



Concord Middle School Project

Project Manager Report

June 2021



Hill International



Hill International

CONCORD MIDDLE SCHOOL PROJECT

PROJECT MANAGER'S REPORT JUNE 2021

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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 **June 2021**.

Project Progress

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

The Design Team continued progression of the Schematic Design. Hill and SMMA attended School Building Committee (SBC) meetings on June 3 and 24; a break out meeting with the Athletic Director to discuss gym sizing and programming on June 9; and a break out meeting with the School Superintendent to further refine programming on June 17. Hill and SMMA met weekly to coordinate work tasks and deliverables to the SBC.

Milestones

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

- The Design Team issued a Schematic Design programming summary report memorandum (attached) as related to the CMS faculty and staff questionnaires completed in the month of May.
- The Schematic Design schedule and plan was discussed at the June 3 SBC meeting including the use of focus groups to better orient groups to specific design components, gather information, and systematically progress the design so that updates can be reported at further SBC meetings. Project decisions will continue to be made at SBC meetings.
- The Project Team continued to review options for the right size and configuration of the gym and auditorium. At the June 3 SBC meeting, SMMA presented three refined gym and auditorium options (conservative, conservative (alt). and aggressive) with estimated costs ranging from \$100.8M to \$102.4M as shown on the attached Gym & Auditorium Cost Update. These options included the removal of 2,600 nsf for Alternate PE and Maker Space to offset the increased gym and auditorium square footage.
- At the June 24 SBC meeting, a summary of spaces at 145,647 GSF was presented by the Design Team per the attached graphic. SMMA presented on the current building organization and circulation thinking, refinement of the gym and auditorium spaces, stacking of programs within the building, as well as exterior materials and budget placeholders such as brick or equivalent masonry; triple glazed curtainwall/storefront and punch windows; aluminum soffits, fascia, spandrel and canopies; and flat membrane roofing system. The planned window to wall ratio is 75% wall enclosures and 25% windows. A summary of SMMA's exterior recommendations are included in an attached chart. Precedent and inspiration photos were shared with the SBC for feedback.

Milestones projected for the coming months are:

- Complete amended Feasibility Study report
- Finalize project budget
- Complete Schematic Design package deliverables for estimating
- Agree on dates to authorize Design Development Phase

Issues

- Project cost remains at the upper limit of the budget.

Town of Concord

Concord Middle School Project



- Hill and SMMA presented a request for an amendment to their contract for the extension of the feasibility and schematic phases.

Schedule

Major milestones are as follows:

- | | |
|---|--|
| ■ OPM Selection | Completed Aug. 28, 2019 |
| ■ Designer Selection | Completed Nov. 18, 2019 |
| ■ Feasibility Study (*amended report remains pending) | Completed April 29, 2021 |
| ■ Schematic Design | Tentative Completion date of Dec 8, 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: The Project Team is waiting on confirmation from the Town of Concord for the next Special 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.

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 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.

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.

Town of Concord

Concord Middle School Project



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.

In March 2021, Hill provided a preliminary cost analysis of the current program which forecasts the total project cost at \$99.9M.

In April 2021, the SBC brought forth additional scope requests with community support including a larger gym, larger auditorium, and additional parking. Hill and SMMA presented scope options ranging in cost from \$3.2M to \$9.75M above the current \$100M total project budget. The committee voted at the April 15 SBC meeting to increase the total project budget to not-to-exceed \$108M in order to further study these additional scope options.

In June 2021, the Project Team continued to monitor cost projections given the fluctuation of the building gross square footage from design iterations. Steps were taken to minimize the cost impact due to the increased gym and auditorium size. Total project cost projections currently range from \$100.8M to \$102.4M.

Cash Flow

Total project budget is \$108,000,000.

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

Total spent on construction to date is \$0.00.

Total spent to date is \$763,722. 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



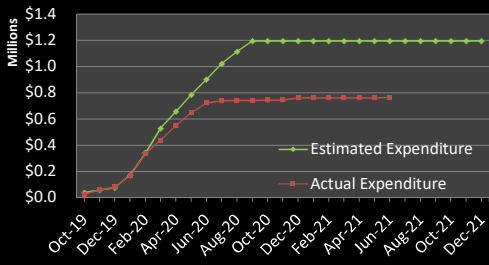
Town of Concord
Concord Middle School
Project Dashboard

June 30, 2021

EXECUTIVE SUMMARY



Hill International

Project Accomplishments this Month					Current Issues & Areas of Focus			Current Progress Photos		
<p>A Schematic Design programming summary report was issued by SMMA.</p> <p>A proposed Schematic Design schedule and plan was reviewed and discussed at the June 6 SBC meeting.</p> <p>Refinements to the gym and auditorium spaces occurred, which allowed for an update to the estimated total project cost ranging from \$100.8M to \$102.4M.</p> <p>SMMA presented design recommendations for the building organization, program stacking, circulation, space summary, and exterior elements at the June 24 SBC meeting.</p>					COVID-19 Pandemic Final Feasibility Report					
Projected Major Tasks next Month										
<p>Confirmation of the Total Project Budget</p> <p>Complete Preliminary Feasibility Study Report</p> <p>Progression of the Schematic Design package</p> <p>Agree on dates to authorize Design Development Phases</p>										
Schedule Summary - Upcoming Milestones					Diversity Compliance			Project Cash Flow - Plan vs Actual		
	Scheduled Start	Scheduled Finish	Actual Start	Actual Finish	Metric	Target	Actual			
Designer Procurement	9/25/2019	11/18/2019	9/25/2019	12/9/2019	Designer's WBE/MBE	17.9%	TBD			
Feasibility/Schematic Design	11/19/19	7/1/2020	11/19/19		Contractor's WBE/MBE	10.4%	TBD			
Town Meeting (Proposed)	12/10/21	12/10/21								
Town Vote (Proposed)	12/17/21	12/17/21								
Secure Finance and Execute Contracts	12/10/21	12/30/21								
Design Development / Contract Documents	12/30/21	1/17/23								
Bidding	1/18/23	3/27/23								
Construction	3/28/23	8/29/24								
Move-in	8/30/24	1/5/25								
Demolition Existing Building	TBD									
Closeout	TBD									
PROJECT FINANCIAL OVERVIEW										
Description	BUDGET			COST				CASH FLOW		
	Baseline	Budget	Authorized Changes	Approved Budget	Committed Costs	Uncommitted Costs	Forecast Costs	Total Project Costs	Expenditures to Date	Balance To Spend
Site Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 86,926,408	\$ -	\$ -	\$ 86,926,408	\$ -	\$ 86,926,408	\$ -	\$ 86,926,408	\$ -	\$ 86,926,408
Design Services	\$ 8,973,641	\$ -	\$ -	\$ 8,973,641	\$ 889,400	\$ 8,084,241	\$ -	\$ 8,973,641	\$ 476,442	\$ 8,497,199
Administrative	\$ 4,279,595	\$ 5,500	\$ -	\$ 4,285,095	\$ 305,300	\$ 3,979,795	\$ -	\$ 4,285,095	\$ 287,280	\$ 3,997,815
FF&E	\$ 2,677,500	\$ -	\$ -	\$ 2,677,500	\$ -	\$ 2,677,500	\$ -	\$ 2,677,500	\$ -	\$ 2,677,500
SUBTOTAL	\$ 102,857,143	\$ 5,500	\$ -	\$ 102,862,643	\$ 1,194,700	\$ 101,667,943	\$ -	\$ 102,862,643	\$ 763,722	\$ 102,098,921
Construction Contingency (Hard Cost)	\$ 4,346,320	\$ -	\$ -	\$ 4,346,320	\$ -	\$ 4,346,320	\$ -	\$ 4,346,320	\$ -	\$ 4,346,320
Owner's FFE Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	NA	NA	NA	\$ -	NA
Owner's Contingency (Soft Cost)	\$ 796,537	\$ (5,500)	\$ -	\$ 791,037	\$ -	\$ 791,037	\$ -	\$ 791,037	\$ -	\$ 791,037
SUBTOTAL	\$ 5,142,857	\$ (5,500)	\$ -	\$ 5,137,357	\$ -	\$ 5,137,357	\$ -	\$ 5,137,357	\$ -	\$ 5,137,357
PROJECT TOTAL	\$ 108,000,000	\$ -	\$ -	\$ 108,000,000	\$ 1,194,700	\$ 106,805,300	\$ -	\$ 108,000,000	\$ 763,722	\$ 107,236,278
Scope changes from the Original Scope										
N/A										
Project Budget Transfers										
N/A										



