



Monthly Status Report

Rpt. #5
May 2011



KVAssociates Inc.
Building Industry Consultants



Building Industry Consultants

KVAssociates Inc.

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June 10, 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 #05 – May 2011

Dear Ms. Connarton:

Please find enclosed project status report #5 for period ending May, 2011. Updated items are in **bold typeface**.

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



:\rv02\data\Project Files\Concord_Carlisle\MSBA Monthly Reports\Project Status Report #5_May_2011.docx

Concord-Carlisle High School Revitalization

Project Status Report

May 2011

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May 2011

1. Executive Summary

Project Milestones:

Milestone Activities	Planned Start	Planned Completion	Actual Start	Actual Completion	Notes
Designer is selected	02-15-11	02-15-11	02-15-11	02-15-11	Complete
OMR contract resolved	02-16-11	02-22-11	03-01-11	03-03-11	Complete
Feasibility Study	03-01-11	05-16-11			
Education Vision	02-16-11	02-16-11	02-17-11	04-01-11	Complete
Draft Ed Spec (Space Program)	02-16-11	03-31-11	02-17-11	04-01-11	Complete
Initial options developed	02-17-11	04-01-11	03-07-11	04-01-11	Complete
MSBA kick off meeting held	03-10-11	03-16-11		03-10-11	Complete
Preliminary Design Program issued	04-01-11	04-01-11		04-01-11, 04-07-11	Complete
Receive input from the MSBA	04-18-11	04-29-11	04-01-11	05-13-11	Ed Spec comments received.
Preferred Schematic Report issued	06-17-11	06-17-11			Ongoing
Receive input from the FAS	06-22-11	06-22-11			
Schematic Design	06-23-11	08-19-11			
Project Budget & Scope Approval	09-05-11	09-08-11			
MSBA Board Approval	09-28-11	09-28-11			
Town Vote	Nov 2011	Nov 2011			
Execute PFA	Dec 2011	Dec 2011			

Please see the attached Feasibility Schedules in tab 2 for additional information.

Project Overview

Contracts

An additional service of geotechnical work (borings) have been agreed to be performed, amendment to follow.

Financial

No concerns. Please see attached project budget dated 06-10-2011 for additional information.

Schedule

As of the issuance of this report (June 10th, 2011) a conference call was held on June 9th to resolve the Ed Spec and receive direction on the options being studied. Per the conference call, the following directions were given:

- 1- Three options will studied for the PSR, (1) a modified version of option 6R, (2) option 14B and (3) option 14C. Option 13 will not be considered.**
- 2- An Ed Spec will be provided for each option.**

MSBA Follow up: The MSBA will confirm with the district if the project could be approved via a "one" vote process.



May 2011

Additional dates, deliverables and an updated schedule can be found in tab 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 develops.

Commissioning

Not applicable at this time.

Safety

Not applicable at this time.

Construction mitigation

Not applicable at this time.

Community Issues

No issues to report.

MBE/WBE Status

Current status as of April 30, 2011

MBE – 9%

WBE – 4%

Designer Deliverables

See attached MSBA April progress report

Designer QA/QC

Not applicable at this time.

OPM Deliverables

See attached MSBA April progress report

CM/GC Deliverables

Not applicable at this time.

MSBA Deliverables

Awaiting comments from the PDP submission issued April 1 and April 7th.

May Update:

MSBA PDP Ed Spec comments received on May 13th, 2011



May 2011

**Conference call held June 9th (see above "schedule" section)
MSBA to confirm "one" vote approval.**

KV Associates, Inc.	Vanzler, Frank	Progress Report as of Date 5/31/2011
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District Name	Concord-Carlisle	MSBA ID	200906400505
School Name	Concord Carlisle High	Project Name	
OPM Firm Name	KV Associates, Inc.	School Building Committee Representative	Diana Rigby
OPM Contact Name	Vanzler, Frank	Total Project Budget (ProPay)	\$1,300,000
Designer Firm Name	OMR Architects, Inc.	Encumbered (Reporting Period)	\$21,942
Designer Contact Name		Encumbered (to Date)	\$237,010
General Contractor Firm Name		Total Project Invoices Received (to Date)	\$258,952
General Contractor Contact Name		Project Completion Percentage	40%

