

WILLIAM H. GALVIN MIDDLE SCHOOL

Canton, MA



OPM Monthly Project Update Report

November 2023

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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During the month of November, the Project Team began the Preferred Schematic Report (PSR) phase. The Project Team developed the building option designs and site designs further in order to get feedback from the School Building Committee and various other stakeholders. The SBC has been meeting monthly to review project updates and offer feedback on the designs.

Grade configuration has been discussed at every School Committee meeting over the past few months, as well as 2 of the 4 public forums held to date. The School Committee will be meeting in December to decide which grade configuration (6-8 – existing, or 5-8) to pursue.

The PSR pricing set documents will be issued to estimators on December 20, 2023 with final estimates expected by January 15, 2024. The SBC will be meeting in January to decide on a preferred solution.

The project is currently on target to hit the following updated milestone dates:

- 
- *October 27, 2023 - Preliminary Design Program (PDP) Submission due to MSBA for staff review - SUBMITTED*
- *January 25, 2024 - Preferred Schematic Report (PSR) due to MSBA*
- *April 24, 2024 - MSBA Board of Directors Meeting to approve PSR*
- *June 27, 2024 – Schematic Design (SD) Report to be submitted to MSBA*
- *August 28, 2024 - MSBA Board of Directors Meeting for Project Scope & Budget*
- *District Vote: Fall 2024*

## I. TASKS COMPLETED THROUGH NOVEMBER 2023

The following tasks were completed in the month of November 2023:

11/01/23	Project Team Meeting
11/01/23	Working Group Meeting
11/08/23	Project Team Meeting
11/09/23	School Committee Meeting
11/13/23	Project Team Meeting
11/13/23	Community Forum
11/15/23	School Building Committee Meeting
11/16/23	School Committee Meeting
11/22/23	Project Team Meeting
11/27/23	Working Group Meeting
11/29/23	Project Team Meeting
11/29/23	Community Forum

## II. TASKS PLANNED FOR DECEMBER 2023

The following tasks are planned for the month of December 2023:

12/06/23	Project Team Meeting
12/08/23	Working Group Meeting
12/13/23	Project Team Meeting
12/15/23	Working Group Meeting
12/20/23	Project Team Meeting
12/20/23	Joint School Committee / School Building Committee Meeting

## III. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$110,185.83 this month, which consisted of OPM and Designer fees related to the Feasibility Study phase.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated November 30, 2023.

## IV. PROJECT SCHEDULE OVERVIEW

The project is currently on target to hit the following milestone dates:

- *October 27, 2023 - Preliminary Design Program (PDP) Submission due to MSBA for staff review - SUBMITTED*
- *January 25, 2024 - Preferred Schematic Report (PSR) due to MSBA*
- *April 24, 2024 - MSBA Board of Directors Meeting to approve PSR*
- *June 27, 2024 – Schematic Design (SD) Report to be submitted to MSBA*
- *August 28, 2024 - MSBA Board of Directors Meeting for Project Scope & Budget*
- *District Vote: December 2024/January 2025*

## V. CONTRACT AMENDMENTS/BUDGET TRANSFERS

Contract Amendment No. 1 for the total value of \$9,900.00 is based on A.M. Fogarty's Proposal, dated November 14, 2023, for Preferred Schematic Report and Schematic Design phase Cost Estimating Services for \$9,000.00 and includes LeftField's 10% administrative mark-up of \$900.00.

Refer to the attached Total Project Budget Status Report, dated November 30, 2023.

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## VI. MBE / WBE PARTICIPATION

The Minority Business Enterprise (MBE) participation goal is 5.4% and for Women Business Enterprise (WBE) participation, the goal is 10.4%. Based on the Designer Subcontracts awarded for the Feasibility Study/Schematic Design Phase, the percentage of fee for MBE is 8.1% and WBE is 18.7% for a combined total MBE/WBE participation of 26.8%. The percentages will be updated for the later phases of Design Development through Closeout of the project.

Cumulative Update for November 2023:

Minority Hours:	18.25	Minority Workforce Participation:	1.49%
Women Hours:	903	Women Workforce Participation:	73.88%
Total Hours Worked:	1,222.25		

## VII. COMMUNITY OUTREACH

LeftField has developed a website for the Galvin Middle School project that will be used throughout the project to keep the community up to date with the latest information. Approved meeting minutes, agendas, monthly reports, MSBA submissions, presentation materials, and more will be posted to the website.

## VIII. ATTACHMENTS

MSBA Online Report Submission, dated December 12, 2023  
Monthly Invoice Packet, dated December 20, 2023  
OPM Contract Amendment No. 1, dated December 20, 2023  
Total Project Budget Status Report, dated November 30, 2023  
Monthly and Cumulative Cash Flow Reports, dated November 30, 2023  
Preliminary Project Schedule, dated November 30, 2023

**DRAFT**

**Leftfield, LLC**

**Jennifer Carlson**

**Progress Report as of Date 11/30/2023**

District Name	Canton	MSBA ID	202100500305
School Name	Wm H Galvin Middle	Project Name	
OPM Firm Name	Leftfield, LLC	School Building Committee Representative	Derek Folan
Project Director	Jennifer Carlson	Total Project Budget (ProPay)	\$1,500,000
Designer Firm Name	Ai3 Architects LLC	Encumbered (Reporting Period)	\$9,900
Principal	James S Jordan	Encumbered (to Date)	\$1,443,760
General Contractor Firm Name		Total Project Invoices Received (to Date)	\$625,162
General Contractor Contact Name		Project Completion Percentage	42%