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Project Cash Flow

Concord Middle School
Estimated Project Cash Flow Thru SD Phase

	Month	OPM	Designer & Consultants	Commissioning Agent, FF&E & Misc.	Construction	Contingency	Estimated Expenditures	Actual Expenditures	Estimated Cumulative Expenditures	Actual Cumulative Expenditures
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	\$761,322
	20	May-21					\$0	\$0	\$1,194,700	\$761,322
Schematic Design	21	Jun-21					\$0	\$2,400	\$1,194,700	\$763,722
	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			

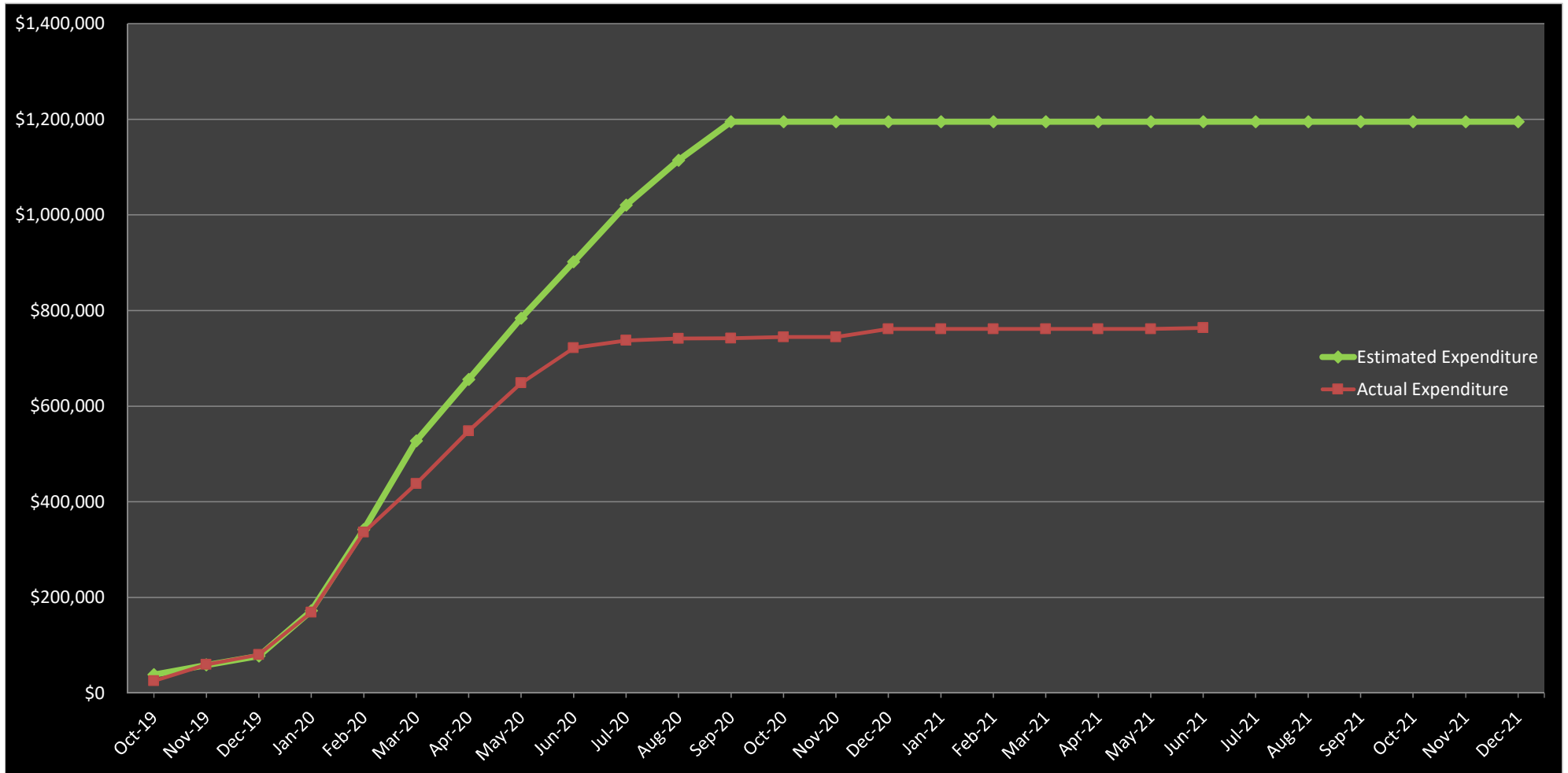


June 30, 2021

Town of Concord
Concord Middle School
Estimated Project Cash Flow Graph



Hill International



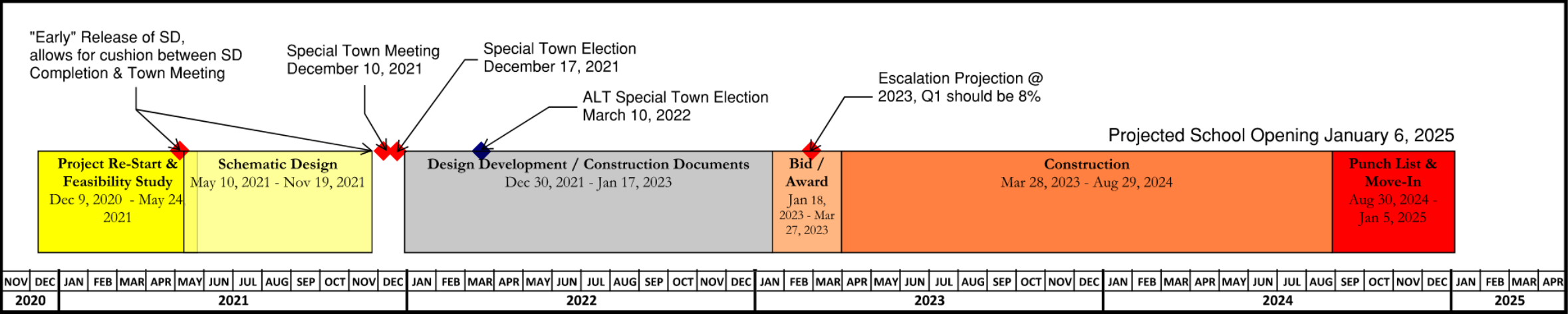


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Schedule Update

Project Schedule

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



Concord Middle School Schedule Review 6/30/21

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	04/29/21	527																																				
2021 01-26 CMS Schedule Draft	Covid Pause	06/16/20	12/01/20	168																																				
2021 01-26 CMS Schedule Draft	Schematic Design	05/06/21	12/17/21	225																																				
2021 01-26 CMS Schedule Draft	Design FS/SD			759																																				
2021 01-26 CMS Schedule Draft	Town Meeting	12/10/21	12/10/21	0																																				
2021 01-26 CMS Schedule Draft	Town Vote	12/17/21	12/17/21	0																																				



SCHEMATIC DESIGN

Updated 06.22.2021 **revisions in red**

Design decisions for SD Phase:

Building Design

- Programmatic Adjacencies
- Entries and Exits
- Expansion potential and locations

Site Plan Design

- Parking count
- Driveways and circulation
- Fields and Program

Exterior and Interior design

- Exterior material selections in general
- Interior material selections in general

MEP Systems design concepts & Sustainability Options

- Refine preferred system types
- Extent of Air Conditioning
- Sustainability options
 - i. Rainwater harvesting
 - ii. Solar panels
 - iii. Wind turbines
 - iv. EV Charging Stations
 - v. Other

Concord Middle School

Proposed Design Schedule

SMMA No. 19153.00

May	Topic	Hosted by	Location
May-June	Educational Programming Questionnaires and Meetings	SMMA	Virtual
Thurs 20 th 7.30am	CMSBC Meeting	CMSBC	Virtual
June	Topic	Hosted by	Location
May-June	Educational Programming Questionnaires and Meetings	SMMA	Virtual
Thurs 3rd	<u>SD Parameters and Overview</u> Square-footage Range for SD Cost range based on current assumptions SD Phase meetings (VOTE)	CMSBC	Virtual
Mon 7 th 7.00pm	<u>Community Forum</u>	ALL	Virtual
