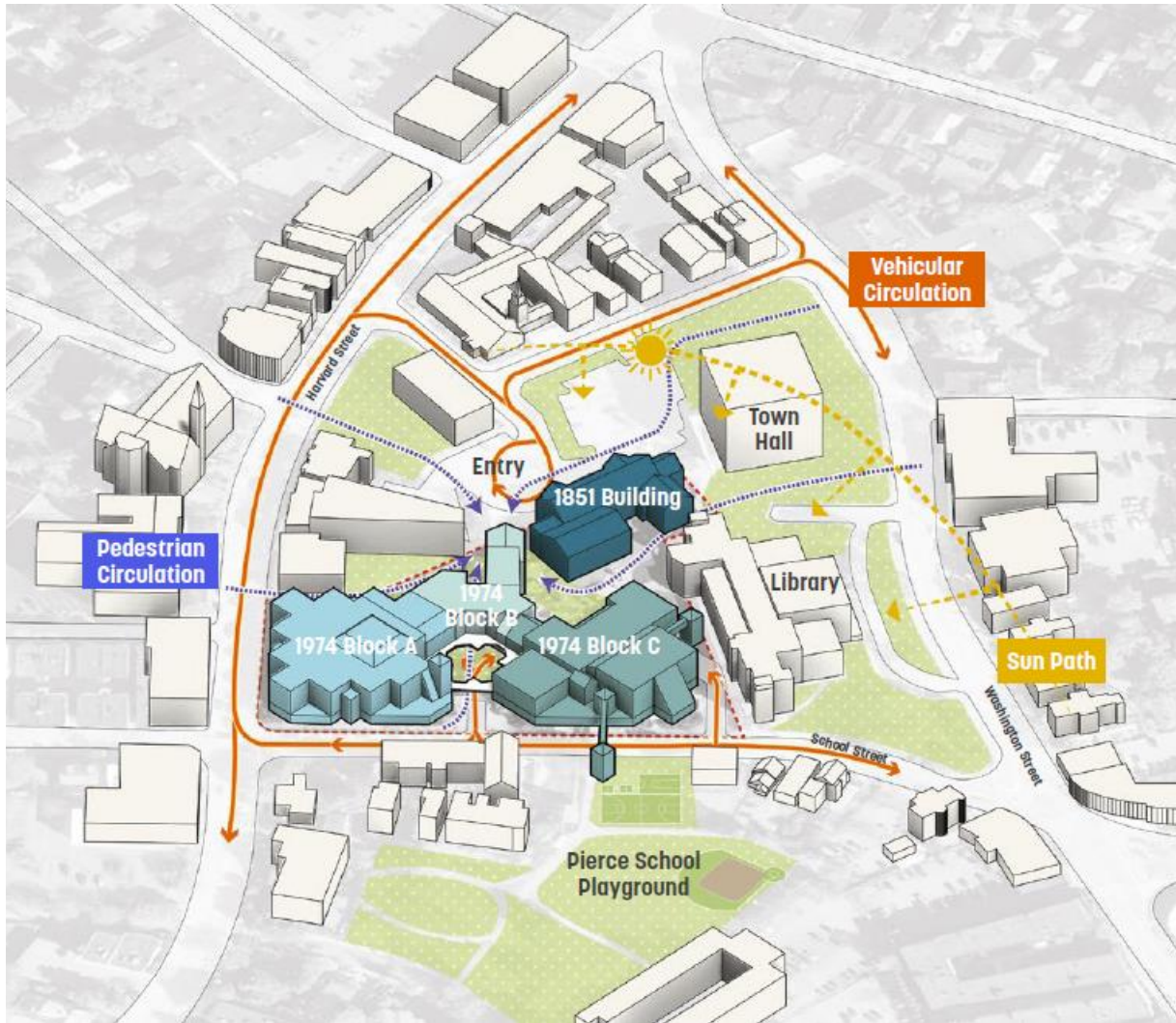


**JOHN R. PIERCE SCHOOL**

**Brookline, MA**



**OPM Monthly Project Update Report**

**December 2020**

<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**

Designer Procurement was the focus during the month of December. Eight proposals were received on November 4, 2020. Proposals were received from the following firms:

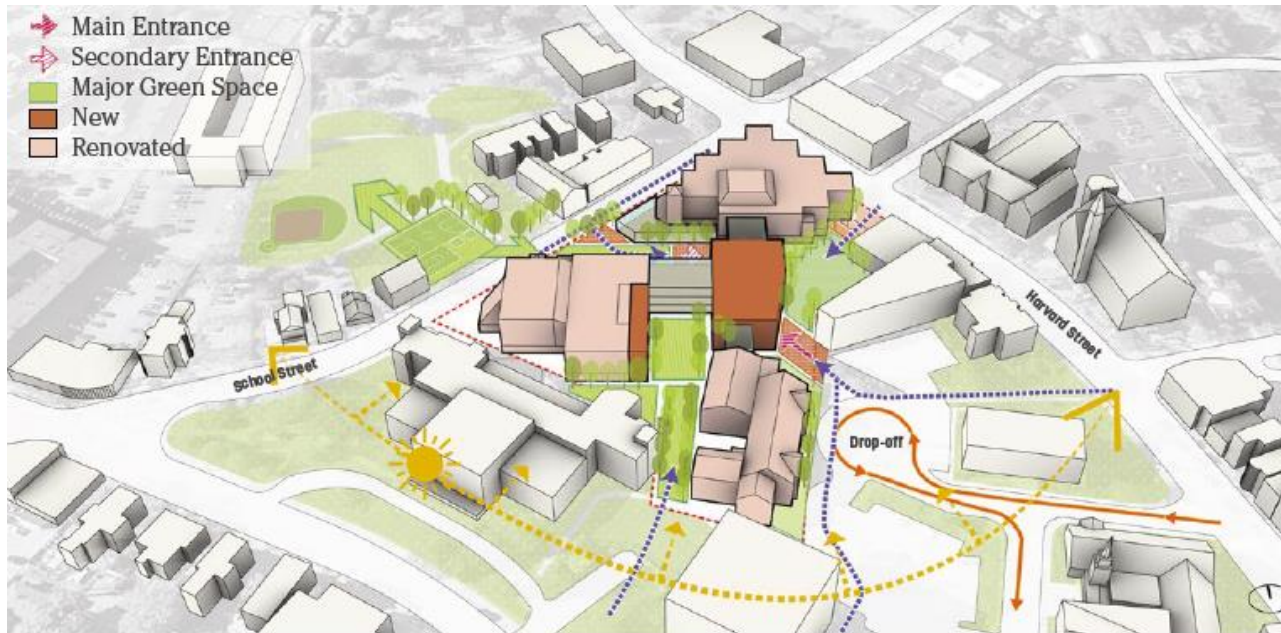
- CBT Architects
- DLR Group with ICON Architecture
- HMFH Architects
- Jonathan Levi Architects
- Miller Dyer Spears Architects with Sasaki
- Perkins Eastman
- The S/L/A/M Collaborative
- William Rawn Associates

The Designer Selection Panel (DSP), a 16-person panel that includes 3 members local to Brookline. The Local DSP members met on December 1, 2020 to review and rank the eight designer proposals. There were three firms identified to be interviewed at the December 15, 2020 DSP meeting. Those firms were Jonathan Levi Architects, Miller Dyer Spears Architects with Sasaki, and William Rawn Associates.

The MSBA provided these firms with a list of interview questions based on Brookline's priorities. These priorities include the Fossil Fuel Free initiative, communication with the various boards, committees, and community, experience working on historic buildings and how to integrate them seamlessly with new construction, and diverse representation within each firm.



Through the DSP process, the Town of Brookline has selected Miller Dyer Spears Architects (MDS Architects) in partnership with Sasaki as the Design Team for the John R. Pierce School Project. MDS Architects has years of experience building schools and working with the Massachusetts School Building Authority (MSBA), while Sasaki has a world renowned reputation for master planning and campus design. This team brings all of the necessary skills to the table to tackle such an important, yet challenging site.



