



Building Industry Consultants

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December 15, 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 #11 – November 2011

Dear Ms. Connarton:

Please find enclosed project status report #11 for period ending November, 2011. Updated items are in **bold typeface**.

Please feel free to contact myself or Dan McSweeney regarding the enclosed information.

Sincerely,
KVAssociates, Inc.

David Saindon
Project Director



cc: Diana Rigby, Superintendent, Concord-Carlisle Regional School District
MSBA File – Project Status Reports

Concord-Carlisle High School Revitalization

Project Status Report #11

November 2011

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November 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	Complete
Preferred Schematic Report issued	06-17-11	06-17-11	04-01-11	06-17-11	Complete
Receive input from the FAS	06-22-11	06-22-11	06-22-11	06-22-11	Complete
Schematic Design	06-23-11	08-19-11	06-22-11	08-19-11	Complete
Project Budget & Scope Approval	09-05-11	09-08-11	09-01-11	Oct 2011	Complete
MSBA Board Approval	09-28-11	09-28-11	09-28-11	09-28-11	Complete
Town Vote	Nov 2011	Nov 2011	11-14-11	11-15-11	Complete
Execute PFA	Dec 2011	Dec 2011	12-01-11		Pending

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

Project Overview

Contracts

KVA and OMR fee amendments as well as various OMR reimbursable sub-consultant service amendments have been recently approved and executed by the District. Copies will be forwarded to the MSBA under separate cover.

Financial

No concerns within the \$1.3M feasibility/schematic phase budget. Please see attached project budget dated 12-12-11 for additional information. Once the PFA is executed, KVA will meet with the MSBA to discuss the expansion of the budget as well as reallocating any savings from the \$1.3M budget into the \$92.5M budget.

Schedule

No concerns. The project team is currently assessing project schedule options. Items being discussed are early release packages, expected turn over of buildings and project completion milestones. Revised schedule to follow. – **Ongoing.**



November 2011

Submittals

Not applicable at this time.

MA-CHPS

The project team is committed to meet and exceed the minimum MA-CHPS requirements. Additional information can be found in the schematic design package issued August 19, 2011.

Commissioning

Strategic Building Solutions has been awarded the commissioning services contract for the High School.

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 November 2011

MBE – 9%

WBE – 4%

Designer Deliverables

See attached MSBA November progress report

Designer QA/QC

Not applicable at this time.

OPM Deliverables

See attached MSBA November progress report

CM/GC Deliverables

Not applicable at this time.

MSBA Deliverables

PFA execution based on DESE approval.

KV Associates, Inc.		Vanzler, Frank		Progress Report as of Date 11/30/2011	
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		
Project Director	Vanzler, Frank	Total Project Budget (ProPay)	\$1,300,000		
Designer Firm Name	OMR Architects, Inc.	Encumbered (Reporting Period)	\$11,461		
Principal		Encumbered (to Date)	\$1,189,437		
General Contractor Firm Name		Total Project Invoices Received (to Date)	\$1,200,898		
General Contractor Contact Name		Project Completion Percentage	98%		

OPM		KV Associates, Inc.		Progress Report as of Date 11/30/2011	
<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)	\$223,564		
Value of Contract Amendments (to Date)	\$0	Invoices Received (Reporting Period)	\$11,461		
Total Contract Amount	\$235,025	Contract Amount Remaining	\$0		
Contract Amendments as Percentage of Original Contract Amount	0.0%				
OPM Activities (Reporting Period)	Attendance of various public meetings, project review and tracking of all project related costs, review and approval of misc additional service engineering proposals. Continued correspondence with the MSBA and all team members. Correspondance with MSBA regarding questions relating to the schematic design submission. Ongoing developement of the CM RFQ and RFP documents and process.				
Project Budget Status	No issues to report. A budget will be submitted as an exhibit to this on-line report.				
Potential Issues	At this time there are no issues to report.				

DESIGNER		OMR Architects, Inc.		Progress Report as of Date 11/30/2011	
<u>Contract Summary</u>			<u>Payment Summary</u>		
Original Contract Amount	\$815,000	Total Contract Amount	\$982,385		
Contract Amendments (to Date)	8	Invoices Paid (to Date)	\$965,464		
Value of Contract Amendments (to Date)	\$167,385	Invoices Received (Reporting Period)	\$0		
Total Contract Amount	\$982,385	Contract Amount Remaining	\$16,921		
Contract Amendments as Percentage of Original Contract Amount	21.0%				
<u>MBE/WBE Requirements</u>					
MBE Requirement	8%				
MBE Actual	9%				
WBE Requirement	4%				
WBE Actual	4%				
<u>RFIs and Submittals</u>					
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	Approved Project Vote Pending	Phase Scheduled Completion Date	11/30/2011		