**OPM**

**Leftfield, LLC**

**Progress Report as of Date 11/30/2023**

**Contract Summary**

**Payment Summary**

Original Contract Amount	\$346,000	Total Contract Amount	\$355,900
Contract Amendments (to Date)	1	Invoices Paid (to Date)	\$190,300
Value of Contract Amendments (to Date)	\$9,900	Invoices Received (Reporting Period)	\$17,300
Total Contract Amount	\$355,900	Contract Amount Remaining	\$148,300
Contract Amendments as Percentage of Original Contract Amount	2.9%		

OPM Activities (Reporting Period)	The following tasks were completed in the month of November 2023: I. 11/01/23 Project Team Meeting II. 11/01/23 Working Group Meeting III. 11/08/23 Project Team Meeting IV. 11/09/23 School Committee Meeting V. 11/13/23 Project Team Meeting VI. 11/13/23 Community Forum VII. 11/15/23 School Building Committee Meeting VIII. 11/16/23 School Committee Meeting IX. 11/22/23 Project Team Meeting X. 11/27/23 Working Group Meeting XI. 11/29/23 Project Team Meeting XII. 11/29/23 Community Forum
Project Budget Status	Expenditures against the budget totaled \$110,185.83 this month, which consisted of OPM and Designer fees related to the Feasibility Study phase.  Contract Amendment No. 1 for the total value of \$9,900.00 is based on A.M. Fogarty's Proposal, dated November 14, 2023, for Preferred Schematic Report and Schematic Design phase Cost Estimating Services for \$9,000.00 and includes LeftField's 10% administrative mark-up of \$900.00.
MSBA Closeout Status	This project is in Feasibility Study
Potential Issues	There are no issues at this time.

**DESIGNER**

**Ai3 Architects LLC**

**Progress Report as of Date 11/30/2023**

**Contract Summary**

**Payment Summary**

Original Contract Amount	\$1,087,860	Total Contract Amount	\$1,087,860
Contract Amendments (to Date)	0	Invoices Paid (to Date)	\$539,546
Value of Contract Amendments (to Date)	\$0	Invoices Received (Reporting Period)	\$92,886
Total Contract Amount	\$1,087,860	Contract Amount Remaining	\$455,428
Contract Amendments as Percentage of Original Contract Amount	0.0%		

**MBE/WBE**

**Workforce Participation**

MBE Percentage	5.4%	Total Hours	1,222
MBE Actual	8.1%	Minority Hours	18
WBE Percentage	10.4%	Minority Percentage	1.5%
WBE Actual	18.7%	Minority Workforce Participation	0.0%
		Female Hours	903
		Female Percentage	73.9%
		Female Workforce Participation	0.0%

**RFIs and Submittals**

RFIs Issued (Reporting Period)	0
Total RFIs Issued (to Date)	0
Remaining Open RFIs – Past 30 Days	0
Notes	
Remaining Open RFIs – Past 60 Days	0
Notes	
Remaining Open RFIs – Past 90 Days	0
Notes	
Submittals Received (Reporting Period)	0
Total Submittals Received (to Date)	0
Submittals Reviewed (Reporting Period)	0
Total Submittals Reviewed (to Date)	0
Comments (Remaining Open Submittals)	

Phase	Feasibility Study	Phase Scheduled Completion Date	4/24/2024
Designer Activities (Reporting Period)	<p>The following tasks were completed in the month of November 2023:</p> <p>I. 11/01/23 Project Team Meeting  II. 11/01/23 Working Group Meeting  III. 11/08/23 Project Team Meeting  IV. 11/09/23 School Committee Meeting  V. 11/13/23 Project Team Meeting  VI. 11/13/23 Community Forum  VII. 11/15/23 School Building Committee Meeting  VIII. 11/16/23 School Committee Meeting  IX. 11/22/23 Project Team Meeting  X. 11/27/23 Working Group Meeting  XI. 11/29/23 Project Team Meeting  XII. 11/29/23 Community Forum</p>		
30 Day Look Ahead	<p>The following tasks are planned for the month of December 2023:</p> <p>XIII. 12/06/23 Project Team Meeting  XIV. 12/08/23 Working Group Meeting  XV. 12/13/23 Project Team Meeting  XVI. 12/15/23 Working Group Meeting  XVII. 12/20/23 Project Team Meeting  XVIII. 12/20/23 Joint School Committee / School Building Committee Meeting</p>		
Commissioning Consultant	Not yet assigned.		
Commissioning Consultant Status	Not yet assigned.		

**GENERAL CONTRACTOR**

Progress Report as of Date 11/30/2023

**Contract Summary**

Original Contract Amount (including CM-At-Risk Amendments)  
Change Orders (to Date)  
Value of Change Orders (to Date)  
Total Contract Amount

**Payment Summary**

Total Contract Amount  
Invoices Paid (to Date)  
Invoices Received (Reporting Period)  
Contract Amount Remaining

Procurement Type Undetermined

Change Orders as Percentage of Original Contract Amount

Pending Change Orders

Change Order Status

**MBE/WBE**

MBE Percentage  
MBE Actual  
WBE Percentage  
WBE Actual

**Workforce Participation**

Total Hours  
Minority Hours  
Minority Percentage  
Minority Workforce Participation  
Female Hours  
Female Percentage  
Female Workforce Participation

**Schedule Assessment**

Notice to Proceed Date

Physical Progress

Substantial Completion Date (Reported)

Substantial Completion Date (Contract)

Substantial Completion Date (Certificate)

Construction Progress (Reporting Period)

30 Day Look Ahead

Overall Schedule Assessment

Problems Identified (Schedule or Construction)

Quality Control

Safety Compliance

Number of Claims (to Date)

Value of Claims (to Date)

Comments

Recorded Manpower (Reporting Period)

Contractor Closeout Status

**Certification**

The undersigned hereby certifies that, to the best of his/her knowledge, the information contained in this monthly report and attached hereto are true and accurate.

