



# **Concord Middle School Project**

## **Project Manager Report**

### **February 2022**





## **CONCORD MIDDLE SCHOOL PROJECT**

### **PROJECT MANAGER'S REPORT FEBRUARY 2022**

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# **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 **February 2022**.

### Project Progress

COVID-19 concerns are ongoing. Most project related meetings are continuing to be held via Zoom Video Conferencing.

The design team commenced the Design Development phase of the project on February 7, 2022, following successful votes at the Special Town Meeting and Special Town Election. Hill and SMMA attended a School Building Committee (SBC) meeting on February 17<sup>th</sup>. Hill and SMMA also met weekly to coordinate work tasks and deliverables to the SBC and begin tracking design progress.

### Milestones

The following milestones were achieved during the month February 2022:

- On February 3<sup>rd</sup> the Town of Concord voted to approve the debt authorization for the Concord Middle School Project.
- Hill and SMMA contract extensions were reviewed and accepted by the Town in the month of February.
- At the February 17<sup>th</sup> SBC meeting SMMA and Hill presented the Design Development schedule. Hill noted that the project team would focus on refining the construction and punch list/move-in phase of the schedule as Design Development progressed. Hill reviewed open Value Management (VM) log items that would continue to be tracked. SMMA presented DD kick-off tasks including meetings to advance Educational Programming, a traffic study, geotechnical and geo-environmental explorations, hydrant flow testing, and preliminary noise measurements for rooftop mechanical screening/attenuation advancement to be scheduled in the coming weeks.

### *Milestones projected for the coming months are:*

- Execution of OPM and designer contract amendments.
- RFP for the Commissioning Agent
- Educational programming meetings with various user groups
- Geotechnical and geo-environmental exploration, traffic study, fire hydrant flow test, and preliminary noise measurements for rooftop mechanical screening/attenuation advancement.

### Issues

- Current construction market cost conditions

### Schedule

Major milestones are as follows:

- |                      |   |
|----------------------|---|
| ■ OPM Selection      | Completed Aug. 28 <sup>th</sup> , 2019  |
| ■ Designer Selection | Completed Nov. 18 <sup>th</sup> , 2019  |
| ■ Feasibility Study  | Completed April 29 <sup>th</sup> , 2021 |

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## Concord Middle School Project



■ Schematic Design	Completed December 9 <sup>th</sup> , 2021
■ Town Hearing	Completed December 16 <sup>th</sup> , 2021
■ Special Town Meeting	Completed January 20 <sup>th</sup> , 2022
■ Town Vote	February 3 <sup>rd</sup> , 2022
■ Design Development	February 7 <sup>th</sup> , 2022 (start date)
■ 60% Contract Documents	See attached schedule
■ 90% Contract Documents	See attached schedule
■ 100% Contract Documents	See attached schedule
■ Bidding	See attached schedule
■ Construction	See attached schedule
■ Substantial Completion (New Building)	See attached schedule
■ Demolition of Existing Building and Add New Fields	See attached schedule
■ Closeout	

### ***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.

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

# Town of Concord

## Concord Middle School Project



\$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 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.

In July 2021, the total project cost fluctuated from \$101.5M to \$100.3M with continued changes to the building gross square footage. Market conditions and schedule can continue to impact cost and will be monitored and reported accordingly.

In September 2021, the estimated total project cost was adjusted from \$100.3M to 101.2M with the assumed construction start date being pushed back from March 2023 to May 2023. This change in schedule resulted in an estimated 1% escalation increase to 8% to 9% resulting in the total budget increase.

In November 2021, the School Building Committee voted on a value not-to-exceed \$103,700,000 for the January 2022 warrant article. As a result, total project budget was increased to \$105.2M including the \$1.5M initial appropriation for Feasibility and Schematic Design.

In December 2021, the School Building Committee voted to recommend an amended value of \$102,815,697 for the warrant article at the Special Town meeting, realizing value management savings. As a result, total project budget was decreased to \$104,315,697 including the \$1.5M initial appropriation for Feasibility and Schematic Design.

In January 2022, the Town of Concord held a Special Town Meeting on January 20, 2022 to present the Middle School Building Project and warrant article appropriation for \$102,816,000, which passed by well more than two-thirds vote. This adjusted the total project budget to \$104,316,000 including the \$1.5M initial appropriation for Feasibility and Schematic Design.

In February 2022, the Town of Concord voted by ballot to approve debt authorization amounting to \$102,816,000 for the new Concord Middle School project bringing the total project budget including Feasibility and Schematic Design Phase to \$104,316,000.

### **Cash Flow**

Total project budget is \$104,316,000.

Total encumbered to date is \$1,500,000.

Total spent on construction to date is \$0.00.