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

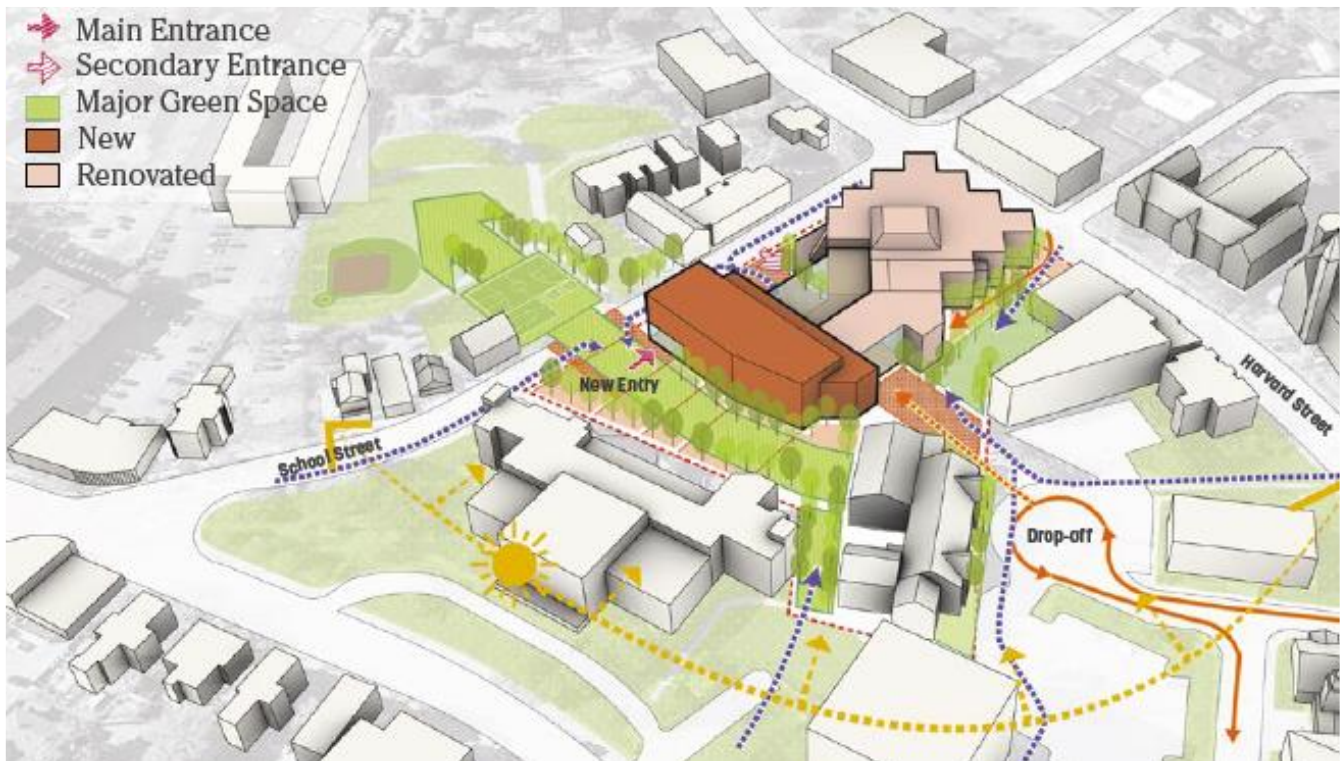
Once the Designer Contract is finalized in mid-January, the Design Team will present to the Pierce School Building Committee to kick off the Feasibility Study. The tentative dates below show the timeline that the Project will be following as it relates to MSBA and Town milestones. These dates may be further refined as the Architect comes further up to speed with the project.

- 04/15/21 - 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 DECEMBER 2020**

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

- 11/30/20 Final prep meeting to review and discuss Designer proposals and to prepare for DSP meeting. The local DSP members did not rank the designers.
- 12/01/20 Designer Selection Panel Meeting #1 to review and rank proposals
- 12/02/20 MSBA provides interview questions to shortlisted Design Firms
- 12/02/20 Leftfield prepared and submitted the November OPM Monthly Report
- 12/08/20 December Building Commission Meeting
- 12/14/20 Prep meeting with Local DSP members to review and discuss Designer proposals of shortlisted firms to prepare for DSP meeting. The local DSP members did not rank the designers.
- 12/15/20 Designer Selection Panel Meeting #2 to interview shortlisted Designers
- 12/18/20 Leftfield and the Town began developing the contract and negotiation process with MDS