Project Director/Project Manager

Jen Carlson

Print Name



Signature

December 12, 2023

Date



## MEMORANDUM

To: William H. Galvin Middle School Building Committee  
 From: Jen Carlson, LeftField, LLC  
 Date: December 20, 2023  
 Re: William H. Galvin Middle School Project – November 2023 Invoice Summary  
 Cc: Jim Rogers, Lynn Stapleton, Linda Liporto, Adele Sands LeftField, LLC

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Enclosed for approval and processing, please find the following invoices:

INVOICES					
Invoice Date	Vendor	Invoice #	Budget Category	Description of Services	Invoice \$
11/30/23	LeftField, LLC	9	OPM –Feasibility Study/ Schematic Design	OPM Feasibility Study Services for: November 1 – November 30, 2023	<b>\$17,300.00</b>
11/30/23	Ai3	005B	A/E - Feasibility Study/ Schematic Design	A/E - Feasibility Study Basic Services November 1 – November 30, 2023	\$78,570.00
11/30/23	Ai3	004E	A/E – Feasibility Study/ Schematic Design	A/E – Extra Services (within contract) Geotech, Environmental Permitting, and Wetland Delineations	\$14,315.83
	Ai3			<b>Total Ai3 Invoices</b>	<b>\$92,885.83</b>
				<b>TOTAL:</b>	<b>\$110,185.83</b>

The invoices listed above are consistent with the approved Total Project Budget and to the best of our knowledge, are eligible for reimbursement from the Massachusetts School Building Authority. LeftField, LLC recommends that the invoices be approved and paid.

The October 2023 OPM Monthly Report was electronically submitted to the MSBA and to the School Building Committee and Canton Public Schools by the required December 12, 2023 deadline. All invoices above will be included in the November 2023 Project Budget Report unless rejected by the School Building Committee. If you have any questions, please feel free to contact Jen Carlson, Owner's Project Manager, LeftField, LLC.





Mr. Derek Folan  
 Superintendent  
 Canton Public Schools  
 960 Washington Street  
 Canton, MA 02021

Invoice Date: 11/30/23  
 Invoice No: 9

FOR: Project Management Services  
 Galvin Middle School Project  
 55 Pecunit Street, Canton, MA 02021

**Professional Services from November 1 to November 30, 2023**

OPM Services		Amount
11/30/2023	Feasibility Study/Schematic Design Services:	\$ 17,300.00

**Total Labor: \$ 17,300.00**

Reimbursable Expenses	Amount
Reimbursables 11/01/23 - 11/30/23	\$0.00

**Total Expenses: \$0.00**

**Total this Invoice: \$ 17,300.00**

Contract Status	Budget	Previous	Current	Total To Date	Balance
Feasibility Study/Schematic Design Phase	\$346,000	\$138,400	\$17,300	\$155,700	\$190,300
Design Development Phase	\$0	\$0	\$0	\$0	\$0
Construction Documents Phase	\$0	\$0	\$0	\$0	\$0
Bid Phase	\$0	\$0	\$0	\$0	\$0
Construction Phase	\$0	\$0	\$0	\$0	\$0
Closeout Phase	\$0	\$0	\$0	\$0	\$0
OPM Services Total:	\$346,000	\$138,400	\$17,300	\$155,700	\$190,300
Reimbursable Expenses Total:	\$0	\$0	\$0	\$0	\$0
<b>Total Contract:</b>	<b>\$346,000</b>	<b>\$138,400</b>	<b>\$17,300</b>	<b>\$155,700</b>	<b>\$190,300</b>

**Please Remit Payment To:**  
 LeftField, LLC  
 P.O. Box 307  
 Hingham, MA 02043



**ARCHITECT / ENGINEER REQUEST FOR PAYMENT**

Ai3 Architects LLC  
 111 Speen Street, Suite 300  
 Framingham, MA 01701

Town of Canton  
 ATTN: Stephen Marshall, Director of Finance & Operations  
 801 Washington Street  
 Canton, MA 02021

Telephone: (508) 358-0790  
 Fax: (508) 358-0791

Telephone:  
 Fax:

MSBA ID:  
 Contract for: William H. Galvin Middle School

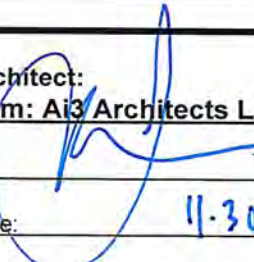
Period Ending: **November 30, 2023**  
**BASIC SERVICES**  
**Invoice 0005B-2303.00**

Project Phase	Approved Budget	Percent of Total	Previously Approved Payments	Request This Period	Total Complete to Date	% Complete	Balance to Finish
Feasibility Study Phase	\$ 550,000.00		\$ 314,280.00	\$ 78,570.00	\$ 392,850.00	71.43%	\$ 157,150.00
Full Schematic Design Phase	\$ 350,000.00		\$ -	\$ -	\$ -		\$ 350,000.00
Design Development Phase	N/A		\$ -	\$ -	\$ -		\$ -
Construction Documents Phase	N/A		\$ -	\$ -	\$ -		\$ -
Early Bid Packages	N/A		\$ -	\$ -	\$ -		\$ -
Bidding Phase	N/A		\$ -	\$ -	\$ -		\$ -
Construction Administration Phase	N/A		\$ -	\$ -	\$ -		\$ -
Completion Phase	N/A		\$ -	\$ -	\$ -		\$ -
<b>Totals</b>	<b>\$ 900,000.00</b>		<b>\$ 314,280.00</b>	<b>\$ 78,570.00</b>	<b>\$ 392,850.00</b>	<b>43.65%</b>	<b>\$ 507,150.00</b>

