

JOHN R. PIERCE SCHOOL

Brookline, MA



OPM Monthly Project Update Report

October 2020

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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Designer Procurement was the focus during the month of October. The team is on track to meet the MSBA issued timeline that would secure the Town a spot on their Designer Selection Panel on December 1, 2020. The Designer RFS was released to the public on October 7, 2020.

A walkthrough of the Pierce School led by Matt Gillis and Leftfield took place on October 20, 2020. Attached is the presentation from that walkthrough which was also included in RFS Addendum #1. A second addendum was issued to address follow up designer questions.

Designer proposals were due to Leftfield by 2:00PM on November 4, 2020. Eight proposals were received.

I. TASKS COMPLETED THROUGH OCTOBER 2020

The following tasks were completed in the month of October 2020:

- 10/01/20 Leftfield submitted Central Register ad for Designer RFS
- 10/02/20 Leftfield received comments from MSBA on draft Designer RFS
- 10/05/20 Leftfield updated Designer RFS, sent to MSBA for final review
- 10/06/20 SBC meeting to review budget and approve Designer RFS
- 10/06/20 Leftfield prepared and submitted the September OPM Monthly Report
- 10/07/20 Central Register ad appeared for Designer RFS
- 10/07/20 Designer RFS posted to the Brookline Purchasing Agent website
- 10/13/20 October Building Commission Meeting to approve OPM Contract
- 10/20/20 Designer Walkthrough at Pierce School
- 10/22/20 Leftfield issued Addendum to Designer RFS to include any questions received to date plus any handouts from the walkthrough(s)
- 10/26/20 Designer questions due to Leftfield

II. TASKS PLANNED FOR NOVEMBER 2020

The following tasks are planned for the month of November 2020:

- 11/01/20 Leftfield issued Addendum to address all questions submitted
- 11/04/20 Designer Proposals due to Leftfield – 8 proposals received
- 11/04/20 Leftfield prepared and submitted the October OPM Monthly Report
- 11/10/20 Designer Selection Panel (DSP) Town members meet
- 11/10/20 November Building Commission Meeting
- 11/12/20 Proposals and Reference Check information due to the MSBA
- TBD School Building Committee Meeting

III. PROJECT BUDGET OVERVIEW

No expenditures were submitted in the month of October. See attached Total Project Budget Status Report.

IV. PROJECT SCHEDULE OVERVIEW

The Pierce Project is currently in MSBA Module 2 – Forming the Project Team. Once a Designer is on board, the Project will move into Module 3 – the Feasibility Study, Module 4 – Schematic Design, and then into Module 5 – Funding the Project. From now to a Town Vote at Town Meeting in May 2022 it will be imperative to hit every milestone to stay on track.

Once a Designer is on board, the Project Team will begin assembling a list of potential solutions, begin 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. From there, the team will narrow the options down to one that is preferred 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.

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. 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>.