Thurs 24 th 7.30am	<u>Exterior & Interior Design:</u> Program Summary; Plan refinement; Visioning	CMSBC	Virtual
July	Topic	Hosted by	Location
Thurs 15 th 7.30	<u>Exterior & Interior Design:</u> Floor Plan and Exterior Advancement <u>MEP & Sustainability:</u> <ul style="list-style-type: none"> Update/Refresh of sustainability goals (Code, NZE, EZ Code, Certifications, etc.) SD Sustainability & MEP steps and deliverables Overview MEP system options for LCCA	CMSBC	Virtual
Thurs 29 th	<u>Site Design</u> Parking, Pick-up and Drop-Off; Impervious Area update	CMSBC	Virtual

Concord Middle School

Proposed Design Schedule

SMMA No. 19153.00

August	Topic	Hosted by	Location
Thurs 5th 7.30	<u>Exterior & Interior Design:</u> Site Refinement, Exterior Advancement	CMSBC	Virtual
Week of 16-20th	<u>Sustainable Design Charrette</u> Community-wide	SMMA	Virtual
Fri 27th 7.30	<u>Exterior & Interior Design:</u> Interior Development; Exterior Refinement	CMSBC	Virtual
September	Topic	Hosted by	Location
Thurs 16th 7.30	<u>Exterior & Interior Design:</u> Design Refinement <u>MEP & Sustainability:</u> <ul style="list-style-type: none"> Update Sustainability goals – Code, NZE, EZ Code/Concord SSC recommendations (embodied carbon) LCCA Analysis update – MEP systems - supporting preferred MEP selection – includes a pEUI update tied to the MEP options Daylighting update <u>Furniture & Technology</u>	CMSBC	Virtual
October	Topic	Hosted by	Location
Thurs 7th 7.30	Summary of Pricing Submission Proposed VE List Review	CMSBC	Virtual
Friday 8th	SMMA submit SD package to Estimators	SMMA	N/A
Wed 13th	Submit SD report to CMSBC for review and comment	SMMA	N/A
Wed 27th	No CMSBC Meeting – CMSBC to send comments on SD report via spreadsheet	SMMA	N/A

Concord Middle School

Proposed Design Schedule

SMMA No. 19153.00

November	Topic	Hosted by	Location
Week of 1 st - 4 th	Estimate Reconciliation and Submit estimate to CMSBC	SMMA	N/A
Fri 5 th 7.30 am	Approve costs and SD submission to Town Meeting (VOTE)	CMSBC	Virtual
Fri 12 th 7.30 am	CMSBC Meeting – TBD if needed	CMSBC	Virtual
December	Topic	Hosted by	Location
1 st Week	Town Meeting		TBD
2 nd Week	Town Vote		TBD



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Cost Analysis

New Middle School Square-footage Update

Square-foot and Cost Estimate Range

- **Conservative**

- approx. 10,528 nsf gym
- 12nsf/seat auditorium
- 147,087 gsf
- \$102.4 M Project Cost

- **Conservative (Alt)**

- approx. 9,776 nsf gym
- 12nsf/seat auditorium
- 145,959 gsf
- \$101.75 M Project Cost

- **Aggressive**



- approx. 9,180 nsf gym
- 11nsf/seat auditorium
- 144,435 gsf
- \$100.85 M Project Cost
- All remove dedicated nsf for Alternate PE and Maker Space (2,600 nsf)