Architect:  
 Firm: **Ai3 Architects LLC**

Reviewed: Project Manager  
 Firm: **LeftField**

Approved:  
 LGU: **Town of Canton**

By:   
 Date: **11.30.23**

By: \_\_\_\_\_  
 Date: \_\_\_\_\_

By: \_\_\_\_\_  
 Date: \_\_\_\_\_



Ai3 Architects LLC  
 111 Speen Street, Suite 300  
 Framingham, MA 01701

Telephone: 508-358-0790  
 Fax: 508-358-0791

MSBA ID:  
 Contract for: William H. Galvin Middle School

Town of Canton  
 ATTN: Stephen Marshall, Director of Finance & Operations  
 801 Washington Street  
 Canton, MA 02021

Telephone:  
 Fax:

Period Ending: **November 30, 2023**  
**EXTRA SERVICES**  
**Invoice 0004E-2303.00**

Project Phase	MSBA Cost Codes	Approved Budget	Percent of Total	Previously Approved Payments	Request This Period	Total Complete to Date	% Complete	Balance to Finish
Phase 1 & 2: Site Surveyor - Full Topographical & Boundary Survey		\$ 97,500.00		\$ -	\$ 11,360.00	\$ 11,360.00	11.65%	\$ 86,140.00
Phase 1: Preliminary Geotechnical Evaluation of Proposed Site Area		\$ 33,000.00		\$ 33,000.00	\$ -	\$ 33,000.00	100.00%	\$ -
Phase 1: Hazardous Materials Survey & Inspection Services		\$ 1,980.00						
Phase 1: Destruction Testing for Hazardous Materials Survey & Inspection Services		\$ 3,850.00		\$ 5,830.00	\$ -	\$ 5,830.00	100.00%	\$ -
Phase 1: Traffic Study		\$ 13,310.00		\$ -	\$ 1,224.52	\$ 1,224.52	9.20%	\$ 12,085.48
Phase 1: Environmental Site Assessment		\$ 3,812.00		\$ 3,811.50	\$ -	\$ 3,811.50	100.00%	\$ 0.50
Phase 1: Environmental Permitting & Coordination with Town and State Officials		\$ 16,500.00		\$ 4,879.05	\$ 1,443.75	\$ 6,322.80	38.32%	\$ 10,177.20
Phase 1: Wetland Delineations		\$ 4,235.00		\$ 3,947.44	\$ 287.56	\$ 4,235.00	100.00%	\$ -
Phase 1: Soil Characterization		\$ 9,438.00		\$ 9,438.00	\$ -	\$ 9,438.00	100.00%	\$ -
Phase 1: Hydrant Flow Testing		\$ 4,235.00		\$ 880.03	\$ -	\$ 880.03	20.78%	\$ 3,354.97
<b>Totals</b>		\$ 187,860.00		\$ 61,786.02	\$ 14,315.83	\$ 76,101.85	40.51%	\$ 111,758.15

Architect:  
 Firm: Ai3 Architects LLC

By: \_\_\_\_\_  
 Date: 11-30-23

Reviewed: Project Manager  
 Firm: LeftField

By: \_\_\_\_\_  
 Date: \_\_\_\_\_

Approved:  
 LGU: Town of Canton

By: \_\_\_\_\_  
 Date: \_\_\_\_\_



Bill from  
**Traverse Landscape Architects**  
 150 Chestnut Street, 4th Floor  
 Providence, RI 02903  
 United States

Bill to  
**Ai3 Architects**  
 111 Speen St., Suite 300  
 Framingham, MA 01701

Project **K1056**  
**Canton-Galvin Middle School**

Services through  
**Oct 1, 2023 - Oct 31, 2023**

Invoice #	Terms	Issue date	Due date	Total due
<b>K1056-004</b>	<b>Net 30</b>	<b>Nov 17, 2023</b>	<b>Dec 17, 2023</b>	<b>\$19,472.82</b>

**Fixed Fee Services**

PHASE	PLANNED	PREVIOUSLY BILLED (\$)	PREVIOUSLY BILLED (%)	% COMPLETE	CURRENT DUE
Feasibility	\$38,000.00	\$15,271.30	40%	54%	\$5,425.70
Schematic Design	\$24,000.00	\$0.00	0%	0%	\$0.00
Survey	\$97,500.00	\$0.00	0%	12%	\$11,360.00
Wetland Delineation	\$3,850.00	\$3,588.58	93%	100%	\$261.42
Phase I Traffic	\$12,100.00	\$0.00	0%	9%	\$1,113.20
Phase I Env. Assess	\$3,465.00	\$3,465.00	100%	100%	\$0.00
Hydrant Flow Test	\$3,850.00	\$800.03	20%	21%	\$0.00
Preliminary Permitting	\$15,000.00	\$4,435.50	29%	38%	\$1,312.50
<b>Total for Fixed Fee Services</b>	<b>\$197,765.00</b>	<b>\$27,560.41</b>	<b>13%</b>	<b>24%</b>	<b>\$19,472.82</b>

11/30/23 0004E-2303.00

**Grand Total Due \$19,472.82**

Please remit payment to : Traverse Landscape Architects, 150 Chestnut St. 4th Floor, Providence, RI 02903





November 30, 2023

Mr. Stephen Marshall, Director of Finance & Operations  
Town of Canton  
801 Washington Street  
Canton, MA 02021

Dear Stephen,

The following invoice is for Traverse Landscape Architects' time spent-to-date on the "Phase 1: Traffic Study" item for William H. Galvin Middle School:

TRAVERSE LANDSCAPE ARCHITECTS		
<u>11/17/23 Invoice #K1056-004 – Galvin Middle School</u>	<u>\$</u>	<u>1,113.20</u>
SUBTOTAL	\$	1,113.20
10% Administrative Mark-Up as per Article 9.1 of the Contract for Designer Services:	\$	111.32

This GRAND TOTAL amount of **\$1,224.52** is shown in our Architect / Engineer Request For Payment 0004E-2303.00 for the period ending November 30, 2023 for EXTRA Services.

