Concord Middle School Project

Project Manager Report

January 2020

Hill International

The Global Leader in Managing Construction  Risk
CONCORD MIDDLE SCHOOL PROJECT

PROJECT MANAGER’S REPORT
JANUARY 2020

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Executive Summary
This Project Manager’s Report for the Concord Middle School Project is submitted by Hill International (Hill), and covers activities through the month of January 2020.

Project Progress
On January 8 and 30, 2020 the Sustainability Subcommittee met to introduce the design team, SMMA, to the Sustainability Subcommittee and to update the design team on the sustainability goals, including Net-Zero energy ready with an EUI between 25-30, Passive House concepts and strategies around air and infiltration reduction, thermal comfort and heating and cooling loads. The Subcommittee explained the sustainability goals is to meet the Town of Concord commitment to achieve an 80% greenhouse gas reduction by 2050. Currently the Concord Middle School basis of design will be at a minimum of Stretch Energy Code and LEED Silver. The design team continues to analyze the pros and cons for Netzero, Passive House and Living Building Challenge. Preliminary cost estimate for sustainability will be available for review in March 2020.

The Community Forum took place on January 14, 2020 at the Sanborn School to introduce the community with the Concord Middle School Building Committee members, project team, schedule and current design. A brief overview of the process, education visioning, educational programming and sustainability goals were discussed. Questions and feedback from the community were heard and will be addressed as the design continue to progress. The next public forum will be held at the Peabody School on February 27, 2020 at 7:00pm. Community feedback and questions can be sent to the Concord Middle School’s project website at https://www.concordps.org/cms-building-project/. Project Team and School District will meet with the League of Women Voters on February 7, 2020 to provide update on the Concord Middle School project.

SMMA, Hill and Concord Public Schools met with all teachers and Concord Middle Schools admin staff on January 14, 17 and 23, 2020 to study the existing educational program and to get feedback and expectation for the new Concord Middle School. The new Concord Middle School teaching model is confirmed to be the Middle School Team Planning, rather than a Junior High model. Concord Public Schools received NESDEC reports with projection on the enrollment for the upcoming years. The results were in the range of 659-693 students. A rounded number of 700 students will be used for the new Concord Middle School Project. The Building Committee requested that the enrollment to be discussed on the meeting on February 6, 2020.

SMMA completed the draft space summary based the input from combination of multiple meetings with the educational leadership team and detailed programming meeting with the school and staff. The design team and Concord Public Schools are still reviewing the square footage of the new Concord Middle School building.

Project Charter
Hill international received feedbacks from the Building Committee with 74 draft contents for the Concord Middle School Project Charter. The project Charter will be used as a design guiding principal tool throughout the project.

Hill and SMMA narrowed the project Charter from 74 contents to 15 manageable contents on the Project Charter and present them to the Building Committee on December 19, 2019. The district has chosen not to finalize the Charter at this time. The project schedule, budget, building size, sustainability requirements are not finalized until the end of Schematic Design.

Milestones
The following milestones were achieved over the month of January 2020:
Completed Visioning and Programming Meetings with Concord Middle Schools.
- Completed draft space summary for Feasibility Study
- Completed geotechnical test borings
- Ongoing Project Charter discussion
- Ongoing Feasibility Study

Milestones projected for the coming months are:
- Finalize the enrollment projection
- Complete the draft schedule
- Finalize the Project Charter
- Complete project budget
- Meeting with Select Board to determine Town Meeting and Town Vote Dates
- Complete Feasibility Study

Issues
- No issue to report.

Schedule
Major milestones are as follows:
- OPM Selection: Completed August 28, 2019
- Designer Selection: Completed November 18, 2019
- Feasibility Study: Completion March 26, 2020
- Schematic Design: Completion August 18, 2020
- Town Meeting: TBD
- Town Vote: TBD
- Design Development: Completion January 26, 2021
- 60% Contract Documents: Completion April 30, 2021
- 90% Contract Documents: Completion August 3, 2021
- 100% Contract Documents: Completion September 2, 2021
- Bidding: August 30, 2021 – October 26, 2021
- Construction: October 27, 2021 – May 23, 2023
- Substantial Completion (New Building): May 23, 2023
- Demolition of Existing Building and Add New Fields: Completion May 7, 2024
- Closeout: Completion August 2, 2024

Budget
On April 8, 2019 Concord Town Meeting passed, by overwhelming majority, an appropriation not to exceed $1,500,000 to study the feasibility of constructing a new Middle School, which may be located on the Sanborn Buildings.
Based on the Feasibility Study completed by Finegold Alexander, the estimated Total Project Cost may range from $80,000,000 to $100,000,000 depending upon the solution that is agreed upon by the Owner. This Total Project Cost translates to a potential Total Construction Cost of $50,000,000 to $80,000,000.

On December 5th, 2019 Hill met with the Finance Subcommittee and presented the cost analysis for the Concord Middle School using the similar Middle School Project costs from the MSBA. The projected total project cost for the new Concord Middle School with 5% escalation is between $80M - $109M and the projected cost with 7% is between $83M - $122M. The project budget is not yet finalized until the design team meets with the users and community to determine the programming, building size and enrollments.

Hill International contract for Feasibility/Schematic Design is $299,800 and SMMA contract for Feasibility/Schematic Design is $889,400.

**Cash Flow**

Total project budget is $100,000,000.
Total encumbered to date is $1,189,200.
Total spent on construction to date is $0.00.
Total spent to date is $336,310 – 28% of total encumbered.

**Project Team Summary**

<table>
<thead>
<tr>
<th>Awarding Authority</th>
<th>Town of Concord (ToC)</th>
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<tbody>
<tr>
<td>Client</td>
<td>Town of Concord / Concord Public Schools</td>
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<tr>
<td>Owner’s Project Manager</td>
<td>Hill International, Inc. (Hill)</td>
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<td>Designer</td>
<td>SMMA</td>
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<td>CM / GC</td>
<td>TBD</td>
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Project Dashboard
EXECUTIVE SUMMARY

Project Accomplishments this Month
- Executed the Design Contract
- Ongoing Project Charter discussion
- Kickoff Meeting with the Design Team
- Drafted project budget
- Started feasibility study

Projected Major Tasks next Month
- Complete the draft schedule
- Finalize the Project Charter
- Complete project budget
- Complete Visioning and Programming Meetings
- Complete geotechnical test borings

CURRENT ISSUES & AREAS OF FOCUS
- Review the project schedule with design team
- Develop Project Charter
- Cost Estimates for Feasibility and Schematic Design
- Determine Enrollment for Project
- Town Meeting Dates
- Visioning and Programming Meetings

CURRENT PROGRESS PHOTOS
- Approved Project Render

PROJECT FINANCIAL OVERVIEW

<table>
<thead>
<tr>
<th>Description</th>
<th>Baseline</th>
<th>Budget</th>
<th>Authorized Changes</th>
<th>Approved Budget</th>
<th>Committed Costs</th>
<th>Uncommitted Costs</th>
<th>Forecast Costs</th>
<th>Total Project Costs</th>
<th>Expenditures to Date</th>
<th>Balance To Spend</th>
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PROJECT CASH FLOW - PLAN vs ACTUAL

- Estimated Expenditure
- Actual Expenditure
- Balance To Spend

- Project Budget Transfers
- Scope changes from the Original Scope