Cost Back-up



Concord Middle School Project

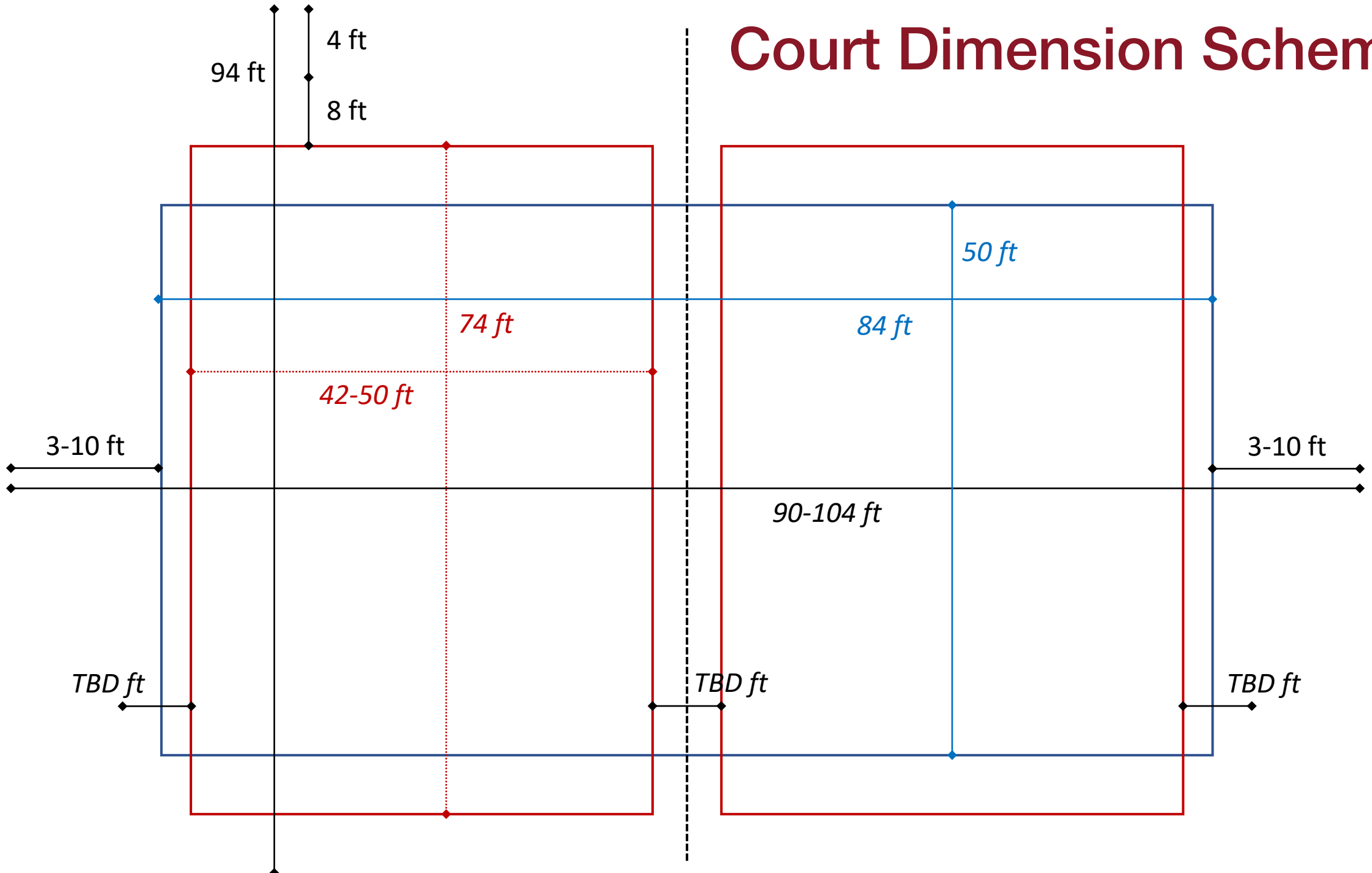
Side-by-Side Cost Analysis

						
6/1/2021						
District	Concord					
School Name	Concord MS					
Construction Type	New					
Enrollment	700					
GSF	142,995					
Assumed Start of Construction	March 2023		Updated based on		Updated based on	
OPM	Hill International		Conservative Scope		Aggressive Scope	
Designer	SMMA		Estimate		Alt	
Cost Estimator	Based on AM Fogerty					
Gross SF		142,995		147,087		145,959
Cost / SF	\$	348.00	\$	348.00	\$	348.00
Construction	\$	49,762,260.00	\$	51,186,276.00	\$	50,793,732.00
Demolition / Hazmat	\$	1,500,000.00	\$	1,500,000.00	\$	1,500,000.00
Site Cost	\$	7,500,000.00	\$	7,500,000.00	\$	7,500,000.00
TOTAL DIRECT	\$	58,762,260.00	\$	60,186,276.00	\$	59,793,732.00
Total Mark-ups	\$	21,217,016	\$	21,731,179	\$	21,589,445
Design Contingency 12.00%	\$	7,051,471.20	\$	7,222,353.12	\$	7,175,247.84
Escalation 8.00%	\$	5,265,098.50	\$	5,392,690.33	\$	5,357,518.39
GC 5.00%	\$	3,553,941.48	\$	3,640,065.97	\$	3,616,324.91
GR 2.50%	\$	1,865,819.28	\$	1,911,034.64	\$	1,898,570.58
Permits (waived) 0.00%						
P&P Bond 2.00%	\$	1,529,971.81	\$	1,567,048.40	\$	1,556,827.87
Profit 2.50%	\$	1,950,714.06	\$	1,997,986.71	\$	1,984,955.54
TOTAL CONSTRUCTION	\$	79,979,276.33	\$	81,917,455.17	\$	81,383,177.13
CONSTRUCTION COST PER STUDENT		\$114,256.11		\$117,024.94		\$116,261.68
CONSTRUCTION COST PER SF		\$559.32		\$556.93		\$557.58
PROJECT COST		\$99,974,095.41		\$102,396,818.96		\$101,728,971.41
AVERAGE COST/SF (Bldg Only)		\$335.11				
AVERAGE COST/SF (Construction)		\$502.99				
MEDIAN COST/SF (Bldg Only)		\$348.98				
MEDIAN COST/SF (Construction)		\$508.01				
						

Proposed Specifications for Rightsized Gym

- Overall dimension of gym space: 90'x102' (9180 NSF)
- Dimension of main, interscholastic court: 50'x84' (MIAA standard)
 - 8' side-line to wall on side opposite to bleachers
 - 9' run-outs on either end (MIAA minimum is 3', ideal is 10'))
 - 8' clearance to spectators in bleacher/seating area
- Dimension of two cross-courts: 42'x74' (bleachers retracted)
 - 6' perimeter on three sides (allow 3.5' for folded bleacher seats)
 - 3' to curtain wall
- Seating area for main court: 24' wide for pull-outs
 - Allows ~10 rows of seating
 - Optimize bleacher area to determine occupancy

Court Dimension Schematic





Hill International

Schematic Design Progression

Memorandum

To: Laurie Hunter, Justin Cameron, CMSBC
 From: Phil Poinelli
 Project: Concord Middle School
 Re: Take-Aways and Decisions
 Distribution: KMO, MDR, EC, Hill,(MF)

Date: 6/17/2021
 Project No.: 19053.00

Concord Middle School – Teacher and Staff Take-Aways

Teachers and staff have responded to the Questionnaires for most of the areas or departments in the school. Additionally, ZOOM interviews have been conducted, on a voluntary basis. Meeting reports will follow; this memorandum is for the purpose of consolidating and highlighting the “take-aways” that could influence the Schematic Design. Teacher / staff requests, preferences and other input may not always be able to be implemented due to space or budgetary constraints.