If you have any questions, please feel free to contact me.

Sincerely,

Kristen Baker, Principal | Office Manager  
Ai3 Architects LLC



Bill from  
**Traverse Landscape Architects**  
 150 Chestnut Street, 4th Floor  
 Providence , RI 02903  
 United States

Bill to  
**Ai3 Architects**  
 111 Speen St., Suite 300  
 Framingham, MA 01701

Project **K1056**  
**Canton-Galvin Middle School**

Services through  
**Oct 1, 2023 - Oct 31, 2023**

Invoice #	Terms	Issue date	Due date	Total due
K1056-004	Net 30	Nov 17, 2023	Dec 17, 2023	\$19,472.82

**Fixed Fee Services**

PHASE	PLANNED	PREVIOUSLY BILLED (\$)	PREVIOUSLY BILLED (%)	% COMPLETE	CURRENT DUE
Feasibility	\$38,000.00	\$15,271.30	40%	54%	\$5,425.70
Schematic Design	\$24,000.00	\$0.00	0%	0%	\$0.00
Survey	\$97,500.00	\$0.00	0%	12%	\$11,360.00
Wetland Delineation	\$3,850.00	\$3,588.58	93%	100%	\$261.42
Phase I Traffic	\$12,100.00	\$0.00	0%	9%	\$1,113.20
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<b>Total for Fixed Fee Services</b>	<b>\$197,765.00</b>	<b>\$27,560.41</b>	<b>13%</b>	<b>24%</b>	<b>\$19,472.82</b>

11/30/23 0004E-2303.00

**Grand Total Due \$19,472.82**

Please remit payment to : Traverse Landscape Architects, 150 Chestnut St. 4th Floor, Providence, RI 02903



November 30, 2023

Mr. Stephen Marshall, Director of Finance & Operations  
Town of Canton  
801 Washington Street  
Canton, MA 02021

Dear Stephen,

The following invoice is for Traverse Landscape Architects' time spent-to-date on the "Phase 1: Environmental Permitting & Coordination with Town and State Officials" item for William H. Galvin Middle School:

TRAVERSE LANDSCAPE ARCHITECTS		
<u>11/17/23 Invoice #K1056-004 – Galvin Middle School</u>	\$	1,312.50
SUBTOTAL	\$	1,312.50
10% Administrative Mark-Up as per Article 9.1 of the Contract for Designer Services:	\$	131.25

This GRAND TOTAL amount of **\$1,443.75** is shown in our Architect / Engineer Request For Payment 0004E-2303.00 for the period ending November 30, 2023 for EXTRA Services.

If you have any questions, please feel free to contact me.

Sincerely,

Kristen Baker, Principal | Office Manager  
Ai3 Architects LLC





Bill from  
 Traverse Landscape Architects  
 150 Chestnut Street, 4th Floor  
 Providence, RI 02903  
 United States

Bill to  
 Ai3 Architects  
 111 Speen St., Suite 300  
 Framingham, MA 01701

Project **K1056**  
 Canton-Galvin Middle School

Services through  
 Oct 1, 2023 - Oct 31, 2023

Invoice #	Terms	Issue date	Due date	Total due
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### Fixed Fee Services

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11/30/23 0004E - 2303.00

**Grand Total Due \$19,472.82**

Please remit payment to : Traverse Landscape Architects, 150 Chestnut St. 4th Floor, Providence, RI 02903



November 30, 2023

Mr. Stephen Marshall, Director of Finance & Operations  
Town of Canton  
801 Washington Street  
Canton, MA 02021

Dear Stephen,

The following invoice is for Traverse Landscape Architects' time spent-to-date on the "Phase 1: Wetland Delineations" item for William H. Galvin Middle School:

TRAVERSE LANDSCAPE ARCHITECTS		
<u>11/17/23 Invoice #K1056-004 – Galvin Middle School</u>	<u>\$</u>	<u>261.42</u>
SUBTOTAL	\$	261.42
10% Administrative Mark-Up as per Article 9.1 of the Contract for Designer Services:	\$	26.14

This GRAND TOTAL amount of **\$287.56** is shown in our Architect / Engineer Request For Payment 0004E-2303.00 for the period ending November 30, 2023 for EXTRA Services.

If you have any questions, please feel free to contact me.

Sincerely,

Kristen Baker, Principal | Office Manager  
Ai3 Architects LLC



Bill from  
 Traverse Landscape Architects  
 150 Chestnut Street, 4th Floor  
 Providence, RI 02903  
 United States

Bill to  
 Ai3 Architects  
 111 Speen St., Suite 300  
 Framingham, MA 01701

Project **K1056**  
 Canton-Galvin Middle School

Services through  
 Oct 1, 2023 - Oct 31, 2023

Invoice #	Terms	Issue date	Due date	Total due
K1056-004	Net 30	Nov 17, 2023	Dec 17, 2023	\$19,472.82

### Fixed Fee Services

PHASE	PLANNED	PREVIOUSLY BILLED (\$)	PREVIOUSLY BILLED (%)	% COMPLETE	CURRENT DUE
Feasibility	\$38,000.00	\$15,271.30	40%	54%	\$5,425.70
Schematic Design	\$24,000.00	\$0.00	0%	0%	\$0.00
Survey	\$97,500.00	\$0.00	0%	12%	\$11,360.00
Wetland Delineation	\$3,850.00	\$3,588.58	93%	100%	\$261.42
Phase I Traffic	\$12,100.00	\$0.00	0%	9%	\$1,113.20
Phase I Env. Assess	\$3,465.00	\$3,465.00	100%	100%	\$0.00
Hydrant Flow Test	\$3,850.00	\$800.03	20%	21%	\$0.00
Preliminary Permitting	\$15,000.00	\$4,435.50	29%	38%	\$1,312.50
<b>Total for Fixed Fee Services</b>	<b>\$197,765.00</b>	<b>\$27,560.41</b>	<b>13%</b>	<b>24%</b>	<b>\$19,472.82</b>

