

JOHN R. PIERCE SCHOOL

Brookline, MA



OPM Monthly Project Update Report

November 2021

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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In the month of October, the Pierce School Building Committee (SBC) narrowed the options down to focus on two options for the new Pierce school design: a three-story plan that would incorporate the Pierce Historical Building into the new Pierce School, and a four-story plan under which the Historical Building would no longer be part of the school. Thorough analysis of educational programming, sustainability, site integration, and cost for the final two options under consideration showed that both options were equivalent across all major Town priorities.

During their November 8th meeting, the SBC voted to select the three-story option that attaches to the Historical Building as the preferred schematic for the John R. Pierce School. Ultimately, the SBC chose this plan for the following reasons:

#### Educational Programming –

- The 3-story layout should be better for fostering community, collaboration, and the cross-pollination of ideas between students and staff than a taller building.
- Grades 6 through 8 are in their own Middle School wing that limits daily vertical transitions to specials and other shared resources.
- Transition times in this plan are equitable compared to those in other Brookline schools.
- With the new addition of Pre-K to Pierce, this layout allows for smooth rolling drop off and pick up. The Pre-K will also be adjacent to the Pre-K - K playground.

#### Community Considerations –

- The 3-story design will also present a softer façade along School Street which the project aims to transform into a safer, more welcoming pedestrian experience.
- **The Historical Building's function as a school will be maintained.** It is one of the oldest school buildings in Massachusetts to continuously function as a school.

The majority of this building design is new construction with a new, above-ground connection to a fully renovated and accessible Historical Building. With the addition of an elevator, same-level connections between the historic and new buildings, new finishes, and upgraded building systems, the Historical Building will be designed to feel and function just like any other wing of the building.

During the month of November, the project team assembled the draft Preferred Schematic Report which was distributed to the SBC for review on December 7<sup>th</sup>. The SBC will review the draft and provide comments prior to voting to approve the submission to the MSBA. The team is on target to meet the December 28, 2021 deadline for the submission.

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The project is currently on target to hit the following milestone dates:

- 06/15/21 - Preliminary Design Program (PDP) Submission due to MSBA for staff review (submitted)
- 12/28/21 - Preferred Schematic Report (PSR) submitted to MSBA
- 03/02/21 - MSBA Board of Directors Meeting to approve Preferred Schematic Report
- 06/22/22 – Schematic Design (SD) Report submitted to MSBA
- 08/31/22 - MSBA Board of Directors Meeting for Project Scope & Budget
- Town Meeting Vote: September 2022
- Debt Exclusion Override: September or October 2022

## I. TASKS COMPLETED THROUGH NOVEMBER 2021

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

- 11/1/21 Plan diagram walkthrough of Options 3b and 3b-H with Educational Leadership
- 11/03/21 Weekly Project Team Meeting with Staff
- 11/03/21 Leftfield submitted Monthly Report to Town and MSBA
- 11/08/21 School Building Committee Meeting  
SBC voted to approve Option 3b-H as preferred solution
- 11/09/21 November Building Commission Meeting
- 11/10/21 Project Team met with MSBA to discuss preferred option
- 11/17/21 Weekly Project Team Meeting with Staff
- 11/19/21 Project Team met with Transportation Dept. to develop traffic study scope
- 11/22/21 School Committee Meeting
- 11/30/21 Project Team met with Engineering Dept to discuss property line boundary clarification
- 11/30/21 Project Team met with MSBA to discuss grossing factor

## II. TASKS PLANNED FOR DECEMBER 2021

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

- 12/1/21 Weekly Project Team Meeting with Staff
- 12/6/21 School Building Committee Meeting
- 12/7/21 Project Team met with Engineering Dept to discuss property line boundary clarification
- 12/8/21 Leftfield submitted Monthly Report to Town and MSBA

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- 12/8/21 Weekly Project Team Meeting with Staff
  - 12/13/21 School Building Committee Meeting
  - 12/14/21 December Building Commission Meeting
  - 12/15/21 Weekly Project Team Meeting with Staff
  - 12/22/21 Weekly Project Team Meeting with Staff
  - 12/28/21 Submit Preferred Schematic Report to MSBA

### III. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$34,155.00 this month, which consisted of OPM and Designer fees related to the Preferred Schematic Report Phase services for the Feasibility Study and reimbursable services for independent cost estimating for the PSR Phase.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated November 30, 2021.

### IV. PROJECT SCHEDULE OVERVIEW

The Pierce Project is currently in MSBA Module 3 – the Feasibility Study. The full Pierce School Building Committee (SBC) has been meeting every other week to provide feedback on the options under consideration and to guide the public process and community outreach endeavors.

