



Concord Middle School Project

Project Manager Report

November 2023





CONCORD MIDDLE SCHOOL PROJECT

PROJECT MANAGER'S REPORT NOVEMBER 2023

TABLE OF CONTENTS

1. Executive Summary

2. Project Dashboard

- a. Project Dashboard dated November 30th, 2023

3. Financial Update

- a. Budget Summary dated November 30th, 2023
- b. Cash Flow Summary and Graph dated November 30th, 2023
- c. Technical Review Committee Update dated November 30th, 2023
- d. PCO Log dated November 30th, 2023

4. Schedule Update

- a. Project Schedule dated November 30th, 2023

5. Construction Update

- a. Hill Construction Update Presentation dated November 16th, 2023

6. Meeting Minutes

- a. Concord Middle School Building Committee meeting minutes date November 16th, 2023 (Approved)



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 for the month of **November 2023**.

Project Progress

Project meetings are being held mostly in person at various locations in Concord, MA with hybrid virtual options available.

Hill scheduled and reported at the monthly Concord Middle School Building Committee (CMSBC) meeting on November 16th. Hill facilitated Leadership Team meetings on November 7th, 14th and 28th; weekly Owner/Architect/Contractor (OAC) meetings on November 7th, 14th and 28th and weekly Technical Review Committee (TRC) meetings on November 9th, 16th and 30th. Hill and SMMA attended weekly RFI/Submittal coordination meetings with CTA on November 6th, 13th and 27th. SMMA facilitated and Hill attended a septic/denitrification system maintenance review meeting with the Town on November 6th. Hill and SMMA facilitated a site tour with the CMS student building committee on November 6th and the CMSBC on November 17th.

Milestones

The following milestones were achieved during the month of **November 2023**:

- Site preparation: CTA maintained the established construction entrances on Old Marlboro Road and continued to maintain proper site drainage for water management. Site erosion and sediment control has been ongoing as needed. The project team has received 90% drawings from CMLP and is working to coordinate underground utilities for solar bases and CTA is coordinating with CC construction to place binder for site parking.
- Site Work: Interior and exterior backfill is ongoing at buildings A & B. Foundation cuts, forms, and rebar placement at building part A&B are ongoing. Footing and retaining wall placements were made at building part B throughout the month. C.C Construction has placed and compacted structural fill along site roadways. Manhole and piping installation work is ongoing.
 - Fenagh Engineering and Testing were present for all footing and retaining wall concrete placements and provided reporting to Hill International and SMMA. SMMA's Geotech subconsultant was present weekly throughout the month to witness backfill and excavation around the site.
- MEP work: MEP coordination work is ongoing this month in preparation for the completion of concrete slab pours throughout the structure.
- Structural work: Steel installation is ongoing. Both parts of building C and building B installation and detailing are complete. Building A installation and detailing has begun. Bracing is ongoing throughout the structure and final connections are being made.
- Procurement/Contracts: The Town of Concord committed \$7,619.60 to BidDocs Online, \$2,695 to Concord Legal, and \$50 to the Concord Bridge.
- Construction Baseline Schedule: In an effort to resolve the schedule dispute, a Construction Change Directive (CCD #002) was issued to CTA on November 17th which changed the Substantial Completion date of Phase 1 from December 19th, 2024 to January 16th, 2025 and allowed for selective reimbursement for winter related costs not included in the base bid.

Town of Concord

Concord Middle School Project



- CMSBC meeting: On November 16th the project team met with the CMSBC to provide an update on construction progress and financial approvals made by the Technical Review Committee.
- FF&E: On November 14th, the designer distributed an FF&E and technology schedule to the team for review. The owner is meeting with user groups to complete equipment lists.

Milestones projected for the coming months are:

- Completion of steel erection; detailing of Building B and A
- Spray-on fireproofing in Building C
- Setting exterior light-gauge metal framing track and layout at Building C1
- Roof installation for mockup

Issues & Challenges

- Finalization of the construction baseline schedule by CTA
- Coordinating PV scope with CMLP and SDA
- MEP coordination

Schedule

Major milestones are as follows:

- | | |
|--|--|
| ■ OPM Selection | Completed Aug. 28 th , 2019 |
| ■ Designer Selection | Completed Nov. 18 th , 2019 |
| ■ Feasibility Study | Completed April 29 th , 2021 |
| ■ Schematic Design | Completed December 9 th , 2021 |
| ■ Town Hearing | Completed December 16 th , 2021 |
| ■ Special Town Meeting | Completed January 20 th , 2022 |
| ■ Town Vote | Completed February 3 rd , 2022 |
| ■ Design Development | Completed June 30 th , 2022 |
| ■ 60% Contract Documents | Completed October 21 st , 2022 |
| ■ 90% Contract Documents | Completed January 13 th , 2023 |
| ■ Special Town Meeting (Additional Funding) | Completed January 19 th , 2023 |
| ■ Town Vote (Additional Funding) | Completed February 16 th , 2023 |
| ■ 100% Contract Documents | Completed February 27 th , 2023 |
| ■ Bidding | Completed April 28 th , 2023 |
| ■ Construction | Started June 13 th , 2023 |
| ■ Substantial Completion (New Building) | See attached schedule |
| ■ Demolition of Existing Building and Add New Fields | See attached schedule |
| ■ Closeout | See attached schedule |

Budget

In January 2023, the Town of Concord held a Special Town meeting to vote to move items on the warrant article to a Town Ballot. Article 5 at the Special Town meeting was for the allocation of \$7.2M in additional funding for the Concord Middle School project. The vote passed by an overwhelming majority and will go to the

Town of Concord

Concord Middle School Project



Town Vote by ballot on February 16th to formally approve the debt authorization of \$7.2M. This would bring the total project budget to \$111,516,000 as shown on the budget summary report.

In February 2023, the Town of Concord voted by ballot to approve debt authorization amounting to \$7,200,000 for the new Concord Middle School project bringing the total project budget including Feasibility and Schematic Design Phase to \$111,516,000.

In April 2023, General Contractor Bids were received, and the lowest responsive and responsible bid was \$2,245,207 under the construction budget. This ensured that there was also no need to utilize the \$2,019,312 Owner's Bid Contingency.

In May 2023, the Project Budget Summary was updated to show Construction Bid Savings in the amount of \$2,245,207 to be tracked separately in the Total Project Budget at the direction of the CMSBC. In addition, the \$2,019,312 Owner's Bid Contingency was not used, producing a total bid savings of \$4,264,519 for the project. The accepted bid was 4.77% lower than the 90% CD estimate (including the bid contingency).

In June 2023, The Town of Concord executed CTA Construction Managers contract for General Contractor construction services in the amount of \$85,175,000.

In July 2023 the Town of Concord executed Fenagh Engineering and Testing contract for construction materials testing services for a fee Not-to-Exceed fee of \$254,015.

In August 2023 the Town of Concord committed \$2,000 to Verizon for fees associated with the design portion of their work to provide telephone and data services to the new school.

In September 2023 the Town of Concord committed \$4,025 to legal invoices received in the month of August.

In October 2023 the Town of Concord committed \$31,023 to CTA for Change Order #1.

In November 2023, the Town of Concord committed \$7,619.60 to BidDocs Online, \$2,695 to Concord Legal, and \$50 to the Concord Bridge.

Construction Metrics

Month	RFI's Received	RFI's Answered	Submittals Received	Submittals Returned	Change Requests Received	Change Requests Value	Design ASI Issued	Change Orders Issued	Change Order Value
November 2023	19	27	36	85	0	\$0	3	0	-

Cash Flow

Total project budget is \$111,516,000.

Total encumbered to date is \$98,429,641.

Town of Concord

Concord Middle School Project



Total spent to date is \$20,879,518 which is 21.2% of total encumbered.
Total spent on construction to date is \$12,772,206 which is 15%% of the \$85,175,000 total construction contract.

