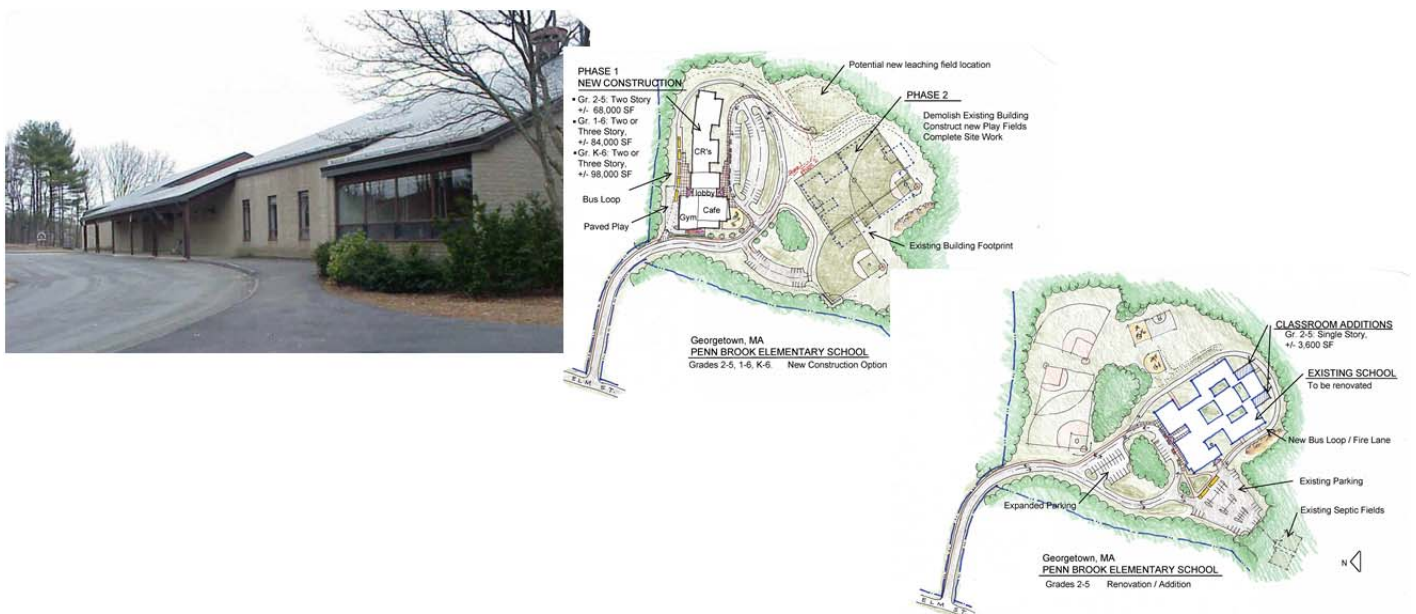


Penn Brook School Feasibility Study Georgetown, MA

SEPTEMBER 2011

OPM Monthly Report #5



Submitted BY:



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Town of Georgetown
Georgetown Public Schools



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1. Previous Months Activity:

- The Building Committee met twice in September on September 19th and 29th.
- The Building Committee also provided project updates to the Board of Selectmen and the School Committee.
- The Building Committee voted (2) contract amendments to DRA's contract for Survey work and Geo-technical investigations. These contract amendments are noted in the budget report.
- The first community/forum meeting occurred on September 15th at the Penn Brook School Cafeteria. The meeting was very well attended. Breakout sessions were held with focus groups on Education Planning, Site Development Issues/Concerns, and General Concerns. Due to the success of the meetings (2) additional community meetings/forums were scheduled for October.
- DRA continued developing the Preliminary Design Program submission scheduled to be submitted on October 7th.
- DRA also presented the initial space summaries, a list of potential alternatives to study based on the grade configurations.
- Geotechnical and Survey work began in September.
- Bi-weekly conference calls with the MSBA & DRA were setup for in order to review progress and resolve issues.

2. Next Month's Anticipated Activities:

- The Building Committee is scheduled to meet on October 11th and 25th.
- The next community forums will be held on October 18th and 20th.
- The project will be presented at School Committee and Board of Selectmen meetings with the intent of obtaining approval votes and signatures to the module 3 checklists.
- DRA and Municipal will continue reviewing the existing conditions of the building in order to prepare the existing conditions portion of the report, including preparing estimates based on the consultant's reports.
- The estimates for the options outlined in the matrix will be developed during the month of October.

3. Project Schedule

Please see attached 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. The budget also includes the recently signed contract with Municipal Building Consultants and DRA. Current invoicing appears in the report as well.

5. **Change Orders and Potential Change Orders:**

N/A

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 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	41,145.00	38%	68,295.00
A&E - Feasibility Study/Schematic Design	425,000.00	420,000.00	5,000.00	89,600.00	21%	330,400.00
Environmental and Site	110,000.00	23,140.00	86,860.00	-	0%	23,140.00
Other	75,000.00	-	75,000.00	-	0%	-
	720,000.00	552,580.00	167,420.00	130,745.00	24%	421,835.00
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	552,580		130,745.00		167,420.00

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	7,200	75,000			82,200
November	2011	7,200	75,000	23,140		105,340
December	2011	7,200	70,000			77,200
January	2012	7,200	70,000			77,200
February	2012	8,000	30,000			38,000
March	2012	8,000	15,400			23,400
April	2012	8,000	-			8,000
May	2012	8,000	-			8,000
June	2012	8,055	-			8,055
		110,000	425,000	23,140	-	558,140

Master Schedule

MEETING - Issues to review	DATE
Building Committee	Monday, September 19, 2011
Building Committee	Thursday, September 29, 2011
Submit Preliminary Design Program to MSBA	Friday, October 07, 2011
Building Committee	Tuesday, October 11, 2011
2nd COMMUNITY FORUM - 6:30 pm to 8:30 pm	Tuesday, October 18, 2011
3rd COMMUNITY FORUM - 9:00 AM	Thursday, October 20, 2011
Building Committee	Tuesday, October 25, 2011
Building Committee	Tuesday, November 08, 2011
Building Committee	Tuesday, November 22, 2011
Submission Deadline for January Board Meeting	Wednesday, December 07, 2011
Building Committee	Tuesday, December 13, 2011
1st Possible MSBA Facilities Sub-Committee Meeting	Wednesday, December 14, 2011
Building Committee - TENTATIVE	Tuesday, December 27, 2011
2nd Possible MSBA Facilities Sub-Committee Meeting	Wednesday, January 11, 2012
MSBA Board Meeting (Preferred Alternative)	Wednesday, January 25, 2012
Submission Deadline for Schematic Design for March Board	Friday, February 17, 2012
MSBA Board Meeting (Scope and Budget)	Wednesday, March 28, 2012
<div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p style="text-align: center;">Approve Funding (Town Meeting) - Monday, May 07, 2012</p> <p style="text-align: center;">Approve Funding (Ballot) - Monday May 14, 2012</p> </div>	

POSSIBLE FUTURE PROJECT SCHEDULE

Design Phase:

Design Development Complete	Oct 2012
Construction Documents Complete	April 2013
Bidding Complete	June 2013
Construction Complete	June 2015