11/30/23 0004E-0303.00

**Grand Total Due \$19,472.82**

Please remit payment to : Traverse Landscape Architects, 150 Chestnut St. 4th Floor, Providence, RI 02903

**CONTRACT FOR PROJECT MANAGEMENT SERVICES  
AMENDMENT NO. 1**

**WHEREAS**, the Town of Canton, Massachusetts, 801 Washington Street, Canton, Massachusetts 02021 (“Owner”) and LeftField, LLC, PO Box 307, Hingham, Massachusetts 02043, (the “Owner’s Project Manager”) (collectively, the “Parties”) entered into a Contract for Project Management Services for the William H. Galvin Middle School, 55 Pecunit Street, Canton, Massachusetts 02021 on March 6, 2023 “Contract”; and

**WHEREAS**, the scope of this work is in the attached LeftField Project Management Proposal, dated December 20, 2023, which is based on A.M. Fogarty’s Proposal, dated November 14, 2023, for Cost Estimating Services as outlined.

**WHEREAS**, effective as of December 20, 2023, the Parties wish to amend the Contract, as amended:

**NOW, THEREFORE**, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes this OPM Contract Amendment No. 1 for the total value of \$9,900.00. This Amendment is based on A.M. Fogarty’s Proposal, dated November 14, 2023, for Cost Estimating Services for \$9,000.00 and includes LeftField’s 10% administrative mark-up of \$900.00. The OPM is herein authorized to commence the services outlined in this Amendment, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Owner’s Project Manager shall be compensated by the Owner in accordance with the following Fee for Basic Services:

<b>Fee for Basic Services</b>	<b>Original Contract</b>	<b>Previous Amendments</b>	<b>Amount of This Amendment</b>	<b>After This Amendment</b>
Feasibility Study/Schematic Design Phase:	\$346,000.00	\$ 0	\$ 9,900.00	\$ 355,900.00
Design Development Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Construction Documents Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Bidding Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Construction Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Completion Phase:	\$ 0	\$ 0	\$ 0	\$ 0



November 14, 2023

Jennifer Carlson  
Leftfield Project Management  
225 Franklin Street – 26<sup>th</sup> Flr  
Boston, MA 02110

RE: Galvin Middle School – Canton, MA

Dear Jen :

A.M. Fogarty and Associates proposes to provide cost estimating services for the above referenced project as follows:

FEE SCHEDULE:

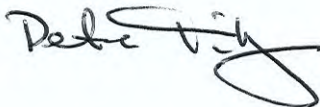
<del>PDP</del>	<del>\$ 4,000</del>
PSR	\$ 9,000
<del>Schematic Cost Estimate</del>	<del>\$ 16,500</del>

Our work will entail providing quantity surveys and pricing for all civil, architectural, structural, mechanical and electrical work. We will provide an estimate in the **CSI Master Format and/or Uniformat** including sub-totals by division.

Our fees includes assistance with Value Engineering, if appropriate.

If this proposal is acceptable, please sign below and return to our office.

Sincerely,



Peter T. Timothy  
President

PTT/bkr

Accepted By: \_\_\_\_\_  
Leftfield Project Management

Date: \_\_\_\_\_

**Total Project Budget Status Report**

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
<b>FEASIBILITY STUDY AGREEMENT</b>										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 346,000	\$ 9,900	\$ 355,900	\$ 355,900	100%	\$ 155,700	44%	\$ 200,200	
0002-0000	A&E Feasibility Study/Schematic Design	\$ 900,000	\$ 187,860	\$ 1,087,860	\$ 1,087,860	100%	\$ 469,462	43%	\$ 618,398	
0003-0000	Environmental & Site	\$ 204,000	\$ (187,860)	\$ 16,140	\$ -	0%	\$ -	0%	\$ 16,140	
0004-0000	Other	\$ 50,000	\$ (9,900)	\$ 40,100	\$ -	0%	\$ -	0%	\$ 40,100	
	<b>SUB-TOTAL</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ 1,443,760</b>	<b>96%</b>	<b>\$ 625,162</b>	<b>42%</b>	<b>\$ 874,838</b>	