Total spent to date is \$1,250,043.38. 83% 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)

**Town of Concord**  
**Concord Middle School Project**



Commissioning Agent	TBD
Designer	SMMA
CM / GC	TBD



# Project Dashboard





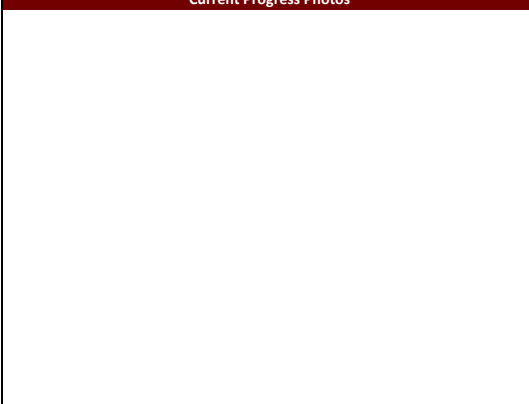
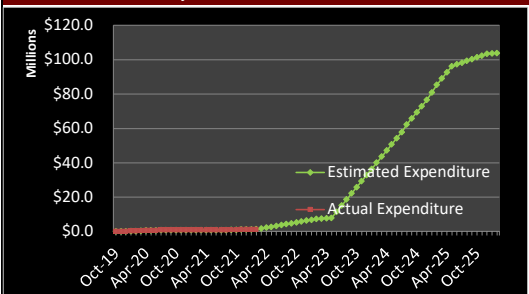

Town of Concord  
Concord Middle School

Project Dashboard

February 28, 2022

EXECUTIVE SUMMARY



Project Accomplishments this Month					Current Issues & Areas of Focus				Current Progress Photos		
At the February 3rd Special Town Vote, the Town of Concord approved debt authorization for the Middle School Project.					Commencement of Design Development. Educational programming meetings with various user groups.  Execution of OPM and designer contract amendments.						
At the February 17th SBC meeting SMMA and Hill presented the Design Development schedule. Hill noted that the project team would focus on refining the construction and punch list/move-in phase of the schedule as Design Development progressed. Hill reviewed open Value Management (VM) log items that would continue to be tracked. SMMA presented DD kick-off tasks including meetings to advance Educational Programming, a traffic study, geotechnical and geo-environmental explorations, hydrant flow testing, and preliminary noise measurements for rooftop mechanical screening/attenuation advancement to be scheduled in the coming weeks.											
Projected Major Tasks next Month											
Execution of OPM and designer contract amendments. RFP for the Commissioning Agent Educational programming meetings with various user groups Geotechnical and geo-environmental exploration, traffic study, fire hydrant flow test, and preliminary noise measurements for rooftop mechanical screening/attenuation advancement.											
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							
Feasibility/Schematic Design	11/19/19	7/1/2020	11/19/19	12/9/2021	Designer's WBE/MBE	TBD	TBD				
Town Meeting	1/20/22	1/20/22	1/20/22	1/20/2022							
Town Vote	2/3/22	2/3/22	2/3/22	2/3/2022	Contractor's WBE/MBE	TBD	TBD				
Design Development / Contract Documents	2/7/22	2/22/23	2/7/22								
Bidding	10/24/22	4/23/23									
Construction	5/9/23	12/10/24									
Punch List & Move-in	12/11/24	4/11/25									
Demolition Existing Building	4/15/25	9/12/25									
Closeout	9/12/25	1/15/26									
PROJECT FINANCIAL OVERVIEW										Scope changes from the Original Scope	
Description	BUDGET			COST				CASH FLOW		N/A	
	Baseline	Budget	Authorized Changes	Approved Budget	Committed Costs	Uncommitted Costs	Forecast Costs	Total Project Costs	Expenditures to Date		
Site Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction	\$ 80,000,000	\$ 772,477	\$ 80,772,477	\$ -	\$ 80,772,477	\$ -	\$ 80,772,477	\$ -	\$ 80,772,477	\$ 80,772,477	
Design Services	\$ 8,281,000	\$ 936,347	\$ 9,217,347	\$ 1,121,847	\$ 8,095,500	\$ -	\$ 9,217,347	\$ 866,390	\$ 8,350,957	\$ 8,350,957	
Administrative	\$ 4,279,595	\$ 607,638	\$ 4,887,233	\$ 383,653	\$ 4,503,580	\$ -	\$ 4,887,233	\$ 383,653	\$ 4,503,580	\$ 4,503,580	
FF&E	\$ 2,677,500	\$ (52,500)	\$ 2,625,000	\$ -	\$ 2,625,000	\$ -	\$ 2,625,000	\$ -	\$ 2,625,000	\$ 2,625,000	
SUBTOTAL	\$ 95,238,095	\$ 2,263,962	\$ 97,502,057	\$ 1,505,500	\$ 95,996,557	\$ -	\$ 97,502,057	\$ 1,250,043	\$ 96,252,014	\$ 96,252,014	
Construction Contingency (Hard Cost)	\$ 4,000,000	\$ 38,927	\$ 4,038,927	\$ -	\$ 4,038,927	\$ -	\$ 4,038,927	\$ -	\$ 4,038,927	\$ 4,038,927	
Owner's FFE Contingency	\$ -	\$ 2,019,312	\$ 2,019,312	\$ -	NA	NA	NA	\$ -	NA	NA	
Owner's Contingency (Soft Cost)	\$ 761,905	\$ (6,201)	\$ 755,704	\$ -	\$ 755,704	\$ -	\$ 755,704	\$ -	\$ 755,704	\$ 755,704	
SUBTOTAL	\$ 4,761,905	\$ 2,052,038	\$ 6,813,943	\$ -	\$ 4,794,631	\$ -	\$ 4,794,631	\$ -	\$ 4,794,631	\$ 4,794,631	
PROJECT TOTAL	\$ 100,000,000	\$ 4,316,000	\$ 104,316,000	\$ 1,505,500	\$ 100,791,188	\$ -	\$ 102,296,688	\$ 1,250,043	\$ 101,046,645	\$ 101,046,645	
Project Budget Transfers										N/A	



