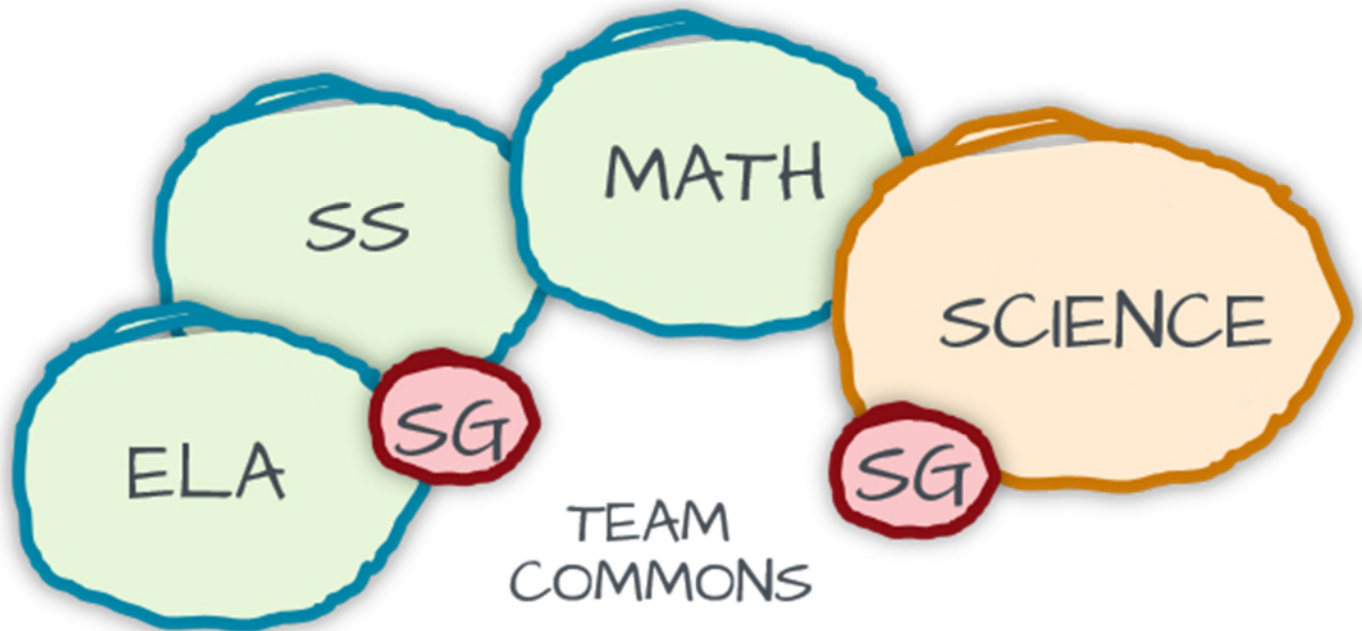




Concord Middle School Project

Project Manager Report

March 2021



Hill International



Hill International

CONCORD MIDDLE SCHOOL PROJECT

PROJECT MANAGER'S REPORT MARCH 2021

TABLE OF CONTENTS

1. Executive Summary

2. Project Dashboard

3. Project Cash Flow

- a. Draft Cash Flow Summary, dated March 31, 2021
- b. Draft Cash Flow Graph, dated March 31, 2021

4. Schedule Update

- a. Draft Project Schedule, dated February 5, 2021
- b. Recap of Project Schedule

5. Cost Analysis

- a. Preliminary Cost Analysis, dated March 1, 2021

6. Meeting Minutes

- a. Concord School Building Committee Meeting Minutes – March 4, 2021
- b. Communications Subcommittee Meeting Minutes – March 5, 2021
- c. Communications Subcommittee Meeting Minutes – March 12, 2021
- d. Design Subcommittee Meeting Minutes – March 16, 2021
- e. Concord School Building Committee Meeting Minutes – March 18, 2021
- f. Communications Subcommittee Meeting Minutes – March 24, 2021



Hill International

Executive Summary

Town of Concord

Concord Middle School Project



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 **March 2021**.

Project Progress

The COVID-19 pandemic is ongoing. All project related meetings are continuing to be held via Zoom Video Conferencing.

Over the month of March, the Design Team continued working on the Feasibility Phase of the project. Hill and SMMA attended different subcommittee meetings, meetings with different constituencies (Concord Commission of Disability, Climate Action Advisory Board, Special Education Parent Advisory Council, Recreation Commission, School Committee, Public Safety and Finance) and a Community Forum on March 31. On March 5, the Communications Subcommittee met to discuss website plans, and reporting of the Public Input and Community Survey. The Communications Subcommittee continued to meet on March 12 and March 24 to discuss status of website and Community Survey and distribution. On March 16, the Design Team presented an updated design concept of the building with a 13,000 NSF gym that would not exceed the 15% limitation on impermeable surface to the Design Subcommittee.

Milestones

The following milestones were achieved over the month of March 2021:

- School Building Committee accepted Space Summary recommendations from the Design Subcommittee on March 4, 2021.
- School Building Committee accepted sustainability goals from the Sustainability Subcommittee on March 4, 2021.
- Discussed Project Schedule at March 18, 2021 School Building Committee Meeting.
- Discussed Cost Analysis at March 18, 2021 School Building Committee Meeting.

Milestones projected for the coming months are:

- Finalize Project Delivery Method
- Complete Project Budget
- Complete Preliminary Feasibility Study Report
- Start Schematic Design Phase
- Agree on dates to authorize Schematic Design and Design Development Phases

Issues

- Ongoing COVID-19 pandemic can affect CMSBC's capacity to gather community input.
- Hill presented a request for an amendment to their contract for the extension of the feasibility and schematic phases.