VI. ATTACHMENTS

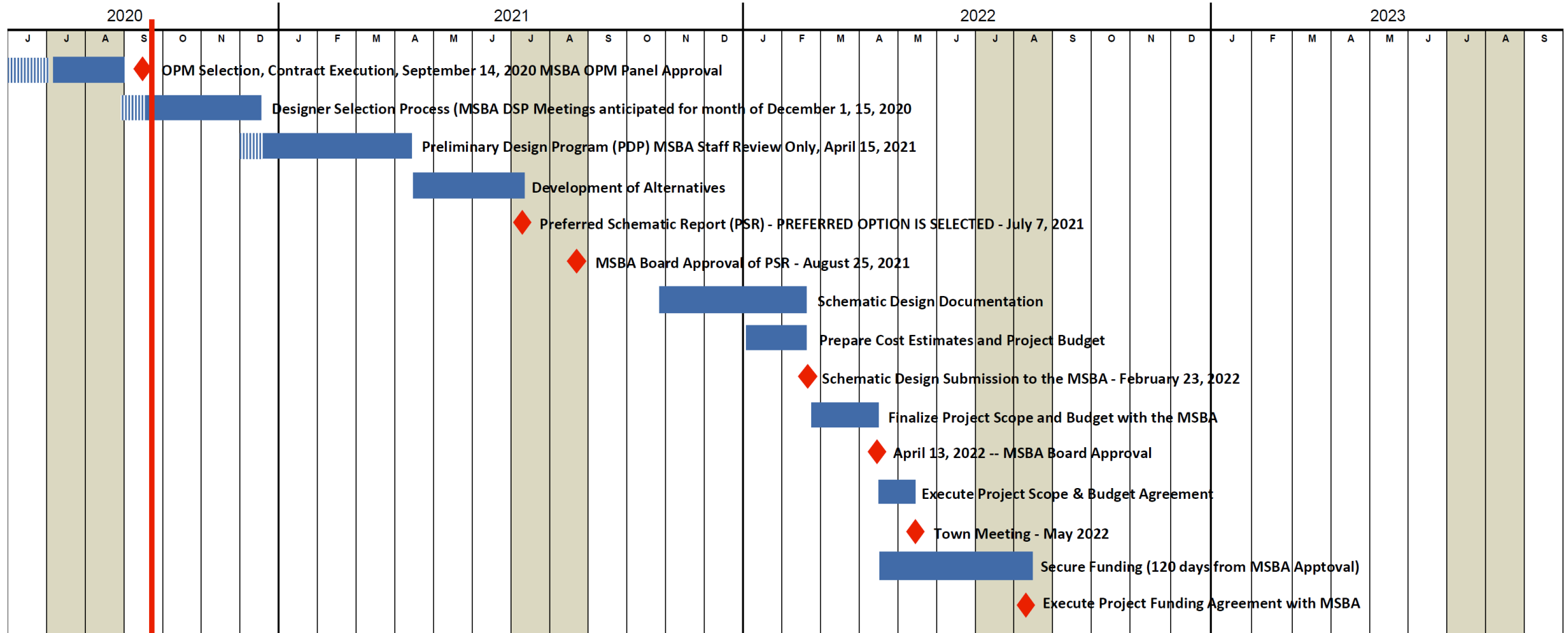
Total Project Budget Status Report, dated October 31, 2020
Preliminary Project Schedule, dated September 23, 2020
Designer Procurement Schedule, dated November 4, 2020
Designer Walkthrough Presentation, dated October 20, 2020

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
FEASIBILITY STUDY AGREEMENT										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 100,000		\$ 100,000	\$ -	0%	\$ -	0%	\$ 100,000	
0002-0000	A&E Feasibility Study/Schematic Design	\$ 950,000		\$ 950,000	\$ -	0%	\$ -	0%	\$ 950,000	
0003-0000	Environmental & Site	\$ 150,000		\$ 150,000	\$ -	0%	\$ -	0%	\$ 150,000	
0004-0000	Other	\$ 800,000		\$ 800,000	\$ -	0%	\$ -	0%	\$ 800,000	
	SUB-TOTAL	\$ 2,000,000	\$ -	\$ 2,000,000	\$ -	0%	\$ -	0%	\$ 2,000,000	



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DATE: November 4, 2020
SUBJECT: Procurement Schedule, Designer RFS
PROJECT: Pierce School Project
Brookline, Massachusetts