Designer Activities (Reporting Period)	Attendance of various design and public meetings. Continued correspondence with all team members. Development of upcoming work plan for the DD phase.
30 Day Look Ahead	Execute PFA document with the MSBA, refine the project schedule, amend current contract for future phases of work and develop a work plan for the DD phase.
Commissioning Agent	N/A
Commissioning Agent Status	MSBA is currently in the process of procuring a commissioning agent

GENERAL CONTRACTOR

Progress Report as of Date 11/30/2011

Contract Summary

Original Contract Amount		Payment Summary	Total Contract Amount
Change Orders (to Date)		Invoices Paid (to Date)	
Value of Change Orders (to Date)		Invoices Received (Reporting Period)	
Total Contract Amount		Contract Amount Remaining	
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	MBE Requirement	
Physical Progress		MBE Actual	
Substantial Completion Date (Original)		WBE Requirement	
Substantial Completion Date (Revised)		WBE Actual	
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			

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



November 2011

2. Project Schedule

General

The project is on schedule. The project team is currently assessing scheduling options to complete the building construction for September 2014 and project completion for spring of 2015. The pre-qualification committee is currently in the process of CM procurement with a goal of completion by mid to late February of 2012.

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)
District / MSBA meeting held	June 22 (commence schematic work)
MSBA letter issued re the PSR	July 8 th
District response issued	July 20
Schematic Design packaged issued	August 19, 2011
BOD schematic design approval	September 28, 2011
Project passes Town Meeting (Concord)	November 7, 2011
Project passes Town Meeting (Carlisle)	November 8, 2011
Project passes Town vote	November 15, 2011
PFA executed by the District	December 1, 2011

30 day look ahead

- Continue to refine project schedule
- Continue CM procurement
- Continue with design development
- Commence early permitting coordination with the Town

Schedule Impacts

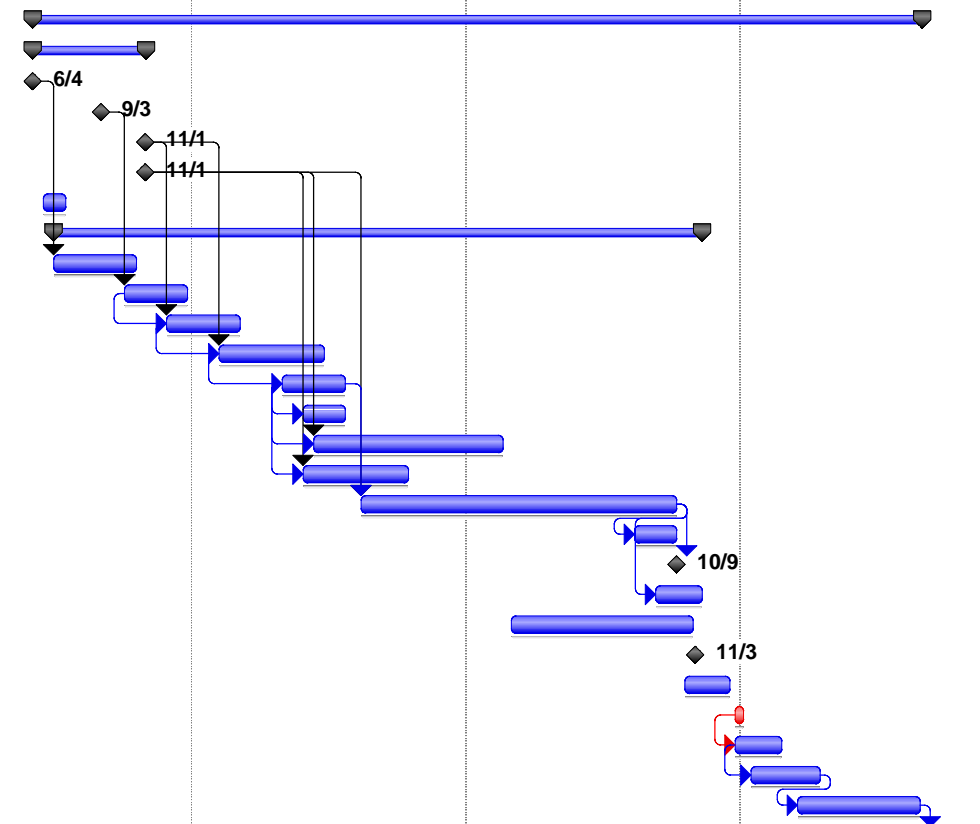
None at this time.