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



## II. TASKS PLANNED FOR JANUARY 2021

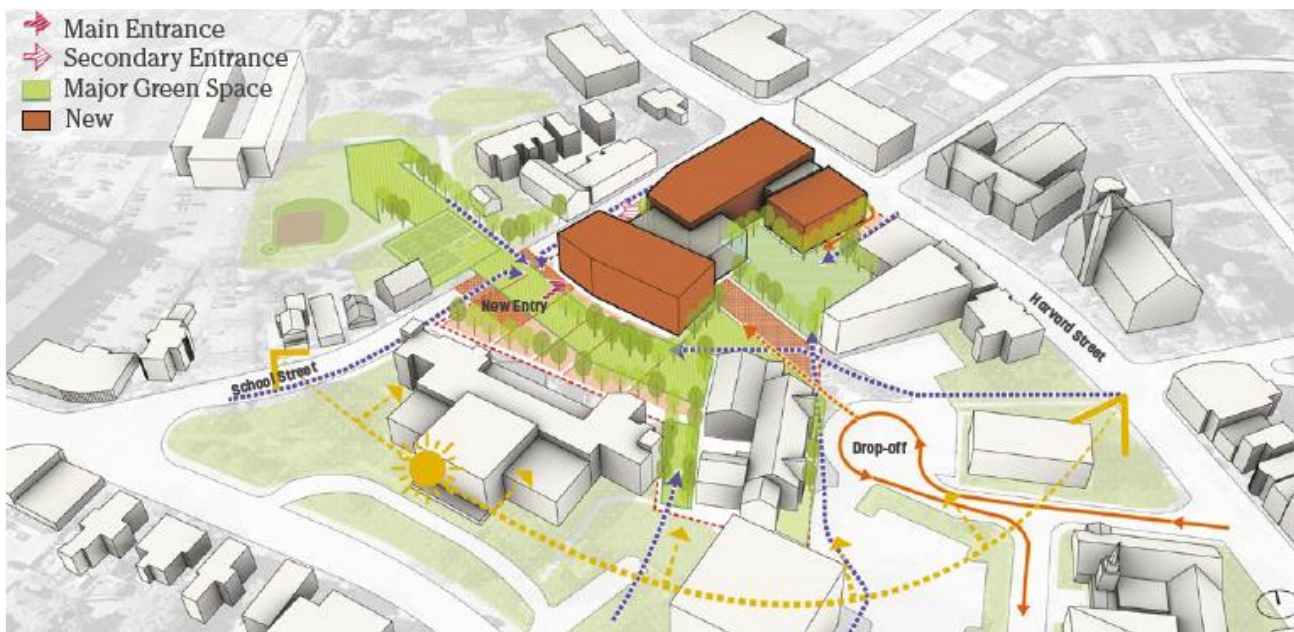
The following tasks are planned for the month of January 2021:

- 01/05/21 Meeting with MDS/Sasaki to review subcontractor proposals and project schedule
- 01/12/21 January Building Commission Meeting – The Project Team will be looking for approval of the MDS contract in order to meet the aggressive schedule provided by the MSBA
- TBD School Building Committee Meeting – the kickoff meeting with MDS will be set up once the contract is approved by the Building Commission
- 01/21/21 MDS Contract up for approval on the School Committee agenda
- 01/26/21 MDS Contract up for approval on the Select Board agenda
- TBD Kickoff meeting with the MSBA to be scheduled once contract is fully Executed.

## III. PROJECT BUDGET OVERVIEW

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

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



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

#### **IV. PROJECT SCHEDULE OVERVIEW**

The Pierce Project is currently in MSBA Module 2 – Forming the Project Team. Once the MDS contract is executed, 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 MDS is on officially 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. The Project is scheduled to submit the PDP for MSBA review sometime between mid-April and mid-May, this date will be solidified once MDS joins the team.

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>.

## **VI. ATTACHMENTS**

Monthly Invoice Summary, dated December 31, 2020

Total Project Budget Status Report, dated December 31, 2020

Monthly and Cumulative Cash Flow Reports, dated December 31, 2020

Preliminary Project Schedule, dated December 31, 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
<b>FEASIBILITY STUDY AGREEMENT</b>										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 100,000	\$ 225,000	\$ 325,000	\$ 325,000	100%	\$ 61,580	19%	\$ 263,420	*FSA 1
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	\$ (225,000)	\$ 575,000	\$ -	0%	\$ -	0%	\$ 575,000	*FSA 1
	<b>SUB-TOTAL</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 325,000</b>	<b>16%</b>	<b>\$ 61,580</b>	<b>3%</b>	<b>\$ 1,938,420</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>										
<b>A/E Basic Services</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>	\$ -	#REF!	\$ -	\$ -	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	\$ 325,000	16%	\$ 61,580	3%	\$ 1,938,420	