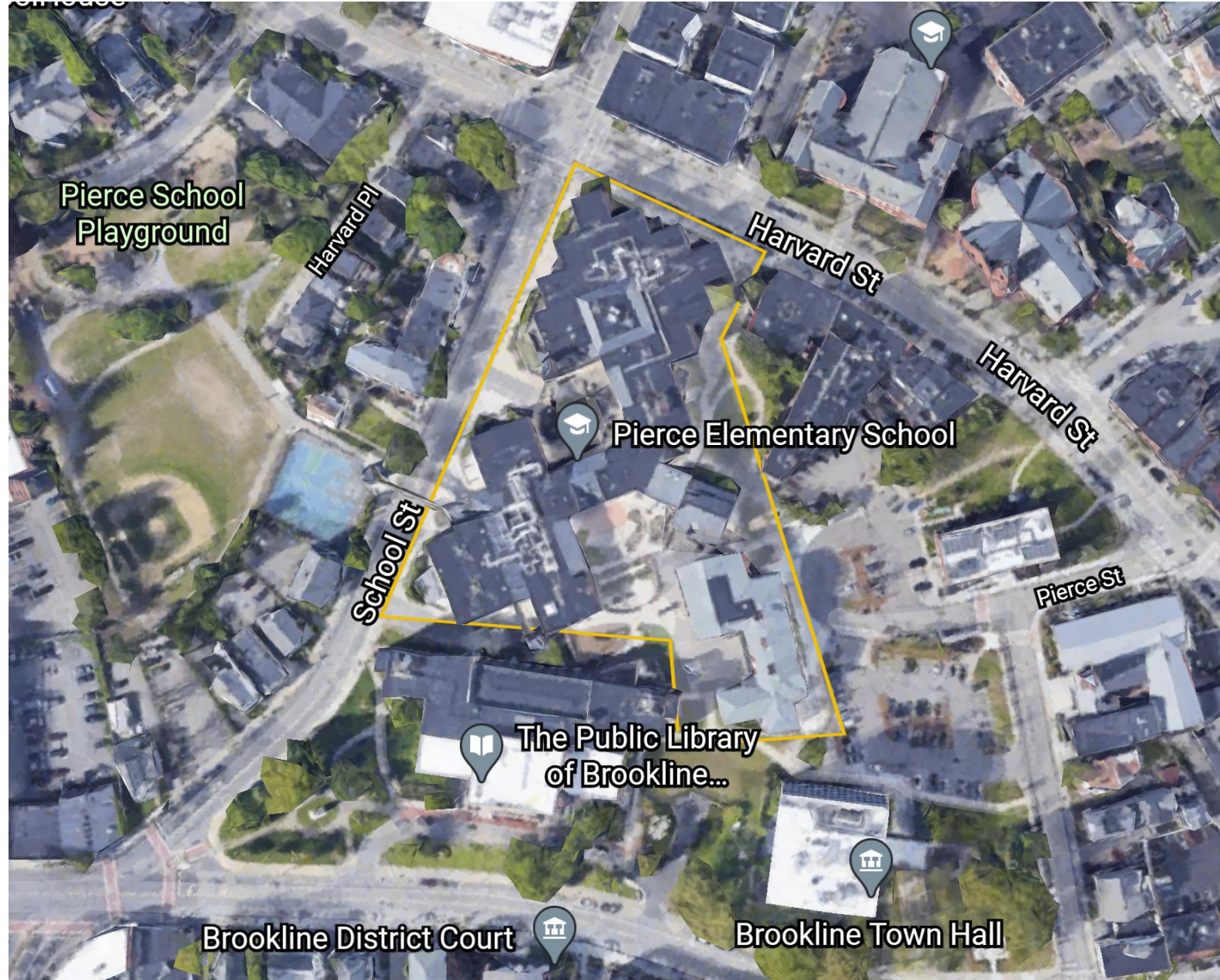
Thursday	Sept 17	LEFTFIELD reaches out to SDO re: MBE/WBE percentage goals
Friday	Sept 18	LEFTFIELD provides SDO with project information
Friday	Sept 18	LEFTFIELD sends DRAFT RFS to SBC for review
Tuesday	Sept 22	LEFTFIELD receives MBE/WBE goals from SDO
Wednesday	Sept 23	SBC Meeting to designate TOB contact and approve RFS
Thursday	Sept 24	LEFTFIELD sends DRAFT RFS to MSBA for review
Thursday	Oct 1	LEFTFIELD submits notice to the Central Register SBC DRAFT RFS comments due to LEFTFIELD by 5:00 pm
Friday	Oct 2	TOB emails legal notice to The Brookline Tab by 5:00 pm deadline LEFTFIELD sends updated RFS to SBC for final review
Tuesday	Oct 6	SBC votes to approve final RFS TOB posts RFP on http://www.brooklinema.gov/Bids.aspx after 5:00 pm
Wednesday	Oct 7	Notice appears in the Central Register
Wednesday	Oct 7	TOB submits notice to COMMBUYS
Thursday	Oct 8	Notice appears in The Brookline Tab
Tuesday	Oct 20	Site Visit at Pierce School, 50 School Street, Brookline, MA at 3:30 PM
Wednesday	Oct 21	Additional Site Visit at Pierce School, if necessary, at 3:30 PM
Thursday	Oct 22	Issue Addendum on Site Visit include handouts, attendee list and Q & A to date

