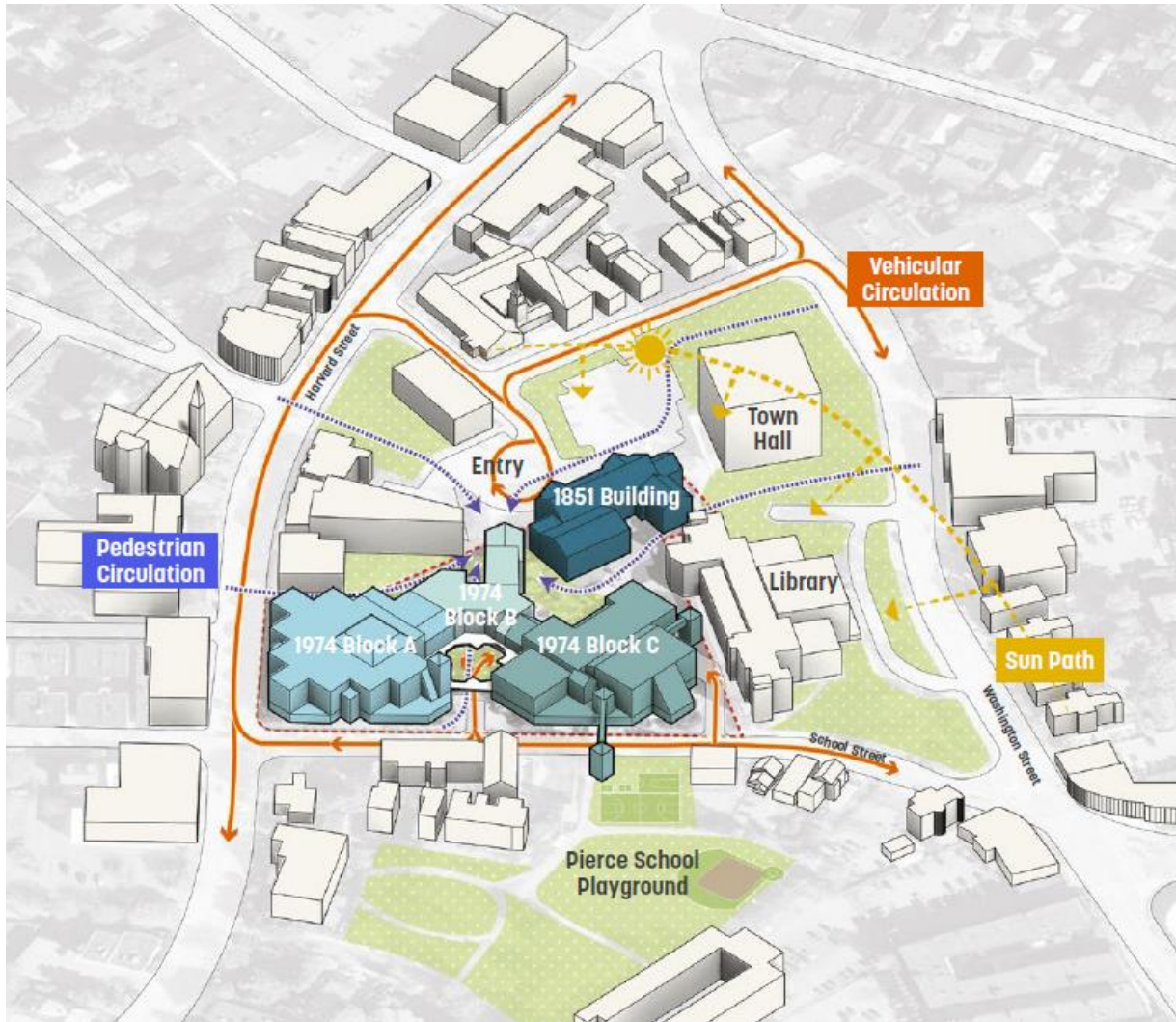


**JOHN R. PIERCE SCHOOL**

**Brookline, MA**



**OPM Monthly Project Update Report**

**January 2021**

<b>FS</b>	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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*\*\*Please note that the images used throughout this report are only draft concepts from the MDS/Sasaki proposal. The Design Team will be developing designs and building massing through conversations with the Town and School.\*\**



**DRAFT Preliminary Concept Massing Study from MDS/Sasaki Proposal**

During the Month of January, the MDS contract was approved and the Design Team was introduced to the School Building Committee. The MDS contract was presented to the three boards and was approved by the Building Commission on 01/12/21, the School Committee on 01/21/21, and finally the Select Board on 01/26/21. Currently, the finalized contract is being circulated for signatures.

