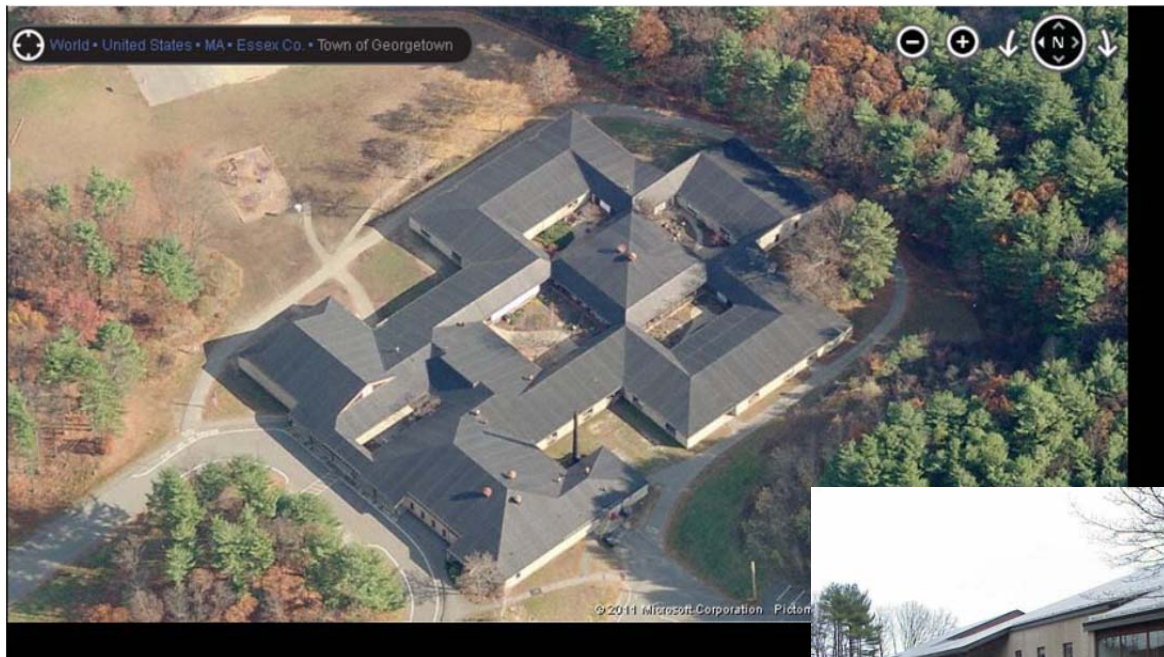


Penn Brook School Feasibility Study Georgetown, MA

December 2011

OPM Monthly Report #8



Submitted BY:

 **Municipal**
Building Consultants, Inc.

200 Sutton Street
North Andover, MA 01845

Town of Georgetown
Georgetown Public Schools




Massachusetts School Building Authority



Drummey Rosane Anderson, Inc.
141 Herrick Road
Newton Centre, MA 02459-2218

1. Previous Months Activity:

- The Building Committee met once in December on the 20th.
- The design team continued developing the schematic design based on the approval of the preferred alternative selected by the building committee
- The design was presented to the building committee and teaching/administration groups

2. Next Month's Anticipated Activities:

- The Building Committee is scheduled to meet numerous times in January.
- There will be another community meeting to present the latest designs to the community.
- The project team is on the agenda for the January 11th Facilities Subcommittee Meeting at the MSBA.
- DRA will continue to develop the preferred alternative option in preparation for the Facilities Subcommittee Meeting and the MSBA Board Meeting in January.
- The estimators will begin reviewing the designs in order to create

3. Project Schedule

Please see attached the updated Master Schedule

4. Project Budget Report:

The attached budget report includes the total budget amount approved at the Georgetown Town Meeting for the Feasibility/Schematic Design Phases. The budget reflects the Feasibility Study Agreements with the MSBA. Current invoicing appears in the report as well.

5. Change Orders and Potential Change Orders:

There have (3) Amendments made to DRA's contract as follows:

Amendment #1	\$14,900.00	Survey Work
Amendment #2	\$8,240.00	Geo-Technical Explorations
Amendment #3	\$3,100.00	Additional Geo-Technical Exploration

6. Cash flow projections:

Please see attached an updated Cash Flow document

7. Safety performance:

N/A

8. Construction QA/QC:

N/A

9. Environmental compliance:

N/A

10. Community issues:

The School Building Committee and the School Department will continue to meet and update the Board of Selectmen, The School Committee, abutters and other town boards as required.