Town of Concord

Concord Middle School Project



Schedule

Major milestones are as follows:

- | | |
|------------------------------------------------------|-------------------------------------------|
| ■ OPM Selection | Completed Aug. 28, 2019 |
| ■ Designer Selection | Completed Nov. 18, 2019 |
| ■ Feasibility Study | Tentative Completion date of May 24, 2021 |
| ■ Schematic Design | Tentative Completion date of Dec. 6, 2021 |
| ■ Special Town Meeting | Tentative date of Dec. 10, 2021 |
| ■ Town Vote | To Be Determined |
| ■ Design Development | |
| ■ 60% Contract Documents | |
| ■ 90% Contract Documents | |
| ■ 100% Contract Documents | |
| ■ Bidding | |
| ■ Construction | |
| ■ Substantial Completion (New Building) | |
| ■ Demolition of Existing Building and Add New Fields | |
| ■ Closeout | |

NOTE: Project Team is still waiting on confirmation from the Town of Concord for next town meeting date.

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 School Site.

Based on the Feasibility Study completed by Finegold Alexander, the estimated Total Project Cost may range from \$80M to \$100M depending upon the solution that is agreed upon by the Owner. This Total Project Cost translates to a potential Total Construction Cost of \$60M to \$80M.

On December 5, 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% escalation 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.

Hill requested an additional \$5,500 to contract the cost estimator, PM&C, to provide cost estimate for Feasibility Study to compare and reconcile with SMMA's cost estimate. Hill got approval from the Leadership Team at the

Town of Concord

Concord Middle School Project



end of March 2020 and has completed the work. Amendment #1 was approved on September 1, 2020 for adding Feasibility cost estimate by PM&C for comparison and reconciliation with SMMA's cost estimate.

Cash Flow

Total project budget is \$100,000,000.

Total encumbered to date is \$1,194,700.

Total spent on construction to date is \$0.00.

Total spent to date is \$761,332. 64% of total encumbered.

Project Team Summary

Awarding Authority	Town of Concord (ToC)
Client	Town of Concord / Concord Public Schools
Owner's Project Manager	Hill International, Inc. (Hill)
Commissioning Agent	TBD
Designer	SMMA
CM / GC	TBD



Hill International

Project Dashboard



EXECUTIVE SUMMARY

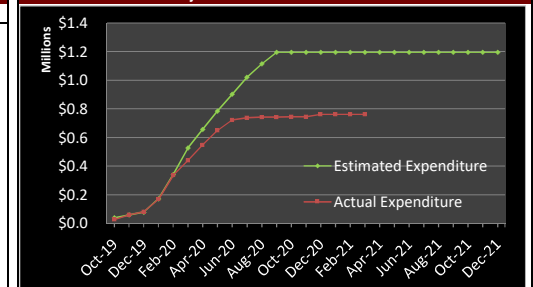


Current Progress Photos

Current Progress Photos	

Target	Actual
--------	--------

Project Cash Flow - Plan vs Actual



Scope changes from the Original Scope

N/A
Project Budget Transfers
N/A



Hill International

Project Cash Flow

March 31, 2021

Concord Middle School
Estimated Project Cash Flow Thru SD Phase



	Month	OPM	Designer & Consultants	Commissioning Agent, FF&E & Misc.	Construction	Contingency	Estimated Outlay	Actual outlay	Est Cum	Act Cum
Feasibility Study	1	Oct-19	\$38,290				\$38,290	\$25,110	\$38,290	\$25,110
	2	Nov-19	\$20,550				\$20,550	\$34,595	\$58,840	\$59,705
	3	Dec-19	\$18,790				\$18,790	\$20,660	\$77,630	\$80,365
	4	Jan-20	\$18,790	\$75,645			\$94,435	\$88,210	\$172,065	\$168,575
	5	Feb-20	\$18,790	\$151,290			\$170,080	\$167,735	\$342,145	\$336,310
	6	Mar-20	\$24,070	\$161,376			\$185,446	\$101,535	\$527,591	\$437,845
	7	Apr-20	\$22,670	\$105,903			\$128,573	\$110,125	\$656,164	\$547,970
	8	May-20	\$21,590	\$106,361			\$127,951	\$100,465	\$784,115	\$648,435
Pause	9	Jun-20	\$21,590	\$96,275			\$117,865	\$73,474	\$901,980	\$721,909
	10	Jul-20	\$22,290	\$96,275			\$118,565	\$15,520	\$1,020,545	\$737,429
	11	Aug-20	\$24,430	\$69,318			\$93,748	\$3,785	\$1,114,293	\$741,214
	12	Sep-20	\$53,450	\$26,957			\$80,407	\$720	\$1,194,700	\$741,934
	13	Oct-20					\$0	\$2,590	\$1,194,700	\$744,524
	14	Nov-20					\$0	\$0	\$1,194,700	\$744,524
Restart Feasibility Study	15	Dec-20					\$0	\$16,798	\$1,194,700	\$761,322
	16	Jan-21					\$0	\$0	\$1,194,700	\$761,322
	17	Feb-21					\$0	\$0	\$1,194,700	\$761,322
	18	Mar-21					\$0	\$0	\$1,194,700	\$761,322
	19	Apr-21					\$0	\$0	\$1,194,700	
	20	May-21					\$0	\$0	\$1,194,700	
Schematic Design	21	Jun-21					\$0	\$0	\$1,194,700	
	22	Jul-21					\$0	\$0	\$1,194,700	
	23	Aug-21					\$0	\$0	\$1,194,700	
	24	Sep-21					\$0	\$0	\$1,194,700	
	25	Oct-21					\$0	\$0	\$1,194,700	
	26	Nov-21					\$0	\$0	\$1,194,700	
	27	Dec-21					\$0	\$0	\$1,194,700	
	Subtotal for FS/ SD		\$305,300	\$889,400	\$0		\$1,194,700			