The Design Team introduced themselves to the Pierce School Building Committee (SBC) on 01/28/21 to kick off the Feasibility Study. During the meeting, the Feasibility Study schedule was discussed, with a focus on the project milestones and the MDS/Sasaki work plan. The team also had a more in-depth discussion to explore some initial concepts and overarching ideas about the site. The SBC provided valuable initial feedback on how the site functions, what works well, and what could use improvement. This conversation will continue throughout Feasibility, but the kickoff meeting with the SBC was an indicator that the SBC members are very knowledgeable about and in tune with the functions and daily happenings of the campus.

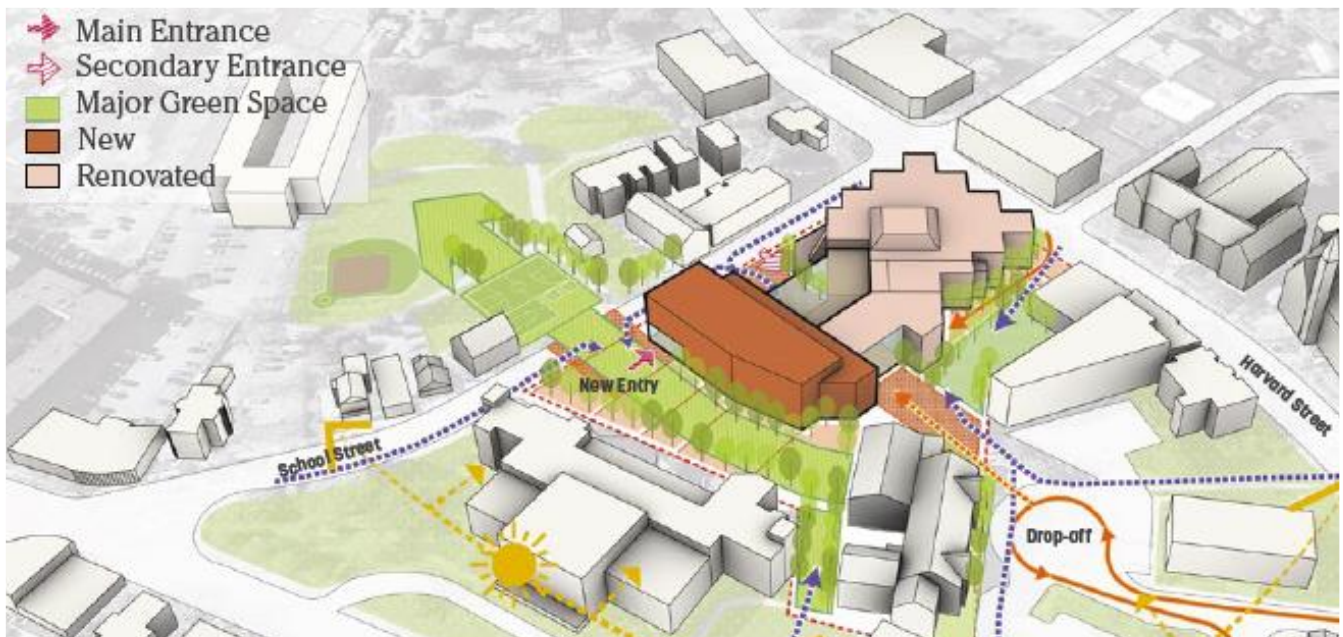
The tentative dates below show the timeline that the Project will be following as it relates to MSBA and Town milestones. These dates may be further refined as the Architect comes further up to speed with the project.