# Project Cash Flow

**Concord Middle School**  
**Estimated Project Cash Flow**



	Month	OPM + Commissioning	Designer & Consultants	FF&E & Misc. Admin.	Construction	Contingency	Estimated Expenditures	Actual Expenditures	Estimated Cumulative Expenditures	Actual Cumulative Expenditures
Feasibility Study	1	Oct-19	\$25,110				\$25,110	\$25,110	\$25,110	\$25,110
	2	Nov-19	\$34,595				\$34,595	\$34,595	\$59,705	\$59,705
	3	Dec-19	\$20,660				\$20,660	\$20,660	\$80,365	\$80,365
	4	Jan-20	\$12,565	\$75,645			\$88,210	\$88,210	\$168,575	\$168,575
	5	Feb-20	\$16,445	\$151,290			\$167,735	\$167,735	\$336,310	\$336,310
	6	Mar-20	\$25,890	\$75,645			\$101,535	\$101,535	\$437,845	\$437,845
	7	Apr-20	\$34,480	\$75,645			\$110,125	\$110,125	\$547,970	\$547,970
	8	May-20	\$50,035	\$50,430			\$100,465	\$100,465	\$648,435	\$648,435
Pause	9	Jun-20	\$33,130	\$40,344			\$73,474	\$73,474	\$721,909	\$721,909
	10	Jul-20	\$15,520				\$15,520	\$15,520	\$737,429	\$737,429
	11	Aug-20	\$3,785				\$3,785	\$3,785	\$741,214	\$741,214
	12	Sep-20	\$720				\$720	\$720	\$741,934	\$741,934
	13	Oct-20	\$2,590				\$2,590	\$2,590	\$744,524	\$744,524
	14	Nov-20					\$0	\$0	\$744,524	\$744,524
Restart Feasibility Study	15	Dec-20	\$16,798				\$16,798	\$16,798	\$761,322	\$761,322
	16	Jan-21					\$0	\$0	\$761,322	\$761,322
	17	Feb-21					\$0	\$0	\$761,322	\$761,322
	18	Mar-21					\$0	\$0	\$761,322	\$761,322
	19	Apr-21					\$0	\$0	\$761,322	\$761,322
Schematic Design	20	May-21					\$0	\$0	\$761,322	\$761,322
	21	Jun-21		\$2,400			\$2,400	\$2,400	\$763,722	\$763,722
	22	Jul-21		\$69,318			\$69,318	\$69,318	\$833,040	\$833,040
	23	Aug-21		\$69,318			\$69,318	\$69,318	\$902,358	\$902,358
	24	Sep-21		\$69,318			\$69,318	\$69,318	\$971,676	\$971,676
	25	Oct-21		\$73,918			\$73,918	\$73,918	\$1,045,594	\$1,045,594
	26	Nov-21		\$57,765			\$57,765	\$57,765	\$1,103,359	\$1,103,359
Town Process	27	Dec-21	\$18,016	\$42,361			\$60,377	\$60,377	\$1,163,736	\$1,163,736
	28	Jan-22	\$78,353	\$7,202			\$85,555	\$78,357	\$1,249,291	\$1,242,093
Design Development & Construction Documents	29	Feb-22	\$53,017				\$53,017	\$7,950	\$1,302,308	\$1,250,043
	30	Mar-22	\$53,017	\$436,495			\$489,512	\$0	\$1,791,820	
	31	Apr-22	\$53,017	\$436,495			\$489,512	\$0	\$2,281,332	
	32	May-22	\$53,017	\$436,495			\$489,512	\$0	\$2,770,844	
	33	Jun-22	\$47,017	\$436,495			\$483,512	\$0	\$3,254,356	
	34	Jul-22	\$107,867	\$424,658	\$16,667		\$549,191	\$0	\$3,803,547	
	35	Aug-22	\$56,117	\$424,658	\$16,667		\$497,441	\$0	\$4,300,989	
	36	Sep-22	\$55,207	\$424,658	\$16,667		\$496,531	\$0	\$4,797,520	
	37	Oct-22	\$55,207	\$424,658	\$29,795		\$509,660	\$0	\$5,307,179	
	38	Nov-22	\$55,207	\$424,658	\$7,143		\$487,007	\$0	\$5,794,187	
	39	Dec-22	\$99,207	\$424,658	\$7,143		\$531,007	\$0	\$6,325,194	
	40	Jan-23	\$62,857	\$424,658	\$7,143		\$494,657	\$0	\$6,819,851	
	41	Feb-23	\$57,820	\$424,665	\$7,143		\$489,627	\$0	\$7,309,479	
Bid	42	Mar-23	\$68,030	\$127,350	\$7,143		\$202,523	\$0	\$7,512,002	
	43	Apr-23	\$106,980	\$127,350	\$7,143		\$241,473	\$0	\$7,753,474	
	44	May-23	\$80,630	\$96,200	\$7,143		\$183,973	\$0	\$7,937,447	
	45	Jun-23	\$99,130	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,571,019	\$0	\$11,508,467
	46	Jul-23	\$100,630	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,572,519	\$0	\$15,080,986
	47	Aug-23	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$18,647,756
	48	Sep-23	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$22,214,525
	49	Oct-23	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$25,781,294
	50	Nov-23	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$29,348,064