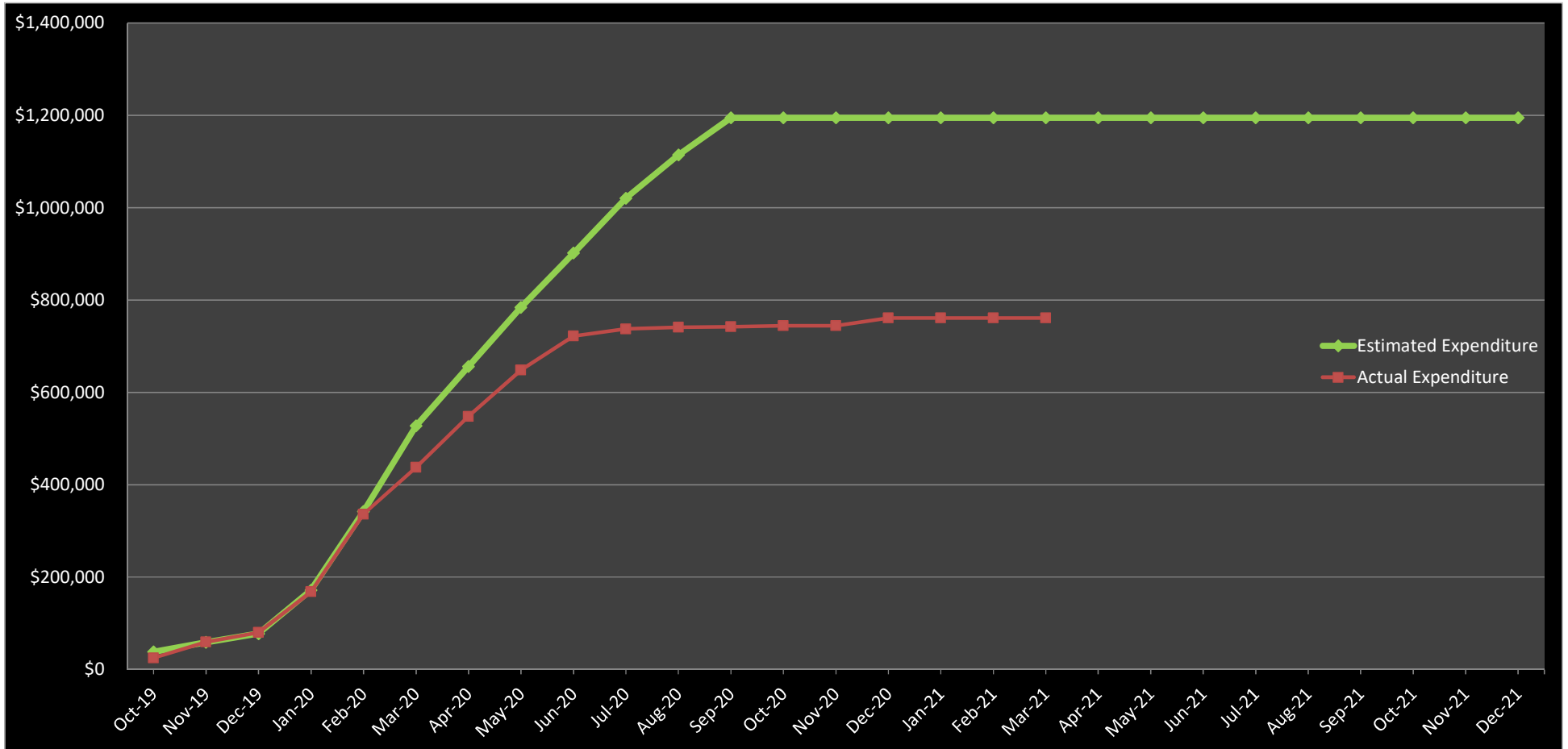


Town of Concord
Concord Middle School
Estimated Project Cash Flow Graph



Hill International

March 31, 2021





Hill International

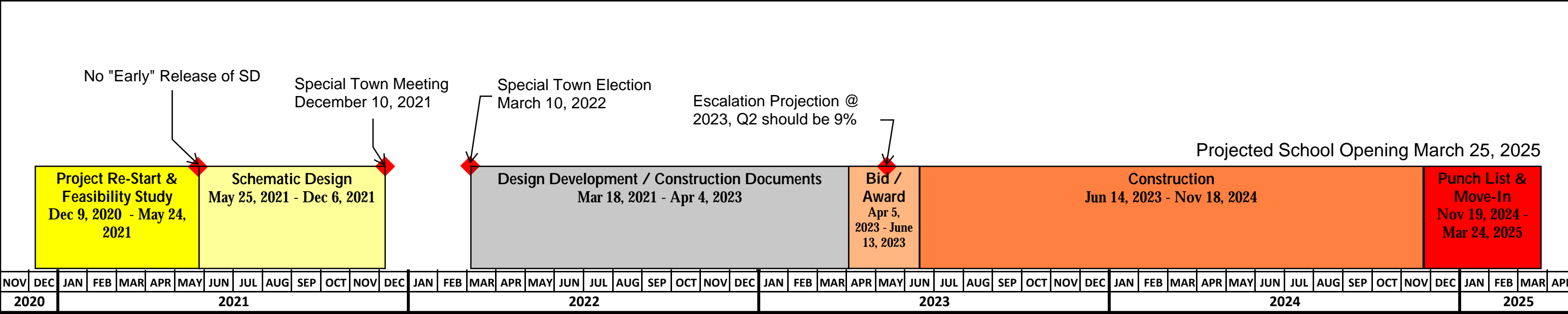
Schedule Update



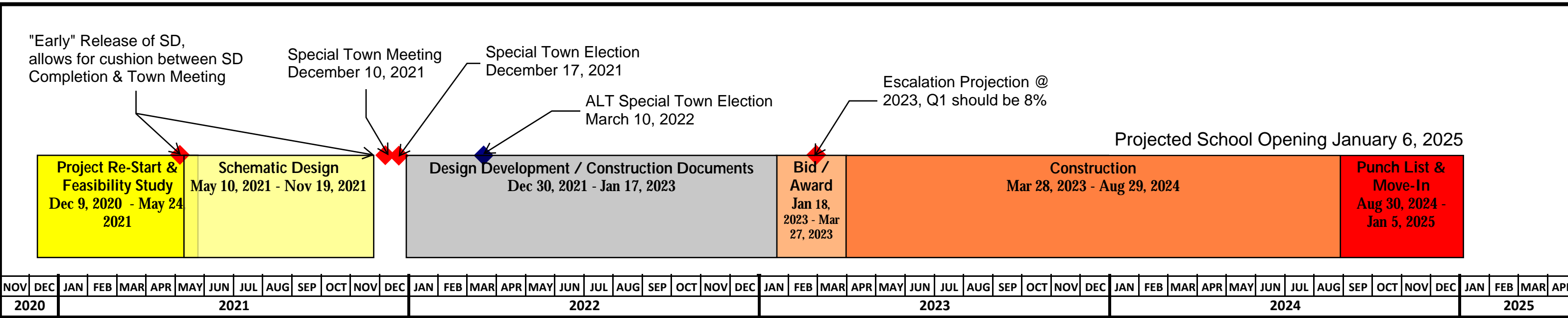
Concord Middle School
Executive Summary Schedule
Feb 5, 2021 DRAFT



Schedule Scenario Option A - No "Early" Release of Design Phases



Schedule Scenario Option B - "Early" Release of Schematic Design & Design Development



Concord Middle School Schedule Review 1/31/21

2019					2020												2021												2022											
Schedule Name	Activity	Start	End	Duration	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June
BASELINE SCHEDULE (Contract)																																								
2019 09-11 Master Schedule Draft	Feasibility Study	11/19/19	04/03/20	136																																				
2019 09-11 Master Schedule Draft	Schematic Design	04/06/20	09/24/20	171																																				
2019 09-11 Master Schedule Draft	Design FS/SD			310																																				
2019 09-11 Master Schedule Draft	Town Meeting	11/10/20	11/10/20	0																																				
2019 09-11 Master Schedule Draft	Town Vote	12/28/20	12/28/20	0																																				
Accelerated Schedule (updated contract)																																								
2020 02-06 CMS Schedule Draft R5	Feasibility Study	11/19/19	03/26/20	128																																				
2020 02-06 CMS Schedule Draft R5	Schematic Design	03/27/20	08/18/20	144																																				
2020 02-06 CMS Schedule Draft R5	Design FS/SD			273																																				
2020 02-06 CMS Schedule Draft R5	Town Meeting	09/16/20	09/16/20	0																																				
2020 02-06 CMS Schedule Draft R5	Town Vote	09/30/20	09/30/20	0																																				
Initial COVID Pause (before pause)																																								
