

MONTHLY REPORT



# BURLINGTON HIGH SCHOOL

  
March 2024

DORE + WHITTIER

## I. EXECUTIVE SUMMARY

During the month of March, the Tappé and Dore + Whittier (D+W) teams were focused on commencing with the Preliminary Design Program (PDP) for the Burlington High School building project. Sub-consultant contracts were put in place and activities were scheduled including existing building condition analysis and scheduling a survey of the high school property in early-April. Site investigations inside the building, including taking samples to determine if any Asbestos Containing Material (ACM) is present as well as a scan of the entire building are scheduled for the April school break.

The Tappé team working in conjunction with D+W, has refined the overall schedule of work to account for various PDP activities including:

- Existing Conditions Review
- Educational Program Development
- Programming Non-Educational and High School

## II. PROJECT SCHEDULE OVERVIEW

A Project Schedule is attached to this report. Key milestone dates include:

Completion of the PDP – July 2024

Preferred Schematic Report (PSR) – November 2024

Schematic Design Completion – August 2025

The schedule supports completion of the feasibility study and schematic design to be in a position to include a warrant on the Fall Town Meeting to obtain funding to complete the project. This schedule will be reviewed with the full School Building Committee (SBC) at the next formal meeting on 11 April 2024.

## III. TASKS COMPLETED

- 03.04.2024 Internal weekly team project meeting. Shared working group / goals survey with design team.
- 03.08.2024 Issued February 2024 Monthly Report.
- 03.11.2024 Internal weekly team project meeting.
- 03.12.2024 Issued SBC presentation materials and signed off on sub-consultant agreements with design team. Initial discussion with David Kartunen of kartoon.edu to better understand work product used to assist in communicating the MSBA process to the general public through mixed media.

March 2024

- 03.14.2024 Attend SBC Meeting No. 4.
- 03.15.2024 Tappé and D+W SBC meeting de-brief. Agreed next steps in PDP.
- 03.18.2024 Internal weekly team meeting.
- 03.19.2024 Confirmed CORI process with Director of Operations.
- 03.25.2019 Internal weekly team meeting. Discussion with AM Fogarty to provide estimating services during PDP.
- 03.29.2024 Review Tappé work plan, schedule and working group plan and provide comments to the design team.

#### **IV. 30-DAY LOOK AHEAD**

Activities planned for the month of April (scheduling on-going):

- Site Survey
- Test Boring
- Civil site inspection
- Existing Conditions Review
- Educational Program Development
- Programming Non-Educational and High School
- Visioning Session



## V. PROJECT BUDGET



### Project Details

DWMP Project No.	23-0130	Project Type	High School
Project Name	Burlington High School	Scope Type	TBD
Project Address	123 Cambridge St Burlington, MA 01803	MSBA Project?	No
Project Phase	Feasibility Study		
Phase End-Date	11/30/2025		
Phase % Complete	19%		

[Edit Project Details](#)

- Budgets
- Budget Transfers
- Contracts
- Invoices
- Vendors
- Meetings
- Monthly Reporting

### Project Budget Summary

Budget Category	Orig. Budget	Transfers	Upd. Budget	Contract Amt.	% Committed	Expended	% Expended	Contract Remain'g	Bud. Balance
0000-0000 Feasibility Study Agreement									
0001-0000_OPM - Feasibility Study	\$450,000.00	\$0.00	\$450,000.00	\$450,000.00	100%	\$54,000.00	12%	\$396,000.00	\$0.00
0002-0000_A&E - Feasibility Study	\$750,000.00	\$0.00	\$750,000.00	\$750,000.00	100%		0%	\$750,000.00	\$0.00
0003-0000_Environmental & Site	\$200,000.00	\$0.00	\$200,000.00	\$200,000.00	100%		0%	\$200,000.00	\$0.00
0004-0000_Other	\$100,000.00	\$0.00	\$100,000.00	\$100,000.00	0%		0%	\$0.00	\$100,000.00
Total - 0000-0000 Feasibility Study Agreement	\$1,500,000.00	\$0.00	\$1,500,000.00	\$1,400,000.00	300%	\$54,000.00	12%	\$1,346,000.00	\$100,000.00

## VI. POTENTIAL ISSUES

There are no issues to report this month.

## VII. OPM ACTIVITIES

Support all PDP activities as identified in the attached materials related to the Tappé work plan.

## VIII. ARCHITECT ACTIVITIES

Refer to the attached work plan.

## IX. CONTRACTOR ACTIVITIES

None during the Month of March.

## **X. ATTACHMENTS**

SBC Meeting No. 4 03.14.2024 Minutes (draft – to be approved at SBC Meeting No. 5 on 04.11.2024)

Project Schedule

Tappé Detailed Schedule Work Plan

## **XI. PROJECT PHOTOS**

None at this time.