**Concord Middle School**  
**Estimated Project Cash Flow**



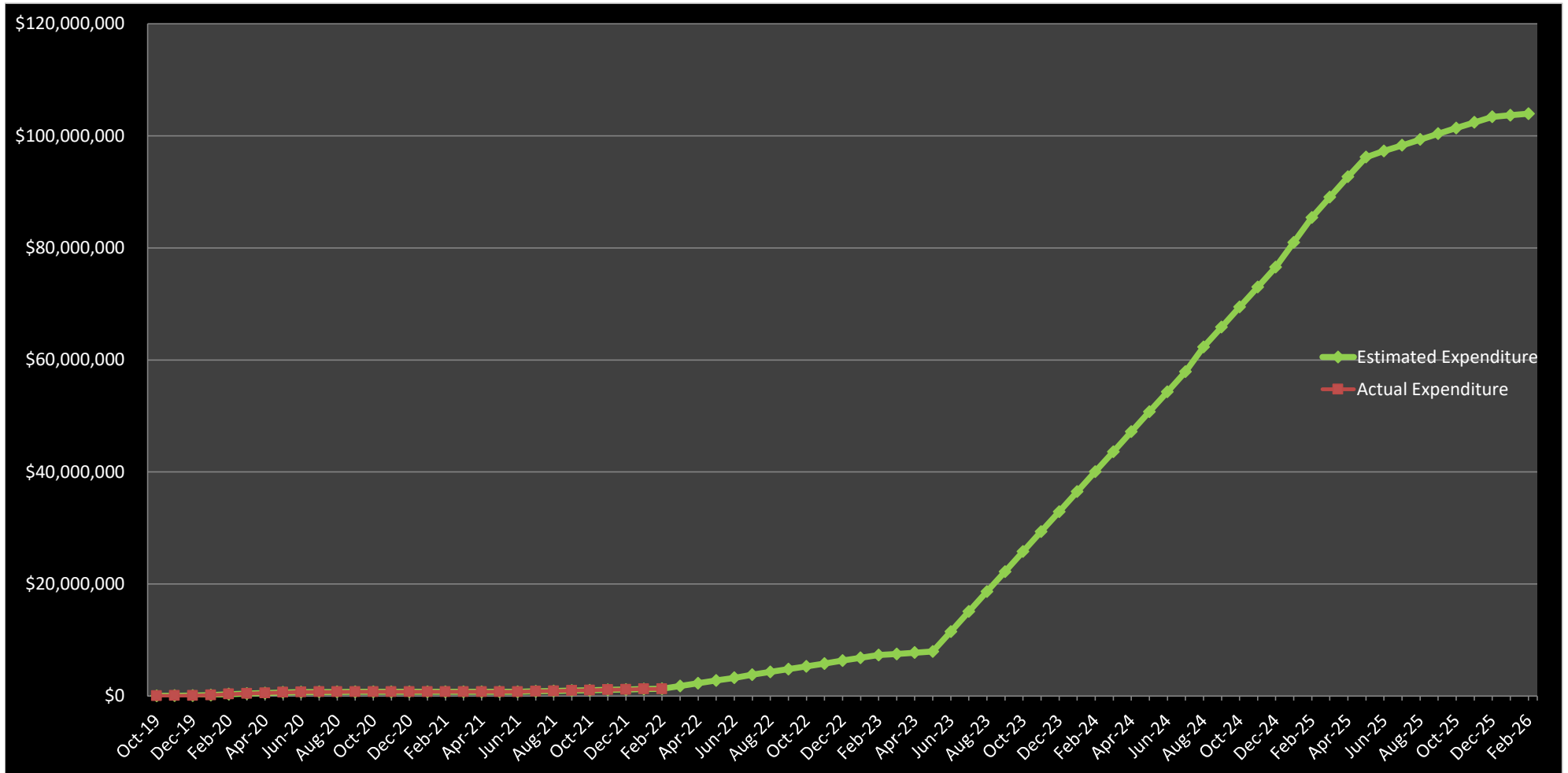
	Month	OPM + Commissioning	Designer & Consultants	FF&E & Misc. Admin.	Construction	Contingency	Estimated Expenditures	Actual Expenditures	Estimated Cumulative Expenditures	Actual Cumulative Expenditures
Construction Phase 1 (New School)	51 Dec-23	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$32,914,833	
	52 Jan-24	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$36,481,603	
	53 Feb-24	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$40,048,372	
	54 Mar-24	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$43,615,141	
	55 Apr-24	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$47,181,911	
	56 May-24	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$50,748,680	
	57 Jun-24	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$54,315,450	
	58 Jul-24	\$94,880	\$96,200	\$8,333	\$3,094,687	\$272,669	\$3,566,769	\$0	\$57,882,219	
	59 Aug-24	\$81,380	\$96,200	\$887,500	\$3,094,687	\$272,669	\$4,432,436	\$0	\$62,314,655	
	60 Sep-24	\$81,380	\$96,200	\$12,500	\$3,094,687	\$272,669	\$3,557,436	\$0	\$65,872,091	
	61 Oct-24	\$81,380	\$96,200	\$12,500	\$3,094,687	\$272,669	\$3,557,436	\$0	\$69,429,527	
	62 Nov-24	\$81,380	\$96,200	\$12,500	\$3,094,687	\$272,669	\$3,557,436	\$0	\$72,986,963	
	63 Dec-24	\$81,380	\$96,200	\$12,500	\$3,094,687	\$272,669	\$3,557,436	\$0	\$76,544,400	
	64 Jan-25	\$81,380	\$96,200	\$887,500	\$3,094,687	\$272,669	\$4,432,436	\$0	\$80,976,836	
	65 Feb-25	\$81,380	\$96,200	\$887,500	\$3,094,687	\$272,669	\$4,432,436	\$0	\$85,409,272	
	66 Mar-25	\$81,380	\$96,200	\$87,500	\$3,094,687	\$272,669	\$3,632,436	\$0	\$89,041,708	
	67 Apr-25	\$81,380	\$96,200	\$87,500	\$3,094,687	\$272,669	\$3,632,436	\$0	\$92,674,144	