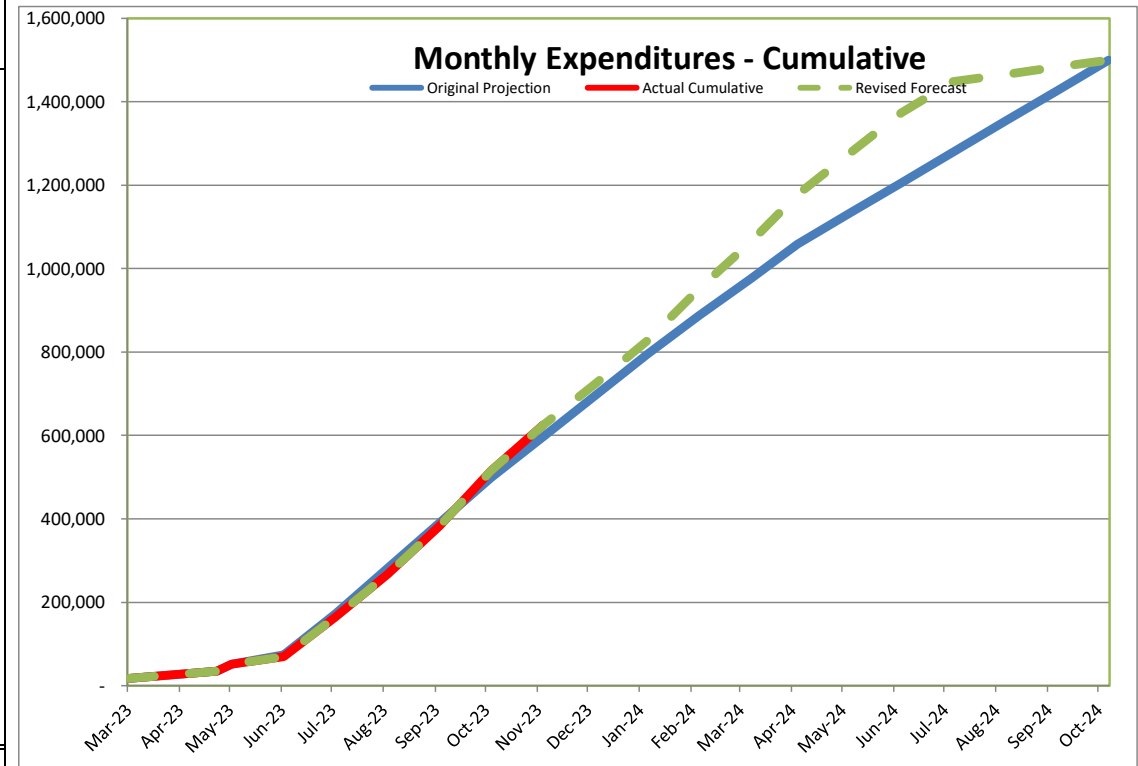
<b>TOTAL PROJECT BUDGET</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ 1,443,760</b>	<b>96%</b>	<b>\$ 625,162</b>	<b>42%</b>	<b>\$ 874,838</b>
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FUNDING SOURCES	Max w/ Conting.	Max w/o Conting.	Project Budget	Scope Items Excluded	Contingencies	Basis of Total Facilities Grant	Reimbursement Rate
Maximum State Share	\$ 483,900	\$ 483,900					
Local Share	\$ 1,016,100	\$ 1,016,100					
<b>SUB-TOTAL</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>1,500,000</b>	<b>47.21%</b>