- 05/03/21 - Preliminary Design Program (PDP) Submission due to MSBA for staff review
- 09/08/21 - Preferred Schematic Report (PSR) submitted to MSBA – this means an option has been selected to explore further in Schematic Design
- 10/27/21 - MSBA Board of Directors Meeting to approve Preferred Schematic Report
- 04/13/22 - MSBA Board of Directors Meeting for Project Scope & Budget
- Town Meeting Vote: May 2022
- Debt Exclusion Override: June 2022

## I. TASKS COMPLETED THROUGH JANUARY 2021

The following tasks were completed in the month of January 2021:

- 01/05/21 Meeting with MDS/Sasaki to review subcontractor proposals and project schedule
- 01/12/21 January Building Commission Meeting – The Project Team received approval of the MDS contract
- 01/12/21 LeftField submitted the December 2020 Monthly Report to the MSBA
- 01/21/21 MDS Contract received approval from the School Committee
- 01/26/21 MDS Contract received approval from the Select Board
- 01/28/21 School Building Committee Meeting – kickoff meeting with MDS



**DRAFT Preliminary Concept Massing Study from MDS/Sasaki Proposal**

## II. TASKS PLANNED FOR FEBRUARY 2021

The following tasks are planned for the month of February 2021:

- 02/03/21 Educational Programming Kickoff meeting with Educational Leadership to determine process and attendee list for future Visioning Workshops.
- 02/04/21 Kickoff meeting with the MSBA to be scheduled once contract is fully Executed.
- 02/09/21 February Building Commission Meeting
- 02/12-19/21 Consultants and Surveyors to access building and site to gather data during February Vacation
- TBD School Building Committee Meeting – the kickoff meeting with MDS will be set up once the contract is approved by the Building Commission
- TBD Visioning Workshops – 2 sessions per week to be scheduled
- TBD Sustainability Workshop / Community Forum
- TBD First Community Forum

## III. PROJECT BUDGET OVERVIEW

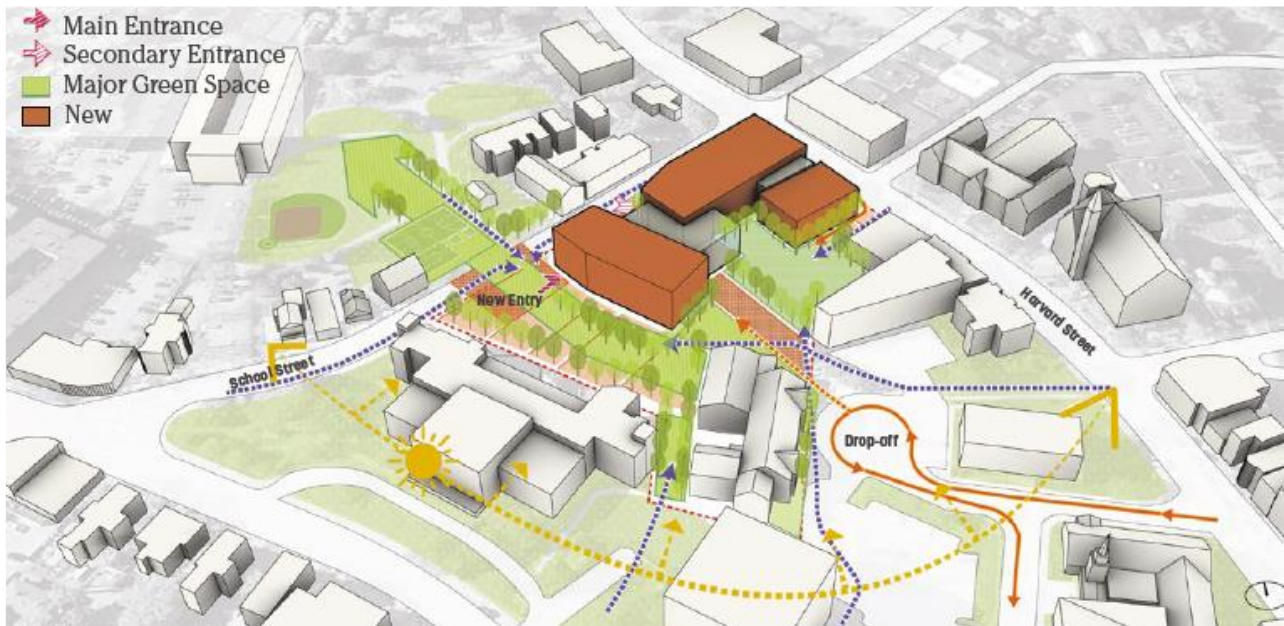
Expenditures against the budget totaled \$15,395 this month, which consisted of OPM fees for the Feasibility Study Services.

Budget Revision Request (BRR) #1 will be submitted to the MSBA to transfer \$225,000 from Other Contingency to OPM Feasibility Study/Schematic Design to fund OPM Base Contract for Feasibility Study/Schematic Design, and to transfer \$344,466 from Other Contingency to A/E Feasibility Study/Schematic Design to fund A/E Base Contract for Feasibility Study/Schematic Design.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated January 31, 2021.