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	AKF Group / Simpson Gumpertz and Heger (AKF/SGH)
Designer	SMMA
General Contractor	CTA Construction Managers
Materials Testing Agent	Fenagh Engineering & Testing



Project Dashboard




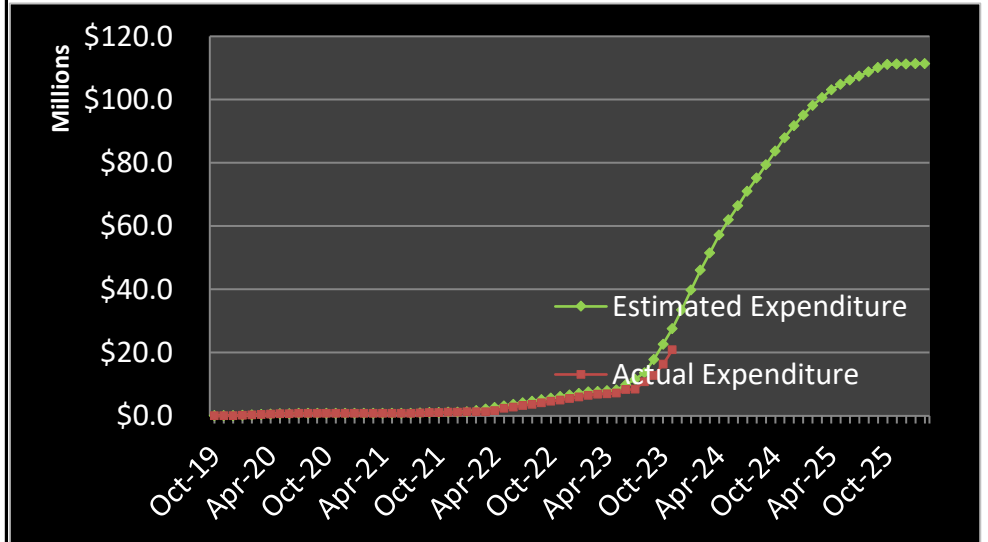
Town of Concord
Concord Middle School

Project Dashboard

November 30, 2023

EXECUTIVE SUMMARY



Project Accomplishments this Month					Current Issues & Areas of Focus				Current Progress Photos		
<p>Interior and exterior backfill is ongoing at buildings A & B. Foundation cuts, forms, and rebar placement at building part A&B are ongoing. Footing and retaining wall placements were made at building part B throughout the month.</p> <p>Steel installation is ongoing. Both parts of building C and building B installation and detailing are complete. Building A installation and detailing has begun. Bracing is ongoing throughout the structure and final connections are being made.</p> <p>On November 16th the project team met with the CMSBC to provide an update on construction progress and financial approvals made by the Technical Review Committee.</p> <p>On November 14th, the designer distributed an FF&E and technology schedule to the team for review. The owner is meeting with user groups to complete equipment lists.</p>					<p>Finalization of construction baseline schedule by CTA</p> <p>MEP coordination</p> <p>Coordinating PV scope with CMLP and SDA</p>						
Projected Major Tasks next Month					Diversity Compliance				Project Cash Flow - Plan vs Actual		
<p>Completion of steel erection; detailing of Building B/A</p> <p>Spray-on fireproofing in Building C</p> <p>Setting exterior light-gauge metal framing track and layout at Building C1</p>					Metric	Target	Actual				
Schedule Summary - Upcoming Milestones											
	Scheduled Start	Scheduled Finish	Actual Start	Actual Finish							
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						
Special Town Meeting	12/17/21	12/17/21	1/20/22	1/20/2022	Contractor's WBE/MBE						
Town Vote	2/3/22	2/3/22	2/3/22	2/3/22							
Design Development / Contract Documents	2/7/22	2/22/23	2/7/22	2/27/23							
Special Town Meeting (Addtl. Funds)	N/A	N/A	1/19/23	1/19/2023							
Town Vote (Addtl. Funds)	N/A	N/A	2/16/23	2/16/2023							
Bidding	12/11/24	4/11/25	3/8/23	4/28/2023							
Construction Phase 1- New School	5/18/23	12/19/24	6/13/23								
Punchlist	12/20/24	3/24/25									
Occupancy/Classes Start	2/7/25	2/21/25									
Construction Phase 2 Fields and Demo	2/25/25	11/13/25									
Closeout	11/14/25	1/15/26									
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 Acquisistion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction	\$ 80,000,000	\$ 5,206,023	\$ 85,206,023	\$ 85,206,023	\$ 85,206,023	\$ -	\$ 81,074	\$ 85,287,097	\$ 12,772,206	\$ 72,514,891	
Design Services	\$ 8,281,000	\$ 940,362	\$ 9,221,362	\$ 9,221,362	\$ 9,191,362	\$ 30,000	\$ -	\$ 9,221,362	\$ 6,532,874	\$ 2,688,488	
Administrative	\$ 4,279,595	\$ 521,048	\$ 4,800,643	\$ 4,800,643	\$ 4,034,056	\$ 766,587	\$ -	\$ 4,800,643	\$ 1,582,608	\$ 3,218,035	
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	\$ 6,614,933	\$ 101,853,028	\$ 101,853,028	\$ 98,431,441	\$ 3,421,587	\$ 81,074	\$ 101,934,102	\$ 20,887,688	\$ 81,046,414	
Construction Contingency (Hard Cost)	\$ 4,000,000	\$ 560,174	\$ 4,560,174	\$ 4,560,174	\$ -	\$ 4,560,174	\$ (81,074)	\$ 4,479,100	\$ -	\$ 4,479,100	
Owner's FFE Contingency	\$ -	\$ 2,245,207	\$ 2,245,207	\$ 2,245,207	\$ -	\$ 2,245,207	\$ -	\$ 2,245,207	\$ -	\$ 2,245,207	
Owner's Contingency (Soft Cost)	\$ 761,905	\$ 76,374	\$ 838,279	\$ 838,279	\$ -	\$ 838,279	\$ -	\$ 838,279	\$ -	\$ 838,279	
SUBTOTAL	\$ 4,761,905	\$ 2,881,755	\$ 7,643,660	\$ 7,643,660	\$ -	\$ 7,643,660	\$ (81,074)	\$ 7,562,586	\$ -	\$ 7,562,586	
PROJECT TOTAL	\$ 100,000,000	\$ 9,496,688	\$ 109,496,688	\$ 109,496,688	\$ 98,431,441	\$ 11,065,247	\$ -	\$ 109,496,688	\$ 20,887,688	\$ 88,609,000	
Scope changes from the Original Scope											
N/A											
Project Budget Transfers											
N/A											