At the October 28th SBC meeting, the SBC voted to remove all options from consideration except options 3b and 3b-H which will be scrutinized closer in coming meetings. At the November 8, 2021 meeting, the SBC selected Option 3b-H, new construction that attaches to the Historic Building, as the preferred option to pursue into Schematic Design (SD). The Preferred Schematic Report (PSR), a report highlighting the single preferred solution and outlining the process taken to get to that solution, will be 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 on target to submit the PSR to the MSBA by December 28, 2021, which allows the MSBA time to review it prior to their March 2, 2022 BOD meeting. Prior to that meeting there will be a meeting 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 the August 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 September 2022 as part of the primary elections already slated to occur at that time. See attached Preliminary Project Schedule for more information.

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**V. CONTRACT AMENDMENTS/BUDGET TRANSFERS**

No Contract Amendments or Budget Revisions were required in November 2021.

**VI. MBE / WBE PARTICIPATION**

The Minority Business Enterprise (MBE) participation goal is 5.1% and for Women Business Enterprise (WBE) participation, the goal is 10%. Based on the Designer subcontracts awarded for the Feasibility Study/Schematic Design Phase, the percentage of fee for MBE is 8.4% and WBE is 35.9% for a combined total MBE/WBE participation of 44.3%. The percentages will be updated for the Design Development through Closeout Phases of the project.

The Designer's Workforce Participation for Minority and Women through the month of November 2021 are as follows:

Minority Hours:	547.3	Minority Workforce Participation:	11%
Women Hours:	3531.25	Women Workforce Participation:	70%

**VII. 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>.

**VIII. ATTACHMENTS**

Monthly Invoice Summary, dated November 30, 2021  
Total Project Budget Status Report, dated November 30, 2021  
Monthly and Cumulative Cash Flow Reports, dated November 30, 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	\$ 244,800	\$ 344,800	\$ 344,800	100%	\$ 236,425	69%	\$ 108,375	*FSA 1, 4
0002-0000	A&E Feasibility Study/Schematic Design	\$ 950,000	\$ 372,516	\$ 1,322,516	\$ 1,322,516	100%	\$ 546,641	41%	\$ 775,875	*FSA 1, 2, 3
0003-0000	Environmental & Site	\$ 150,000		\$ 150,000	\$ 8,192	5%	\$ 8,192	5%	\$ 141,808	
0004-0000	Other	\$ 800,000	\$ (617,316)	\$ 182,684	\$ -	0%	\$ -	0%	\$ 182,684	*FSA 1, 2, 3, 4
	<b>SUB-TOTAL</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 1,675,508</b>	<b>84%</b>	<b>\$ 791,258</b>	<b>40%</b>	<b>\$ 1,208,742</b>	
<b>ADMINISTRATION</b>										
0101-0000	Legal Fees	\$ -	\$ -	\$ -	\$ -				\$ -	
	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>										
	A/E Basic Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
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%	\$ -	
	Extra/Reimbursable Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
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%	\$ -	
	<b>Furnishings and Equipment</b>	\$ -	\$ -	\$ -	\$ -	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	\$ 1,675,508	84%	\$ 791,258	40%	\$ 1,208,742	