2020 05-12 CMS Schedule	Feasibility Study	11/19/19	06/12/20	206																																				
2020 05-12 CMS Schedule	Covid Pause	06/16/20	08/28/20	73																																				
2020 05-12 CMS Schedule	Schematic Design	08/31/20	03/23/21	204																																				
2020 05-12 CMS Schedule	Design FS/SD	11/19/19	03/23/21	490																																				
2020 05-12 CMS Schedule	Town Meeting	04/15/21	04/15/21	0																																				
2020 05-12 CMS Schedule	Town Vote	06/01/21	06/01/21	0																																				
Updated COVID Pause (after pause)																																								
2020 12-07 CMS Schedule Draft	Feasibility Study	11/19/19	03/15/21	482																																				
2020 12-07 CMS Schedule Draft	Covid Pause	06/16/20	12/01/20	168																																				
2020 12-07 CMS Schedule Draft	Schematic Design	03/16/21	10/21/21	219																																				
2020 12-07 CMS Schedule Draft	Design FS/SD			702																																				
2020 12-07 CMS Schedule Draft	Town Meeting	10/05/21	10/05/21	0																																				
2020 12-07 CMS Schedule Draft	Town Vote	11/23/21	11/23/21	0																																				
Current Proposed Schedule																																								
2021 01-26 CMS Schedule Draft	Feasibility Study	11/19/19	05/24/21	552																																				
2021 01-26 CMS Schedule Draft	Covid Pause	06/16/20	12/01/20	168																																				
2021 01-26 CMS Schedule Draft	Schematic Design	05/24/21	12/08/21	198																																				
2021 01-26 CMS Schedule Draft	Design FS/SD			750																																				
2021 01-26 CMS Schedule Draft	Town Meeting	12/10/21	12/10/21	0																																				
2021 01-26 CMS Schedule Draft	Town Vote	03/10/22	03/10/22	0																																				



