



OPM STATUS REPORT

PROJECT: Smith Elementary School, Danvers

DATE: February 8, 2018

Architect	Tappe Architects	Project Phase	Feasibility Study
Facility Type	Elementary School (Grades K-5)	Current MSBA Phase	Module #3
Construction Type	TBD	MSBA Board Vote	December 2018
Building Size	83,500 SF (approx.)	MSBA Funding	Currently 50.58% of eligible costs
Enrollment Projection	465 students	Construction Method	TBD

Recently Completed Milestones

MSBA Designer Selection: (MSBA Module #2 – Forming the Project Team)

- Advertised for designer services July 2017
- Re-advertised for designer services August 2017
- School Building Committee meeting on 9-12-17
- Designer Selection Subcommittee meeting on 9-27-17
 - PMA provided Pros and Cons for each proposal, reviewed with group
 - Reviewed reference checks, and required MSBA statutory requirements
 - Tappe identified as most advantageous designer
- Attended MSBA Board meeting on 10-25-17
 - Four designers shortlisted for interviews in November
- PMA reviewed MSBA's draft interview format, revised, and provided Town with additional individual questions for each firm based on proposals/references
- Tappe selected as designer after interviews and MSBA DSP vote.
- Tappe introduced to School Building Committee on 11-3-17
- Project Kick-off Meeting with MSBA on 11-6-17
- PMA negotiated contract with Tappe for Feasibility Study & Schematic Design + Subconsultants
 - Tappe FS/SD Contract of \$508,175 executed on 11-8-17

Feasibility Study: (MSBA Module #3)

- Tappe subconsultants began studies / field visits ASAP (before winter weather prohibited)
- PMA/Tappe put together draft work plan and reviewed with Town
- Tappe worked on the following tasks in November 2017
 - Educational visioning workshops in November, December, and January
 - Review district-wide elementary goals
 - Review options for alternative sites
 - Initial space summary drafted
 - Existing conditions review
- Traffic data collection began on 11-20-17, completed on 11-29-17
- Surveyor began work on 11-20-17, completed on 12-1-17
- Geotechnical/geo-environmental phase I study performed in early December. Met with Town DPW
 - Town DPW cleared trees to assist geotechnical engineer – very helpful so borings could take place @ approximate location of proposed new building footprint
- Structural, MEP, FP walkthrough took place on 12-19-17.
- ACM inspection performed over Christmas Break (started 12-28-17)
- Civil engineer visited Smith ES site to look at site utilities and general overall site condition on 1-16-18.
- PMA & Tappe have had weekly calls to check on status / discuss ideas and progress.
- Meeting with Educators 1-22-18
- Meeting with Town Working Group 1-22-18

- Meeting with Town Working Group 1-29-18
- Educational Visioning Session #3 with Frank Locker 1-30-18
- Draft documents submitted to cost estimator 1-31-18 for input by 2-6-18

Upcoming Milestones / Ongoing Efforts:

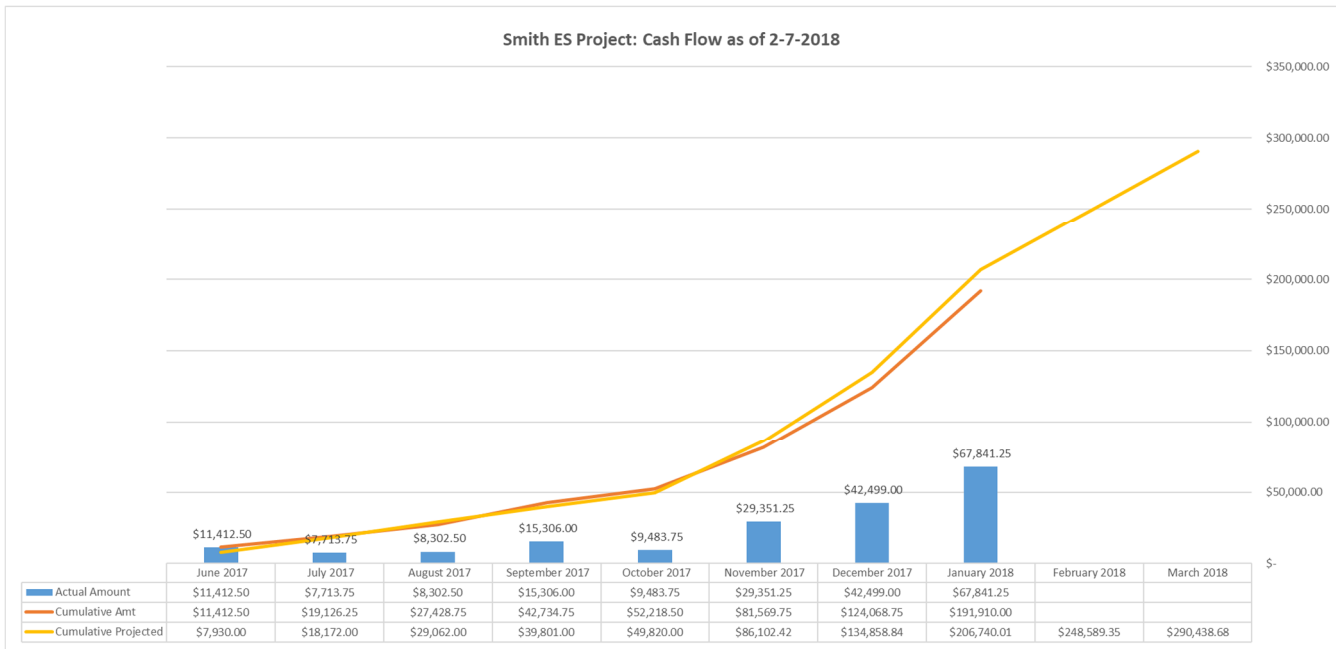
Feasibility Study: (MSBA Module #3)

- PMA and Tappe have developed the Preliminary Design Program (PDP) – the first major submittal to the MSBA as part of the Feasibility Study.
 - Completed PDP items by OPM/Town include:
 - Providing MSBA approval/design enrollment letters
 - Providing Tappe with drawings & documents of existing conditions
 - Town – educational program / plan
 - Capital budget statement
 - Project directory
 - District title to property/development restrictions on current property writeup
 - Tuition agreements with adjacent districts writeup
 - Alternative site analysis
 - Project schedule
 - Analysis of school district school assignment practices
 - Budget and cost comparison for options
 - Local actions and approvals

Schedule / Upcoming milestones:

- Meet with School Building Committee on 2-8-18
 - Review and approve PDP- local actions & approvals, preliminary options, preliminary work plan, etc.
- Submit PDP to MSBA on 2-16-18
- PSR completed by 6-6-18

Current Cash Flow:



MSBA Grants:

- Reimbursements to date = \$41,259
- Pending Reimbursements = \$55,809