

MONTHLY REPORT



BURLINGTON HIGH SCHOOL

August 2024

DORE + WHITTIER



I. EXECUTIVE SUMMARY

The month of September was busy pulling together various options based on the strategies presented at the September building committee meeting. We have continued to meet with the district and school admin to understand the space summary as well as review the educational program for the high school. Tappe has over 10 options of various scopes. In addition, the team prepared for our first community listening sessions at the beer garden event. While it was postponed one week, this was a good event where the team had 20-30 conversations about the high school project and handed out tiny 3D models of the existing school with QR codes that allow people to visit the project site. Thus far, the QR code has been used to access the site nearly 50 times.

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

- 9/5/24 Attend community beer garden to support Fox Hill school and answer any questions related to the high school project.
- 9/9/24 Internal monthly meeting; community outreach working group meeting; post SBC meeting agenda for 9/12 SBC meeting; drone footage taken of existing high school.
- 9/10/24 Issue presentation, agenda, invoices, previous meeting minutes to the SBC in advance of 9/12 SBC meeting.
- 9/12/24 Attend SBC meeting no. 8 at the high school.
- 9/16/24 Internal monthly meeting; education planning and learning tech working group meeting.



- 9/17/24 D+W and Tappé teams meet to discuss PDP schedule, presentation of options, cost estimates and upcoming events including Town Meeting, community listening session and a formal community presentation for the high school building project.

- 9/20/24 In response to Town Meeting informational meeting on 9/19; prepare a narrative for SBC Chair to provide an update on the high school project at Town Meeting on 9/23; Tappé provides 1st community video to support presentation.

- 9/23/24 Internal monthly meeting; Burlington Town Meeting.

- 9/25/24 Community Listening Session postponed to 10/3; plan to attend.

- 9/30/24 Internal monthly meeting

IV. 30-DAY LOOK AHEAD

For the next 30 days, Tappe will continue to refine the options. Hopefully some will be taken off the list and we can narrow the focus on a select few. In addition, Tappe will begin to assemble pricing models for each option and consider the logistics required to accomplish each option. Ultimately this work will culminate in the November building committee meeting, and we hope that meeting will set the course with only a couple options to study for PSR. The PDP phase of the project will be substantially complete by our meeting in November and that should be the transition to the next phase of PSR level exploration and refinement.



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		
Total - 0000-0000 Feasibility Study Agreement	\$1,500,000.00	\$0.00	\$1,500,000.00	\$1,400,000.00	300%	\$483,372.00	129%	\$916,628.00	\$100,000.00		
Total	\$1,500,000.00	\$0.00	\$1,500,000.00	\$1,400,000.00	300%	\$483,372.00	129%	\$916,628.00	\$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 September

X. ATTACHMENTS

None at this time.

XI. PROJECT PHOTOS

None at this time.