## IV. PROJECT SCHEDULE OVERVIEW

The Pierce Project is currently in MSBA Module 3 – the Feasibility Study. During the month of February, the Project Team will begin assembling a list of potential solutions, developing the Educational Program, analyzing the existing conditions of the Pierce School, and conducting preliminary evaluations of all options available. This will be submitted to the MSBA as the Preliminary Design Program (PDP) for their review and comment. The Project is scheduled to submit the PDP for MSBA review in early May.



**DRAFT Preliminary Concept Massing Study from MDS/Sasaki Proposal**

From there, the team will narrow the options down to one preferred option as they dig into each more closely. The Preferred Schematic Report (PSR), a report highlighting the single preferred solution and outlining the process taken to get to that solution, is then submitted to the MSBA for review and voted on by the MSBA Board of Directors (BOD), a board that only meets every other month. The Project is targeting submission of the PSR to the MSBA by September 8, 2021, which allows the MSBA time to review it prior to their October 27, 2021 BOD meeting. Prior to that meeting there will be meetings with MSBA staff to ensure the package is complete and ready for approval.

Once a preferred solution is approved by the MSBA BOD, the team moves into Schematic Design (SD) to further develop the solution. This solution will again be submitted to the MSBA for review and voted on by the MSBA BOD. The Project's target is to be on April 2022 BOD meeting agenda. After the SD submission is approved by the MSBA, the project will need to secure funding through a vote at Town Meeting in May 2022.

See attached Preliminary Project Schedule for more information.

## **V. COMMUNITY OUTREACH**

The Pierce School Building Project Website will be used throughout the project to keep the community up to date with the latest information. Approved meeting minutes and presentation materials will be posted to the website as well. To subscribe to project updates, please visit the website: <https://www.brookline.k12.ma.us/Page/2453>.

MDS and Sasaki will be working with the Town to involve the Community in the Educational Programming process. They will be gathering feedback virtually, through apps, surveys, and socially distanced in person once in person meetings are allowed again. The Educational Visioning process will include Pierce teachers, staff, students, parents, community representatives, representatives from specialty programs that utilize the building, and others. Community Forums will be held to encourage feedback from those that interact with the building and site outside of its educational functions.

## **VI. ATTACHMENTS**

Monthly Invoice Summary, dated January 31, 2021

Total Project Budget Status Report, dated January 31, 2021

Monthly and Cumulative Cash Flow Reports, dated January 31, 2021

Preliminary Project Schedule, dated January 31, 2021

Budget Revision Request #1, dated February 9, 2021

**Total Project Budget Status Report**

ProPay Code	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
<b>FEASIBILITY STUDY AGREEMENT</b>										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 100,000	\$ 225,000	\$ 325,000	\$ 325,000	100%	\$ 76,975	24%	\$ 248,025	*FSA 1
0002-0000	A&E Feasibility Study/Schematic Design	\$ 950,000	\$ 344,466	\$ 1,294,466	\$ 1,294,466	100%	\$ -	0%	\$ 1,294,466	*FSA 1
0003-0000	Environmental & Site	\$ 150,000		\$ 150,000	\$ -	0%	\$ -	0%	\$ 150,000	
0004-0000	Other	\$ 800,000	\$ (569,466)	\$ 230,534	\$ -	0%	\$ -	0%	\$ 230,534	*FSA 1
	<b>SUB-TOTAL</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 1,619,466</b>	<b>81%</b>	<b>\$ 76,975</b>	<b>4%</b>	<b>\$ 1,923,025</b>	
<b>ADMINISTRATION</b>										
0101-0000	Legal Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	Owner's Project Manager	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0400	Design Development	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0500	Construction Documents	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0600	Bidding	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0700	Construction Administration	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0800	Closeout	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0900	Extra Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-1000	Reimbursable Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-1100	Cost Estimates	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0103-0000	Advertising & Printing	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0104-0000	Permitting	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0105-0000	Owner's Insurance	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0199-0000	Other Administrative Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	
<b>Architectural &amp; Engineering</b>										
	<b>A/E Basic Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	
0201-0400	Design Development	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0500	Construction Documents	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0600	Bidding	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0700	Construction Administration	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0800	Closeout	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-9900	Other Basic Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>Extra/Reimbursable Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	
0203-9900	Other Reimbursables	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0200	HazMat (incl. monitoring)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0300	Geotechnical/Geo-Environmental	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0400	Site Survey & Site Requirements	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0500	Wetlands	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-1200	Traffic Studies	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	
<b>SITE ACQUISITION</b>										
0301-0000	Land/Bldg. Purchase/Associated Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	