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%

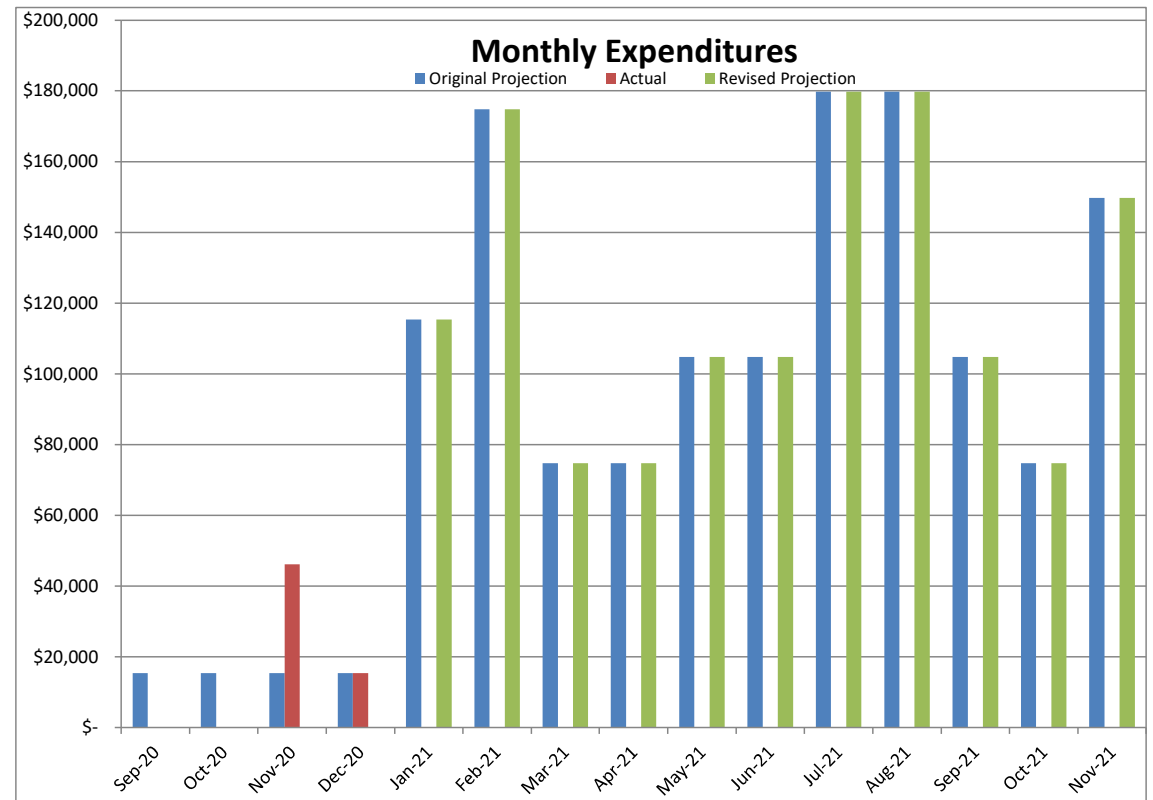
CONSTR. COST ESTIMATES	Date	Estimator	Amount	SF	Cost Per SF
PSR Cost Estimate					#DIV/0!
CM SD Cost Estimate					#DIV/0!

