

MONTHLY REPORT



BURLINGTON HIGH SCHOOL



July 2024

DORE + WHITTIER

I. EXECUTIVE SUMMARY

In July, the design team focused on integrating data to begin developing options. Tappé also assessed the building's existing conditions to determine feasible options. The team has been collaborating with working groups, including creating community outreach content, with the next update scheduled for August 15th. Additional efforts include working with the teaching and learning tech group on the educational program document and the facilities assessment and sustainability groups on the Owner's Project Requirements (OPR) document, which includes a design narrative.

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.

III. TASKS COMPLETED

- 7/1 – Meeting with Tappé to determine next steps in relation to PDP development, schedule leading in the Fall.
- 7/3 – Notify SBC members of cancellation of July meeting.
- 7/8 – Internal monthly meeting; BHS Community Outreach working group meeting; discussion with Tappé regarding wetland flagging, buildable area and approaching Burlington Conservation Commission. Timing TBD.
- 7/11 – BHS Sustainability Working Group and Facilities Assessment working group meetings; July SBC meeting cancelled. Tappé issues Owner's Project Requirements draft for review by various working groups.
- 7/15 – Internal monthly meeting; BHS Educational Planning working group meeting (postponed). PDP organizational options issued by Tappé for discussion. Correspondence with BHS Business Manager on outstanding invoices (clerical issue resolved). Educational Visioning Notes summary issued. BHS June 2024 Monthly Report issued to SBC members and posted to the project website. Consultant Existing Conditions Reports also posted to the project website.



- 7/16 – Tappé issues draft Community Outreach Video No. 1 for review by the Community Outreach working group and D+W. Draft approved and posted to the project website on 7/17 and distributed to Burlington Buzz, BCAT and BHS to distribute to parents across the entire school community.
- 7/25 – BHS Facilities Assessment working group meeting.
- 7/27 – Discussion with Community Outreach Group on Thursday Night pop-up nights in September at True North Plaza. Plan to book 1-2 nights either before or after Fall Town meeting.
- 7/29 – Internal monthly meeting

IV. 30-DAY LOOK AHEAD

Looking ahead, the design team will be drilling in on the option strategies Tappe is presenting at the next SBC meeting and will be prepared at the following building committee to show actual architectural responses to each of these strategies for discussion. This will be the “first look” at options which will become the basis for pricing and decision making as we get further into September.



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	36%		

[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%	\$126,000.00	28%	\$324,000.00	\$0.00		
0002-0000-A&E - Feasibility Study	\$750,000.00	\$0.00	\$750,000.00	\$750,000.00	100%	\$85,710.00	11%	\$664,290.00	\$0.00		
0003-0000-Environmental & Site	\$200,000.00	\$0.00	\$200,000.00	\$200,000.00	100%	\$30,580.00	15%	\$169,420.00	\$0.00		
0004-0000-Other	\$100,000.00	\$0.00	\$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%	\$242,290.00	54%	\$1,157,710.00	\$100,000.00		
Total	\$1,500,000.00	\$0.00	\$1,500,000.00	\$1,400,000.00	300%	\$242,290.00	54%	\$1,157,710.00	\$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 July.

X. ATTACHMENTS

None at this time.

XI. PROJECT PHOTOS

None at this time.