**Total Project Budget Status Report**

ProPay Code	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
<b>PRE CONSTRUCTION COSTS</b>										
0501-0000	CMR Pre-Con Services	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
<b>CONSTRUCTION COSTS</b>										
0502-0001	Construction Budget	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0508-0000	Change Orders	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
<b>ALTERNATES</b>										
0506-0000				\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
<b>OTHER PROJECT COSTS</b>										
0507-0000	Construction Contingency	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	Miscellaneous Project Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0601-0000	Utility Company Fees	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0602-0000	Testing Services	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0699-0000	Other Project Costs	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
	Furnishings and Equipment	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0701-0000	Furnishings	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0702-0000	Equipment	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0703-0000	Technology Equipment	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0801-0000	Owner's Contingency	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
<b>TOTAL PROJECT BUDGET</b>		\$ 2,000,000	\$ -	\$ 2,000,000	\$ 1,619,466	81%	\$ 76,975	4%	\$ 1,923,025	

FUNDING SOURCES	Max w/ Conting.	Max w/o Conting.	Project Budget	Scope Items Excluded	Contingencies	Basis of Total Facilities Grant	Reimbursement Rate
Maximum State Share	\$ 645,200	\$ 645,200					
Local Share	\$ 1,354,800	\$ 1,354,800					
<b>SUB-TOTAL</b>	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	2,000,000	32.36%

CONSTR. COST ESTIMATES	Date	Estimator	Amount	SF	Cost Per SF
PSR Cost Estimate					#DIV/0!
CM SD Cost Estimate					#DIV/0!

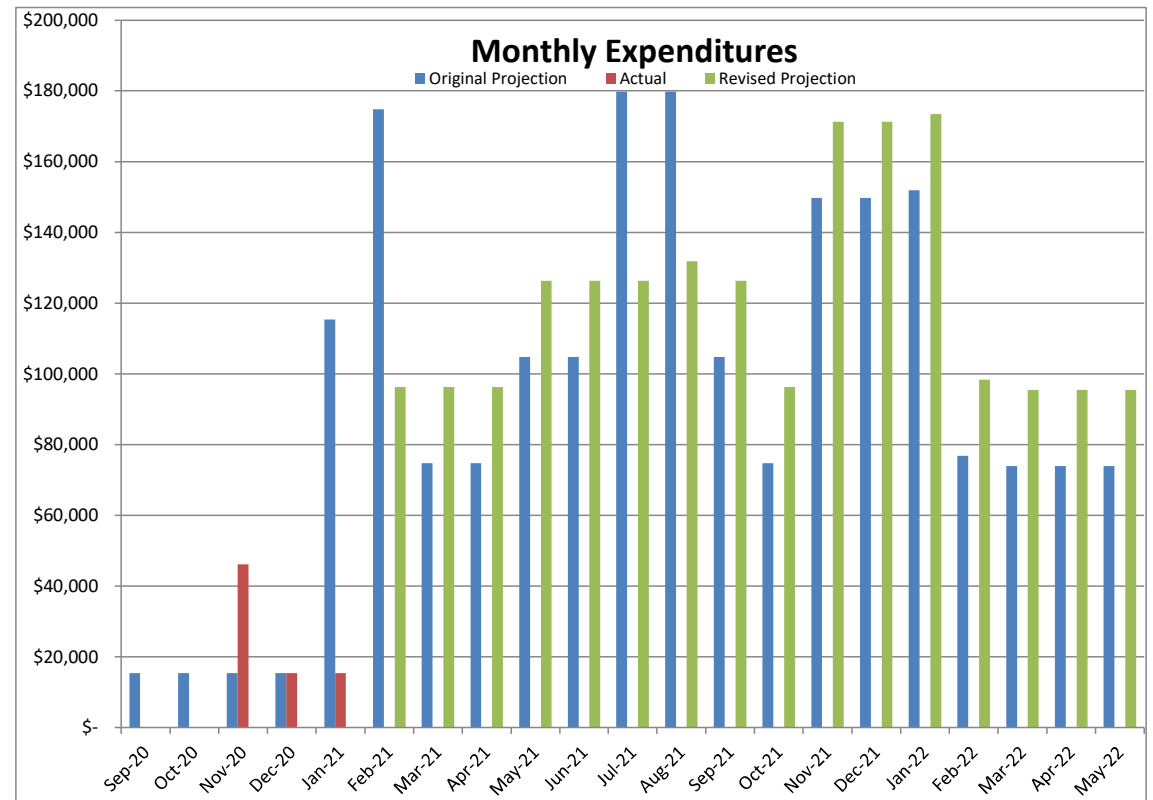
**Feasibility Study Agreement Budget Transfers:**