Grade level Layout –the requested configuration is:

- Mid-level (entry) – Grade 6. This keeps the majority of grade 6 student travel horizontal to gym, library, cafeteria etc. Some vertical travel will be needed for specials, possibly World Languages, art etc.
- Upper level – Grade 8.
- Lower level – Grade 7.

Teams / Gen Ed Classrooms:

- Desire for operable walls between classrooms
- Desire for operable walls between classrooms and Team Commons
- Tack strips for anchor charts
- Team commons for each team rather than aggregated for large (1,500 nsf) commons
- Desire to assemble the full team (80 students) in the Team Commons – will require opening operable walls to combine Commons with classrooms

Science:

Chemicals in grades 6 & 7 are modest. Dedicated storage not needed. Grade 8 chemicals are more significant but may be able to house in chemical storage units in prep rooms (possibly delete one chem storage room (- 150 sf)

- Include a operable wall into Team Commons
- Grade 7 desire for access to outdoors: plant station / gardens

1000 Massachusetts Avenue
 Cambridge, MA 02138
 617.547.5400

www.smma.com

- Desire for digital weather station on the roof and analog weather station on the ground

Teacher Work Room(s): 1,275 sf, There was a discussion of distributed vs. centralized teacher planning. There is a strong preference for the centralized arrangement. This space would be zoned with a social area: soft seating etc; a teacher collaborative planning area: Tables, chairs, marker board, copiers and supplies; a dining area: kitchenette, dining table; teacher's mail boxes. This is best located on the middle academic floor. There is a need for teacher support on the two other academic floors for copier / printer, small amount of supplies. Say 80 – 100 sf each max, taken from the 1,275

World Languages: There was a discussion of distributed vs. collocated World Language classrooms. The preference is for a centralized pod of classrooms. They would like to be as central as possible since students of all grades will be traveling to them. Across the bridge would be ok. Located on the Grade 8 floor is preferable. (an aspirational location)

- Would like to be as central as possible
- Operable walls between classrooms are desirable
- Modest common area requested if possible

Gym / PE: with the lack of an Alternate PE room, teachers agreed that the curriculum will likely need to be modified to account for alternate (life-long) fitness opportunities. It was suggested that the OT, now OT/PT room be located immediate to the gym with views in from the gym. This room could accommodate some aerobic exercise equipment that might be beneficial to both programs.

- Gym – from a PE vantage, basketball run-outs should be 8'. Gym will include bleachers to accommodate up to 50% of school population for all-school assemblies. Layout is under discussion.
- Health instructor's office: rather than having two gendered offices, the preference is for one shared large office, immediately off the gym. To include a privacy toilet room with shower.
- Locker rooms w/ toilets – some students change for PE class (no showers). Plan for 20 – 25 changing lockers.

Family & Consumer Science (FCS): room academics and activities include:

Would like to be centrally located due to interaction with a broad section of the school as well as Senior Citizen's Breakfasts. Is planning to add a gardening component to supplement the cooking activities. Consider an at-grade location.

- Cooking (FCS) for grade 7 students (grades 6 & 8 take health): assume 20 students = 5 groups (kitchen set-ups) of 4 students; mobile demonstration counter
- Sewing is an RtE offering: 12 students, 3 times / week + 10 in an after-school program (all grade levels)
- After school clubs including: Chess, Fashion Club, Chef's Club (Regional Cooking)

Special Education:

- Discussed putting the two Pull Over rooms per Team together with an operable wall providing the flexibility of serving as (2) 10x15 rooms or (1) 20x15 room. This might happen in a few locations but not universally.
- 4 +/- tutors per grade level, mobile, where for home? Teachers wardrobes in classrooms can be provided as doubles to accommodate tutors personal belongings.
- Access is the only sub-separate program at the existing Middle School(s) but all three will be required by the time the school opens. All want to be “central” to serve all grades, but acknowledge need to separate (a DESE requirement). Adjustment counselor will be part of the ACCESS suite.

Music: Discussion of band and orchestra rooms as individual or shared. While preference is individual, a change of teachers’ schedules would be required for shared. Shared could be considered if room characteristics made this version more economical.

- Teachers suggested that student owned instrument storage in corridor.
- Would like a 3rd Practice Room (and would trade off classroom area to enable this)
- Chorus on stage (not present in interviews)
- Auditorium
 - 20’ stage depth, 8’ fore stage
 - Portable stage extension desired
 - Very interested in the back half of the auditorium as a flat floor with upholstered bleacher seating; operable wall to isolate from front of auditorium that has fixed, sloped seating. This configuration would provide increased flexibility without adding room area.
- All rooms to have recording capabilities

Administration: the administrative suite, located at the main entry should include:

- Main office – needs good sight lines to the building approach
- Principal’s office and administrative assistant, similar sight line per above
- Conference room
- Special Education Team Chair
- Adjustment Counselor
- Duplicating
- Records
- Close proximity to Health Suite and Guidance
- (2 vice principals to be located in the academic wing, on separate floors)

Guidance:

- Close proximity to Administration suite and Guidance

To: Dr. Laurie Hunter, Justin Cameron
Date: 6/17/2021

- Preference for a suite with offices off the guidance waiting room, though one or more may access directly from the corridor (4 offices) 5th guidance office is associated with the ACCESS program
- Speech Pathologist (part of special ed) should be in close proximity
- Psychologist should be in close proximity

Nurses:

- Health Suite needs to be adjacent to the main office
- Provide for two nurses capability – both in plain view

Building Services:

- Toilet room should include a shower
- 2 supervisors, 6 custodians anticipated. Plan for 10 lockers
- Conventional loading dock anticipated. Size to accommodate “commodities freezer”.
- Concern over distance from loading dock to kitchen

METCO:

- The “academic liaison” has a strong relationship with guidance and should have an adjacency to the guidance offices, though may be located with the METCO suite.
- The “classroom” portion will include a workstation for the administrative assistant. The classroom should include: markerboard and smart technology; accommodate 7-8 (10 max) students at tables; 3-4 student carrels, tackboard for notices
- Locate classroom near the main lobby in the academic area. Consideration could be given to locating the academic liaison with the classroom.