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	32.26%

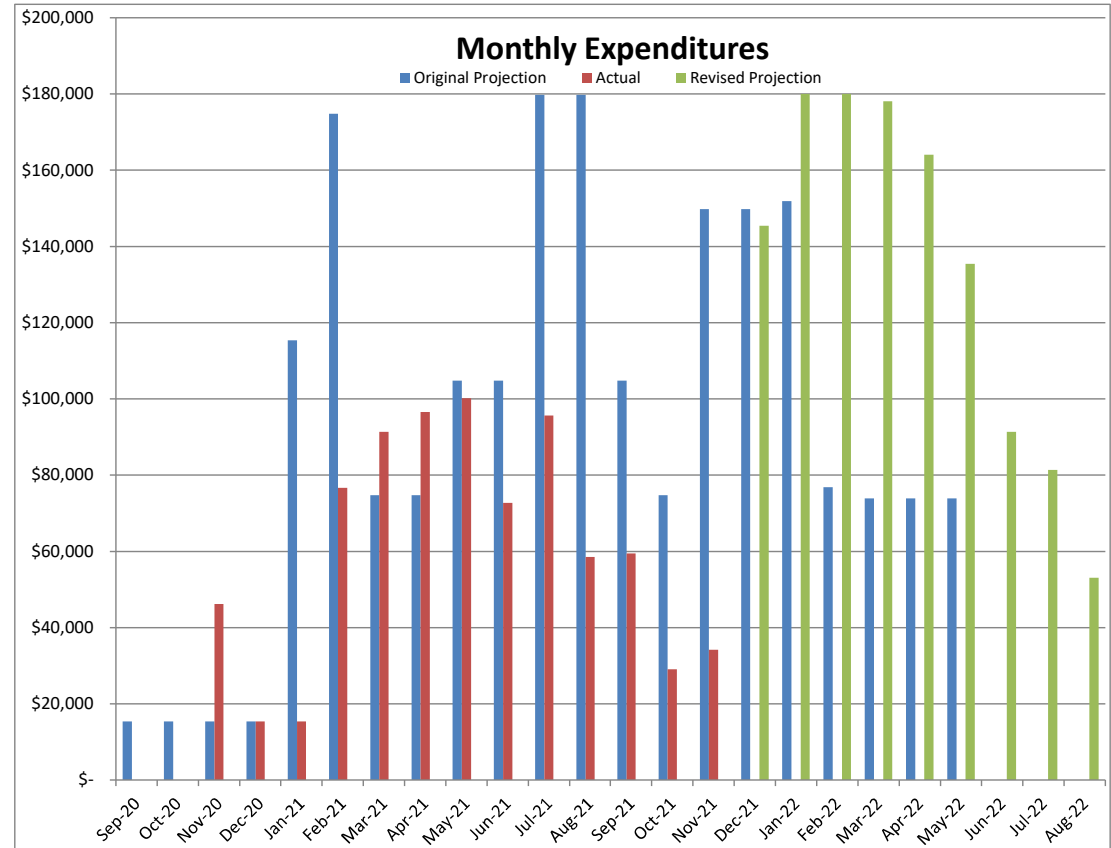
CONSTRUCTION COST ESTIMATES	Date	Estimator	Amount	SF	Cost Per SF
PSR Cost Estimate					#DIV/0!
CM SD Cost Estimate					#DIV/0!

**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.
FSA BRR 02	8/10/2021	Transfer \$1,650 from Other Contingency to A/E Feasibility Study/Schematic Design to fund survey of interior slab deflection.
FSA BRR 03	9/14/2021	Transfer \$26,400 from Other Contingency to A/E Feasibility Study/Schematic Design to fund surveys of Garages A, B, D and E.
FSA BRR 04	10/12/2021	Transfer \$19,800 from Other Contingency to OPM Feasibility Study/Schematic Design to fund cost estimating services for PSR and SD.