Financial Update



November 30, 2023

Town of Concord
Concord Middle School
Project Budget and Cost Summary



A	C	D (Bud. Adj. Tab)	E (C+D)	F (Com. Cost tab)	G (E-F)	H (Forecast. tab, >G)	I (F+G+H)	J (Invoice Tab)	K (I-J)
Description	BUDGET			COST				CASH FLOW	
	Intial Budget	Authorized Changes	Approved Budget	Committed Costs	Uncommitted Costs	Forecast Costs	Total Project Costs	Expenditures to Date	Balance
20 Construction									
Construction	\$80,000,000	\$5,175,000	\$85,175,000	\$85,175,000	\$0	\$0	\$85,175,000	\$12,772,206	\$72,402,794
Change Orders		\$31,023	\$31,023	\$31,023	\$0	\$161,294	\$192,317	\$0	\$192,317
Subtotal	\$80,000,000	\$5,206,023	\$85,206,023	\$85,206,023	\$0	\$161,294	\$85,367,317	\$12,772,206	\$72,595,111
30 Architectural & Engineering									
Designer - Basic Services	\$6,590,600	\$589,400	\$7,180,000	\$7,180,000	\$0	\$0	\$7,180,000	\$5,218,000	\$1,962,000
Schematic Design	\$889,400	\$232,447	\$1,121,847	\$1,121,847	\$0	\$0	\$1,121,847	\$1,121,847	\$0
Geotechnical Engineering CA	\$250,000	-\$45,000	\$205,000	\$205,000	\$0	\$0	\$205,000	\$116,085	\$88,915
Geoenvironmental Engineering-allowance	\$51,000	\$134,000	\$185,000	\$185,000	\$0	\$0	\$185,000	\$0	\$185,000
Site Survey	\$50,000	-\$30,000	\$20,000	\$10,000	\$10,000	\$0	\$20,000	\$0	\$20,000
Survey of Existing Conditions / Wetlands	\$50,000	-\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hazardous Materials	\$100,000	\$45,000	\$145,000	\$145,000	\$0	\$0	\$145,000	\$1,338	\$143,662
A&E Sub Consultants	\$0	\$70,500	\$70,500	\$70,500	\$0	\$0	\$70,500	\$55,880	\$14,620
Other Reimbursable Costs	\$100,000	-\$80,000	\$20,000	\$20,000	\$0	\$0	\$20,000	\$425	\$19,575
Printing (Over the Minimum)	\$50,000	-\$30,000	\$20,000	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000
Testing & Inspections	\$150,000	\$104,015	\$254,015	\$254,015	\$0	\$0	\$254,015	\$11,730	\$242,285
Subtotal	\$8,281,000	\$940,362	\$9,221,362	\$9,191,362	\$30,000	\$0	\$9,221,362	\$6,525,304	\$2,696,058
40 Administrative Costs									
Owner's Project Manager Basic Services	\$3,200,000	\$443,580	\$3,643,580	\$3,392,925	\$250,655	\$0	\$3,643,580	\$1,099,917	\$2,543,664
OPM Feasibility Study	\$299,800	\$78,353	\$378,153	\$378,153	\$0	\$0	\$378,153	\$378,153	\$0
OPM Cost Estimates	\$0	\$5,500	\$5,500	\$5,500	\$0	\$0	\$5,500	\$5,500	\$0
Advertising	\$29,795	\$205	\$30,000	\$0	\$30,000	\$0	\$30,000	\$0	\$30,000
Other Administrative Costs	\$50,000	\$0	\$50,000	\$26,195	\$23,805	\$0	\$50,000	\$26,195	\$23,805
Other Project Costs (Moving)	\$150,000	\$50,000	\$200,000	\$0	\$200,000	\$0	\$200,000	\$0	\$200,000
Utility Fees	\$300,000	\$0	\$300,000	\$36,073	\$263,927	\$0	\$300,000	\$21,250	\$278,750
Legal	\$50,000	-\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commissioning Agent	\$200,000	-\$6,590	\$193,410	\$193,410	\$0	\$0	\$193,410	\$50,995	\$142,416
Subtotal	\$4,279,595	\$521,048	\$4,800,643	\$4,032,256	\$768,387	\$0	\$4,800,643	\$1,582,009	\$3,218,634



November 30, 2023

Town of Concord
Concord Middle School

Project Budget and Cost Summary



A	C	D (Bud. Adj. Tab)	E (C+D)	F (Com. Cost tab)	G (E-F)	H (Forecast. tab, >G)	I (F+G+H)	J (Invoice Tab)	K (I-J)
Description	BUDGET			COST				CASH FLOW	
	Intial Budget	Authorized Changes	Approved Budget	Committed Costs	Uncommitted Costs	Forecast Costs	Total Project Costs	Expenditures to Date	Balance
50 Furniture, Fixtures and Equipment									
Furniture, Fixtures and Equipment	\$1,225,000	\$140,000	\$1,365,000	\$0	\$1,365,000	\$0	\$1,365,000	\$0	\$1,365,000
Security	\$227,500	-\$227,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Technology	\$1,225,000	\$35,000	\$1,260,000	\$0	\$1,260,000	\$0	\$1,260,000	\$0	\$1,260,000
Subtotal	\$2,677,500	-\$52,500	\$2,625,000	\$0	\$2,625,000	\$0	\$2,625,000	\$0	\$2,625,000
Project Sub-Total	\$95,238,095	\$6,614,933	\$101,853,028	\$98,429,641	\$3,423,387	\$161,294	\$102,014,322	\$20,879,518	\$81,134,804
70 Project Contingency									
Construction Contingency	\$4,000,000	\$560,174	\$4,560,174						\$4,398,880
Construction Bid Savings Contingency	\$0	\$2,245,207	\$2,245,207						\$2,245,207
Owner's Contingency	\$761,905	\$76,374	\$838,279						\$838,279
Subtotal	\$4,761,905	\$2,881,755	\$7,643,660						\$7,482,366
Project Sub-Total Incl. Contingency	\$100,000,000	\$9,496,688	\$109,496,688	\$98,429,641	\$11,067,047	\$0	\$109,496,688	\$20,879,518	\$88,617,170
Bid Contingency	\$0	\$2,019,312	\$2,019,312		\$2,019,312		\$2,019,312		\$2,019,312
Project Total	\$100,000,000	\$11,516,000	\$111,516,000	\$98,429,641	\$13,086,359	\$0	\$111,516,000	\$20,879,518	\$90,636,482
*Includes \$1.5M from Feasibility and Schematic Design Phase									
Construction Cost Estimates	Date	Amount	Gross Square Feet	Cost Per SF			Budget Revisions Summary	Date	Amount
Schematic Design Estimate	11/03/21	\$82,512,622	143,510	\$574.96					
Design Development	06/29/22	\$86,105,512	142,704	\$603.39					
Construction Documents (60%)	10/19/22	\$86,455,680	142,513	\$606.65					
Construction Documents (90%)	01/12/23	\$87,420,207	142,567	\$613.19					
Finalized GC Contract	07/13/23	\$85,175,000	142,567	\$597.44					

November 30, 2023

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	\$73,938	\$1,045,594	\$1,045,614
	26	Nov-21		\$57,765				\$57,765	\$57,765	\$1,103,359	\$1,103,379
Town Procces	27	Dec-21	\$18,016	\$42,361				\$60,377	\$60,377	\$1,163,736	\$1,163,756
	28	Jan-22	\$78,353	\$7,202				\$85,555	\$78,357	\$1,249,291	\$1,242,113
Design Development & Construction Documents	29	Feb-22	\$53,017	\$375,000				\$428,017	\$7,950	\$1,677,308	\$1,250,063
	30	Mar-22	\$53,017	\$436,495				\$489,512	\$62,018	\$2,166,820	\$1,312,081
	31	Apr-22	\$53,017	\$436,495				\$489,512	\$382,447	\$2,656,332	\$1,694,528
	32	May-22	\$53,017	\$436,495				\$489,512	\$733,550	\$3,145,844	\$2,428,078
	33	Jun-22	\$47,017	\$436,495				\$483,512	\$347,075	\$3,629,356	\$2,775,153
	34	Jul-22	\$107,867	\$424,658				\$532,525	\$477,057	\$4,161,881	\$3,252,210
	35	Aug-22	\$56,117	\$424,658				\$480,775	\$409,458	\$4,642,655	\$3,661,667
	36	Sep-22	\$52,165	\$424,658				\$476,823	\$507,078	\$5,119,478	\$4,168,745
	37	Oct-22	\$52,165	\$424,658				\$476,823	\$408,543	\$5,596,300	\$4,577,287
	38	Nov-22	\$52,165	\$424,658				\$476,823	\$462,832	\$6,073,123	\$5,040,119
	39	Dec-22	\$96,165	\$424,658				\$520,823	\$402,048	\$6,593,945	\$5,442,166
	40	Jan-23	\$59,815	\$424,658				\$484,473	\$553,814	\$7,078,418	\$5,995,980
	41	Feb-23	\$54,778	\$424,665				\$479,443	\$446,298	\$7,557,860	\$6,442,279
Bid	42	Mar-23	\$64,988	\$127,350				\$192,338	\$373,622	\$7,750,198	\$6,815,900
	43	Apr-23	\$103,938	\$127,350				\$231,288	\$173,950	\$7,981,486	\$6,989,850
d)	44	May-23	\$77,588	\$96,200				\$173,788	\$155,313	\$8,155,274	\$7,145,163
	45	Jun-23	\$96,088	\$126,000		\$1,088,305	\$326,367	\$1,636,760	\$1,122,979	\$9,792,034	\$8,268,142
	46	Jul-23	\$97,578	\$78,000		\$1,241,721	\$326,367	\$1,743,666	\$203,042	\$11,535,700	\$8,471,184
	47	Aug-23	\$96,838	\$78,000		\$1,575,482	\$326,367	\$2,076,687	\$2,354,936	\$13,612,386	\$10,826,120
	48	Sep-23	\$94,838	\$78,000		\$3,654,301	\$326,367	\$4,153,506	\$1,884,125	\$17,765,892	\$12,710,246
	49	Oct-23	\$94,838	\$70,000		\$4,411,772	\$326,367	\$4,902,977	\$3,572,304	\$22,668,869	\$16,282,550
	50	Nov-23	\$94,838	\$70,000		\$4,411,772	\$326,367	\$4,902,977	\$4,596,969	\$27,571,845	\$20,879,518

