



Monthly Status Report

Rpt. #1
January 2011



KVAssociates Inc.
Building Industry Consultants



Building Industry Consultants

KVAssociates Inc.

303 Congress Street

Boston, MA 02210

T 617.695.0856

F 617.426.1215

kvaboston.com

February 8, 2011

Ms. Jennifer Connarton
Contract Administrator
Massachusetts School Building Authority
40 Broad Street, Suite 500
Boston, MA 02109

RE: MSBA Project No: W200906400505_Concord-Carlisle High School
Project Status Report #01 – January 2011

Dear Ms. Connarton:

Please find enclosed project status report #1 for period ending January 31, 2011.

Please feel free to contact myself or Michele Nice regarding the enclosed information.

Sincerely,
KVAssociates, Inc.

David Saindon
Project Director



cc: Jerry Wedge, CCHS BC Chair
John Flaherty, Concord-Carlisle, Deputy Superintendent of Finance and Operations
MSBA File – Project Status Reports

Concord-Carlisle High School Revitalization

Project Status Report

January 2011

Table of Contents

- 1. Executive Summary**
- 2. Project Schedule**
- 3. Financial – To be provided in the March report**
- 4. Construction Activities – Not applicable at this time**



January 2011

1. Executive Summary

Project Milestones:

Milestone Activities	Planned Start	Planned Completion	Actual Start	Actual Completion	Notes
Feasibility Study	03-01-11	05-16-11			
Educational Specification Approval	03-01-11	03-31-11			
Option Approval	05-16-11	05-16-11			
Schematic Design	03-21-11	08-15-11			
Project Budget & Scope Approval	08-26-11	08-26-11			
MSBA Board Approval	09-14-11	09-14-11			
Town Vote	11-2011	11-2011			
Execute PFA	12-2011	12-2011			

Please see the attached schedule for additional information.

Project Overview

Contracts

Concord-Carlisle (C-C) and KVA came to a mutually agreed upon fee structure for the OPM contract on November 22, 2010. C-C received KVA approval from the MSBA on December 29, 2010. The C-C/KVA contract was fully executed by all parties on or about December 29, 2010. The MSBA has been sent a copy of the contract.

Financial

To be updated in the March report. As of the issuance of this report the only cost incurred to date has been for OPM services in the month of January.

Schedule

C-C and KVA have been working on procuring a designer for Feasibility services. To date the project team has maintained its original designer procurement schedule as developed by KVA in December 2010. The project is scheduled for Designer selection at the MSBA DSP meeting on February 15, 2011.

A detailed schedule can be found in section 2 of this report.

Submittals

Not applicable at this time.

MA-CHPS

The project team is committed to meet and exceed the minimum MA-CHPS requirements. Additional information to follow as the project proceeds.

Commissioning

Not applicable at this time.



January 2011

Safety

Not applicable at this time.

Construction mitigation

Not applicable at this time.

Community Issues

A community outreach presentation was held on February 3, 2011; well attended and coordinated by the CCHS BC. No issues to report.

MBE/WBE Status

Not applicable at this time.

Designer Deliverables

No applicable at this time.

Designer QA/QC

Not applicable at this time.

OPM Deliverables

- The master project schedule has been developed.
- A detailed designer procurement schedule as been mapped out and as of the issuance of this report has been maintained.
- KVA has assisted in the preparation of the Designer RFS in December 2010 and managed the process throughout January 2011.
- KVA attended the Designer briefing session held January 24, 2011.
- KVA prepared and assisted in the Designer RFS reference checks.
- KVA has provided the MSBA with the required DSP material for the upcoming DSP meeting scheduled for February 15, 2011.
- A cost model has been developed to be utilized in the analysis of options to be studied.
- KVA has attended the CCHS BC meetings as required and other meetings as requested.

CM/GC Deliverables

Not applicable at this time.

MSBA Deliverables

- Designer RFS packages delivered on February 3rd and 7th. Awaiting designer selection.



January 2011

2. Project Schedule

General

The project overall is tracking on schedule. C-C and KVA have maintained the Designer procurement schedule as developed in December of 2010. The project team is scheduled to attend the DSP meeting on February 15, 2011.

Please see the attached schedule dated February 8, 2011 for additional information. Schedule activities beyond the Town vote / PFA are indicated only as draft and are labeled as "TBD".

60 day look ahead

- Designer selection at the DSP in February 2011.
- Designer negotiation in late February 2011.
- Commence Education Specification (Ed. Spec) in February and resolve in late March.
- Commence studies of alternate options based on the approved Ed. Spec.
- Start utilizing the MSBA pro-pay reimbursement system.