Hill International

Cost Analysis



Concord Middle School Project

Preliminary Cost Analysis

3/1/2021

	SF	\$/SF	%	Concord MS Estimate	Notes
New Construction	142,995.00	\$	348.00	\$ 49,762,260.00	Includes ZNE Ready goal and LEEDv4 Silver certifiable benchmark
Demolition / Hazmat				\$ 1,500,000.00	Per AMF Feasibility Estimate in May 2020, rounded up to \$1.5M
Site Cost				\$ 7,500,000.00	Per AMF Feasibility Estimate in May 2020, less lower field work and a reduction in site development
TOTAL DIRECT				\$ 58,762,260.00	
Design Contingency			12.00%	\$ 7,051,471.20	Based on AMF Feasibility Estimate, May 2020
Escalation			8.00%	\$ 5,265,098.50	Assumes bid in Q1 2023
GC			5.00%	\$ 3,553,941.48	Based on AMF Feasibility Estimate, May 2020
GR			2.50%	\$ 1,865,819.28	Based on AMF Feasibility Estimate, May 2020
Permits (waived)			0.00%		
P&P Bond			2.00%	\$ 1,529,971.81	Based on AMF Feasibility Estimate, May 2020
Profit			2.50%	\$ 1,950,714.06	Based on AMF Feasibility Estimate, May 2020
TOTAL CONSTRUCTION				\$ 79,979,276.33	
CONSTRUCTION COST PER SF				\$ 559.32	
SOFT COSTS @ 25%				\$ 19,994,819.08	Includes design, OPM, and other professional services, FF&E, owner contingency, utility fees, security, technology, etc.
TOTAL PROJECT COST				\$ 99,974,095.41	
ROUNDED DOWN FOR TARGET				\$ 555.00	Provides an approx. \$800K cushion to \$100M budget limit



Hill International

Meeting Minutes

Concord Middle School Building Committee
Meeting Minutes
March 4, 2021

PRESENT: Laurie Hunter, Dawn Guarriello, Court Booth, Pat Nelson, Matt Root, Charles Parker, Stephen Crane, Frank Cannon, Jared Stanton, Chris Popov, John Harris, Kate Hanley, Russ Hughes, Heather Bout, Justin Cameron, Peter Fischelis

PRESENT FROM HILL INTERNATIONAL: Peter Martini, Ian Parks, Duclinh Hoang

PRESENT FROM SMMA/EWING COLE: Kristen Olsen, Philip Poinelli, Bill Smarzewski, Keith Fallon, Saul Jabbawy

MEETING ORGANIZER: Dawn Guarriello

Call to Order

Dawn Guarriello called the meeting to order at 7:30 A.M. via Zoom Virtual Conference call. A recording of the meeting will be made available at the Concord Public School's project page and Town of Concord's website.

Approval of Minutes

Frank Cannon made a motion to approve the minutes of the Building Committee Meeting Minutes from February 11, 2021. Seconded by Heather Bout. Motion carried unanimously with Peter Fischelis abstained.

Subcommittee and Project Team Business

Dawn Guarriello introduced Peter Fischelis as a new member to the School Building Committee asked by the Select Board. Mr. Fischelis is a former member of the Finance Committee (FinCom) and was previously FinCom representative to the School Building Committee. Mr. Fischelis noted being involved in a lot of projects in Concord for example the Willard Project, Alcott Project, High School and Fields projects.

Correspondence

Dawn Guarriello asked for a motion to move the agenda out of order and have correspondences be the next agenda item. Court Booth made the motioned, seconded by Frank Cannon.

Heather Bout provided an update on correspondence noting there have been 50 emails from the Community. 47 are about the gymnasium space and a request for two gyms. The other correspondences supported two gyms and hard wiring instead of wireless. Two emails were related to a larger auditorium and performance space. Kate Hanley noted the committee had received a letter from Mothers Out Front with many signatures from the Community supporting the sustainability goals. Mr. Fischelis noted previous projects lacked gym space due to constraints from the state and a larger gym would greatly benefit the community.

Kristen Olsen of SMMA presented a PowerPoint in response to the gymnasium correspondence. Kristen Olsen noted the planned gymnasium is 7,000 nsf that includes one MIAA regulation size court (84' x 50') that can be subdivided with two cross courts (55' x 39'). There is also an alternate PE space that can be used

as a teaching station by the school. SMMA had met with CCYB and a number of other community athletic groups and learned they use both the Peabody and Sanborn gyms for practice and the Sanborn gym as the main court for games. Kristen Olsen mentioned considerations for the gym include that a 15% lot coverage cannot be exceeded, adding 6,000 nsf may reduce flexibility in the laying out educational spaces on the ground floor, and a need to have a commitment of Public Private Partnership (or other) funding before the start of Schematic Design in May. Other ancillary considerations are additional volume for heating/cooling, lighting and facility maintenance. Court Booth questioned the base design itself on the tree top design which was the recommendation that was the favorite before the pause and if the committee is wedded to the design. Kristen responded that 4 or 5 concepts had been explored early on and that there was overwhelming support for the tree tops concept. Peter Fischelis noted the larger gym is a significant community desire and encourages SMMA to consider exploring options while considering cost. Dawn Guarriello questioned whether the Community members want to have a separate space or a larger gym that is divided into two larger courts. Laurie Hunter clarified noting bleacher seating and direct external access for two regulation size basketball courts with six hoops per court, quoting a letter that was submitted to the committee with the details. Peter Fischelis added the two full size courts could run games/practice simultaneously that could be accessed during the weekend with a separate entrance. Lorraine Finnegan of SMMA noted a second full size gym would not fit within the budget while maintaining the Educational Plan but SMMA can explore the incremental increases to the gym and what the tradeoffs are at a conceptual level.