Phase 2 (Demo & Fields)	68 May-25	\$81,380	\$57,143	\$12,500	\$3,094,687	\$272,669	\$3,518,379	\$0	\$96,192,523	
	69 Jun-25	\$81,380	\$57,143	\$58,538	\$857,143	\$34,388	\$1,088,592	\$0	\$97,281,114	
	70 Jul-25	\$77,780	\$57,143		\$857,143	\$34,388	\$1,026,454	\$0	\$98,307,568	
	71 Aug-25	\$77,780	\$57,143		\$857,143	\$34,388	\$1,026,454	\$0	\$99,334,022	
	72 Sep-25	\$77,780	\$57,143		\$857,143	\$34,388	\$1,026,454	\$0	\$100,360,475	
	73 Oct-25	\$68,800	\$57,143		\$857,143	\$34,388	\$1,017,474	\$0	\$101,377,949	
	74 Nov-25	\$60,255	\$57,143		\$857,143	\$34,388	\$1,008,929	\$0	\$102,386,877	
Closeout	75 Dec-25	\$56,055	\$41,667		\$857,143	\$34,388	\$989,252	\$0	\$103,376,130	
	76 Jan-26	\$47,705	\$41,667		\$166,667	\$29,180	\$285,218	\$0	\$103,661,348	
	77 Feb-26	\$41,855	\$41,667		\$166,667		\$250,188	\$0	\$103,911,536	
	78 Mar-26	\$38,355	\$41,667		\$166,647		\$246,668	\$0	\$104,158,205	
	79 Apr-26	\$28,407	\$41,667				\$70,074	\$0	\$104,228,278	
	80 May-26	\$25,060	\$41,667				\$66,727	\$0	\$104,295,005	
	81 Jun-26	\$20,995					\$20,995	\$0	\$104,316,000	
	82 Jul-26						\$0	\$0	\$104,316,000	
	83 Aug-26						\$0	\$0	\$104,316,000	
	84 Sep-26						\$0	\$0	\$104,316,000	
	Subtotal for FY '19	\$252,910	\$468,999	\$0	\$0	\$0	\$721,909			
	Subtotal for FY '20	\$39,413	\$2,400	\$0	\$0	\$0	\$41,813			
	Subtotal for FY '21	\$355,454	\$2,135,180	\$0	\$0	\$0	\$2,490,634			
	Subtotal for FY '22	\$904,259	\$3,844,367	\$138,128	\$3,094,687	\$272,669	\$8,254,110			
	Subtotal for FY '23	\$1,144,310	\$1,154,401	\$100,000	\$37,136,249	\$3,272,024	\$42,806,983			
	Subtotal for FY '24	\$990,060	\$1,076,286	\$2,966,871	\$34,898,704	\$3,033,743	\$42,965,665			
	Subtotal for FY '25	\$620,827	\$535,714	\$0	\$5,642,837	\$235,507	\$7,034,886			
	TOTAL	\$4,307,233	\$9,217,347	\$3,205,000	\$80,772,477	\$6,813,943	\$104,316,000			