November 30, 2023

Concord Middle School
Estimated Project Cash Flow



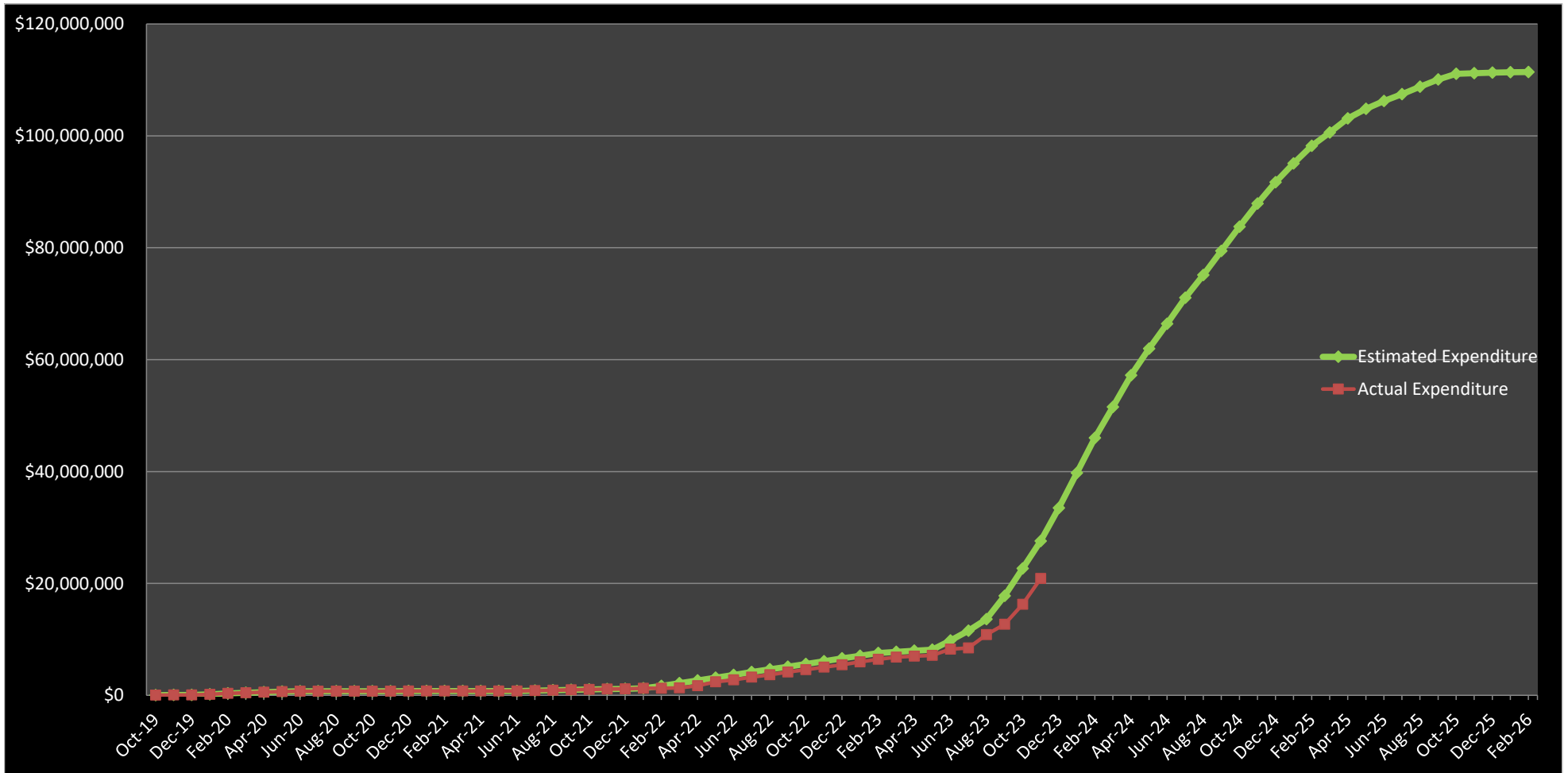
	Month	OPM + Commissioning	Designer & Consultants	FF&E & Misc. Admin.	Construction	Contingency	Estimated Expenditures	Actual Expenditures	Estimated Cumulative Expenditures	Actual Cumulative Expenditures
Construction Phase 1 (New School)	51 Dec-23	\$94,838	\$70,000		\$5,411,952	\$326,367	\$5,903,157	\$0	\$33,475,002	
	52 Jan-24	\$94,838	\$70,000		\$5,782,381	\$326,367	\$6,273,586	\$0	\$39,748,588	
	53 Feb-24	\$94,838	\$70,000		\$5,782,381	\$326,367	\$6,273,586	\$0	\$46,022,173	
	54 Mar-24	\$94,838	\$70,000		\$5,020,713	\$313,147	\$5,498,698	\$0	\$51,520,871	
	55 Apr-24	\$94,838	\$70,000		\$5,056,824	\$450,603	\$5,672,265	\$0	\$57,193,136	
	56 May-24	\$94,838	\$78,000		\$4,134,947	\$450,603	\$4,758,388	\$0	\$61,951,523	
	57 Jun-24	\$94,838	\$78,000		\$3,826,169	\$450,603	\$4,449,610	\$0	\$66,401,133	
	58 Jul-24	\$94,838	\$78,000	\$60,000	\$3,963,408	\$450,603	\$4,646,849	\$0	\$71,047,982	
	59 Aug-24	\$78,338	\$78,000	\$60,000	\$3,419,902	\$450,603	\$4,086,843	\$0	\$75,134,824	
	60 Sep-24	\$78,338	\$173,000	\$158,000	\$3,419,902	\$450,603	\$4,279,843	\$0	\$79,414,667	
	61 Oct-24	\$78,338	\$168,000	\$158,000	\$3,500,508	\$450,603	\$4,355,449	\$0	\$83,770,116	
	62 Nov-24	\$78,338	\$153,000	\$198,000	\$3,240,962	\$450,603	\$4,120,903	\$0	\$87,891,018	
	63 Dec-24	\$78,338	\$210,000	\$198,000	\$2,879,271	\$450,603	\$3,816,212	\$0	\$91,707,230	
	64 Jan-25	\$78,338	\$87,000	\$945,500	\$1,789,131	\$450,603	\$3,350,572	\$0	\$95,057,802	
	65 Feb-25	\$78,338	\$54,000	\$945,500	\$1,651,891	\$416,905	\$3,146,634	\$0	\$98,204,435	
Phase 2 (Demo & Fields)	66 Mar-25	\$78,338	\$84,000	\$145,500	\$1,651,891	\$416,905	\$2,376,634	\$0	\$100,581,069	
	67 Apr-25	\$78,338	\$42,000	\$145,500	\$1,858,725	\$416,905	\$2,541,468	\$0	\$103,122,537	
	68 May-25	\$78,338	\$42,000	\$70,500	\$1,101,254	\$416,905	\$1,708,997	\$0	\$104,831,533	
	69 Jun-25	\$78,338	\$42,000	\$120,500	\$1,101,254	\$34,396	\$1,376,488	\$0	\$106,208,021	
	70 Jul-25	\$74,738	\$42,000		\$1,101,254	\$34,388	\$1,252,380	\$0	\$107,460,401	
	71 Aug-25	\$74,738	\$103,200		\$1,101,254	\$34,388	\$1,313,580	\$0	\$108,773,981	
	72 Sep-25	\$74,738	\$92,200		\$1,101,254	\$34,388	\$1,302,580	\$0	\$110,076,561	
	73 Oct-25	\$65,758	\$12,200		\$894,419	\$34,388	\$1,006,765	\$0	\$111,083,326	
	74 Nov-25	\$57,213	\$12,200			\$34,388	\$103,801	\$0	\$111,187,127	
	75 Dec-25	\$53,013	\$12,816			\$34,388	\$100,217	\$0	\$111,287,343	
Closeout	76 Jan-26	\$47,705				\$29,180	\$76,885	\$0	\$111,364,228	
	77 Feb-26	\$41,855					\$41,855	\$0	\$111,406,083	
	78 Mar-26	\$38,355					\$38,355	\$0	\$111,444,438	
	79 Apr-26	\$28,407					\$28,407	\$0	\$111,472,845	
	80 May-26	\$25,060					\$25,060	\$0	\$111,497,905	
	81 Jun-26	\$18,095					\$18,095	\$0	\$111,516,000	
	82 Jul-26						\$0	\$0	\$111,516,000	
	83 Aug-26						\$0	\$0	\$111,516,000	
	84 Sep-26						\$0	\$0	\$111,516,000	
	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	\$2,510,180	\$0	\$0	\$0	\$2,865,634			
	Subtotal for FY '22	\$873,839	\$3,874,167	\$0	\$1,088,305	\$326,367	\$6,162,678			
	Subtotal for FY '23	\$1,142,796	\$880,000	\$0	\$50,310,415	\$4,275,888	\$56,609,099			
	Subtotal for FY '24	\$956,556	\$1,211,000	\$3,205,000	\$29,578,099	\$4,856,233	\$39,806,888			
	Subtotal for FY '25	\$599,675	\$274,616	\$0	\$4,198,181	\$235,507	\$5,307,979			
	TOTAL	\$4,220,643	\$9,221,362	\$3,205,000	\$85,175,000	\$9,693,995	\$111,516,000			