Concord Middle School Subcommittee Updates

Matt Root provided an update on the Sustainability Subcommittee Meetings. Matt noted the subcommittee met last week and unanimously approved a set of recommendations which breaks down into three sections. The first is updates to the Project Charter language. The second section was the six high level goals (delivery of healthy indoor environment, inspire a passion for learning, achieve high performance energy efficiency of 25 or better, reduce embodied carbon during construction, be all-electric, be solar and storage ready). Matt noted the Sustainability Subcommittee is committed to Net Zero Energy and is working with the CMLP to develop a Zero Energy Building strategy with CMS. The third section defines the metrics for success to achieve the goals. The metrics are tie back to compliance with the Energy Zero Code V2.0, indoor air quality and materials, day lighting, embodied carbon and LEED v4 Silver certifiable. Town Manager Stephen Crane noted the Town had engaged with a 3rd party solar designer and CMLP to design and install the battery storage and array. The cost would not be part of the Concord Middle School project.

Court Booth provided an update on the Design Subcommittee (DSC) Meetings. The subcommittee voted unanimously to recommend the gym sizing of 7,000 nsf, noting alternatives may remain, one-grade (270 seat) auditorium, 1,600 nsf 'Alt PE' room, 1,000 nsf Maker Space, and that the remainder of the space summary recommendations in the February 11, 2020 SMMA presented space summary to be moved forward for SBC consideration. The DSC voted, six in favor, one opposed, to recommend the 3,400 nsf Media Center. Court noted they did not compromise the Ed Plan when making the recommendations and the charge was to bring recommendations to the committee "inclusive of community use." The Subcommittee was not able to look at the administrative/office spaces due to time constraints.

Court Booth motions to the School Building Committee to accept the recommendations of the Design and Sustainability Subcommittee as submitted to the meeting today. Seconded by Frank Cannon. Discussion ensued where Peter Fischelis noted that this is not the final endorsement of the space and the design team

will continue looking at the gym space. Court Booth noted the motion is to accept the space summary but not approve it as final. Co-chair Dawn Guarriello noted this is normal in the MSBA process to resubmit space summary where what is accepted today is not final. Court added the Design Team was asked to review the gym options. Motion carried unanimously with Matt Root abstained.

Schedule Discussion

Ian Parks of Hill International provided an update on the Project Schedule providing two options. Option A is 'No Early' release of the design phases and Option B is 'Early' release of Schematic Design and Design Development. Option A shows Special Town Meeting happening on December 10, 2021 and Special Town Election on March 10, 2022 with a project school opening of March 25, 2025. Option B shows Special Town Meeting happening on December 10, 2021 and the Special Town Election to occur on December 2021 with projected school opening January 6, 2025.

Cash Flow Update

To be discussed at next school building committee.

Public Comment

No comments.

Upcoming Meetings

The next School Building Committee is March 18, 2021 at 7:30 am. The next Design Subcommittee Meeting is March 16, 2021.

Adjournment

Dawn Guarriello requested the meeting to be adjourned at 9:29 AM. Stephen Crane made the motion to adjourn, Chris Popov seconded the motion. The motion carried unanimously.

Details of this meeting can be found on the YouTube link below:

https://www.youtube.com/watch?v=3sZAzfAc_6E

CMSBC Communications Subcommittee Meeting 3.5.21

Via Zoom

Attendees:

Heather Bout, Chair
Kate Hanley
Kristen Olsen, SMMA
Erin Higgins

Observers:

Peter Fischelis
Karlen Reed

Ms. Bout called the meeting to order at 12:32pm.

Minutes

The committee approved the Minutes from 2/25/21.

Notes

Website

The Committee discussed the project website and decided to migrate to a Google Site, using content blocks to share “headlines” on building committee activity as it happens. The committee will request the domain cmsbuildingproject.org, and Erin Higgins will do some initial work on a site layout to review at our next meeting.

The committee discussed adding follow-up from the last forum to the website. Ms. Bout also noted that the committee has added more Listening Sessions to the calendar, most recently the Thoreau PTG and CMLP.

Community Survey

Kristen Olsen presented a draft of a community survey. The committee discussed possible edits, and Kristen will bring the survey back to the next meeting to finalize.

Next Meeting

The Committee scheduled the next meeting for Friday, March 12 at 12:30pm.

Public Comments

Karlen Reed, 83 Whits End Road:

- Karlen expressed her opinion that going over a \$100 million project budget is not unreasonable. She said it would need to be socialized, but it is a way of getting the job done right.
- Karlen also asked whether the survey would be open to all members of the public. The response was yes, and the committee confirmed the goal to get survey feedback from as many residents as possible.

Motion to adjourn by Kate Hanley. Seconded by Heather Bout. Vote was unanimous. The committee adjourned at 1:30pm.

Upcoming Meetings:
Friday, March 12, 12:30pm

CMSBC Communications Subcommittee Meeting 3.12.21

Via Zoom

Attendees:

Heather Bout, Chair

Kate Hanley

Laurie Hunter

Erin Higgins

Observers:

Peter Fischelis

Karlen Reed

Ms. Bout called the meeting to order at 12:33pm.

Minutes

The committee approved the Minutes from 3/5/21.

Website

Erin Higgins presented a draft of the new website. Members were impressed and excited about the possibilities it presents. The committee discussed possible edits and editions, including the priority of ensuring that both recent updates and important high-level documents are easy to find. Ms. Bout will follow up on the status of the FAQ document to find out when that will be ready for publishing. Ms. Higgins will continue to work on the website and the committee will convene again to review the next version.

Community Survey

Kristen Olsen (SMMA) provided the next draft of a community survey. The committee revised and re-ordered some of the questions and is in support of using the survey. Ms. Bout will follow up with Ms. Olsen regarding the revisions and timing for initiating the survey.