Schedule Impacts

None at this time



Concord - Carlisle High School Proposed Project Schedule



ID	% Complete	Task Name	Duration	Start	Finish
1	100%	Procure OPM	16 days	Wed 11/10/10	Wed 12/1/10
6	74%	Procure Architect	60 days	Wed 12/8/10	Tue 3/1/11
7	100%	Define RFS (scope of services required).....Relationship with Field House?	2 wks	Wed 12/8/10	Tue 12/21/10
8	100%	Select 3 members for DSP team	11 days	Wed 12/8/10	Wed 12/22/10
9	100%	Submit RFS to MSBA for review & approval	10 days	Wed 12/22/10	Tue 1/4/11
10	100%	RFS placed in Central Reg & local paper	2 wks	Tue 1/4/11	Mon 1/17/11
11	100%	On-Site RFS briefing	1 day	Fri 1/21/11	Fri 1/21/11
12	100%	Receive RFS packets (Jan 27, Thur @ 12PM)	1 day	Thu 1/27/11	Thu 1/27/11
13	100%	Review RFS & check references - CCHS Building Committee	13 days	Thu 1/27/11	Mon 2/14/11
14	100%	Submit RFS packets to the MSBA DSP (Jan 28, Fri @ 12PM)	1 day	Fri 1/28/11	Fri 1/28/11
15	0%	Attend MSBA DSP Meeting	1 day	Tue 2/15/11	Tue 2/15/11
16	0%	MSBA DSP selection (Rank and Selection option)	1 day	Tue 2/15/11	Tue 2/15/11
17	0%	MSBA DSP selection (Rank and Interview option)	11 days	Tue 2/15/11	Tue 3/1/11
18	0%	Negotiate Designer Fee	5 days	Wed 2/16/11	Tue 2/22/11
19	0%	Obtain MSBA approval on Fee	1 day	Wed 2/23/11	Wed 2/23/11
20	0%	Execute Designer contact	1 day	Wed 2/23/11	Wed 2/23/11
21	0%	FEASIBILITY/SCHEMATIC STUDY	228 days	Mon 11/8/10	Wed 9/21/11
22	2%	FEASIBILITY STUDY	136 days	Mon 11/8/10	Mon 5/16/11
23	100%	Educational Programming	1 day	Mon 11/8/10	Mon 11/8/10
24	100%	Educational Specifications / Concepts	1 day	Mon 11/8/10	Mon 11/8/10
25	0%	Develop Prelim Educational Space Template (MSBA format)	15 days	Thu 2/24/11	Wed 3/16/11
26	0%	Ed spec is accepted by the CCHSC and School committee	1 day	Thu 3/17/11	Thu 3/17/11
27	0%	Ed Spec - Receive MSBA Approval	1 day	Thu 3/31/11	Thu 3/31/11
28	0%	Alternatives are re-evaluated	100 days	Mon 12/13/10	Fri 4/29/11
29	0%	Preferred alternative is recommended by the CCHSC	10 days	Mon 5/2/11	Fri 5/13/11
30	100%	Visioning and Educational Specifications (re-packaged)	1 day	Tue 2/15/11	Tue 2/15/11
31	0%	ED Spec template	1 day	Fri 4/1/11	Fri 4/1/11
32	0%	Budget Statement is completed by the school department	10 days	Tue 4/5/11	Mon 4/18/11
33	0%	Recommendation of preferred schematic design to the MSBA	10 days	Mon 5/2/11	Fri 5/13/11
34	0%	MSBA Board grants approval to move forward to Schematic Design	1 day	Mon 5/16/11	Mon 5/16/11
35	0%	Early Permitting + Approvals (informational sessions)	20 days	Mon 3/7/11	Fri 4/1/11
36	0%	Inspectional services	20 days	Mon 3/7/11	Fri 4/1/11
37	0%	Conservation commission	20 days	Mon 3/7/11	Fri 4/1/11
38	0%	Department of Public Works	20 days	Mon 3/7/11	Fri 4/1/11
39	0%	Health Commission	20 days	Mon 3/7/11	Fri 4/1/11
40	0%	Planning Board	20 days	Mon 3/7/11	Fri 4/1/11