Town of Concord  
Concord Middle School  
Estimated Project Cash Flow Graph



February 28, 2022

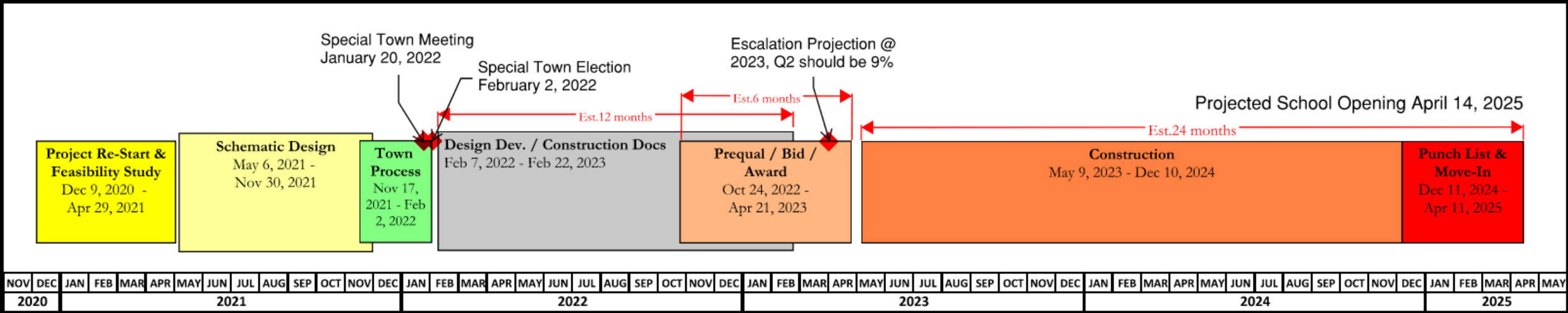




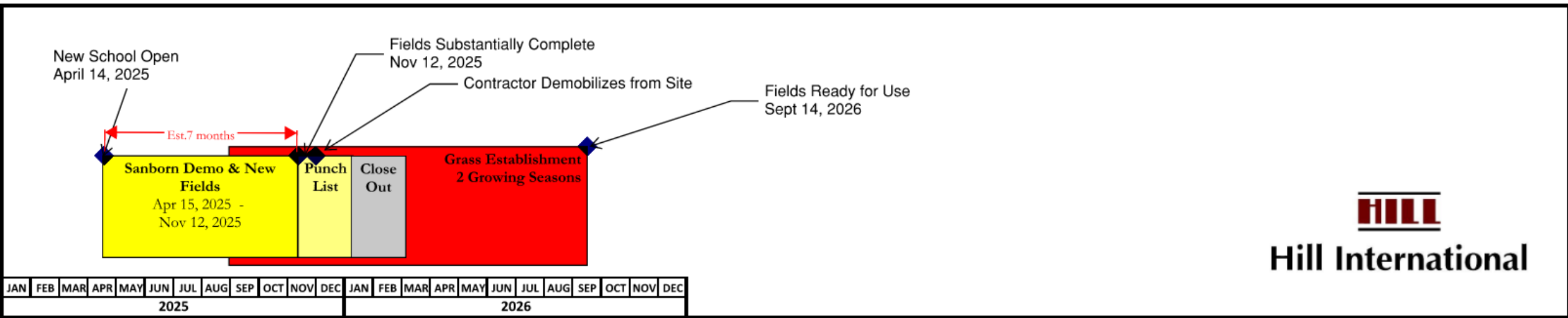
# Schedule Update

# Schedule Recap

## PHASE 1 - NEW SCHOOL DESIGN & CONSTRUCTION



## PHASE 2 - SANBORN DEMO & NEW FIELDS



Hill International

# Design Development Milestone Schedule - DRAFT

ID	Task Name	Duration	Start	Finish
1	<b>DESIGN DEVELOPMENT</b>	175 days	Mon 2/7/22	Fri 10/7/22
2	<b>Site Permitting Project</b>	175 days	Mon 2/7/22	Fri 10/7/22
3	<b>Concord Planning Board - Site Plan Approval</b>	175 days	Mon 2/7/22	Fri 10/7/22
4	Prepare Application Documents	173 days	Mon 2/7/22	Wed 10/5/22
5	File Application	0 days	Tue 8/9/22	Tue 8/9/22
6	Hearing No. 1	0 days	Tue 8/23/22	Tue 8/23/22
7	Planning Board Issues Site Plan Approval	0 days	Tue 9/13/22	Tue 9/13/22
8	Appeal Period	14 days	Thu 9/15/22	Tue 10/4/22
9	File at Registry	4 days	Tue 10/4/22	Fri 10/7/22
10	<b>DD Notice to Proceed</b>	0 wks	Mon 2/7/22	Mon 2/7/22
11	<b>DD Package to Estimators</b>	16 wks	Mon 2/7/22	Fri 5/27/22
12	<b>DD Estimating</b>	3 wks	Mon 5/30/22	Fri 6/17/22
13	<b>DD Review Estimate and VM with CSMBC</b>	2 wks	Mon 6/20/22	Fri 7/1/22
14	<b>DD Final Package to CSMBC</b>	0 days	Fri 7/1/22	Fri 7/1/22
15	<b>OPM &amp; Cx DD Document Review</b>	2 wks	Mon 5/30/22	Fri 6/10/22
16	<b>CSMBC Review of DD Package</b>	1 wk	Wed 7/6/22	Tue 7/12/22