Monday	Oct 26	Questions, attention Jen Carlson – jcarlson@leftfieldpm.com , must be received by 5:00 pm at LEFTFIELD
Monday	Nov 2	LEFTFIELD issues Addendum in response to questions, if any, for TOB to post by 12:00 noon on website, http://www.brooklinema.gov/Bids.aspx
Wednesday	Nov 4	Proposals, must be received by 2:00 pm Attention: Jen Carlson, 800 Hingham Street, Office 101AN, Rockland, MA
TBD	TBD	Selection Committee meets to review Proposals
Thursday	Nov 12	Proposals and Reference Check information due to the MSBA
Tuesday	Dec 1	1st DSP Meeting - Proposal Review
Tuesday	Dec 15	2nd DSP Meeting – Interviews
Wednesday	Dec 16	DSP issues official ranking and letter
Monday	Jan 4	Complete fee negotiations
Tuesday	Jan 5	SBC votes to recommend contract to Building Commission Contract sent to Building Commission for review and approval
Tuesday	Jan 12	Building Commission votes on Designer Contract
Wednesday	Jan 13	Execute Designer Contract
Friday	Jan 22	Send proposed work plan to SBC for review
Tuesday	Jan 26	SBC votes to approve proposed work plan
TBD	TBD	MSBA/District kick off meeting

BROOKLINE SCHOOL DISTRICT

JOHN R. PIERCE SCHOOL FEASIBILITY STUDY

OCTOBER 20, 2020





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Designer Briefing



Agenda

Introductions

Conceptual Budget

Conceptual Schedule

Designer RFS Schedule

Project & Site Understanding

Next Steps

School Tour



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Conceptual Budget Range Analysis

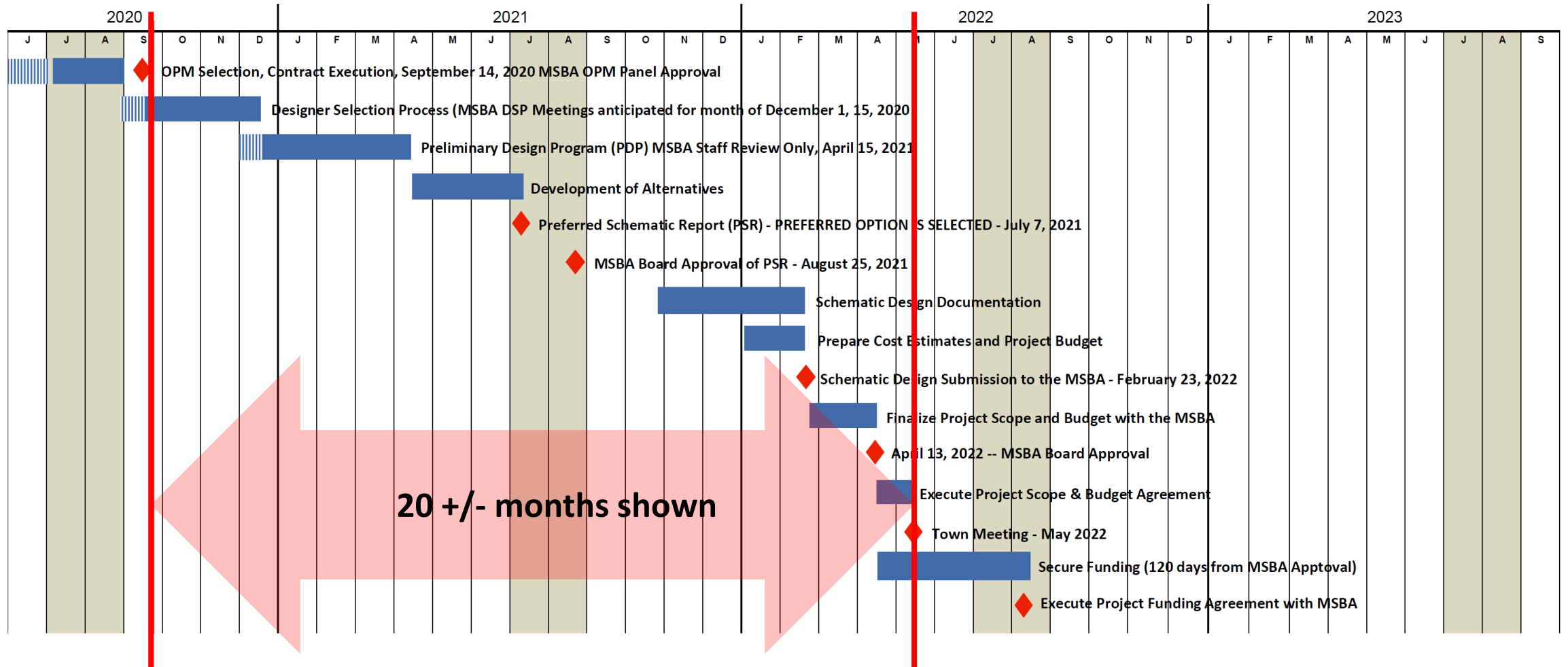
New Construction	
Enrollment	725
MSBA ISS per student (NSF)	78,121
Space beyond MSBA guidelines	10,000
Net Building Square Footage	88,121
Assumed Net to Gross factor (1.5) GSF	44,061
Total Building GSF	132,182
Cost per Square Foot - New Construction	\$625
Construction Costs	\$82,613,438
Parking Garage and Structural Considerations	\$5,000,000
Escalation Costs (3.5% for 2 years)	\$6,132,941
Adjusted Construction Cost	\$93,746,378
Soft Costs (25% of Hard Costs)	\$23,436,595
Anticipated Total Project Cost	117,182,973