FSA BRR 01	11/30/2020	Transfer \$225,000 from Other Contingency to OPM Feasibility Study/Schematic Design to fund OPM Base Contract for Feasibility Study/Schematic Design.
FSA BRR 01	2/9/2021	Transfer \$344,466 from Other Contingency to A/E Feasibility Study/Schematic Design to fund A/E Base Contract for Feasibility Study/Schematic Design.



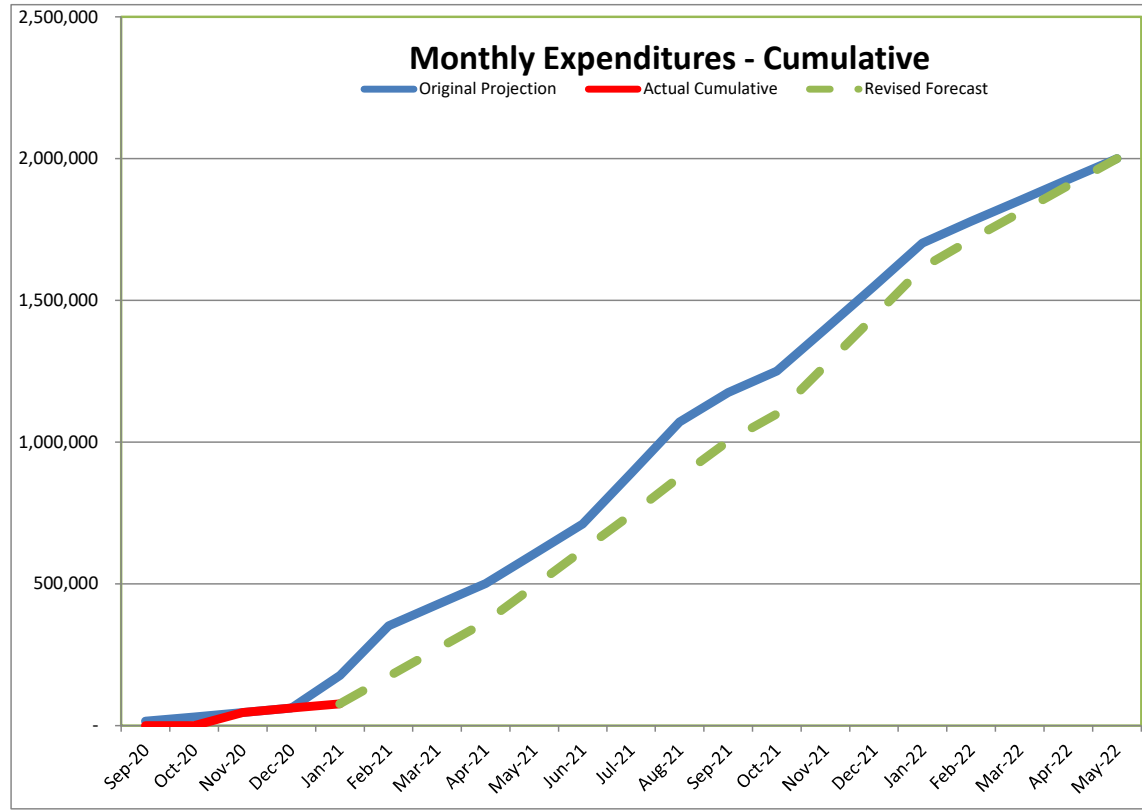
Monthly Cash Flow

Date	Original Projection	Actual	Revised Projection
Sep-20	\$ 15,395	\$ -	
Oct-20	\$ 15,395	\$ -	
Nov-20	\$ 15,395	\$ 46,185	
Dec-20	\$ 15,395	\$ 15,395	
Jan-21	\$ 115,395	\$ 15,395	
Feb-21	\$ 174,770		\$ 96,299
Mar-21	\$ 74,770		\$ 96,299
Apr-21	\$ 74,770		\$ 96,299
May-21	\$ 104,770		\$ 126,299
Jun-21	\$ 104,770		\$ 126,299
Jul-21	\$ 179,770		\$ 126,299
Aug-21	\$ 179,770		\$ 131,833
Sep-21	\$ 104,770		\$ 126,299
Oct-21	\$ 74,770		\$ 96,299
Nov-21	\$ 149,770		\$ 171,299
Dec-21	\$ 149,770		\$ 171,299
Jan-22	\$ 151,875		\$ 173,404
Feb-22	\$ 76,875		\$ 98,404