Art:

- There is a desire to have a close proximity to the exterior and nature. A desire for being on the ground level with northern exposure was expressed.
- An adjacent outdoor classroom is desired
- There was a discussion of keeping the support spaces together, shared by the two rooms. The three activities of these support rooms are: kiln, prep room or space with sink and storage

Library / Media:

- Revised target of 10,000 volumes; assume 10-12 volumes per linear foot; wall shelving can be full height; all other shelving units to be 3 shelves tall, on casters
- Library / media center to be open to the corridor
- Workroom is needed (not office) for staging, repair of books, storage. Work sink required. Say 150 +/- sf.
- Professional stacks to be located in the teachers work and planning room

- Circulation desk to be mobile and include a student self-checkout desk/computer
- Include a new arrivals display area
- Library to be able to accommodate two classes (40 students) primarily for research but also for some direct instruction
- Soft seating is important. They currently gave a popular cozy reading nook
- An outdoor patio is desirable
- Students need an area that can be used for recording, both audio and video (green screen). Many students use recordings for pod casts and academic presentations. This may be located in the media center or elsewhere in the building.
- Maker activities – the librarian is open to accommodating these activities in the media center. Space testing will be needed to confirm this is possible

ISSUES TO BE REVIEWED / RECOMMENDATIONS MADE

Grade Level Stacking (item 1)

Toilet Rooms: Discussed at various points in time. Students voiced a strong preference for all gender facilities. The discussion in multi-fixture toilet rooms to be traditional gender rooms or all gender rooms.

Recommendations: this followed a detailed discussion with the school and district administrations

- Rooms on the “public side” – auditorium, gym, library, cafeteria, administration – traditional gender rooms
 - Rooms associated with gym locker rooms – teachers suggested traditional gender rooms but not as a strong position. The discussion was in the context of possible all gender in the academic wing
 - Student toilets in the academic wing – students expressed advocacy for all gender rooms
- Massachusetts Plumbing Board does not currently permit K-12 schools to be designed with all gender toilet facilities. If desired by the school, the binary toilet facilities would be designed in a way that can more easily be converted to gender neutral type in the future when/if code permits.

Student Lockers / cubbies or other: multiple points of views from the Team Core Leaders:

- Most enjoyed the lack of lockers this year and hoped that continues
- Associated with homeBASE (Advisory / home room) which could be throughout the school, not just in Team pods
- Some students might use them while others may not
- In the classrooms or in corridors?
 - In room discussions:
 - With students off team 4 of 7 periods, could cause disruption of classes
 - Locating in classrooms take up valuable teaching and wall space in rooms that are not large (may conflict with operable wall)

To: Dr. Laurie Hunter, Justin Cameron
Date: 6/17/2021

- Non-assigned wall or desk hooks or open cubbies?

In corridors discussion:

- 1 for each student or select (some number) for students who request a locker
- Size? 12x12x24 or 12x12x36, other?

Following a detailed discussion with the school and district administrations, it is recommended that no student lockers be provided. Accommodations will be made in classrooms and other spaces for students packs and belongings.

Operable Walls – these can be expensive but are easy to estimate. Some could find their way onto a VE list so may need to prioritize

- Teachers requested operable walls between academic Team classrooms (solid)
- Between academic Team classrooms and Team Commons, including science (but smaller)
- Special Education discussed putting the two Pull Over rooms per Team together with an operable wall providing the flexibility of (2) 10x15 rooms or (1) 20x15 room
- Design exploration of an operable wall in the auditorium will be conducted

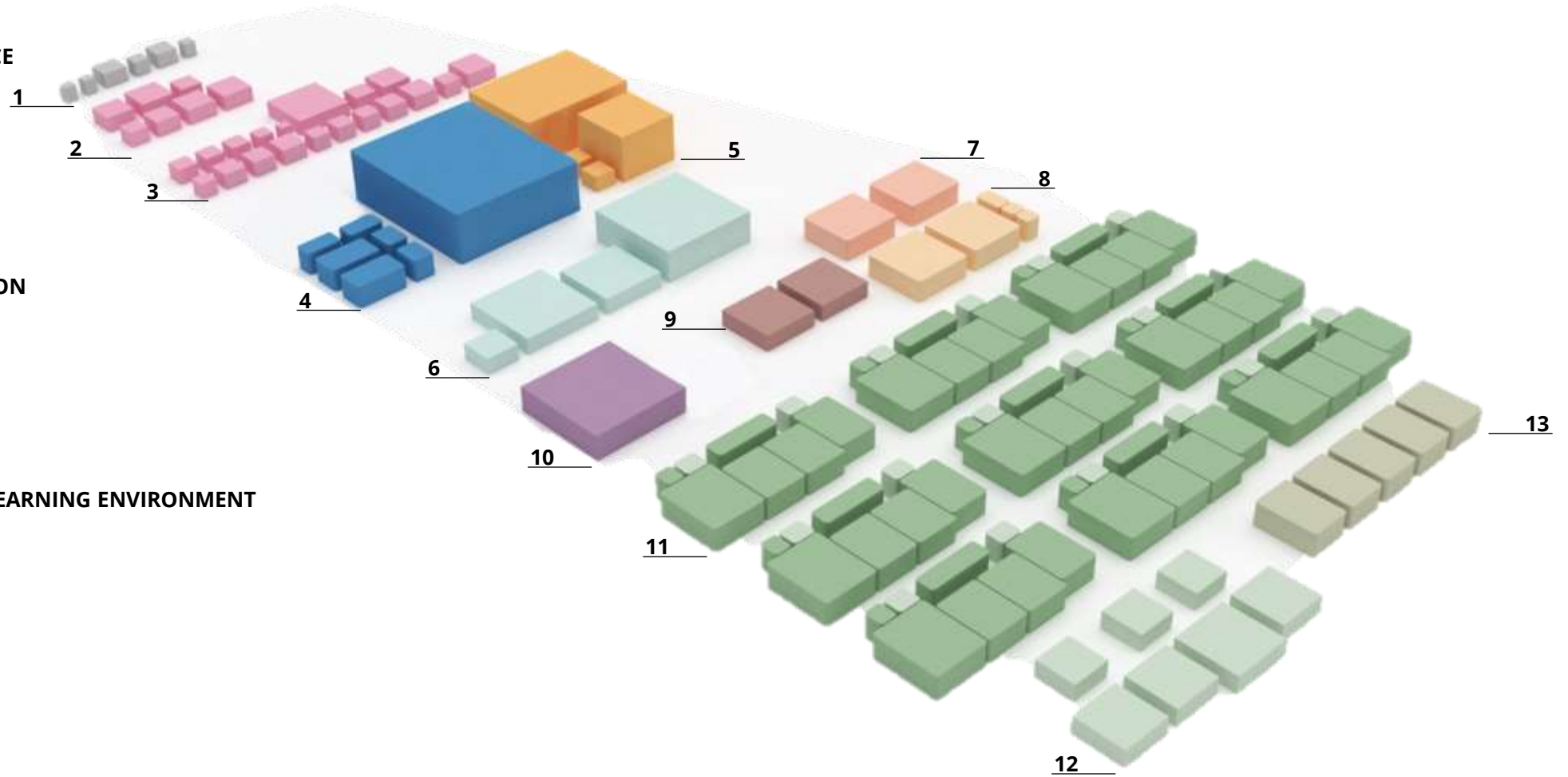
Special Education: All sub-separate programs want to be “central” to serve all grades, but acknowledge need to separate. Which program on which floor? To be explored.