Renovation	
Enrollment	725
MSBA ISS per student (NSF)	
Space beyond MSBA guidelines	
Net Building Square Footage	
Assumed Net to Gross factor (1.5) GSF	
Existing Building GSF	198,000
Cost per Square Foot - Renovation	\$530
Construction Costs	\$104,940,000
Parking Garage and Structural Considerations	\$5,000,000
Escalation Costs (3.5% for 2 years)	\$7,695,800
Adjusted Construction Cost	\$117,635,800
Soft Costs (25% of Hard Costs)	\$29,408,950
Anticipated Total Project Cost	147,044,750



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Wednesday	Oct 7	Notice appears in the <u>Central Register</u>
Wednesday	Oct 7	TOB submits notice to <u>COMMBUYS</u>
Thursday	Oct 8	Notice appears in <u>The Brookline Tab</u>
Tuesday	Oct 20	Site Visit at Pierce School, 50 School Street, Brookline, MA at 3:00 PM
Thursday	Oct 22	Issue Addendum on Site Visit include handouts, attendee list and Q & A to date
Monday	Oct 26	Questions, must be received by jcarlson@leftfieldpm.com by 5:00 pm
Wednesday	Oct 28	LEFTFIELD issues Addendum in response to questions, if any, for TOB to post by noon
Wednesday	Nov 4	Proposals, attention Jen Carlson, must be received by 2:00 pm
Tuesday	Nov 10	Selection Committee meets to review Proposals
Thursday	Nov 12	Proposals and Reference Check info due to the MSBA



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Tuesday	Dec 1	1 st DSP Meeting - Proposal Review
Tuesday	Dec 15	2 nd DSP Meeting – Interviews
Wednesday	Dec 16	DSP issues official ranking and letter
Monday	Jan 4	Complete fee negotiations
Tuesday	Jan 5	SBC votes to recommend contract to Building Commission
		LEFTFIELD sends contract to Building Commission for review
Tuesday	Jan 12	Building Commission vote to approve Designer Contract
Wednesday	Jan 13	Execute Designer Contract
Friday	Jan 22	LEFTFIELD sends proposed work plan to SBC for review
Tuesday	Jan 26	SBC votes to approve proposed work plan



