

MONTHLY REPORT



BURLINGTON HIGH SCHOOL

May 2024

DORE + WHITTIER

I. EXECUTIVE SUMMARY

Over the course of May, the design team has been working to complete our existing conditions analysis and reports based on site visits, conversations, testing, and other interactions with staff and facility managers. In addition, the team has begun initial “discovery sessions” with peripheral programs that are in the high school such as district admin, BCAT, etc. In May we also conducted our educational visioning sessions which wrapped up on June 6th with a final Charette style session where various models of school were explored and culminated in some bubble diagrams that will inform the upcoming design options. Looking ahead, Tappe is starting to explore the various design options in 3 categories of renovation, addition/renovation, and new construction. Over the course of the next month or so, these options will be generated and evaluated which leads to the initial set of solutions and we will start looking at general budget models that will encompass the variety of options. These are high level budget exercises that provide insight on general direction, and they will be refined over time as the options are narrowed during the Preferred Schematic phase.

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 13 June 2024.

III. TASKS COMPLETED

- 05.06.24 Internal Monthly Meeting
- 05.06.24 Issue Monthly Report, SBC Meeting Materials (Agenda, Presentation, Invoices)
- 05.09.24 Attend SBC Meeting No. 6 at BHS
- 05.13.24 Educational Visioning Workshop No. 1 held at BHS with BHS staff, parents and students
- Week of 5/13 Coordinate between design team and SBC members of the establishment of working groups and scheduling 1st meeting

May 2024

- 05.21.24 Program Discovery meetings with Tappé and BHS programs (Pre-school and Cambridge Closet)
- 05.22.24 Educational Visioning Workshop No. 2 held virtually with BHS staff, parents and students

IV. 30-DAY LOOK AHEAD

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

- Continue PDP Options
- Finalize/Review Educational Plan
- Final Ed Visioning Workshop
- Working Groups
- Start Developing Community Outreach Strategy
- Review/Finalize Visioning Notes
- Continue Cost Modeling

V. PROJECT BUDGET

Burlington High School



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 01903	MSBA Project?	No
Project Phase	Feasibility Study		
Phase End Date	11/30/2025		
Phase % Complete	24%		

[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	Edit	Delete
0000-0000 Feasibility Study Agreement											
0001-0000_OPM - Feasibility Study	\$450,000.00	\$0.00	\$450,000.00	\$450,000.00	100%	\$90,000.00	20%	\$360,000.00	\$0.00	Edit	Delete
0002-0000_A&E - Feasibility Study	\$750,000.00	\$0.00	\$750,000.00	\$750,000.00	100%	\$0.00	0%	\$750,000.00	\$0.00	Edit	Delete
0003-0000_Environmental & Site	\$200,000.00	\$0.00	\$200,000.00	\$200,000.00	100%		0%	\$200,000.00	\$0.00	Edit	Delete
0004-0000_Other	\$100,000.00	\$0.00	\$100,000.00		0%		0%	\$0.00	\$100,000.00	Edit	Delete
Total - 0000-0000 Feasibility Study Agreement	\$1,500,000.00	\$0.00	\$1,500,000.00	\$1,400,000.00	300%	\$90,000.00	20%	\$1,310,000.00	\$100,000.00		
Total	\$1,500,000.00	\$0.00	\$1,500,000.00	\$1,400,000.00	300%	\$90,000.00	20%	\$1,310,000.00	\$100,000.00		

Contract Items Pending Approval

The following contract items are pending approval by the Owner/Building Committee. Contract totals above do not incorporate these items until they are approved.

Approval Status	Contract Item Value	Associated Contract	Contract Line Item Notes	Budget Category
No Data				

Invoice Items Pending Approval

The following invoice items are pending approval by the Owner/Building Committee. Expended totals above do not incorporate these invoices.

Approval Status	Invoice Line Value	Associated Invoice	Invoice Notes	Budget Category
Pending	\$18,000.00	#006 - DWMP (BHS)		0001-0000: OPM - Feasibility Study
Pending	\$42,855.00	#240409 - Tappé (BHS)		0002-0000: A&E - Feasibility Study
Total Pending	\$60,855.00			

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 April.

X. ATTACHMENTS

SBC Meeting No. 6 05.09.2024 Minutes (draft – to be approved at SBC Meeting No. 7 on 06.13.2024)

Project Schedule

Tappé Detailed Schedule Work Plan

XI. PROJECT PHOTOS

None at this time.