Project: Project1
Date: Tue 2/8/11

Task: Milestone
Split: Summary
Progress: Project Summary

External Tasks: External MileTask
Split



Concord - Carlisle High School Proposed Project Schedule



ID	% Complete	Task Name	Duration	Start	Finish
41	0%	FD / PD review	20 days	Mon 3/7/11	Fri 4/1/11
42	0%	SCHEMATIC DESIGN	133 days	Mon 3/21/11	Wed 9/21/11
43	0%	Site analysis plan	20 days	Mon 3/21/11	Fri 4/15/11
44	0%	Site Development plan	20 days	Mon 4/18/11	Fri 5/13/11
45	0%	Geotechnical/Geoenvironmental assessments	20 days	Mon 3/21/11	Fri 4/15/11
46	0%	Program analysis	20 days	Mon 3/21/11	Fri 4/15/11
47	0%	Code Analysis	20 days	Mon 3/21/11	Fri 4/15/11
48	0%	Utility Analysis	40 days	Mon 3/21/11	Fri 5/13/11
49	0%	Massing Study	20 days	Mon 5/2/11	Fri 5/27/11
50	0%	Schematic building floor plans	60 days	Mon 3/21/11	Fri 6/10/11
51	0%	Schematic building elevations	60 days	Mon 3/21/11	Fri 6/10/11
52	0%	Building systems descriptions (Structural)	20 days	Mon 4/4/11	Fri 4/29/11
53	0%	Building systems narratives (MEP/Comm/Sustainable design)	40 days	Mon 4/11/11	Fri 6/3/11
54	0%	MA-CHPS Score card	15 days	Mon 5/23/11	Fri 6/10/11
55	0%	Outline Specs	20 days	Mon 4/25/11	Fri 5/20/11
56	0%	MAAB analysis	20 days	Mon 5/2/11	Fri 5/27/11
57	0%	Project Schedule (proposed)	15 days	Mon 6/6/11	Fri 6/24/11
58	0%	Construction Estimate(s)	15 days	Mon 6/13/11	Fri 7/1/11
59	0%	Construction Estimate reconciliation	10 days	Mon 7/4/11	Fri 7/15/11
60	0%	MSBA Deliverables required for Schematics	63 days	Mon 6/27/11	Wed 9/21/11
61	0%	Final Ed Spec	1 day	Mon 7/18/11	Mon 7/18/11
62	0%	Schematic building floor plans / elevations	15 days	Tue 7/19/11	Mon 8/8/11
63	0%	Preferred alternative plan is coded for DESE review	5 days	Tue 8/9/11	Mon 8/15/11
64	0%	School department issues DESE letter to the MSBA	1 day	Tue 8/16/11	Tue 8/16/11
65	0%	DESE	26 days	Wed 8/17/11	Wed 9/21/11
66	0%	DESE packet sent to MSBA	1 day	Wed 8/17/11	Wed 8/17/11
67	0%	MSBA sends DESE packet to the DESE	5 days	Thu 8/18/11	Wed 8/24/11
68	0%	Await approval from the DESE	20 days	Thu 8/25/11	Wed 9/21/11
69	0%	Room data sheets	15 days	Mon 7/18/11	Fri 8/5/11
70	0%	Building systems narratives (Struct/MEP/Comm/Sustainable design)	1 day	Mon 7/18/11	Mon 7/18/11
71	0%	Preliminary summary of ineligible spaces	10 days	Mon 7/18/11	Fri 7/29/11
72	0%	Outline Specs	1 day	Mon 7/18/11	Mon 7/18/11
73	0%	MA-CHPS Score card	10 days	Mon 7/18/11	Fri 7/29/11
74	0%	FFE spec and estimate	20 days	Mon 6/27/11	Fri 7/22/11
75	0%	Reconciled Construction Estimate	1 day	Mon 7/18/11	Mon 7/18/11
76	0%	VE Plan for DD	10 days	Mon 7/18/11	Fri 7/29/11

Project: Project1
Date: Tue 2/8/11

Task: Milestone: External Tasks:

Split: Summary: External MileTask:

Progress: Project Summary: Split:



January 2011

3. Financial

Budget

A budget update and summary will be presented in the March report. As of the issuance of this report the only cost incurred to date has been for OPM services in the month of January.



January 2011

A project cash flow will be issued once a designer has been procured and a fee negotiated.

Projected Cashflow

Date	Reimb. No.	Submitted Value	Forecasted Value	Balance
				\$ 1,300,000
Mar-11	1			
Apr-11	2			
May-11	3			
Jun-11	4			
July-11	5			
Aug-11	6			
Oct-11	7			
Nov-11	8			
Dec-11	9			



Submitted To Date
Value

Remaining To Be
Submitted

Project Value



January 2011

4. Construction Activities

Not applicable at this time.