LEGEND

1. CUSTODIAL & LOADING
2. NURSE
3. ADMINISTRATION & GUIDANCE
4. HEALTH & PE
5. AUDITORIUM
6. DINING
7. ART
8. MUSIC
9. VOCATIONAL & TECHNICAL
10. MEDIA & RESOURCE
11. CORE TEAM
12. DEDICATED SPECIAL EDUCATION
13. WORLD LANGUAGE

SUMMARY OF SPACES

- 97,098 NET SQUARE FEET
- 145,647 GROSS SQUARE FEET
- 21ST CENTURY MIDDLE SCHOOL LEARNING ENVIRONMENT
- ACHIEVES ED PLAN GOALS



EXTERIOR CLOSURE MATERIALS		
Opaque walls	Brick or Equivalent Masonry	75% of wall enclosure, NZR wall assembly
Glazing		25% Window to Wall Ratio
Curtainwall/Storefront	Triple Glazed Aluminum or Fiberglass Frame	
Punched Windows	Fiberglass or Similar Triple Glazed	
Soffits, Fascia, Spandrel and Canopy	Aluminum or similar durable material	
Roofs	Flat Membrane Roof	Photovoltaic Ready

A.M. Fogarty
& Assoc., Inc.

177 Derby St., Suite 5, Hingham, MA 02043
TEL: (781) 746-7272 • FAX: (781) 746-2652
planning@fogarty.com

"Construction Cost Consultants"

PSR STUDY
Concord Middle School
Concord, MA

14-May-20

Designer: SMMA

CONCEPT 4 - PIN WHEEL

NEW CONSTRUCTION
DEMOLITION SANBORN MIDDLE
HAZARDOUS WASTE REMOVAL
MISC HAZARDOUS MAT
SITE COST

GMP		COST PER SF	TOTAL
144,000	MF	3548.68	\$52,809,811
88,271	GSP	\$8.00	\$714,168
	per South Weymouth (3/12/20)		6682,885
	per South Weymouth (3/12/20)		\$10,000
			\$6,797,174

TOTAL DIRECT COST

\$63,894,237

chapter 149 design/bid

DEMOLN CONTINGENCY
ESCALATION (BID 6/1/2021)
GENERAL CONDITIONS
GENERAL REQUIREMENTS
BUILDING PERMIT
PREP BOND & INSURANCE
PROFIT

12%
6.0%
3%
2.5%
waived??
0%
2%

\$7,566,508
\$4,233,885
\$3,739,912
\$1,963,484
\$0
\$1,618,047
\$2,152,002

TOTAL CONSTRUCTION COST
COST PER SF

\$84,144,865
\$584.46

Prepared by: A. M. Fogarty & Associates, Inc.
CONCORD MIDDLE SCHOOL PSR FINAL 5 - 2021/04/2021 07 PM



Hill International

Meeting Minutes

Concord Middle School Building Committee
Meeting Minutes
June 3, 2021

PRESENT: Laurie Hunter, Dawn Guarriello, Court Booth, Pat Nelson, Matt Root, Charles Parker, Stephen Crane, Frank Cannon, Jared Stanton, Chris Popov, Jon Harris, Kate Hanley, 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, Matt Rice

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

Co-Chair Dawn Guarriello requested to attach the letter from the Finance Committee to the minutes of April 29.

Matt Johnson requested further clarification and that the costs are distinct between Dean Banfield's \$694/sqft cost (total project cost) and Kristen's response of \$555/sqft cost (construction cost) on the April 29 meeting minutes. (Note that the Dean Banfield's \$694/sqft is calculated by multiplying the construction cost of \$555/sqft by 1.25)

Heather Bout made a motion to approve the April 29, 2021 minutes as amended. Seconded by Frank Cannon. No further discussion. Motion carried unanimously.

Co-Chair Dawn Guarriello requested to attach the letter from the Select Board to the minutes of May 6.

Ms. Guarriello noted Mary Hartman's name was misspelled and to add that she received emails of support from the Chairs of the Select Board and Finance Committee on the May 20 meeting minutes.

Frank Cannon made a motion to approve the May 6 and May 20 meeting minutes as amended. Seconded by Heather Bout. No further discussion. Motion carried unanimously.

Correspondence

Dr. Laurie Hunter reported to the Committee that she and Stephen Crane had conversations with the School Committee and Select board about submitting again the Statement of Interest (SOI) to the MSBA but still plan to move forward with the project. Mr. Crane added the Select Board did approve submitting the SOI. Ms. Bout reported the School Committee approved the recommendation to move forward as well and noted

if Concord did get in the MSBA program then additional analysis would be needed to understand the financial impact.

Co-Chair Dawn Guarriello reported the current plan is to have the SBC meeting virtual depending on the the Governor's legislation.

Ms. Bout noted the committee received three emails. One email was about construction materials to consider wood. The other two emails was about the basketball courts. One of the emails was from Mr. Caruso who shared the official USA basketetball recommendations and the other email was from the varsity basketball coaches who shared similar recommendations.

Schematic Design (SD) Overview

Co-Chair Pat Nelson reported that a memo was sent out to the Committee for possible suggestions on changing the structure of the SD process after hearing the concerns in the community about the open meeting law and to better streamline the process and be more efficient.

Kristen Olsen, with SMMA, provided an update on the proposed SD schedule. Ms. Olsen noted the focus group format was for the designers to get specific information for the users. With having the SBC meeting format, everyone in the Building Committee gets the same information at the same time, decisions can be made during the meeting and any feedback and concerns can be discussed. In the focus group format, it would have been primarily around the design team and gathering information from very specific departments and then synthesizing the information into a recommendation for the building committee which was drawing the schedule out. The meetings would be posted and recorded.

General discussion ensued regarding the proposed SD schedule. Ms. Olsen noted on other SMMA projects the focus groups would bring multiple town staff in a site type discussion like police, fire and permitting into one meeting and gather input but this could also be achieved with separate meetings for each department. In other communities, the focus group were not posted and were not public but since these are public and posted in Concord, the meetings would need to have a Chair.