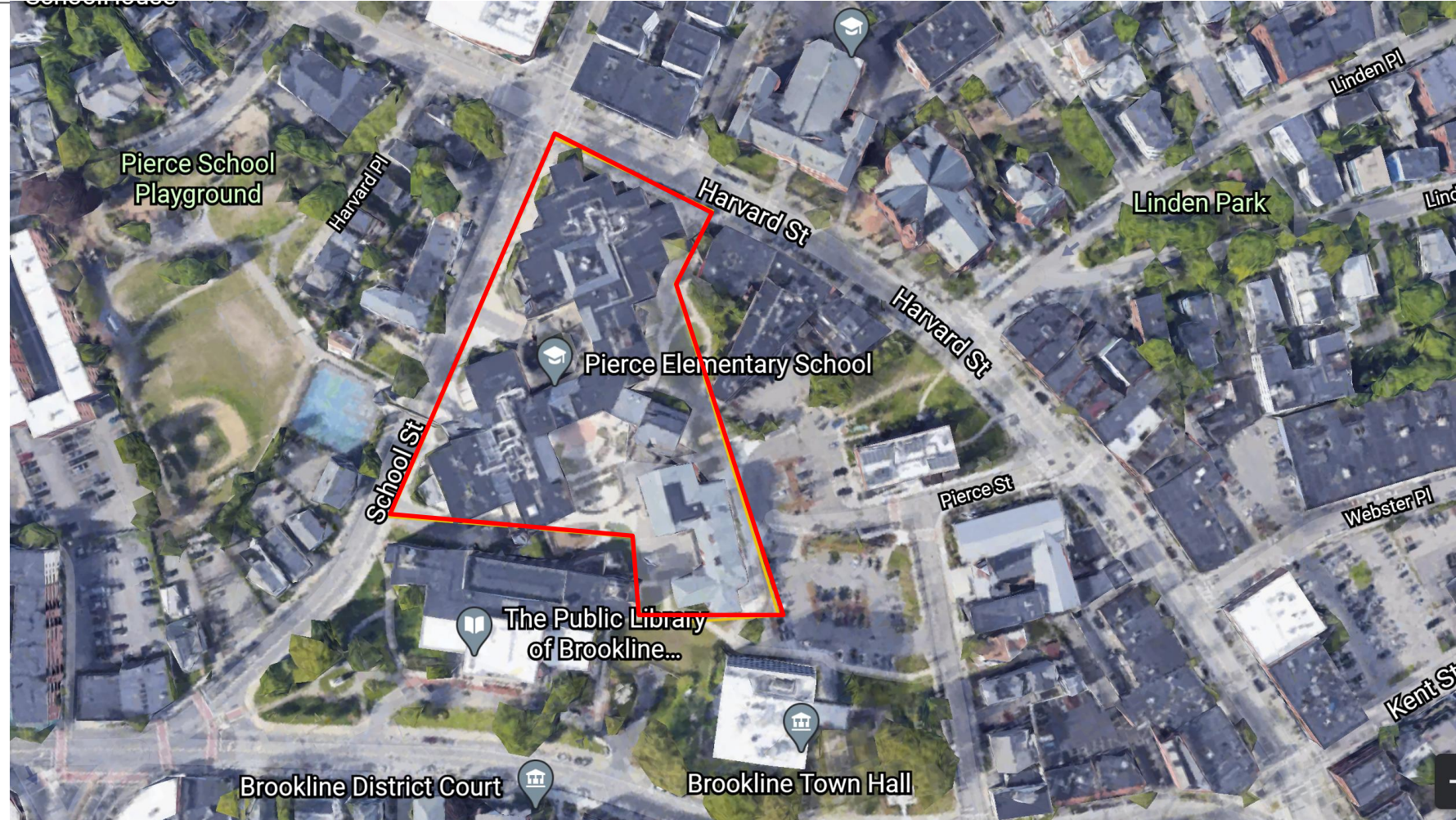
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Project Considerations

- ❖ Tight, active site
 - Town Hall
 - Dept. of Public Health
 - Public Library
 - District Court
 - Police Dept.
 - Fire Dept.
- ❖ Underground parking garage structure
- ❖ Playground located across School Street – renovated in 2016.





