary School Steven Popper - Director of Design and Construction for Needham	Paul Hines - Quincy Commissioner	Fitchburg State U Residence Hall Preston Richardson - Architect	Stoughton High School Julie Miller - HS Principal	Minuteman Regional VoTech HS Ford Spalding - SBC Chair	Somerville HS Alex Pitkin -SMMA	Thurgood Marshall Middle School - Catherine Latham - Superintendent 781-477-7220 x3153
2	781-455-7550 x315 Plymouth South High School Gary Maestas - Superintendent	617-376-1542 Wakefield Galvin Middle School Stephen Maio - Town Adminiatrator 781-246-6200	617-234-3129 Newton Fire Dept. HQ Joshua Morse - Newton	781-344-4000 Holbrook Pre-K - 12 Kent Kovacs - Flansburgh Assoc.	508-735-3635 Dearborn STEM Academy Patrick Brophy - Chief Ops Boston 617-635-4624	617-520-9220 BMC DurfeeHS Matt Malone - uperintendent	781-953-3352 Maria Hastings Elementary School Vivian Lowe, DiNisco
3	508-830-4300 URI - Center for Chemistry & Forensics Matthew Ellsworth - Wilson Architects	781-246-6390 Bristol CC Health and Science Building Barry Heidke - DCAMM PM	617-778-0981 MATCH Comm. Day School Robin Greenberg (formerly Studio G)	617-367-3970 x270 Framingham Fuller Middle School Joel Seeley - SMMA	Sarah Gibbons Middle School Stephen Doret - Chair SBC	617-390-5050 UMass Lowell Perry Hall Joseph Naughton	617-426-2858 Klarman Hall, Havard Andrew O'Brien - Havard Business
	617-338-5990 Peabody Higgins Middle School	617-727-4050 MIT Simons Building	617-449-4000 Tufts U Collab Learning & Innovation	617-877-2859 Blue Hills Regional Tech School	508-836-7700 Winthrop Middle/High School	617-287-3200 Saugus Middle/High School Gary Brock - HMFH	School 617-496-3534 UML Olsen Hall Lori Ferriss, Goody Clancy
4	Ted Bettencourt - Mayor 978-538-5700	Arne Abramson - Dir. Real Estate MIT 617-231-2161	Raymond Santangelo - Tufts 617-627-3671	Mike Burton - Dore & Whittier 978-499-2999	John Macero -Former Superintendent 781-279-3802	617-492-2200	617-850-6564
Evaluation Criteria Notes: (Use Ratings: Yes				l l			
Prior Project Experience on Chapter 149A CM at Risk Delivery Method	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Prior Project Experience on Massachusetts Public Projects & Schools	Yes	Yes	Marginal	Yes	Yes	Yes	Yes
Prior Project Experience (At least 3							
Prior Project Experience (At least 3 Projects of similar cost, complexity, type and size) Record of Harmonious/Cooperative/Non-	Yes	Yes	No	Yes	Yes	Yes	Yes

Heather Hamilton	Ken Kaplan	Helen Charlupski				Philip Gray	Lynn Stapleton
committee:							
R Prequalification/Selection							
erall Summary		1					
tes & Comments							
nancial Status	Marginal	Yes	Marginal	Yes	Yes	Yes	Yes
tory of Compliance w/ MBE/WBE	Yes	Yes	Marginal	Yes	Yes	Yes	Yes
ety Record	Marginal	Yes	Yes	Yes	Yes	Yes	Yes
gation and Performance/Termination tory	Yes	Yes	Yes	Yes	Yes	Yes	Yes
ference Feedback	Yes	Yes	Yes	Yes	Yes	Yes	Yes
lume of Current Work	Marginal	Yes	Yes	Yes	Yes	Yes	Yes
monstrated Understanding of Project	Yes	Yes	Yes	Yes	Yes	Yes	Yes
ualifications of Proposed Team (cross- ferenced with team members listed on milar Projects)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
perience with Sustainable/LEED Projects	Yes	Yes	No	Yes	Yes	Yes	Yes



The Commonwealth of Massachusetts Office of the Inspector General

GLENN A. CUNHA INSPECTOR GENERAL JOHN W. McCORMACK STATE OFFICE BUILDING ONE ASHBURTON PLACE ROOM 1311 BOSTON, MA 02108 TEL: (617) 727-9140 FAX: (617) 723-2334

February 6, 2020

Melvin Kleckner, Town Administrator Town of Brookline 333 Washington Street Brookline, MA 02445

Re: Application to Use the Construction Management At-Risk Alternative Delivery Method for the Michael Driscoll Elementary School Project

Dear Mr. Kleckner:

On January 10, 2020, pursuant to M.G.L. c. 149A and 945 CMR 2.00, the town of Brookline ("Brookline") submitted an application to use the construction management at-risk ("CM at-risk") alternative delivery method for the Michael Driscoll Elementary School project.

Based on all the information provided, Brookline has met the statutory requirements for using the CM at-risk delivery method. Accordingly, the Office of the Inspector General ("Office") is issuing this notice to proceed to use the CM at-risk delivery method as specified in M.G.L. c. 149A, §§ 1-13, and to use the plan and procedures submitted.

This approval is conditioned on Brookline using a CM at-risk firm that the Division of Capital Asset Management and Maintenance ("DCAMM") has certified, as well as DCAMM-certified trade contractors. Therefore, Brookline must require each CM at-risk firm to supply both a certificate of eligibility and an update statement during both the prequalification phase and the technical proposal phase of the selection process. In addition, Brookline must require each trade contractor to supply a certificate of eligibility and an update statement during the prequalification phase and again at the bidding phase of the selection process. Brookline must reject as invalid all contractors' statements of qualifications, proposals and bids that do not provide such certificates of eligibility or update statements.

If, during the course of the project, Brookline changes its owner's project manager or designer, please submit information about the new project manager or designer to the Office. Also, if Brookline decides not to proceed with the CM at-risk delivery method, please notify the Office.

Mr. Melvin Kleckner Town of Brookline February 6, 2020 Page 2 of 2

Please feel free to contact me or Kerri-Anne Hollingshead, Policy Analyst, if you have any questions or concerns.

Sincerely,

Hern G. Cinle

Glenn A. Cunha Inspector General

cc: Lynn Stapleton, Project Director, Leftfield, LLC