OPM	KV Associates, Inc.	Progress Report as of Date 5/31/2011
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<u>Contract Summary</u>		<u>Payment Summary</u>	
Original Contract Amount	\$235,025	Total Contract Amount	\$235,025
Contract Amendments (to Date)	0	Invoices Paid (to Date)	\$92,760
Value of Contract Amendments (to Date)	\$0	Invoices Received (Reporting Period)	\$21,942
Total Contract Amount	\$235,025	Contract Amount Remaining	\$120,323
Contract Amendments as Percentage of Original Contract Amount	0.0%		
OPM Activities (Reporting Period)	Submission of PDP on April 1st, cost comparison analysis for 10 options which was submitted as a PDP amendment on April 7th. Attendance of various design and project meetings, project review and tracking of all project related costs, review and approval of misc additional service engineering proposals. Continued correpondance with the MSBA and all team members. Continued discussion with the District and the MSBA to resolve the Ed Spec and options direction.		
Project Budget Status	No issues to report. A budget will be submitted as an exhibit to this on-line report.		
Potential Issues	Based on feedback from the May 11 FAS mtg. held the project needs to come to resolution on the agreed upon square footage of the project and determine how the SF overage will be handled. Conference calls were held May 20th and the 25th to resolve this. On the 25th is was agreed to study a hybrid new/reno option(s) with renovating the gym(s) in some fashion, submit this to the MSBA by June 2 with a cost analysis and have another conference call by the end of the week (June 3rd). However, due to scheduling conflicts beyond the control of the project team and the District the earliest conference call available is for June 9/10th. At this time, due to the Ed Spec and option direction being unresolved, the project team and District has concerns with maintaining the current schedule.		

Contract Summary

Original Contract Amount	\$815,000
Contract Amendments (to Date)	3
Value of Contract Amendments (to Date)	\$128,225
Total Contract Amount	\$943,225
Contract Amendments as Percentage of Original Contract Amount	16.0%

Payment Summary

Total Contract Amount	\$943,225
Invoices Paid (to Date)	\$144,250
Invoices Received (Reporting Period)	\$0
Contract Amount Remaining	\$798,975

MBE/WBE Requirements

MBE Requirement	8%
MBE Actual	9%
WBE Requirement	4%
WBE Actual	4%

RFIs and Submittals

RFIs Issued (Reporting Period)	0
Total RFIs Issued (to Date)	0
Remaining Open RFIs – Past 30 Days	0
Notes	N/A
Remaining Open RFIs – Past 60 Days	0
Notes	N/A
Remaining Open RFIs – Past 90 Days	0
Notes	N/A
Submittals Received (Reporting Period)	0
Total Submittals Received (to Date)	0
Submittals Reviewed (Reporting Period)	0
Total Submittals Reviewed (to Date)	0
Comments (Remaining Open Submittals)	N/A

Phase	Feasibility Study	Phase Scheduled Completion Date	5/26/2011
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Designer Activities (Reporting Period)	Submission of PDP on April 1st, with consultant cost comparison analysis for 10 options submitted as a PDP amendment on April 7th. Attendance of various design and project meetings, continued refinement of the Ed Spec based on initial feedback from the MSBA. Commencement of early site analysis and geotechnical exploration. Continued refinement of various design options. Continued correspondence with all team members. Participation of conference calls with the MSBA on May 20th and the 25th. Additional design of a hybrid new/reno option based on the conference call of May 20th. Commencement of certain schematic design deliverables to maintain schedule.
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30 Day Look Ahead	Resolve Ed Spec overage and continue with the preferred schematic phase. Scheduled to submit the PSR for June 17th with attendance at the June 22nd FAS meeting to present findings. However, as of the issuance of this report (June 6th) these deliverable dates may not materialize.
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Commissioning Agent	N/A
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Commissioning Agent Status	N/A
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Contract Summary

Original Contract Amount

Change Orders (to Date)

Value of Change Orders (to Date)

Total Contract Amount

Contract Type

Change Orders as Percentage of Original Contract Amount 0.0%

Pending Change Orders

Change Order Status

Schedule Assessment

Notice to Proceed Date

1/1/0001

Physical Progress

Substantial Completion Date (Original)