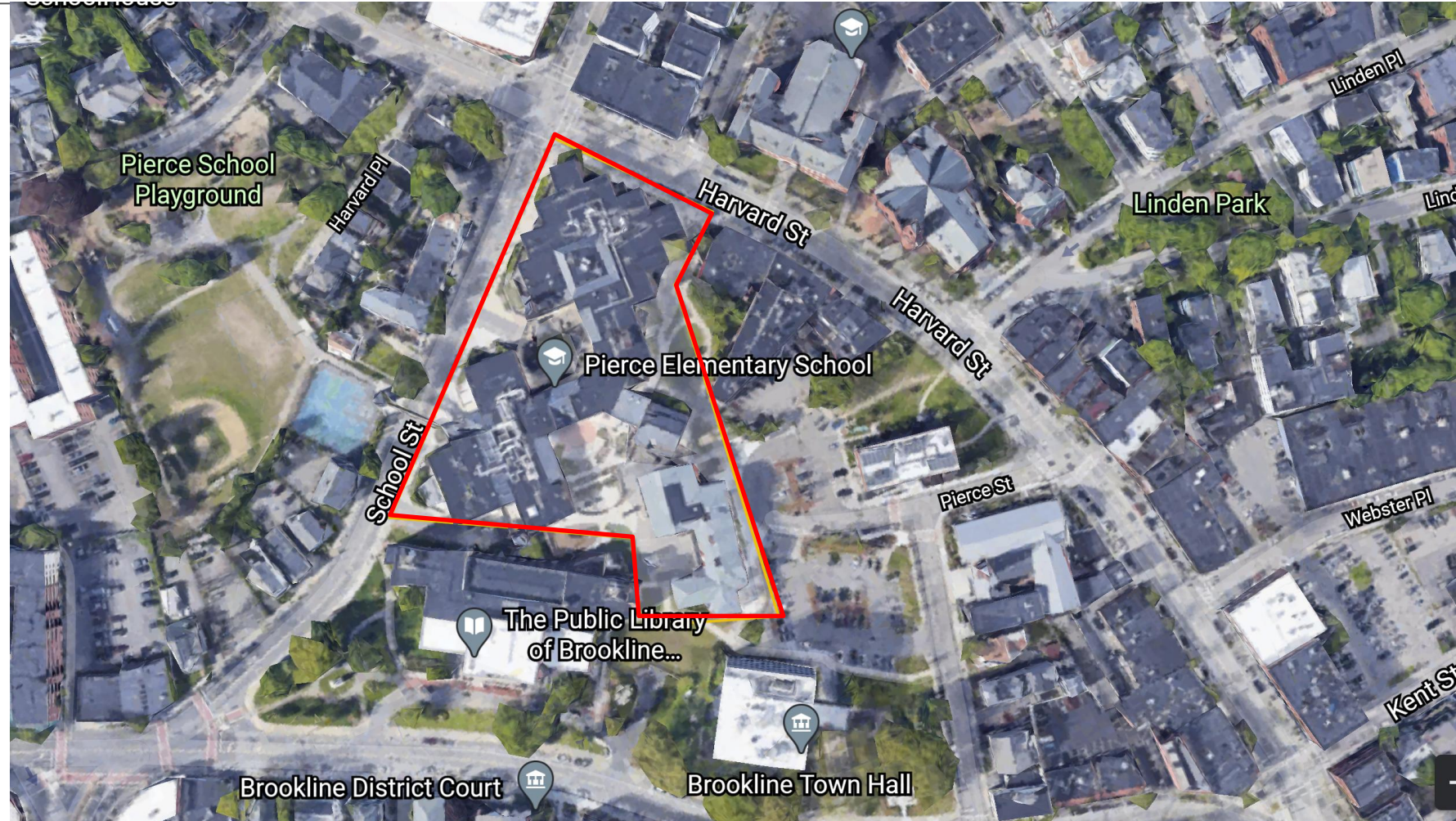
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Project Considerations

- ❖ MSBA Design Enrollment – 725 Students (K – 8)
- ❖ Current Enrollment – 842 students (K – 8)
- ❖ 2 Main Buildings
 - Pierce Historical (1854)
 - Pierce Main (1974)