Monthly Cash Flow

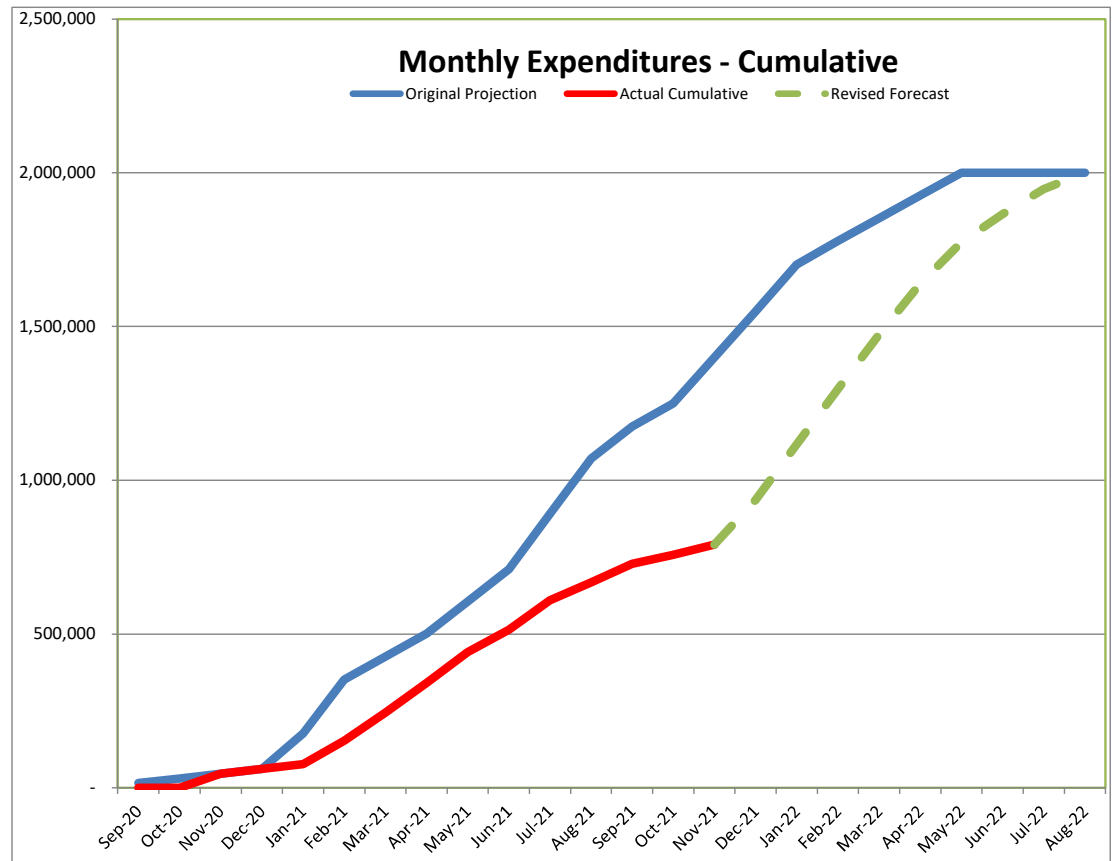
Date	Original Projection	Actual	Revised Projection
Sep-20	\$ 15,395	\$ -	
Oct-20	\$ 15,395	\$ -	
Nov-20	\$ 15,395	\$ 46,185	
Dec-20	\$ 15,395	\$ 15,395	
Jan-21	\$ 115,395	\$ 15,395	
Feb-21	\$ 174,770	\$ 76,627	
Mar-21	\$ 74,770	\$ 91,349	
Apr-21	\$ 74,770	\$ 96,521	
May-21	\$ 104,770	\$ 100,208	
Jun-21	\$ 104,770	\$ 72,736	
Jul-21	\$ 179,770	\$ 95,641	
Aug-21	\$ 179,770	\$ 58,536	
Sep-21	\$ 104,770	\$ 59,452	
Oct-21	\$ 74,770	\$ 29,059	
Nov-21	\$ 149,770	\$ 34,155	
Dec-21	\$ 149,770		\$ 145,395
Jan-22	\$ 151,875		\$ 180,000
Feb-22	\$ 76,875		\$ 180,000
Mar-22	\$ 73,935		\$ 178,079
Apr-22	\$ 73,935		\$ 164,058
May-22	\$ 73,935		\$ 135,395
Jun-22	\$ -		\$ 91,339
Jul-22	\$ -		\$ 81,400
Aug-22	\$ -		\$ 53,076
<b>Total:</b>	<b>\$ 2,000,000</b>	<b>\$ 791,258</b>	<b>\$ 1,208,742</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	
Feb-21	351,745	\$ 153,602	
Mar-21	426,515	\$ 244,951	
Apr-21	501,285	\$ 341,472	
May-21	606,055	\$ 441,680	
Jun-21	710,825	\$ 514,416	
Jul-21	890,595	\$ 610,056	
Aug-21	1,070,365	\$ 668,593	
Sep-21	1,175,135	\$ 728,044	
Oct-21	1,249,905	\$ 757,103	
Nov-21	1,399,675	\$ 791,258	\$ 791,258
Dec-21	1,549,445		\$ 936,653
Jan-22	1,701,320		\$ 1,116,653
Feb-22	1,778,195		\$ 1,296,653
Mar-22	1,852,130		\$ 1,474,732
Apr-22	1,926,065		\$ 1,638,791
May-22	2,000,000		\$ 1,774,186
Jun-22	2,000,000		\$ 1,865,524
Jul-22	2,000,000		\$ 1,946,924
Aug-22	2,000,000		\$ 2,000,000
<b>Total:</b>	<b>\$ 2,000,000</b>	<b>\$ 791,258</b>	<b>\$ 2,000,000</b>



Project Number: 2101

Project Name: Brookline Pierce School

Company Name: MDS-Sasaki (including Consultants)

Company Name	Workforce Participation				
	Minority Hours	Minority %	Women Hours	Women %	Total Hours
MDS	0	0.00%	2163	80.23%	2696
Sasaki	360	26.21%	1178	85.77%	1373.5
A.M. Fogarty	0	0.00%	0	0.00%	39
Hastings	0	0.00%	0	0.00%	15.5
GGD	0	0.00%	4.75	11.95%	39.75
LGCI	57.3	55.10%	0	0.00%	104
Feldman Land Surveyors	16	6.18%	8	3.09%	259
PEER Consultants	0	0.00%	0.5	0.27%	186.25
Souza True & Partners Inc.	0	0.00%	59	100.00%	59
New Vista Design	15	12.50%	15	12.50%	120
Vanasse & Associates, Inc.	99	61.30%	103	63.78%	161.5
Total	547.3	161.28%	3531.25	357.58%	5053.5