Substantial Completion Date (Revised)

Construction Progress (Reporting Period)

30 Day Look Ahead

Overall Schedule Assessment

Problems Identified (Schedule or Construction)

Quality Control

Safety Compliance

Number of Claims (to Date)

Value of Claims (to Date)

Comments

Recorded Manpower (Reporting Period)

Commissioning Agent

Commissioning Agent Status

Payment Summary

Total Contract Amount

Invoices Paid (to Date)

Invoices Received (Reporting Period)

Contract Amount Remaining

MBE Requirement

MBE Actual

WBE Requirement

WBE Actual

Report Submission (Hard Copy) will include the following attachments

Budget and Cost Report – MSBA format

Projected Cash Flow

Project Schedule

Change Order Tracking Report

Progress Photos

Certification

The undersigned hereby certifies that, to the best of his/her knowledge, the information contained in this monthly report and attached hereto are true and accurate.

Project Director/Project Manager

_____ Print Name

_____ Signature

_____ Date



May 2011

2. Project Schedule

General

The project is slightly behind schedule. A conference call was held June 9th to resolve the Ed Spec and receive direction on the options to be studied for the PSR. The PSR is scheduled to be delivered to the MSBA for June 17th. The District, Project Team and the MSBA are committed to maintain the schedule for this project.

Currently the MSBA BOD schedule is as follows:

MSBA Preferred Schematic Approval	July 27 th MSBA BOD meeting
MSBA Schematic Design Approval	September 28 th MSBA BOD meeting

It is acknowledged that the above dates are subject to change based upon the development of the feasibility study and progress review provided by the MSBA.

Please see the attached project schedule dated 06-10-11 for additional information.

MSBA/District schedule summary

PDP submission	April 1 and 7 th (cost data provided on the 7 th)
Attended FAS meeting	May 11 th
MSBA Ed Spec comments received	May 13 th
District response issued	May 18 th
Conference call held	May 20 th
Conference call held	May 25 th
Additional options issued to MSBA	June 2 nd
MSBA questions issued	June 7 th
District response issued	June 8 th
Conference call held	June 9 th (verbal direction for options rec'd)

30 day look ahead

- Issue PSR for June 17th
- Attend FAS meeting on June 22nd and/or July 13th.
- Commence schematic design (pending based on MSBA feedback)

Schedule Impacts

Commencement of schematic design may push beyond June 23rd.



May 2011

3. Financial

Budget

Current Project Budget. col [A] is: \$ 1,300,000

Committed Costs. col [D] is: \$ 1,232,975 (see attached budget)

Expended to date. col [E] is: \$ 237,010

Recent Contracts/PO's/Change Orders/Amendments:

<u>Type</u>	<u>Vendor</u>	<u>Value</u>	<u>Description</u>
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None this month

Please see the attached budget tracking sheet dated 06_10_11

Budget Impacts:

As of the issuance of this report, no budget impacts are present.

Any budget impacts will be managed within the total project budget of \$1,300,000.

CONCORD-CARLISLE HIGH SCHOOL - BUDGET TRACKING

MSBA ID: W200906400505
 Concord-Carlisle Regional High School
 Project Director: KVA, David Saindon