Concord - Carlisle High School Proposed Project Schedule - Schematic Submission



ID	% Complete	Task Name	Duration	Start	Finish	2011												2012												2013												2014												2015												2016		
						N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J
175	0%	Project completion	1 day	Mon 6/8/15	Mon 6/8/15																																																															
176																																																																				
177																																																																				
178	0%	CONSTRUCTION_OPTION 2_ student move at Dec 2014 break	846 days	Mon 6/4/12	Mon 8/31/15																																																															
179	0%	Drawing packages	109 days	Mon 6/4/12	Thu 11/1/12																																																															
180	0%	Site enabling package issued (temp utilities, site enabling)	1 day	Mon 6/4/12	Mon 6/4/12																																																															
181	0%	Sitework package issued (earthwork)	1 day	Mon 9/3/12	Mon 9/3/12																																																															
182	0%	Superstructure package (foundations, steel and elevator)	1 day	Thu 11/1/12	Thu 11/1/12																																																															
183	0%	Remaining scope	1 day	Thu 11/1/12	Thu 11/1/12																																																															
184	0%	Mobilization	22 days	Mon 6/18/12	Tue 7/17/12																																																															
185	0%	Building construction (includes alternate gym facility)	617 days	Mon 7/2/12	Tue 11/11/14																																																															
186	0%	Enabling / early utilities / temp fencing, site safe	80 days	Mon 7/2/12	Fri 10/19/12																																																															
187	0%	Earthwork prep for foundations	60 days	Thu 10/4/12	Wed 12/26/12																																																															
188	0%	Foundations	70 days	Thu 11/29/12	Wed 3/6/13																																																															
189	0%	Structural steel/metal deck	100 days	Thu 2/7/13	Wed 6/26/13																																																															
190	0%	Elevated decks	60 days	Thu 5/2/13	Wed 7/24/13																																																															
191	0%	Fireproofing	40 days	Thu 5/30/13	Wed 7/24/13																																																															
192	0%	Envelope	180 days	Thu 6/13/13	Wed 2/19/14																																																															
193	0%	MEP rough	100 days	Thu 5/30/13	Wed 10/16/13																																																															
194	0%	Interiors	300 days	Thu 8/15/13	Wed 10/8/14																																																															
195	0%	Commissioning	40 days	Thu 8/14/14	Wed 10/8/14																																																															
196	0%	Certificate of Occupancy	1 day	Thu 10/9/14	Thu 10/9/14																																																															
197	0%	Close out / punch	44 days	Thu 9/11/14	Tue 11/11/14																																																															
198	0%	Limited sitework	174 days	Mon 3/3/14	Thu 10/30/14																																																															
199	0%	Substantial completion	1 day	Mon 11/3/14	Mon 11/3/14																																																															
200	0%	FF+E / Technology	44 days	Mon 10/20/14	Thu 12/18/14																																																															
201	0%	Student move	7 days	Fri 12/26/14	Mon 1/5/15																																																															
202	0%	Abate existing buildings	44 days	Fri 12/26/14	Wed 2/25/15																																																															
203	0%	Demolish existing buildings	66 days	Fri 1/16/15	Fri 4/17/15																																																															
204	0%	Sitework and landscaping (may be extended into spring of 2015)	117 days	Thu 3/19/15	Fri 8/28/15																																																															
205	0%	Project completion	1 day	Mon 8/31/15	Mon 8/31/15																																																															





November 2011

3. Financial

Budget

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

Committed Costs. col [D] is: \$ 1,225,820 (see attached budget)

Expended to date. col [E] is: \$ 1,213,001 (subject to verification)

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

<u>Type</u>	<u>Vendor</u>	<u>Value</u>	<u>Description</u>
Amend #9	OMR	\$	Basic services amendment
Amend #1	KVA	\$2,100,000	Basic services amendment
Amend #10	OMR	\$152,647	Various sub-consultants

Please see the attached budget tracking sheet dated 12_12_11 for additional detail.

Please note that the expanded budget (\$92.5m) per the 3011 will be utilized once the PFA is executed by the MSBA and updated by the district into the pro pay system.