Mar-22	\$ 73,935		\$ 95,464
Apr-22	\$ 73,935		\$ 95,464
May-22	\$ 73,935		\$ 95,466
<b>Total:</b>	<b>\$ 2,000,000</b>	<b>\$ 76,975</b>	<b>\$ 1,923,025</b>



Cumulative Cash Flow

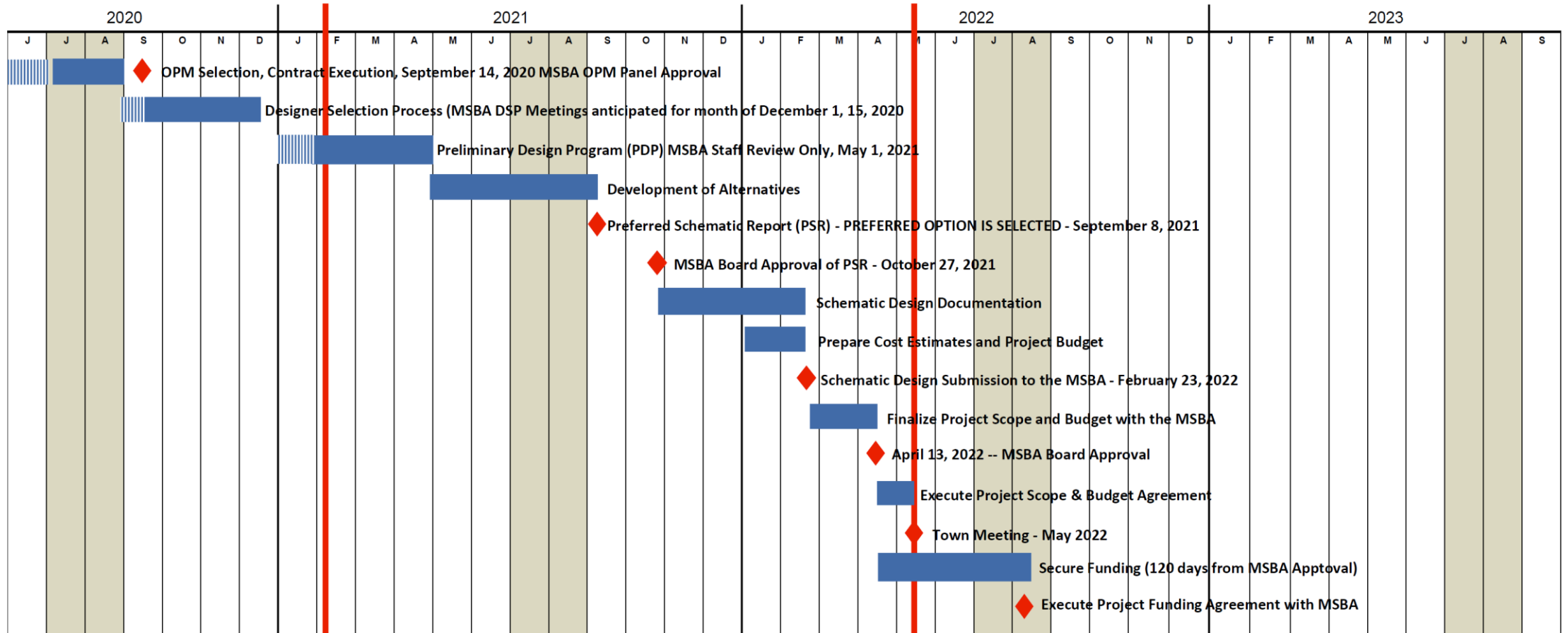
Date	Original Projection	Actual Cumulative	Revised Forecast
Sep-20	15,395	\$ -	
Oct-20	30,790	\$ -	
Nov-20	46,185	\$ 46,185	
Dec-20	61,580	\$ 61,580	
Jan-21	176,975	\$ 76,975	\$ 76,975
Feb-21	351,745		\$ 173,274
Mar-21	426,515		\$ 269,573
Apr-21	501,285		\$ 365,872
May-21	606,055		\$ 492,171
Jun-21	710,825		\$ 618,470
Jul-21	890,595		\$ 744,769
Aug-21	1,070,365		\$ 876,602
Sep-21	1,175,135		\$ 1,002,901
Oct-21	1,249,905		\$ 1,099,200
Nov-21	1,399,675		\$ 1,270,499
Dec-21	1,549,445		\$ 1,441,798
Jan-22	1,701,320		\$ 1,615,202
Feb-22	1,778,195		\$ 1,713,606
Mar-22	1,852,130		\$ 1,809,070
Apr-22	1,926,065		\$ 1,904,534
May-22	2,000,000		\$ 2,000,000
<b>Total:</b>	<b>\$ 1,399,675</b>	<b>\$ 76,975</b>	<b>\$ 2,000,000</b>