Outbound Communications

The committee confirmed that:

- The next Community Forum is scheduled for Wednesday, March 31 at 7:00. It will be posted on the town calendar right away and publicized broadly as soon as the flyer is complete.
- Listening sessions are continuing. We have completed 12, with 5 more on the calendar.
- All town committee chairs, as well as points of contact for many community groups, are receiving Building Committee updates and announcements.

Public Comments

Karlen Reed, 83 Whits End Road:

Karlen suggested that we use as many pictures and diagrams as possible on the website and that we consolidate our survey questions by eliminating Questions 1 and 3 and include a question about an oversized gym with associate cost.

Motion to adjourn by Kate Hanley. Seconded by Heather Bout. Vote was unanimous.
The committee adjourned at approximately 1:40pm.

Upcoming Meetings: TBD

Design Subcommittee (DSC)
Concord Middle School (CMS) Building Committee (SBC)
Meeting Minutes - March 16, 2021
Approved:
Virtual Meeting conducted via Zoom

PRESENT: Court Booth, Dawn Guarriello, Russ Hughes, Laurie Hunter, Charlie Parker, Chris Popov, Matthew Root.

PRESENT FROM HILL INTERNATIONAL: Peter Martini, Ian Parks, Duclinh Hoang.

PRESENT FROM SMMA and EwingCole: Kristen Olsen, Michael Dowhan, Matt Rice, Keith Fallon, Saul Jabbawy, Bill Smarzewski.

Court Booth called the online meeting to order at 7:31 AM. He noted that the meeting was recorded.

Attendance by roll call.

The minutes of February 4 and February 25, 2021 meetings were reviewed, updated and approved by roll call vote. Motion by Dawn Guarriello, seconded by Charlie Parker.

The Subcommittee discussed the purpose of the meeting and concluded that the SMMA presentation would focus on concept changes and questions about possible alternative gym sizing.

Laurie Hunter reported that the 15% limitation on impermeable surface is no longer an issue. Michael Dowhan explained that the project will remain at or under the limit due to parking design changes.

Bill Smarzewski, Keith Fallon, Saul Jabbawy and Michael Dowhan of the SMMA Design Team presented a slide deck (attached) that reviewed the space summary and showed how the gym could be expanded within the site constraints. The different building concepts examined in early 2020 that led to the "Treetop Teams" recommendation were reviewed again, as were more recent efforts to tighten the footprint. Stacking the building along the topography should enhance a sense of place, and recessing it into the woods diminishes the scale. Each of the areas of the building and their placements relative to other areas and the plateau and slope were presented in visual form. New detail on parking and circulation was included.

Dawn Guarriello noted the bridge, or promenade, to the classroom wing for its unique features. Water management on the slope leading to the classroom wing was noted as necessary for attention. Charlie Parker noted that the visuals do much to demonstrate how the different building areas will interact successfully.

Overall, the review of the design concept shows that the 142,995 GSF sizing is unchanged, and that a 13,000 NSF gym requires an additional 6,000 NSF, with the gross-up factor possibly less than 1.5 (9,000 GSF); it should be assumed that the larger gym will result in 152,000 GSF.

Cost estimates of \$555 SF are unchanged.

Public comments:

Marc Caruso of CC Youth Basketball referred to the need for 2 courts, possibly not MIAA sized, and the potential for revenue generation.

Mary Hartman asked for clarification of incremental building costs related to enlarging the building, and detail on revenue prospects.

Adjournment 8:59 AM, motion by Mr. Parker, seconded by Ms. Guarriello, by roll call.

Meeting video available at:

https://concordps.zoom.us/rec/play/NTBceCFL_cCapT2biiVBm3amfyu4DbYCwBnowyci8zWt78Otv5KVSAD_gdXKmgVRCd6ZKQXyt9eUHVc.gNGTTc3wAYTIv1ov?startTime=1615894324000

Attachment:

Slide deck presented 3.16.21 by SMMA, pdf format

The next meeting is on March 30 at 7:30 AM.

Concord Middle School Building Committee
Meeting Minutes
March 18, 2021

PRESENT: Laurie Hunter, Dawn Guarriello, Court Booth, Pat Nelson, Matt Root, Charles Parker, Stephen Crane, Frank Cannon, Jared Stanton, Chris Popov, John Harris, Kate Hanley, Russ Hughes, Heather Bout, Justin Cameron, Peter Fischelis, Matt Johnson

PRESENT FROM HILL INTERNATIONAL: Peter Martini, Ian Parks, Duclinh Hoang

PRESENT FROM SMMA/EWING COLE: Kristen Olsen, Philip Poinelli, Bill Smarzewski, Keith Fallon, Matt Rice, Michael Dowhan

MEETING ORGANIZER: Dawn Guarriello

Call to Order

Dawn Guarriello called the meeting to order at 7:30 A.M. via Zoom Virtual Conference call. A recording of the meeting will be made available at the Concord Public School's project page and Town of Concord's website.

Correspondence

Heather Bout made motion to move Correspondence forward in the agenda. Seconded by Stephan Crane. Motion carried unanimously.

Heather Bout provided an update on correspondence noting the committee had received 13 emails. The topics of the emails are healthy indoor environment, auditorium, gymnasium, access to outdoors and project delivery.

Approval of Minutes

Court Booth noted on Page 2 of the March 4, 2021 meeting minutes references "Court Booth questioned the base design itself on the tree top design which was the recommendation that was the favorite before the pause and if the committee is wedded to the design." Court clarified at the time the design did not have cost or sustainability implications different from any other design.

Frank Cannon made a motion to approve the minutes of the Building Committee Meeting Minutes from March 4, 2021. Seconded by Chris Popov. Motion carried unanimously.