11. MBE/WBE:

N/A




Monthly Budget Report

Georgetown Penn Brook School Feasibility Study - Budget Report	Budget* (* Approved Warrant Article)	Committed Amount	Uncommitted Balance Remaining	Invoiced to Date	% Invoiced to Date	Committed Balance Remaining
Feasibility Study Agreement						
Owner's Project Manager	110,000.00	109,440.00	560.00	83,289.00	76%	26,151.00
A&E - Feasibility Study/Schematic Design	425,000.00	420,000.00	5,000.00	211,500.00	50%	208,500.00
Environmental and Site	110,000.00	23,140.00	86,860.00	-	0%	23,140.00
Other	75,000.00	29.48	74,970.52	29.48	0%	-
	720,000.00	552,609.48	167,390.52	294,818.48	53%	257,791.00
Design and Construction						
Owner's Project Manager (not incl Feas Study)	-	-		-		-
Legal Fees	-	-		-		-
Advertising	-	-		-		-
Other Administrative Costs	-	-		-		-
A&E - Design Development	-	-		-		-
A&E - Construction Contract Documents	-	-		-		-
A&E - Bidding	-	-		-		-
A&E - Construction Contract Administration	-	-		-		-
A&E - Closeout	-	-		-		-
A&E - Reimbursable Services	-	-		-		-
Construction - Budget (60% Estimate)	-	-		-		-
Construction Contingency	-	-		-		-
Testing Services	-	-		-		-
Furnishings (Estimate)	-	-		-		-
Equipment (Estimate)	-	-		-		-
Owners Contingency	-	-		-		-
Total Approved Budget	720,000	552,609		294,818.48		167,390.52

Cash Flow Report

Month		OPM/Admin Costs	Designer Fees	Other Costs	Owners Contingency	Totals
Budget from FSA		110,000	425,000	110,000	75,000	720,000
						-
April	2011	2,880	-			2,880
May	2011	3,600	-			3,600
June	2011	7,185	-			7,185
July	2011	7,215	-			7,215
August	2011	7,095	24,000			31,095
September	2011	13,170	65,600			78,770
October	2011	16,314	53,600			69,914
November	2011	18,210	21,098	23,140		62,448
December	2011	7,260	62,700			69,960
January	2012	7,200	75,000			82,200
February	2012	4,200	70,000			74,200
March	2012	4,000	32,300			36,300
April	2012	4,000	20,702			24,702
May	2012	3,940	-			3,940
June	2012	3,731	-			3,731
		110,000	425,000	23,140	-	558,140
Note that the cash flow does not include Owners Contingency						

Penn Brook School Georgetown, MA - SUMMARY OF MEETINGS / SCHEDULE - Updated 12/9/2011

MEETING - Issues to review	Votes?	DATE
 Submission Deadline for January Board Meeting		Thursday, December 08, 2011
Building Committee		Tuesday, December 20, 2011
Issues for Review:		
review outcome of 12/14 Facility Sub-Committee Meeting		
review any msba review comments		
review and approve minutes of 11/22	vote	
(all materials requiring votes must be sent to committee on Friday 12/16/11)		
1st Possible MSBA Facilities Sub-Committee Meeting		Wednesday, December 14, 2011
January Building Committee Meetings		To be Scheduled
2nd Possible MSBA Facilities Sub-Committee Meeting		Wednesday, January 11, 2012
 MSBA Board Meeting (Preferred Alternative)		Wednesday, January 25, 2012
February Building Committee Meetings		To be Scheduled
Submission Deadline for Schematic Design for March Board		Friday, February 17, 2012
March Building Committee Meetings		To be Scheduled
 MSBA Board Meeting (Scope and Budget)		Wednesday, March 28, 2012
<div style="border: 1px solid black; background-color: #e0f0e0; padding: 10px; margin: 10px auto; width: fit-content;"> <p>Approve Funding (Town Meeting) - Monday, May 07, 2012</p> <p>Approve Funding (Ballot) - Monday May 14, 2012</p> </div>		
Upon Successful Passing of the Votes the following is an anticipated schedule:		
Design Development Complete	4 months	September 2012
Construction Documents Complete	6 months	March 2013
Bidding Complete	2 months	June 2013
Construction Complete	24 months	June 2015