# JOHN R. PIERCE SCHOOL

## School Building Committee



TO: Director of Capital Planning

FROM: James Marini, Interim Superintendent of Schools, Public Schools of Brookline

Brookline

John R. Pierce School

MSBA Project ID Number: 201800460040

DATE: February 9, 2021

RE: Feasibility Study Agreement (FSA) Budget Revision Request, NUMBER: 1

Pursuant to the Feasibility Study Agreement between the TOWN OF BROOKLINE (the “District”) and the MASSACHUSETTS SCHOOL BUILDING AUTHORITY (the “Authority”), the District hereby requests a revision to the Feasibility Study Budget, Exhibit A, dated August 12, 2021, for the John R. Pierce School Project. As required, the District has provided the information outlined in the table below to indicate the Feasibility Study Budget categories (line items) affected, the amounts needed and the reasons for the proposed revision.

The District acknowledges and agrees that it will not seek reimbursement from the Authority for any costs that exceed the already approved line item limits set forth in Exhibit A until after the Authority has accepted this Feasibility Study Budget Revision Request, and the Authority’s ProPay system has been adjusted accordingly.

The District further acknowledges and agrees that in accordance with Section 3.3 of the Feasibility Study Agreement, any revisions to the Feasibility Study Budget will not result in an increase to the grant amount set forth in Section 2.1 of the Feasibility Study Agreement.

The District further acknowledges and agrees that the need for these revisions to the Feasibility Study Budget has been identified in the OPM monthly report as required pursuant to the Contract for Owner’s Project Management Services between the District and the OPM.

The District further acknowledges and agrees that all of the information contained in this Feasibility Study Agreement Budget Revision Request has been reviewed and approved by the TOWN OF BROOKLINE’s School Building Committee, and it further certifies and acknowledges that the funds to pay for the costs associated with these proposed revisions are available as indicated by the signatures noted below.

*The Total Budget in the Current Feasibility Study Budget, Exhibit A of the FSA dated August 19, 2021 is 2,000,000.00.*

<b>From Class’ Code</b>	<b>From Classification Name</b>	<b>To Class’ Code</b>	<b>To Classification Name</b>	<b>Budget Revision Amount</b>	<b>Reason for transfer (Attach all supporting documentation, e.g., executed contracts, amendments and or supporting invoices for reimbursable expenses)</b>	<b>Amount Remaining in Other</b>	<b>Ineligible/Cost/Scope Items excluded from the Total Facilities Grant</b>
0004-0000	Other	0001-0000	OPM Feasibility Study/Schematic Design	\$225,000	Transfer needed to align FSA budget with the approved OPM contract and scope of services	\$575,000	

0004-0000	Other	0002-0000	A&E Feasibility Study/Schematic Design	\$344,466	Transfer needed to align FSA budget with the approved A/E contract and scope of services	\$230,534	

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.

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**By: Bernard Greene**  
**Title: Chief Executive Officer**  
**Date:**

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**By: James Marini**  
**Title: Interim Superintendent of Schools**  
**Date:**

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**By: Suzanne Federspiel**  
**Title: Chair of the School Committee**  
**Date:**

MASSACHUSETTS SCHOOL BUILDING AUTHORITY

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**By:**  
**Title: Director of Capital Planning**  
**Date:**