# **Design Development Progress**



Town of Concord

# Concord Middle School

Middle School Building Committee

02.17.2022

**EWING  
COLE** | **SMMA**

# Design Development SBC Meeting Agenda - DRAFT

Concord Middle School  
Preliminary Agendas for BC and DSC Meetings  
DRAFT February 11, 2022  
SMMA | EwingCole



# Value Management Log - OPEN Items



## Value Management Log

### Schematic Design Documents

SMMA

**HILL**  
Hill International

A	B	C	D	G	H	I	L	M	O	P
Item #	Ext.	VE/VM Item	Discipline/Trade	Risks/Impacts	Comments/Details	Ball In Court	Reconciled Value (Avg of Estimates)	Status	Accepted Value	Rejected Value
1	A	Topsoil - export 50% existing topsoil to off-site location in Town; stockpile, stabilize, and re-use on site. Dispose of excess material in Town.	Site	Finding locations in town to take excess materials.	Stockpile 7,500 CY Excess 7,500 CY	SMMA	(\$338,836)	Reject		(\$338,836)
2	A	Suitable Fill - export 50% existing suitable fill to off-site location in Town; stockpile, stabilize, and re-use on site. Dispose of excess material in Town.	Site	Finding locations in town to take excess materials.	Stockpile 15,000 CY Excess 15,000 CY  Difference in base bid unit price assumptions.	SMMA	(\$473,862)	Reject		(\$473,862)
6	B	ALT 1 @ 25 CFM per person, no Aircuity	Mechanical		Cannot be chosen with 6A	SMMA	\$730,050	Reject	\$0	\$730,050
12		Remove Fire Pump	Fire Protection	Option Only for Design Development	A fire pump is likely not required. It is in the design pending confirmation that it can be removed after receipt of flow test results.	SMMA	(\$137,250)	Reject		(\$137,250)
25		Reduce length of acoustic mechanical screen by 164 LF	Exteriors	Zoning dependent.		SMMA	(\$221,274)	Accept	(\$221,274)	\$0
TOTALS							DO NOT TOTAL		(\$221,274)	(\$219,898)

# Value Management Log – OPEN Items

During the next phase of the project the Design team has committed to advancing four VM items:

1. **Soils** - Examine any potential additional savings which may be achieved by eliminating the need to export topsoil and suitable fill from the site. Working with the School Department and the Town (after characterizing the existing soils) to find locations to stockpile on site or locally within Concord and avoid export and import costs currently included within the construction cost estimate.
2. **Roof Screen** - Once the design team's acoustician has developed an existing environmental noise assessment which can be evaluated against the building design and equipment there may be a possibility to further reduce/eliminate the acoustical roof screens included within the construction cost estimate.
3. **Ventilation** – Advance the HVAC design with a goal to continue to reduce the CO2 PPM from the current 970ppm towards the enhanced ventilation option (which was not accepted due to the cost increase to the project) of 800 ppm. And increase the CFM per person from 19 towards 25 without increasing the CFM of the DOAS units.
4. **Fire Pump** – Once a hydrant flow test is complete, the project team can determine if a fire pump is required or not.

# Design Development – Kick-off Tasks

## Educational Programming

- Meetings to be schedule with Laurie and Justin

## Traffic Study

- Currently being scheduled

## Geotechnical Investigations

- Tentatively scheduled for March 21-24
- Will need to return for sod repair in spring

## Geo-environmental

- To be coordinated with geotechnical test pits

## Hydrant Flow

- Hydrant flow test being coordinated through concord Fire Dept.

# Upcoming Meetings

Design Subcommittee – Thursday, March 17th

CMSBC – Thursday, March 24<sup>th</sup>



# Meeting Minutes



**Concord Middle School Building Committee**  
**Meeting Minutes**  
**February 17<sup>th</sup>, 2022**

Name	Present	Name	Present	Name	Present
<b>CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:</b>					
Alexa Anderson*	P	Jon Harris	P	Chris Popov*	P
Court Booth*	P	Russ Hughes	NP	Charlie Parker*	P
Heather Bout*	P	Laurie Hunter*	P	Matt Root*	P
Frank Cannon*	P	Matt Johnson*	P	Jared Stanton	P
Justin Cameron	P	Amanda Kohn	P	Steven Stasheski*	P
Peter Fischelis*	P	Kerry Lafleur	P		
Dawn Guarriello*	P	Pat Nelson*	P		
<b>Hill International</b>					
Peter Martini	P	Ian Parks	P	Susan McCann	P
John Cutler	P				
<b>SMMA / Ewing Cole</b>					
Lorraine Finnegan	P	Matt Rice	P	Keith Fallon	P
Bill Smarzewski	P	Phil Poinelli	P	Nicole Bronola	P

P=Present, NP= Not Present

\*=Voting Member

### **Call to Order**

Co-Chair Dawn Guarriello called the meeting to order at 7:32 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.

