

**MONTHLY REPORT**



# **BURLINGTON HIGH SCHOOL**

**October 2024**

**DORE + WHITTIER**



## I. EXECUTIVE SUMMARY

The month of October Tappe has worked on refining the design options based upon feedback received at last months SBC meeting as well as further analysis of the site. Tappe has engaged with our cost estimator to develop pricing on the 10 plus building options in order to understand what the various options could cost. Our civil team has begun the process of filing an ANRAD (Abbreviated Notice of Resource Area Delineation) to better determine the constraints of the site. Tappe is currently in the process of assembling the PDP (Preliminary Design Program) binder, to be handed over to the SBC as a checkpoint before further developing the design options in more detail during the PSR phase (Preferred Schematic Report).

## II. PROJECT SCHEDULE OVERVIEW

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

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

10/1/24 Attend space summary meeting with BHS Superintendent and Principal with Tappé.

10/2/24 Issue SBC Meeting No. 8 meeting minutes and August monthly report.

10/3/24 Attend Community Listening Session with Tappé at pop-up event.

10/7/24 Internal monthly meeting; post agenda for SBC meeting on 10/10.

## Burlington High School



October 2024

- 10/8/24 Issue presentation, agenda, invoices, previous meeting minutes to the SBC in advance of 10/10 SBC meeting; monthly report for September issues to SBC members and posted to the project website.
- 10/10/24 Attend SBC meeting no. 9 at the high school.
- 10/11/24 Meeting with Tappé to review meeting notes from SBC meeting, discuss estimating process, ANRAD documentation and outline community event agenda for November.
- 10/14/24 Internal monthly meeting.
- 10/17/24 Follow up discussion with BHS Superintendent on space available at 10 Corporate Drive; subsequent discussion with Building Owner representative to meet on-site on 10.29.
- 10/18/24 Internal review of preliminary cost estimates for PDP options.
- 10/21/24 Internal monthly meeting; scheduled meeting with Tappé on 8 November to review cost estimates in advance of SBC meeting on 14 November.
- 10/25/24 Issued meeting minutes from last SBC meeting on 10/10.
- 10/28 /24 Internal monthly meeting; hosted Community Outreach Working Group meeting to agree content, agenda and schedule for upcoming Community Event No. 1 at BHS on 20 November at 6:30 p.m.; Tappé issued options for estimating purposed in advance of upcoming SBC meeting on 14 November.
- 10/29/24 Met with Building Owner representative of 10 Corporate Drive, Superintendent and Facilities Director and Tappé to view actual space and determine possible next steps if any.
- 10/31 /24 Tappé issued ANRAD documentation / forms for upcoming Con Comm meeting; reviewing materials for inclusion in PDP submission to the SBC.



## IV. 30-DAY LOOK AHEAD

For the next 30 days, Tappe will continue developing the options in more detail in an effort to determine the best approach for Burlington High School. Throughout this effort the options will be narrowed down, and toward the end, new pricing models will be developed and fine tuned. We will continue developing sustainability concepts, site design, and approaches to structural infrastructure and building systems.

## 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	44%		

[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%	\$180,000.00	40%	\$270,000.00	\$0.00		
0002-0000-A&E - Feasibility Study	\$750,000.00	\$0.00	\$750,000.00	\$750,000.00	100%	\$169,293.00	22%	\$580,707.00	\$0.00		
0003-0000-Environmental & Site	\$200,000.00	\$0.00	\$200,000.00	\$200,000.00	100%	\$134,079.00	67%	\$65,921.00	\$0.00		
0004-0000-Other	\$100,000.00	\$0.00	\$100,000.00		0%		0%	\$0.00	\$100,000.00		
<b>Total - 0000-0000 Feasibility Study Agreement</b>	<b>\$1,500,000.00</b>	<b>\$0.00</b>	<b>\$1,500,000.00</b>	<b>\$1,400,000.00</b>	<b>300%</b>	<b>\$483,372.00</b>	<b>129%</b>	<b>\$916,628.00</b>	<b>\$100,000.00</b>		
<b>Total</b>	<b>\$1,500,000.00</b>	<b>\$0.00</b>	<b>\$1,500,000.00</b>	<b>\$1,400,000.00</b>	<b>300%</b>	<b>\$483,372.00</b>	<b>129%</b>	<b>\$916,628.00</b>	<b>\$100,000.00</b>		

## 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



**IX. CONTRACTOR ACTIVITIES**

None during the Month of October.

**X. ATTACHMENTS**

None at this time.

**XI. PROJECT PHOTOS**

None at this time.