Town of Concord
Concord Middle School
Estimated Project Cash Flow Graph



November 30, 2023





TOWN OF CONCORD
CONCORD MIDDLE SCHOOL
TRC APPROVALS
COMMITMENT, BUDGET ADJUSTMENT, AND INVOICE LOG



November 2023

COMMITMENTS

(gray items previously acknowledged/approved)

FIRM	PO # Amend #	Budget Adjustment (Y/N)	Approval Date	Total Value
CTA Construction Managers	1	Y	10/12/2023	\$31,023.00
			TOTAL VALUE =	\$31,023.00

Budget Adjustments

Description	Contingency Use (HCC/SCC)	Hard Cost Contingency	Soft Cost Contingency
Starting Value		\$ 4,591,197.00	\$ 877,394.00
Prior Modifications			
AKF/SGH			-\$35,100.00
Transfer from Testing Agency Line			\$35,100.00
Fenagh Engineering and Testing			-\$39,115.00
CTA Construction Managers		-\$31,023.00	
Sub-total Prior to this Period		(\$31,023.00)	(\$39,115.00)
This period			
Sub-total this Period		\$0.00	\$0.00
Current Balance:		\$4,560,174.00	\$838,279.00

INVOICES

FIRM	INVOICE NO.	PAYMENT AMT.
Fenagh	7130-2	\$5,120.00
Multivista	4240	\$549.00
AKF	549589	\$1,251.50
BidDocs Online	23-JHQQ-1	\$7,619.60
Hill International	36	\$82,687.50
SMMA	60237	\$22,781.50
SMMA	60236	\$63,000.00
CTA	6	\$4,416,384.47
Anderson & Kreiger, LLP	8	\$2,695.00
Total		\$4,602,088.57

Town of Concord
Concord Middle School
Proposed Change Order Log
November 30, 2023



	PCO	Description	Origin	Date Requested by Owner	Date Advised by GC	Date Submitted by GC	GC Initial Amount	OPM/DT Response Date	Comments	Current Amount	Change Order	Date CO Approved	Reason Code
1	001	Concord Municipal Light Fees	-	-	-	07/10/23	\$7,999	07/27/23	Rejected	\$0.00			3P
1	002	Rem. & Repl. unsuitable material at Part B foundation excavation	-	-	07/25/23	08/09/23	\$31,023		Geotech report 7.25.23 noted organic soils; disposal of soils had fixed unit price per contract, quantity verified via survey	\$31,023.00	1	10/12/23	MC
1	003	Branch Circuit Updates & Device Coordination	PR-14	07/28/23	08/30/23	08/30/23	\$4,304	09/15/23	Combined comments sent to CTA 9/15/23	\$3,968.11	2	12/07/23	MC
1	004	Plumbing Misc. Pipe Revisions	PR-5	07/11/23	08/30/23	08/30/23	\$37,624	11/01/23	Hill comments Re: math sent to CTA 11/1 & 11/14/23	\$37,938.35	2	11/30/23	MC
1	005	Plumbing Acid Neutralization Tank Revisions	PR-2	07/11/23	08/30/23	08/30/23	\$74,032	10/12/23	Combined comments sent to CTA 11/17/23	\$74,542.49			MC
1	006	Existing Middle School Repair Work	Owner	08/16/23	08/31/23	08/31/23	\$3,862	11/03/23	Combined comments sent to CTA 11/3/23	\$3,722.63			SC
1	007	RFI #75 Resp. - Fiberglass Tank Upcharge for Corrosion	RFI-75	08/21/23	08/31/23	08/31/23	\$16,458	11/03/23	Conf. call 9/15/2023. CC letter 11/20/23	\$16,443.68	2		MC
1	008	Add Disconnect to Elevator Shaft	PR-1	07/28/23	09/07/23	09/07/23	\$5,922	11/06/23	WJGEI meeting 11/29/23	\$4,402.96	2	12/07/23	MC
1	009	Elec. Utility Requested Additional Conduits	PR-13	07/28/23	09/08/23	09/08/23	\$6,049	09/20/23	Comments to CTA 9/20/23. WJGEI meeting 11/29/23	\$6,048.86			3P
1	010	Weather Events	CTA		09/13/23				9/28/23 Hill Letter to CTA. No PCO #10 received				MC
1	011	Structural - Delete Sewage Ejector Concrete Pit	PR-10	07/12/23	10/27/23	10/27/23	\$2,277	11/27/23	Combined comments sent to CTA 11/16/23	\$1,903.23	2	11/27/23	MC
1	012	Electrical GFCI Protection Updates	PR-18R1	09/28/23	10/31/23	10/31/23	\$4,383	11/14/23	SMMA comm. 11/14/23. WJGEI meeting 11/29/23	\$7,007.68	2		MC
1	013	Eliminate Sensor & Screen at Classroom Partitions	PR-11	07/28/23	10/31/23	10/31/23	-\$16,063	11/16/23	Combined comments sent to CTA 11/16/23	-\$14,866.84			MC
1	014	Added Concrete Foundation Steps - 6b line	CTA		11/10/23	11/10/23	\$17,487	11/29/23	Combined comments sent to CTA 11/29/23	\$17,487.42			MC
1	015	Structural Footing Modifications for UG Plumbing	PR-17	07/26/23	11/10/23	11/10/23	\$476	11/29/23	Hill comments Re: markup & tax sent 11/29/23	\$454.95	2	12/07/23	MC
1	016	RFI #167 Resp. - Missing Drain	RFI-167	11/03/23	11/10/23	11/10/23	\$2,371	11/30/23	SMMA comments sent to CTA 11/30/23	\$2,371.45			MC
1	017	Plumbing Floor Drain Revisions	PR-4	07/11/23	12/06/23	12/06/23	-\$8,232		Need Design Team review	-\$8,231.84			MC
1	018												
1	019												
1	020								Subtotal Change Order #2	\$72,118.96			
1	021												
1	022								Pending (Open)	\$81,074.17			
1													
1													
1													
1													
1													
	TOTAL						\$189,972			\$337,409.26			