**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.

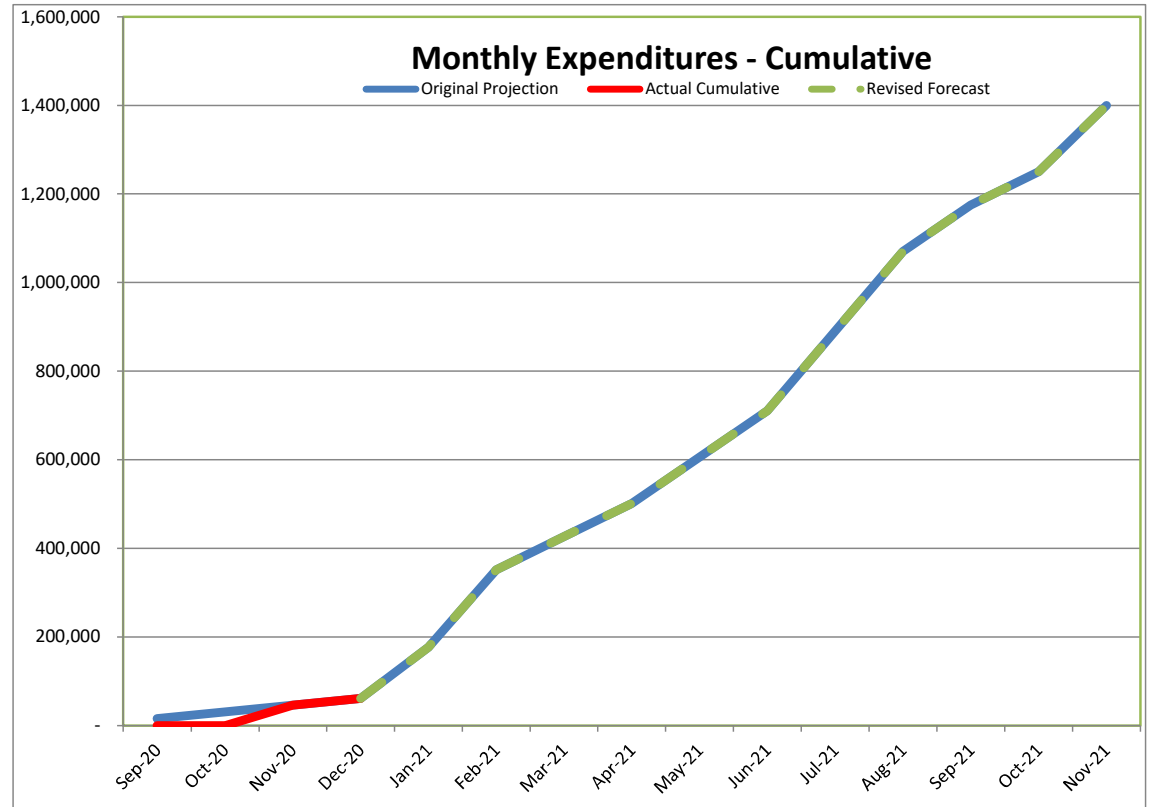
Monthly Cash Flow

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		\$ 115,395
Feb-21	\$ 174,770		\$ 174,770
Mar-21	\$ 74,770		\$ 74,770
Apr-21	\$ 74,770		\$ 74,770
May-21	\$ 104,770		\$ 104,770
Jun-21	\$ 104,770		\$ 104,770
Jul-21	\$ 179,770		\$ 179,770
Aug-21	\$ 179,770		\$ 179,770
Sep-21	\$ 104,770		\$ 104,770
Oct-21	\$ 74,770		\$ 74,770
Nov-21	\$ 149,770		\$ 149,770
Dec-21	\$ 149,770		\$ 149,770
Jan-22	\$ 151,875		\$ 151,875
Feb-22	\$ 76,875		\$ 76,875
Mar-22	\$ 73,935		\$ 73,935
Apr-22	\$ 73,935		\$ 73,935
May-22	\$ 73,935		\$ 73,935
<b>Total:</b>	<b>\$ 2,000,000</b>	<b>\$ 61,580</b>	<b>\$ 1,938,420</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	\$ 61,580
Jan-21	176,975		\$ 176,975
Feb-21	351,745		\$ 351,745
Mar-21	426,515		\$ 426,515
Apr-21	501,285		\$ 501,285
May-21	606,055		\$ 606,055
Jun-21	710,825		\$ 710,825
Jul-21	890,595		\$ 890,595
Aug-21	1,070,365		\$ 1,070,365
Sep-21	1,175,135		\$ 1,175,135
Oct-21	1,249,905		\$ 1,249,905
Nov-21	1,399,675		\$ 1,399,675
Dec-21	1,549,445		\$ 1,549,445
Jan-22	1,701,320		\$ 1,701,320
Feb-22	1,778,195		\$ 1,778,195
Mar-22	1,852,130		\$ 1,852,130
Apr-22	1,926,065		\$ 1,926,065
May-22	2,000,000		\$ 2,000,000
<b>Total:</b>	<b>\$ 1,399,675</b>	<b>\$ 61,580</b>	<b>\$ 1,399,675</b>



**JOHN R. PIERCE SCHOOL - Brookline, MA**

Preliminary Project Schedule

December 31, 2020