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 and subsequent PFA budget value of \$92,578,524.00

CONCORD-CARLISLE HIGH SCHOOL - BUDGET TRACKING

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

Period Ending 11/30/2011
 MSBA Reimbursement Package N/A
 Includes GC/CM Requisition N/A

Current Budget



	<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> <small>(against commit't'd)</small>	<u>CTC</u> <small>(beyond committed)</small>	<u>Anticipated C @ C</u>	<u>Variance</u> <small>Under / (Over)</small>
	[A]	[B]	[C]	[D]	[E]	[F]=[D]-[E]	[G]=[C]-[D]	[H]=[E]/[J]	[I]	[J]=[D]+[I]	[K]=[C]-[J]
0100 0000 ADMINISTRATION	\$120,000	\$115,025	\$235,025	\$235,025	\$235,025	\$0	\$0		\$0	\$235,025	\$0
Owner's Project Manager											
0001 0000 Feasibility Study (KVA)	\$120,000	\$115,025	\$235,025	\$235,025	\$235,025	\$0	\$0	100%	\$0	\$235,025	\$0
0200 0000 ARCHITECTURE & ENGINEERING	\$1,000,000	(\$111,500)	\$888,500	\$888,500	\$888,500	\$0	\$0		\$0	\$888,500	\$0
Basic Services											
0002 0000 Feasibility Study (OMR)	\$1,000,000	(\$185,000)	\$815,000	\$815,000	\$815,000	\$0	\$0	100%	\$0	\$815,000	\$0
0002 0000 Amendment #1 (Add'l SF) <i>(Ineligible per MSBA)</i>	\$0	\$73,500	\$73,500	\$73,500	\$73,500	\$0	\$0	100%	\$0	\$73,500	\$0
0300 0000 SUBCONSULTANTS	\$50,000	\$43,885	\$93,885	\$93,885	\$89,089	\$4,796	\$0		\$0	\$93,885	\$0
0003 0000 Environmental & Site Feasibility Study	\$50,000	(\$50,000)	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
0003 0000 Phase I Preliminary ESA (CDW)	\$0	\$3,850	\$3,850	\$3,850	\$3,575	\$275	\$0	93%	\$0	\$3,850	\$0
0003 0000 Phase II Preliminary ESA (CDW)	\$0	\$13,310	\$13,310	\$13,310	\$13,246	\$64	\$0	100%	\$0	\$13,310	\$0
0003 0000 Initial Site Survey (Nitsch)	\$0	\$19,800	\$19,800	\$19,800	\$17,440	\$2,360	\$0	88%	\$0	\$19,800	\$0
0003 0000 Hydrant Flow Test (Nitsch)	\$0	\$1,650	\$1,650	\$1,650	\$1,650	\$0	\$0	100%	\$0	\$1,650	\$0
0003 0000 Preliminary Hazmat Survey (CDW)	\$0	\$17,930	\$17,930	\$17,930	\$15,833	\$2,097	\$0	88%	\$0	\$17,930	\$0
0003 0000 Attend Sustainability Meeting (WJE)	\$0	\$2,585	\$2,585	\$2,585	\$2,585	\$0	\$0	100%	\$0	\$2,585	\$0
0000 0000 Building Envelope Services (WJE)	\$0	\$12,100	\$12,100	\$12,100	\$12,100	\$0	\$0	100%	\$0	\$12,100	\$0
0003 0000 Preliminary Geotech Eng. (Nobis)	\$0	\$17,160	\$17,160	\$17,160	\$17,160	\$0	\$0	100%	\$0	\$17,160	\$0
0003 0000 Site Noise Survey & Analysis (Acentech)	\$0	\$5,500	\$5,500	\$5,500	\$5,500	\$0	\$0	100%	\$0	\$5,500	\$0
0400 0000 OWNER'S CONTINGENCY	\$130,000	(\$47,410)	\$82,590	\$8,410	\$387	\$8,023	\$74,180		\$0	\$8,410	\$74,180
0004 0000 Owner's Contingency/Other	\$130,000	(\$47,410)	\$82,590	\$8,410	\$387	\$8,023	\$74,180		\$0	\$8,410	\$74,180
PROJECT TOTALS	\$1,300,000	\$0	\$1,300,000	\$1,225,820	\$1,213,001	\$12,819	\$74,180		\$0	\$1,225,820	\$74,180



November 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	\$ 116,937	\$ 939,760
Jul-11	4	\$ 121,828	\$ 121,827	\$ 817,933
Aug-11	5	\$ 92,471	\$ 134,049	\$ 683,884
Sep-11	6	\$ 86,832	\$ 40,417	\$ 643,467
Oct-11	7	\$ 94,768	\$ 123,326	\$ 548,699
Nov-11	8	\$ 219,475	\$ 431,317	\$ 329,224
Dec-11	9	\$ 14,644	\$ -	\$ 314,580
		\$ 14,644	\$ 1,211,176	\$ 1,225,820
		Remaining To Be Submitted	Submitted To Date Value	Project Value



November 2011

4. **Construction Activities**

Not applicable at this time.