INITIAL BASE CONTRACT VALUE	\$85,206,023
TOTAL HARD COST CONTINGENCY	\$4,560,174

Total Approved Omissions	\$0
Total Approved Errors	\$0
Total Approved Owner Scope Changes	\$0
Total Approved 3rd Party Scope Changes	\$0
Total Approved Misc Changes & Unforeseen Conditions	\$103,142
Total Approved	\$103,142

Total Remaining in Contingency To Date	\$4,457,032
--	-------------

Total Projected Omissions	\$0
Total Projected Errors	\$0
Total Projected Owner Scope Changes	\$3,723
Total Projected 3rd Party Scope Changes	\$6,049
Total Projected Misc Changes & Unforeseen Conditions	\$174,445
Total Projected	\$184,216

Total Remaining in Contingency if Projected is Approved	\$4,375,958
---	-------------



PCO	Description	Origin	Date Requested by Owner	Date Advised by GC	Date Submitted by GC	GC Initial Amount	OPM/DT Response Date	Comments	Current Amount	Change Order	Date CO Approved	Reason Code
-----	-------------	--------	-------------------------	--------------------	----------------------	-------------------	----------------------	----------	----------------	--------------	------------------	-------------

CO #	Value		Date
1	\$31,023.00		
2	\$72,118.96		
3	\$0.00		
4	\$0.00		
5	\$0.00		
6	\$0.00		
7	\$0.00		
8	\$0.00		
9	\$0.00		
10	\$0.00		
11	\$0.00		
12	\$0.00		
13	\$0.00		
14	\$0.00		
15	\$0.00		
16	\$0.00		
17	\$0.00		
18	\$0.00		
19	\$0.00		
20	\$0.00		
21	\$0.00		
22	\$0.00		
23	\$0.00		
24	\$0.00		
25	\$0.00		
26	\$0.00		
27	\$0.00		
28	\$0.00		
29	\$0.00		
30	\$0.00		
31	\$0.00		
32	\$0.00		
33	\$0.00		
34	\$0.00		
35	\$0.00		
36	\$0.00		
37	\$0.00		
38	\$0.00		
39	\$0.00		
40	\$0.00		
TOTAL	\$103,141.96		



Schedule Update



Concord Middle School
Project Schedule UPDATE
November 30, 2023



ID	Task Name	Duration	Start	Finish	Total Slack	Predecessors	Successors	
1	Design & Pre-Construction Phases	988 days	Wed 8/14/19	Thu 7/20/23	782 days			2020 2021 2022 2023 2024 2025 2026
160	Construction Phase 1 - New School Building & Site	631 days	Tue 6/13/23	Wed 12/17/25	177 days			99%
161	Phase 1 Construction	401 days	Tue 6/13/23	Thu 1/16/25	158 days	148	167,168FS+	0%
162	DCAMM 50% Evaluations of GC & Filed Sub Bidders	0 days	Wed 4/17/24	Wed 4/17/24	596 days			4/17 0%
163	Building Envelope Commissioning	83 days	Mon 6/3/24	Fri 9/27/24	481 days			0%
164	MEP Commissioning	130 days	Wed 6/26/24	Fri 1/3/25	417 days	165SF		0%
165	Warranty & Final Cx Review	10 days	Fri 1/3/25	Thu 1/16/25	407 days	166FF	164SF	0%
166	New Building Substantially Complete	0 days	Thu 1/16/25	Thu 1/16/25	407 days	161	165FF	1/16 0%
167	Construction Phase 1 - Punchlist	63 days	Fri 1/17/25	Thu 4/17/25	344 days	161		0%
168	Move into new Building	10 days	Fri 2/7/25	Fri 2/21/25	158 days	161FS+14 day	169FS+1 day	0%
169	New School Open for Classes	0 days	Mon 2/24/25	Mon 2/24/25	158 days	168FS+1 day	194,170FS+	2/24 0%
170	MEP Commissioning @ 10 Months Post Occupancy	5 days	Thu 12/11/25	Wed 12/17/25	177 days	169FS+10 mor		0%
171	FF&E	359 days	Mon 9/18/23	Mon 2/24/25	382 days			0%
172	Design Development - Part II Including Client Meetings	112 days	Mon 9/18/23	Wed 2/28/24	382 days		173	0%
173	Bid Package	0 days	Wed 2/28/24	Wed 2/28/24	382 days	172	174	2/28 0%
174	Bidding / Proposals	22 days	Thu 2/29/24	Fri 3/29/24	382 days	173	175	0%
175	Proposal Review / Award Recommendation	5 days	Mon 4/1/24	Fri 4/5/24	382 days	174	176	0%
176	Town Approval / PO Process	16 days	Mon 4/8/24	Tue 4/30/24	382 days	175	177	0%
177	Submittals & Manufacturing Process	168 days	Wed 5/1/24	Tue 12/31/24	382 days	176	179	0%

Critical	Split	Finish-only	Baseline Milestone	Manual Summary	Inactive Task
Critical Split	Task Progress	Duration-only	Milestone	Project Summary	Inactive Milestone
Critical Progress	Manual Task	Baseline	Summary Progress	External Tasks	Inactive Summary
Task	Start-only	Baseline Split	Summary	External Milestone	Deadline



Concord Middle School
Project Schedule UPDATE
November 30, 2023



ID	Task Name	Duration	Start	Finish	Total Slack	Predecessors	Successors	
178	Final Clean / Ready for Furniture	0 days	Tue 12/31/24	Tue 12/31/24	383 days		179	
179	Delivery, Installation, & Punch List	35 days	Thu 1/2/25	Fri 2/21/25	382 days	177,178	180FS+1 day	
180	Ready for Beneficial Use	0 days	Mon 2/24/25	Mon 2/24/25	382 days	179FS+1 day		
181	Technology	287 days	Tue 1/2/24	Mon 2/24/25	382 days			
182	Design Development	75 days	Tue 1/2/24	Thu 4/18/24	382 days		183	
183	RFP Development	30 days	Fri 4/19/24	Fri 5/31/24	382 days	182	184	
184	Bidding / Proposals	20 days	Mon 6/3/24	Fri 6/28/24	382 days	183	185	
185	Proposal Review / Award Recommendation	7 days	Mon 7/1/24	Wed 7/10/24	382 days	184	186	
186	Town Approval / PO Process	20 days	Thu 7/11/24	Wed 8/7/24	382 days	185	187	
187	Equipment Fabrication / Lead Time	93 days	Thu 8/8/24	Fri 12/20/24	382 days	186	189FS+6 days	
188	Dust Free / IT Closets Ready	0 days	Mon 12/16/24	Mon 12/16/24	429 days			
189	Equipment Delivery & Installation	21 days	Thu 1/2/25	Fri 1/31/25	382 days	187FS+6 days	190	
190	Technology Systems Training	10 days	Mon 2/3/25	Fri 2/14/25	382 days	189	192FS+5 days	
191	Relocation of Existing Equipment	4 days	Tue 2/18/25	Fri 2/21/25	383 days			
192	Ready for Beneficial Use	0 days	Mon 2/24/25	Mon 2/24/25	382 days	190FS+5 days		
193	Construction Phase 2 - Demo Existing School / Construct Field	224 days	Tue 2/25/25	Thu 1/15/26	158 days			
194	Phase 2 Demo / Construction	7 mons	Tue 2/25/25	Fri 9/12/25	7.9 mons	169	195	
195	Fields Substantially Complete	0 days	Fri 9/12/25	Fri 9/12/25	158 days	194	196	
196	Construction Phase 2 Punchlist	42 days	Mon 9/15/25	Thu 11/13/25	158 days	195	199,198	