A link to the recording is also below:

[https://us02web.zoom.us/rec/share/7kXWBrouzqAanAO-y3Lu6tQgBPEhgQ5\\_W2oPhryRrjHKxPPct9lwabh03SC\\_xzvn.sDF-RsKrwmtlfpM](https://us02web.zoom.us/rec/share/7kXWBrouzqAanAO-y3Lu6tQgBPEhgQ5_W2oPhryRrjHKxPPct9lwabh03SC_xzvn.sDF-RsKrwmtlfpM)

Committee members discussed the change in voting members<sup>1</sup> per direction from the Interim Town Manager. Town officials and school officials apart from Laurie Hunter will no longer vote within the committee.

Ian Parks introduced new members of the OPM project team and presented their general roles and responsibilities moving forward.

Lorraine Finnegan noted there could be upcoming additions to the design team.

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<sup>1</sup> Updated voting members noted in the table above (\*)

## **Approval of Minutes**

Committee members had no comments regarding the 12/2 School Building Committee meeting minutes. Committee members advised on amendments for the 12/9 School Building Committee meeting minutes. Hill International noted the amendments. Heather Bout motioned to approve the meeting minutes as amended. Matt Johnson seconded the motion. The motion carried unanimously.

## **Correspondence & Communications**

Heather Bout and Alexa Anderson reported on correspondence and communications. There was overwhelming support and congratulations on the successful Special Town Meeting and vote that occurred in late January/early February 2022. The Concord community gave an abundance of positive feedback with respect to the School Building Committee's process, transparency, and organized outreach; noting it as being the most inclusive Town process they had witnessed. Alexa Anderson recommended for future Town projects that public outreach meetings/events take place with greater frequency as they approach Public Hearing and Special Town Meeting dates, similar to what was done for the Middle School project.

## **Schedule Update**

Hill International presented the current project schedule, which has not changed since November 2021. Ian Parks noted that during the Design Development phase the project team will focus on refining the schedule for the construction and punch-list/move-in phases. Peter Martini noted that Hill will bring in a General Contractor to assist with refining the construction schedule when the Design Development plans are completed.

## **Design Development Milestones**

Lorraine Finnegan presented the target milestone schedule for Design Development. SMMA anticipates presenting the Design Development package to the cost estimators within 16 weeks, followed by 3 weeks for estimating. SMMA anticipates two weeks to review estimates with the School Building Committee (SBC), including any potential Value Management.

Heather Bout asked Lorraine Finnegan when it would be prudent to begin public outreach during Design Development. It was agreed they would coordinate public outreach at a later date.

Ian Parks commented that the project team would continue to use two cost estimators and present a reconciled cost estimate, similar to the Schematic Design estimate process.

Lorraine Finnegan presented a proposed SBC meeting schedule, which included monthly SBC meetings and monthly Design Subcommittee (DSC) meetings. Subcommittee meetings will take place in the weeks leading up to each month's SBC meeting. She also noted that there will be meetings with the Sustainability Subcommittee (SSC) when appropriate in the flow of the design schedule and scope. She further noted that the meetings would be coordinated through Hill International going forward.

## **Value Management Log Open Items**

Ian Parks presented the open VM log items which included soil management, improving the HVAC system ventilation, acoustical mechanical screen for the rooftop, and identifying whether the project requires a fire pump for fire protection.

### **Design Development Kick-off Tasks**

Lorraine Finnegan presented critical items to further Design Development. These items include scheduling meetings with Laurie Hunter and Justin Cameron to review educational programming items, conducting a traffic study, conducting geotechnical and geo-environmental explorations tentatively scheduled for March 21-24 (with sod repair in the spring), and coordinating a hydrant flow test with the Concord Public Works Department.

Dawn Guarriello asked if SMMA would be conducting an acoustic test related to rooftop equipment noise levels. Lorraine Finnegan responded that an ambient noise test had been conducted and the next step was to coordinate with the mechanical systems.

Ian Parks reported that Hill is putting together an RFP for commissioning services for both MEP systems and the building envelope to integrate the Commissioning Agent in the design review process. He also noted that Hill would be putting together an RFP for a structural peer review.

### **Next Steps**

The Design Subcommittee is tentatively scheduled to meet on Thursday, March 17<sup>th</sup>.

The School Building Committee has an upcoming meeting schedule for Thursday, March 24<sup>th</sup>.

### **Committee Member Comment**

New committee member Steven Stasheski introduced himself to the project team and School Building Committee.

Court Booth asked Kerry Lafleur about the status of Hill International and SMMA contract renewals. Kerry Lafleur deferred to Jon Harris who announced the contracts were under review and information would be provided as soon as that process was complete.

### **Public Comment**

Town resident Dean Banfield requested an update regarding the photovoltaic scope coordination. Amanda Kohn responded clarifying the status of the photovoltaic scope and upcoming coordination and steps.

### **Adjournment**

Dawn Guarriello called for the meeting to end at 8:26am. Matt Johnson motioned to adjourn; Chris Heather Bout seconded the motion. Motion to adjourn carried unanimously.