		Period Ending	5/31/2011	Current Budget									
		MSBA Reimbursement Package	N/A										
		Includes GC/CM Requisition	N/A										
		<u>FSA Budget</u>	<u>Budget Changes</u>	<u>Rev. FSA Budget</u>	<u>Committed Costs</u>	<u>Expended</u>	<u>Unspent</u>	<u>Remaining Budget</u>	<u>% Complete</u>	<u>CTC</u>	<u>Anticipated C @ C</u>	<u>Variance</u>	
		[A]	[B]	[C]	[D]	[E]	[F]=[D]-[E]	[G]=[C]-[D]	[H]=[E]/[J]	[I]	[J]=[D]+[I]	[K]=[C]-[J]	
									(against commit'd)	(beyond committed)		Under / (Over)	
0100 0000	ADMINISTRATION	\$120,000	\$115,025	\$235,025	\$235,025	\$92,760	\$142,265	\$0		\$0	\$235,025	\$0	
	Owner's Project Manager												
0001 0000	Feasibility Study (KVA)	\$120,000	\$115,025	\$235,025	\$235,025	\$92,760	\$142,265	\$0	39%	\$0	\$235,025	\$0	
0200 0000	ARCHITECTURE & ENGINEERING	\$1,000,000	(\$111,500)	\$888,500	\$997,950	\$144,250	\$744,250	\$70,550		\$0	\$888,500	\$0	
	Basic Services												
0002 0000	Feasibility Study (OMR)	\$1,000,000	(\$185,000)	\$815,000	\$815,000	\$132,500	\$682,500	\$0	16%	\$0	\$815,000	\$0	
0002 0000	Amendment #1 (Add'l SF)	\$0	\$73,500	\$73,500	\$73,500	\$11,750	\$61,750	\$0	16%	\$0	\$73,500	\$0	
0300 0000	SUBCONSULTANTS	\$50,000	\$40,000	\$90,000	\$54,725	\$0	\$54,725	\$35,275		\$29,600	\$84,325	\$5,675	
0003 0000	Environmental & Site Feasibility Study	\$50,000	(\$14,725)	\$35,275	\$0	\$0	\$0	\$35,275		\$23,000	\$23,000	\$12,275	
0003 0000	Phase I Preliminary ESA (CDW)	\$0	\$3,850	\$3,850	\$3,850	\$0	\$3,850	\$0	0%	\$0	\$3,850	\$0	
0003 0000	Initial Site Survey (Nitsch)	\$0	\$19,800	\$19,800	\$19,800	\$0	\$19,800	\$0	0%	\$0	\$19,800	\$0	
0003 0000	Preliminary Hazmat Survey (CDW)	\$0	\$17,930	\$17,930	\$17,930	\$0	\$17,930	\$0	0%	\$0	\$17,930	\$0	
0003 0000	Attend Sustainability Meeting (WJE)	\$0	\$2,585	\$2,585	\$2,585	\$0	\$2,585	\$0	0%	\$0	\$2,585	\$0	
0003 0000	Preliminary Geotech Eng. (Nobis)	\$0	\$10,560	\$10,560	\$10,560	\$0	\$10,560	\$0	0%	\$6,600	\$17,160	(\$6,600)	
0800 0000	OWNER'S CONTINGENCY	\$130,000	(\$43,525)	\$86,475	\$0	\$0	\$0	\$86,475		\$0	\$0	\$86,475	
0800 9999	Adjustment												
0004 0000	Owner's Contingency/Other	\$130,000	(\$43,525)	\$86,475	\$0	\$0	\$0	\$86,475		\$0	\$0	\$86,475	
SUBTOTALS		\$1,300,000	\$0	\$1,300,000	\$1,232,975	\$237,010	\$941,240	\$157,025		\$29,600	\$1,207,850	\$92,150	
PROJECT TOTALS		\$1,300,000	\$0	\$1,300,000	\$1,232,975	\$237,010	\$941,240	\$157,025		\$29,600	\$1,207,850	\$92,150	



May 2011

Projected Cashflow

Date	Reimb. No.	Forecasted Value	Submitted Value	Balance
				\$ 1,300,000
Apr-11	1	\$ 40,000	\$ 143,255	\$ 1,156,745
May-11	2	\$ 86,307	\$ 100,048	\$ 1,056,697
Jun-11	3	\$ 89,440	\$ -	\$ 967,257
Jul-11	4	\$ 89,626	\$ -	\$ 877,631
Aug-11	5	\$ 99,933	\$ -	\$ 777,698
Sep-11	6	\$ 100,234	\$ -	\$ 677,464
Oct-11	7	\$ 100,435	\$ -	\$ 577,029
Nov-11	8	\$ 110,421	\$ -	\$ 466,608
Dec-11	9	\$ 117,432	\$ -	\$ 349,176
Jan-12	10	\$ 123,429	\$ -	\$ 225,747
Feb-12	11	\$ 125,189	\$ -	\$ 100,558
Mar-12	12	\$ 100,558	\$ -	\$ -

\$ 1,056,697	\$ 243,303	\$ 1,300,000
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Remaining To Be Submitted

Submitted To Date Value

Project Value



May 2011

4. **Construction Activities**

Not applicable at this time.