Critical	Split	Finish-only	Baseline Milestone	Manual Summary	Inactive Task
Critical Split	Task Progress	Duration-only	Milestone	Project Summary	Inactive Milestone
Critical Progress	Manual Task	Baseline	Summary Progress	External Tasks	Inactive Summary
Task	Start-only	Baseline Split	Summary	External Milestone	Deadline



Concord Middle School
Project Schedule UPDATE
November 30, 2023



ID	Task Name	Duration	Start	Finish	Total Slack	Predecessors	Successors	
197	DCAMM 100% Evaluations of GC & Filed Sub Bidders	0 days	Wed 10/8/25	Wed 10/8/25	225 days			
198	Project Final Completion	0 days	Thu 11/13/25	Thu 11/13/25	200 days	196		
199	Project Close-Out	42 days	Fri 11/14/25	Thu 1/15/26	158 days	196		
200	Grass Established for Field Usage	0 days	Tue 9/1/26	Tue 9/1/26	0 days			
201	Fields Ready for Use	0 days	Tue 9/1/26	Tue 9/1/26	0 days			

Critical	Split	Finish-only	Baseline Milestone	Manual Summary	Inactive Task
Critical Split	Task Progress	Duration-only	Milestone	Project Summary	Inactive Milestone
Critical Progress	Manual Task	Baseline	Summary Progress	External Tasks	Inactive Summary
Task	Start-only	Baseline Split	Summary	External Milestone	Deadline



Construction Update

Concord Middle School

CMSBC Meeting
November 16, 2023



Construction Update

Building C

- Steel erection and detailing complete
- Concrete slab-on-deck 65% complete
- Concrete slab-on-grade ready for 11/20 pour
- Exterior wall framing has begun on C1
- Building wrap for winter work commenced 11/13



Buildings B

- Footings/foundations complete
- Waterproofing and backfill complete
- Steel erection complete, detailing ongoing

Buildings A

- Footings and foundations 85% complete
- Steel erection in progress



UPCOMING

- Completion of Building A foundations
- Building A Steel Erection – Topping Off Dec 1
- Spray Fireproofing
- Continue Concrete Slabs

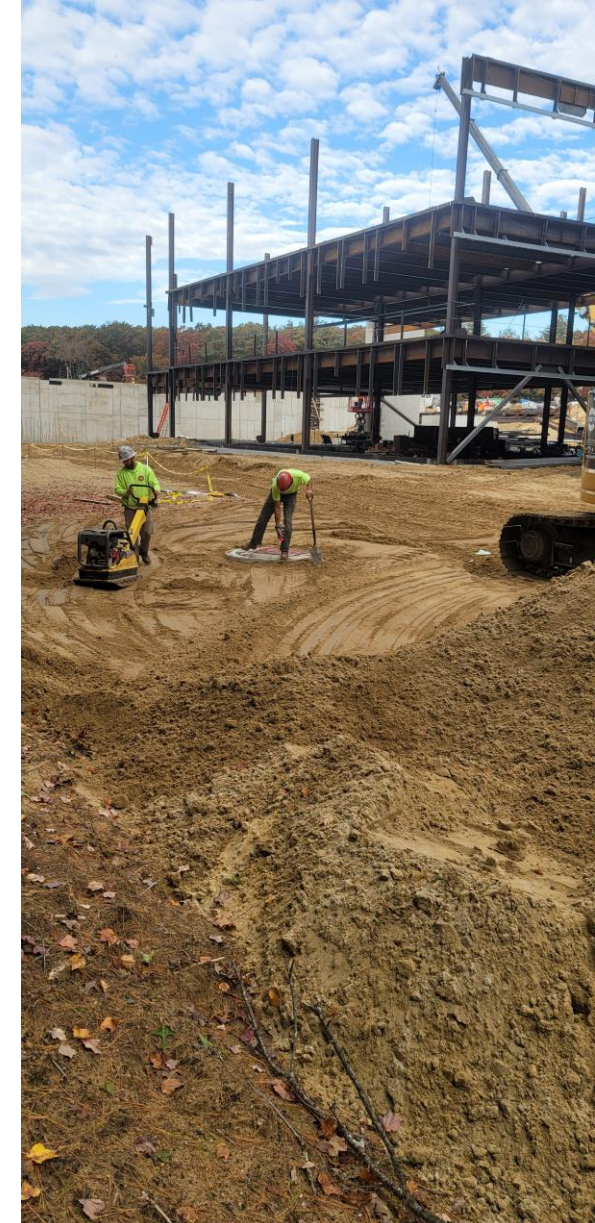
Construction Update

Site Work

- Ramp/site wall foundations in progress at south elevation
- Roadways established for parking area, to be paved in coming weeks
- Stormwater 85% complete for Phase 1
- Electrical conduit to building complete to transformer pad + main building artery
- Domestic water and fire suppression water piping complete to building footprint
- Underground electrical and plumbing complete in Building C; ongoing in Building B and A

Other Highlights

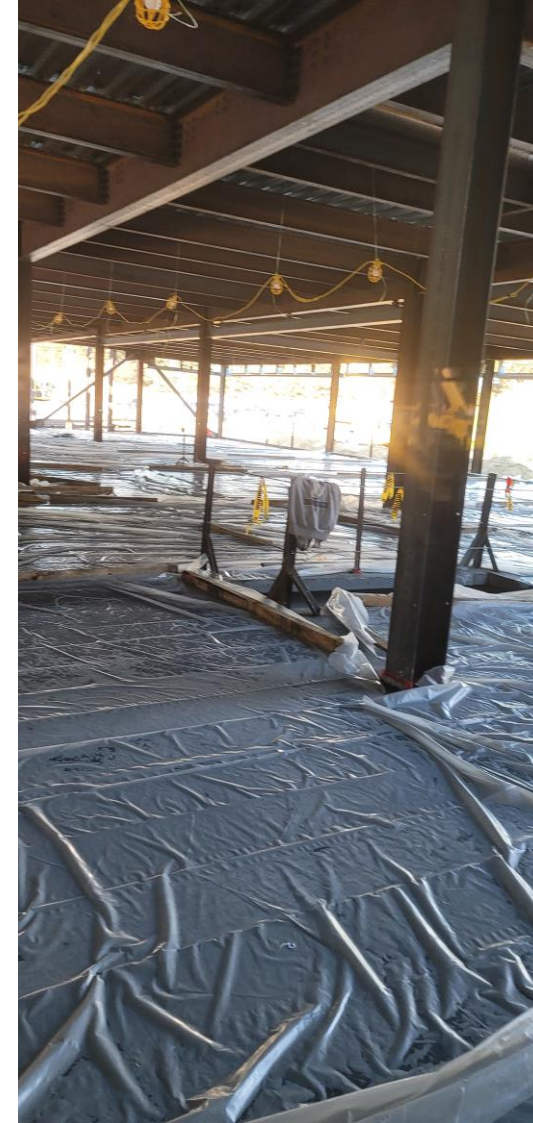
- Temporary power to building anticipated in coming weeks
- Building Mock-up in progress, to be performance tested in December
- Compaction vibration concerns have been addressed with neighbors
- Nov 6th Student Building Committee Tour
- Nov 17th CMSBC Tour
- Dec 1st Steel Topping-off Ceremony