CMSBC, Subcommittee, and Project Team Business

Court Booth noted the Design Subcommittee met on March 16, 2021 and looked at concept drawings with an additional 6,000 square foot gym. Pat Nelson noted that she would like SMMA and Hill to make a recommendation on what the roles of the subcommittees might have as the project is moving into Schematic Design. Matt Root reported that there is no update from the Sustainability Subcommittee. Heather Bout provided the Communications Subcommittee update that the next Community Forum would take place on March 31, 2021.

Total Project Schedule Discussion

Ian Parks of Hill International provided a presentation of the Project Schedule noting that the Schedule had been briefly presented in a prior meeting but that there was insufficient time for detail and discuss. The first option is no “early” release of design phases showing Special Town Meeting date of December 10, 2021 which is a placeholder followed by a 3 month gap until the Special Town Election on March 10, 2022 (also a placeholder) then Design Development/Construction Documents Phase. The bid and award would happen in Quarter 2 of 2023 followed by an 18 month construction schedule with punch list and move in date of March 2025.

The second option shows an early release of Schematic Design, Design Development and Construction Documents. This option shows the same Special Town Meeting date placeholder of December 10, 2021 but a Special Town Election happening anytime between December 17, 2021 through March 10, 2022, 2021. This schedule shows punch list and move in date of January 2025. This schedule assumes a bid in Quarter 1 of 2022 for which the estimates would have an 8% escalation assumption instead of the 9% assumed with the schedule scenario Option A. Release of the Design Development phase in advance of the Town Election would require that Town Meeting would need to approve an early release of a portion of design funds at risk.

The schedules both present a Design Bid Build delivery method and do not show demolition of the existing building and final construction of athletic fields. Kristen Olsen of SMMA notes for the Committee to consider how soon the Town Election to should occur after Town Meeting and consider the potential for early start of Design Development.

Project and Construction Cost Assumptions

Ian Parks of Hill International provided an update on the Project and Construction Cost Assumptions. Hill presented the Massachusetts School Building Authority (MSBA) cost data chart that shows all current projects currently in the MSBA program and costs for a select group of projects compared to the Concord Middle School estimates. The costs analysis compared Concord MS to various other projects in similar scope and size across the state, but none are apples to apples. Hill noted the construction cost currently shows \$559 cost per square foot and the goal for the project team is to reach the target of \$555 cost per square foot. The current cost estimates are based on a Design Bid Building delivery method.

Concord Middle School Designer Update

Keith Fallon of Ewing Cole presented the current program of spaces and identified some of the major changes since the 2020 program. The updated program shows an added auditorium, cafetorium now cafeteria, chorus moved to auditorium, reduction of one art room and one less language room. Keith noted when the Education Plan was approved, Ewing Cole went back and looked at the previous building and site design options. Kristen Olsen noted the site is able to accommodate the larger gym and the decision to move forward with the larger gym is a funding decision. Pat Nelson asked SMMA on assessment of a larger auditorium.

Project Delivery Method (CM vs DBB)

To be discussed at next school building committee.

Cashflow Update

To be discussed at next school building committee.

Public Comment

Tracy Marano, 39 Partridge Lane, asks for consideration for the Theater/Performing Arts space to match the current seating.

Alexa Anderson, 14 Park Lane, notes the community has asked to not undersize build the building.

Upcoming Meetings

The next School Building Committee is April 8, 2021 at 7:30 am. The next Community Forum is schedule for March 31, 2021.

Adjournment

Dawn Guarriello requested the meeting to be adjourned at 9:50 AM. Stephen Crane made the motion to adjourn, Chris Popov seconded the motion. The motion carried unanimously.

Details of this meeting can be found on the YouTube link below:

<https://youtu.be/GFbf39snQkw>

CMSBC Communications Subcommittee Meeting 3.24.21

Via Zoom

Attendees:

Heather Bout, Chair

Kate Hanley

Laurie Hunter

Erin Higgins

Erin Stevens

Pat Nelson (joined later in meeting)

Observers:

Peter Fischelis

Karlen Reed

Ms. Bout called the meeting to order at 12:03pm.

Minutes

The committee approved the Minutes from 3/12/21.

Community Survey

The committee reviewed the survey draft, feedback from building committee members, and revisions as such. The committee discussed various changes to the survey and finalized it. They also discussed various strategies to promote it throughout the community. Strategies to execute and/or explore included:

- Building Committee Subscriber Lists
- Town of Concord News and Notices
- Town of Concord Social Media
- Town of Concord Committee Chairs
- Concord Journal
- School District Email
- School Committee Subscriber List
- Parent Teacher Groups ("PTGs")
- SEPAC
- League of Women Voters
- Sustainability Groups
- Concord Business Organizations
- Local Preschools
- LivingConcord

- Neighborhood-based outreach
- Outreach to Assisted Living facilities
- Outreach to Realtors
- Town listservs
- Link on concordma.gov
- Link on concordps.org
- Town Manager phone call (unlikely)
- Draft letter for Building Committee Member Outreach
- Building Committee Member Outreach
- Follow-up Reminder
- MMN
- COA
- Concord Library
- All Listening Session contacts

Website

Erin Higgins updated the committee that most of the website other than the FAQ section is almost ready to launch. The committee agreed to look into the FAQ status and follow up further at the next meeting

Public Comments

There were no public comments.

Motion to adjourn by Kate Hanley. Seconded by Heather Bout. Vote was unanimous. The committee adjourned at approximately 1:07pm.

Upcoming Meetings: Wednesday, April 7, 2021 at 12:00pm via Zoom