Ms. Olsen presented the proposed SD schedule to the Committee. The Educational programming questionnaires have been distributed to teachers for initial feedback. SMMA will summarize everything and share with the building committee. In June, Ewing cole will work on updates to the floor plan including the gym and auditorium, exterior & interior, plan refinement and visioning. In July, additional refinement for exterior and interior design and site design including parking, pick-up and drop-off and impervious area update. MEP and Sustainability updates will happen late July. In August, the committee will meet to review comments on site design and interior/exterior designs. In September the committee with meet for updates to the on-going exterior and interior design refinements, MEP & sustainability update including life cycle analysis and furniture and technology. In October, there will be a pricing submission and value engineering list review. Reconciliation of estimates and submission of estimate to CMSBC to happen in early November and tentative vote to approve costs and SD submission to Town Meeting mid-November.

Ian Parks, with Hill, noted there was a proposal set forth with the focus group in mind. After feedback from the committee and putting the logistics together, it was not feasible with the public involvement. The

purpose of the focus group was to gather information to report to the building committee. The designers are responsible to meet the program and design.

Chris Popov noted if the reviews are at the building committee level, more time may be needed for the committee meetings. The committee should also consider adding some evening meetings for community and community comment.

Heather Bout made a motion to proceed with SD plan presented today, June 3, instead of the plan with focus groups in the last meeting, May 20. Peter Fischelis seconded. Motion passed with 16 in favor with Russ Hughes abstained.

Ms. Olsen reported to the committee on the space summary with square footage range and project cost range. The conservative initial estimate for the gym space includes a 10,528 nsf gym, 12 nsf/seat auditorium, with a total of 147,048 gsf, totalling \$102.4M project cost. The added conservative alternative approximates a 9,776 nsf gym, 12 nsf/seat gym, with a total of 145,959 gsf, totaling \$101.75M project cost. The aggressive approximate includes a 9,180 nsf gym, 11 nsf/seat auditorium, with a total of 144,435 gsf, totaling \$100.85M project cost. Note all the square-footage and cost estimate range removed dedicated net square feet for Alternate PA and Maker Space (2600 nsf). SMMA would like to present at the next community forum the square foot range of 144,435 gsf – 147,087 gsf and the project cost range of \$100.85M - \$102.4M. Also noting this is still the development phase with on-going refinement of the design over the next five months.

Ms. Olsen provided an update on the basketball court sizes. The MIAA court is 84'x50'. The cross courts are 74'x(42-50') which is in question. Matt Johnson noted the design of the cross courts is dictated based on the the length of the MIAA court and maximizing the width of the cross court based on the length.

Next Steps

Next meeting will be Thursday, June 24.

New Business

Heather Bout reported the next Public Forum will be Monday, June 7.

Stephen Crane reported CMLB is in the process of retaining an engineer to work on the solar component.

Public Comment

No public comments.

Adjournment

Co-Chair Dawn Guarriello requested the meeting to be adjourned at 9:10 AM. Heather Bout made the motion to adjourn, Stephen Crane seconded the motion. The motion carried unanimously.

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

<https://www.youtube.com/watch?v=enOvgcbF4s8>

Concord Middle School Building Committee
Meeting Minutes
June 24, 2021

PRESENT: Laurie Hunter, Court Booth, Pat Nelson, Matt Root, Charles Parker, Frank Cannon, Jared Stanton, Chris Popov, Jon Harris, Peter Fischelis, Matt Johnson, Russ Hughes

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

PRESENT FROM SMMA/EWING COLE: Kristen Olsen, Philip Poinelli, Matt Rice, William Smarzewsk, Keith Fallon, Saul Jabbawy

MEETING ORGANIZER: Pat Nelson

Call to Order

Pat Nelson 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

Matt Johnson made a motion to approve the June 6, 2021 meeting minutes. Seconded by Matt Root. No further discussion. Motion carried unanimously with Russ Hughes abstaining.

Correspondence

Co-Chair Pat Nelson reported to the committee that there was correspondences to the Select Board to retain Heather Bout as Communications Chair and to consider appointing Ms. Bout as a citizen representative to the committee as she is leaving the school committee. Court Booth added the School Committee will look at all the liasons at one time and make adjustments accordingly.

Schematic Design (SD) Presentation

Kristen Olsen, Project Manager with SMMA, reported to the committee that there was a couple meetings to work on refinements to the gym and cross court dimensioning and will be issuing a memo to the committee that captures the latest information as well as an updated space summary.

Keith Fallon and Saul Jabbawy, with Ewing Cole, reported to the committee on the educational programming summary, floor plan refinements and visioning. Mr. Jabbawy noted the building is at a good solar orientation, the location of the building allows for a three-story building that has the appearance of being a two-story building from the street with the proposed site grading and the team was able to minimize the circulation within the site for parking and bus routes. The building configuration is based on a double loaded corridor design with a Community Lobby, Main Lobby and Team Commons. Dr. Hunter added that the team commons allow students to spread out in teams for rehearsing or presenting and also allows for overflow/break-out space for students working in different group sizes as the classroom sizes are smaller than if a learning commons were not provided. Several committee members asked if students using the learning commons would be distracted by people walking down the corridor. Mr. Jabbawy noted there are architectural elements that can be added to help with possible distractions in the team common spaces such as half walls or flexible/operable partitions. Additionally, Dr. Hunter noted that the corridor is rarely used

when classes are in session because all students, teachers and staff are occupied with the scheduled classes. As a result, Dr. Hunter does not have any concerns with distractions.

William Smarzewsk, with Ewing Cole, provided updates to the committee on the floor plans and space efficiencies. Mr. Smarzewsk noted the key updates were incorporating the larger gym and auditorium, removing the Maker Space and Alt PE, co-located nurse/guidance/ administration, and the resource room was moved to a more centralized location to allow for a more simplified building massing. The OT/PT room was relocated closer to the gym to be used as a flexible space with the removal of the Alt PE.

Mr. Jabbawy reported the budget is based on a brick facade, about 75%, and the other 25% is glazing for exterior closure materials. Ewing Cole presented various schools and buildings to show potential design elements for the brick, glazing and curtainwall/storefront. Ms. Olsen provided a recap of potential design elements for design team to consider. Ms. Olsen noted the building committee did not express interest in a lot of color on the exterior with consideration for a small amount of accent color but would be interested in color on the interior for brightness; and is open to exploring other colors and textures of brick and tying the building into the landscape and nature. The committee is more interested in the functional use of the windows in terms of budget and daylighting than window size or patterning. The design team will look into possible design features at the Auditorium wall facing the road.

Next Steps

Next meeting will be Thursday, July 15.

New Business

Ms. Olsen reported to the committee updating the Schematic Design deliverables noting there was a conflict with August 26, 2021 Building Committee meeting and was moved to August 27, 2021. The November 11, 2021 Building Committee is a Holiday and is proposed to be moved to Friday, November 5, 2021.

Public Comment

Dean Banfield, 73 Walden Terrace, suggested during the Schematic Design process to note what efficiencies, including space summary, have been discussed or looked at.

Adjournment

Co-Chair Pat Nelson requested the meeting to be adjourned at 9:30 AM. Charlie Parker 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=LdAXfQ1bsAI>