Site Photographs: Building C Steel



Site Photographs: Connector Bridge / Decking / Slab



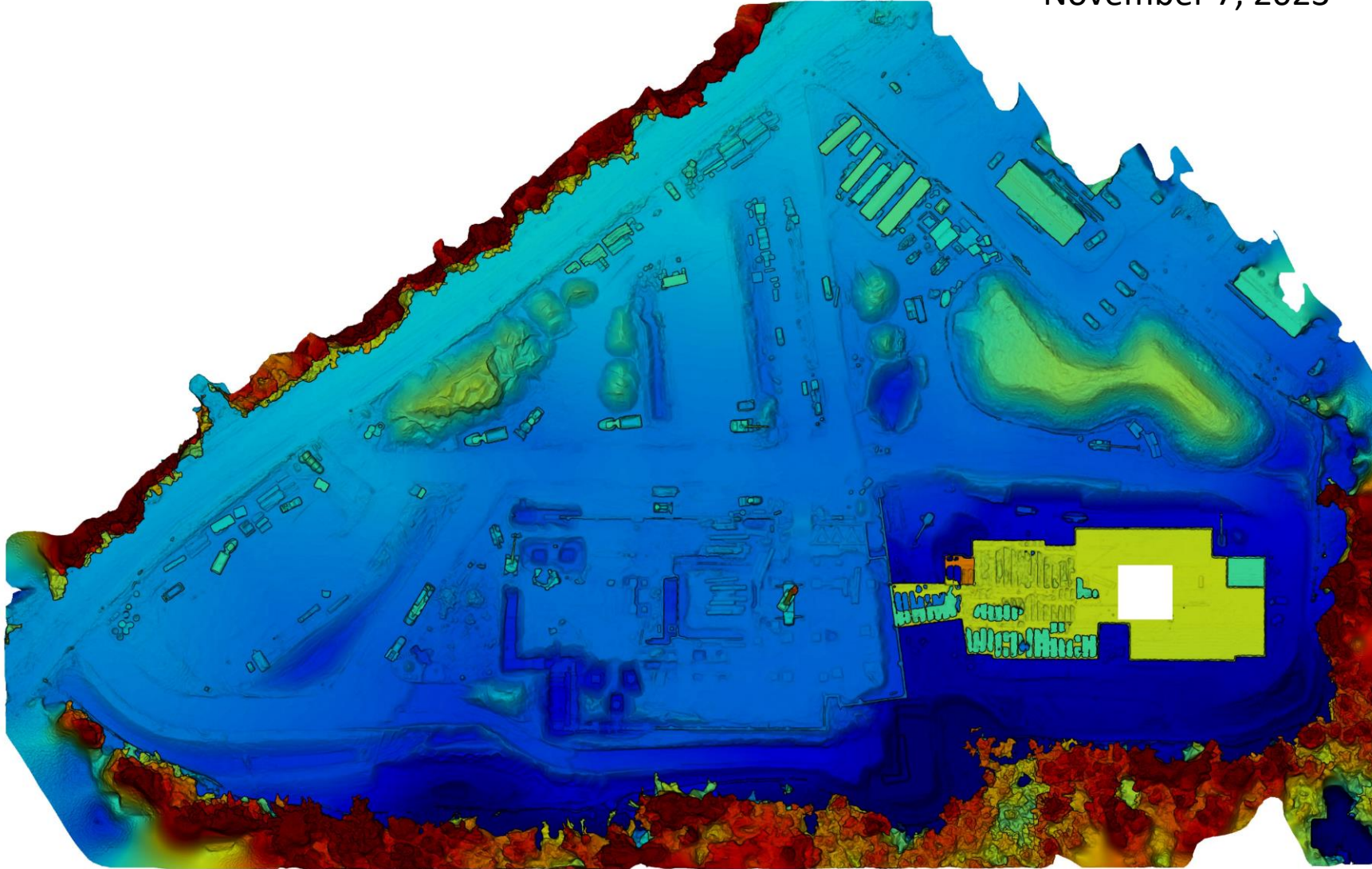
Site Photographs: Drone Captures

November 7, 2023



Site Photographs: Drone Captures

November 7, 2023





Meeting Minutes



Concord Middle School Building Committee

Dawn Guarriello, Co-Chairperson Pat Nelson, Co-Chairperson

Meeting Minutes Thursday, November 16th, 2023

Call to Order:

- Co-Chair D. Guarriello called the meeting to order at 7:30AM.
- The recording of this meeting: [Concord Middle - Zoom](#)

Name	Present	Name	Present	Name	Present
CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:					
Alexa Anderson*	P	Peter Fischelis*	P	Chris Popov*	P
Robert Conry	P	Russ Hughes	NP	Charlie Parker*	P
Court Booth*	P	Dawn Guarriello*	P	Matt Root*	P
Heather Bout*	P	Laurie Hunter*	P	Steven Stasheski*	P
Frank Cannon*	NP	Mark Howell*	P	Eric Simms	NP
Justin Cameron	NP	Kerry Lafleur	P		
Gail Dowd	P	Pat Nelson*	NP		
Hill International					
Peter Martini	P	Ian Parks	P		
Hunter Apteker	P	Jonathan Teixeira	P		
SMMA / Ewing Cole					
Lorraine Finnegan	NP	Matthew Rice	NP	Keith Fallon	NP
Will Smarzewski	NP	Phil Poinelli	NP	Saul Jabbawy	NP
Chase Gibson	NP	Michael Dowhan	NP	Jen Soucy	P

*P=Present, NP= Not Present *=Voting Member*

The CMSBC broke out into an executive session following role call and returned at 8:20 A.M.

Approval of Meeting Minutes

- CMSBC meeting minutes from October 19th.

Motion:	Approve October 19th, 2023 meeting minutes CMSBC meeting minutes as written.
Motioned by	Court Booth
Seconded by	Mark Howell
Y = Approve N = Reject Motion carries to approve the meeting minutes unamended by unanimous vote, one abstained.	

Correspondence/Communication

No correspondence since the last meeting

- The team discussed milestone-based construction updates.
 - The team continues to send out event-based communications. No update at this time.

OPM Update

- *Technical Review Committee & Financial Update:*
 - In October, project expenditures which consisted of Hill, SMMA, and CTA invoices were \$3,572,304. Total expenditures on the project to date total \$20,879,518.
 - Hill reviewed contingency and invoices received this period with the project team.
 - Change Order #1 was reviewed and executed for \$31,023.



Concord Middle School Building Committee

Dawn Guarriello, Co-Chairperson

Pat Nelson, Co-Chairperson

Meeting Minutes Thursday, November 16th, 2023

- *Construction/General Contractor Update:*
 - Hill presented a construction/contractor progress update presentation which included site pictures taken by Hill's full time site manager.
 - Building C
 - Steel erection and detailing complete
 - Concrete slab-on-deck 65% complete
 - Concrete slab-on-grade ready for 11/20 pour
 - Exterior wall framing has begun on C1
 - Building wrap for winter work commenced on 11/13
 - Building B
 - Footings/foundations complete
 - Waterproofing and backfill complete
 - Steel erections complete, detailing ongoing
 - Building A
 - Footings and foundations 85% complete
 - Steel erection in progress
 - Upcoming
 - Completing Building A foundations
 - Building A Steel Erection – Topping Off Dec 1
 - Spray Fireproofing
 - Continue Concrete Slabs
 - The Student Building Committee toured the site on 11/6 and CMSBC tour is set for 11/17
 - Temporary power is anticipated in the coming weeks as well as asphalt binder

CPC Funding

- L. Hunter attended the meeting on Tuesday, October 14th with Gail Dowd for the \$250,000 to subsidize the funds already allocated at Town meeting with the goal to borrow less than what was voted at Town meeting. The application is in the review process. No update on this item.
- P. Nelson discussed the committee drafting a letter of support to the CPC supporting the request for funding for the athletic fields. A letter will be drafted and shared with the committee. The town manager is responsible for applying.

New Business

- M. Howell requested information for the SBC site tour and shared that the selectboard will be nominating Tim Holt on Monday to take Frank Gannon's position on the School Building Committee.

Public Comment

- No new business.

Next Steps / Meeting

- The next CMSBC meeting will be held on Thursday, December 21st, 2023, at 7:30AM.

Adjourn

- Chris Popov made a motion to adjourn the meeting at 8:50AM and was seconded by Mark Howell.