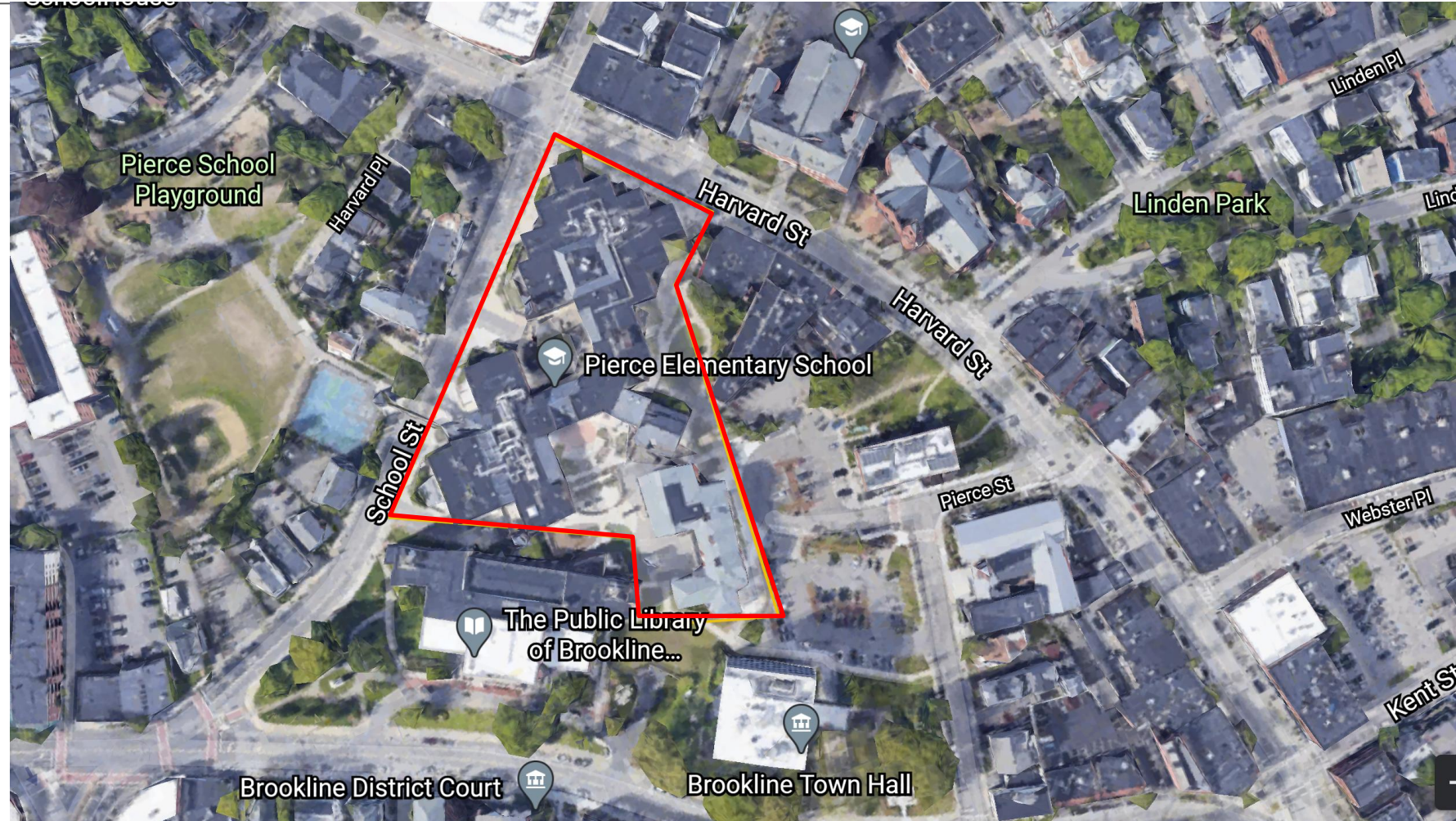
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RFS Considerations

- ❖ MBE Participation Goal: 5.1%
- ❖ WBE Participation Goal: 10%
- ❖ Identify whether utilizing a consultant or in house for **EVERY** category of work listed in the RFS
- ❖ FFE and Technology during the Schematic Design phase
- ❖ The project may consider the Ch. 149A CM-R delivery methodology





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- Tours by:
 - Matt Gillis – Director of Operations, School Department
 - Tony Guigli – Project Manager, Building Department
- Final Questions due in writing on **Monday October 26, 2020 – 5:00 PM** to:
Jen Carlson
jcarlson@leftfieldpm.com
- Proposals [hardcopy and flash drive] due on or before **Wednesday, November 4, 2020 2:00 PM**, and delivered to:

Jen Carlson
Leftfield, LLC
800 Hingham St
Office 101AN
Rockland MA 02370



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Questions & Answers