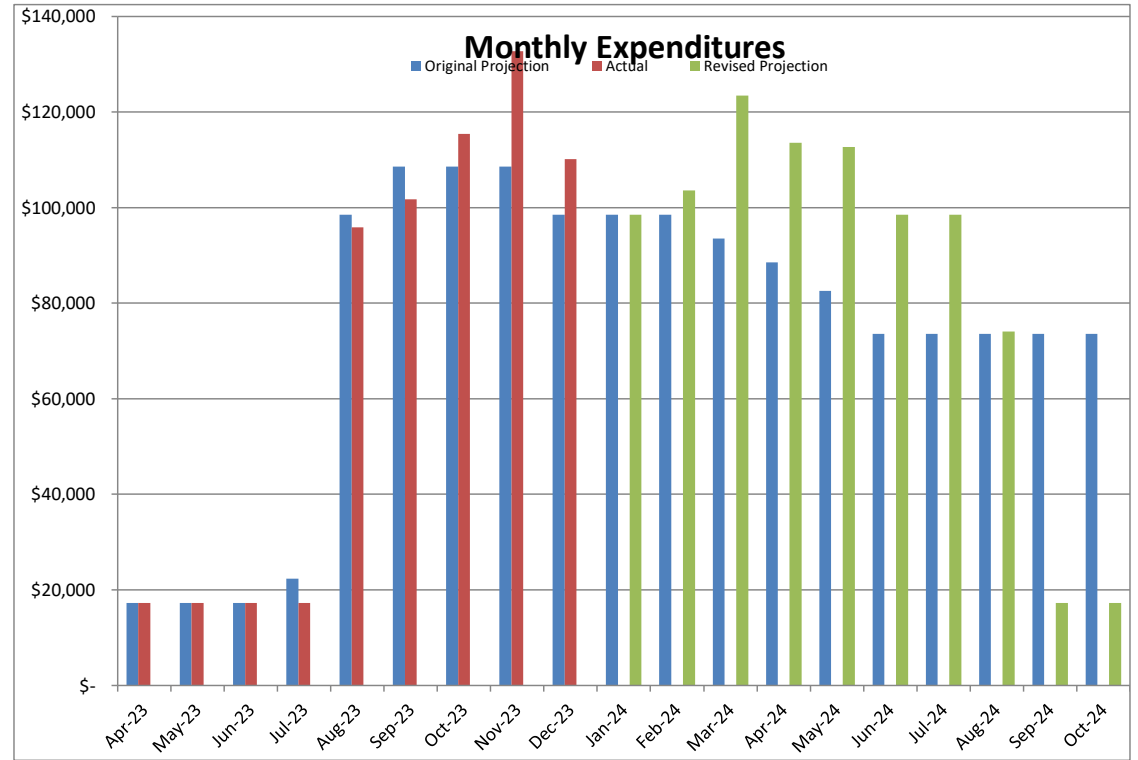
Cumulative Cash Flow

Date	Original Projection	Actual Cumulative	Revised Forecast
Mar-23	17,300	\$ 17,300	\$ 17,300
Apr-23	34,600	\$ 34,600	\$ 34,600
May-23	51,900	\$ 51,900	\$ 51,900
Jun-23	74,200	\$ 69,200	\$ 69,200
Jul-23	172,750	\$ 165,070	\$ 165,070
Aug-23	281,300	\$ 266,770	\$ 266,770
Sep-23	389,850	\$ 382,207	\$ 382,207
Oct-23	498,400	\$ 514,976	\$ 514,976
Nov-23	596,950	\$ 625,162	\$ 625,162
Dec-23	695,500		\$ 723,712
Jan-24	794,050		\$ 827,262
Feb-24	887,600		\$ 950,712
Mar-24	976,150		\$ 1,064,262
Apr-24	1,058,700		\$ 1,176,912
May-24	1,132,250		\$ 1,275,462
Jun-24	1,205,800		\$ 1,374,012
Jul-24	1,279,350		\$ 1,448,100
Aug-24	1,352,900		\$ 1,465,400
Sep-24	1,426,450		\$ 1,482,700
Oct-24	1,500,000		\$ 1,500,000
<b>Total:</b>	<b>\$ 1,500,000</b>	<b>\$ 625,162</b>	<b>\$ 1,500,000</b>



Monthly Cash Flow

Date	Original Projection	Actual	Revised Projection
Mar-23	\$ 17,300	\$ 17,300	
Apr-23	\$ 17,300	\$ 17,300	
May-23	\$ 17,300	\$ 17,300	
Jun-23	\$ 22,300	\$ 17,300	
Jul-23	\$ 98,550	\$ 95,870	
Aug-23	\$ 108,550	\$ 101,700	
Sep-23	\$ 108,550	\$ 115,437	
Oct-23	\$ 108,550	\$ 132,769	
Nov-23	\$ 98,550	\$ 110,186	
Dec-23	\$ 98,550		\$ 98,550
Jan-24	\$ 98,550		\$ 103,550
Feb-24	\$ 93,550		\$ 123,450
Mar-24	\$ 88,550		\$ 113,550
Apr-24	\$ 82,550		\$ 112,650
May-24	\$ 73,550		\$ 98,550
Jun-24	\$ 73,550		\$ 98,550
Jul-24	\$ 73,550		\$ 74,088
Aug-24	\$ 73,550		\$ 17,300
Sep-24	\$ 73,550		\$ 17,300
Oct-24	\$ 73,550		\$ 17,300
<b>Total:</b>	<b>\$ 1,500,000</b>	<b>\$ 625,162</b>	<b>\$ 1,500,000</b>



**WILLIAM H GALVIN MIDDLE SCHOOL**  
**Preliminary Project Schedule**

11/30/2023

Task Name	Duration (days)	Start	Finish
<b>Procure OPM [MOD 2]</b>	<b>36</b>	<b>Monday, January 30, 2023</b>	<b>Monday, March 6, 2023</b>
OPM interviews	1	Monday, January 30, 2023	Monday, January 30, 2023
OPM fee review & approval	36	Tuesday, January 31, 2023	Tuesday, March 7, 2023
MSBA OPM meeting approval	1	Tuesday, March 7, 2023	Tuesday, March 7, 2023
MSBA OPM letter issued	1	Thursday, February 2, 2023	Thursday, February 2, 2023
OPM contract executed	1	Monday, March 6, 2023	Monday, March 6, 2023
<b>Procure Architect [MOD 2]</b>	<b>107</b>	<b>Wednesday, March 15, 2023</b>	<b>Thursday, June 29, 2023</b>
Committee reviews & approves issuance RFS to the MSBA	1	Wednesday, March 15, 2023	Wednesday, March 15, 2023
LF issues RFS to the MSBA	1	Thursday, March 16, 2023	Thursday, March 16, 2023
MSBA-RFS review period	15	Thursday, March 16, 2023	Thursday, March 30, 2023
Finalize RFS with MSBA/BC	1	Monday, April 3, 2023	Monday, April 3, 2023
Ad submitted in Central Register & local newspaper	1	Thursday, March 30, 2023	Thursday, March 30, 2023
Select 3 members for DSP team / Assign DSP subcommittee	1	Wednesday, March 15, 2023	Wednesday, March 15, 2023
Ad appears in Central Register	1	Wednesday, April 5, 2023	Wednesday, April 5, 2023
On-Site RFS briefing	1	Thursday, April 13, 2023	Thursday, April 13, 2023
Receive RFS designer submissions	1	Thursday, May 11, 2023	Thursday, May 11, 2023
Review RFS & check references	1	Wednesday, May 24, 2023	Wednesday, May 24, 2023
Submit initial RFS packets to the MSBA DSP	1	Wednesday, May 24, 2023	Wednesday, May 24, 2023
Submit reference check data to the MSBA DSP [MSBA deadline]	1	Tuesday, May 30, 2023	Tuesday, May 30, 2023
Designer Selection Panel Dry Run	1	Monday, June 5, 2023	Monday, June 5, 2023
Attend MSBA 1st DSP Meeting [assume rank and interview option is selected]	1	Tuesday, June 6, 2023	Tuesday, June 6, 2023
Attend MSBA 2nd DSP Meeting for Interviews	1	Tuesday, June 20, 2023	Tuesday, June 20, 2023
MSBA DSP issues official ranking and letter Re: Top Ranked Design Firm	1	Tuesday, June 20, 2023	Tuesday, June 20, 2023
Negotiate Designer Fee	9	Tuesday, June 20, 2023	Wednesday, June 28, 2023
Designer contract - approval by BC	1	Wednesday, June 28, 2023	Wednesday, June 28, 2023
Execute Designer contact	1	Thursday, June 29, 2023	Thursday, June 29, 2023
Develop schedule/work plan	15	Thursday, June 29, 2023	Thursday, July 13, 2023
BC approves work plan	1	Thursday, August 3, 2023	Thursday, August 3, 2023
MSBA/District kick off meeting	1	Tuesday, August 1, 2023	Tuesday, August 1, 2023
<b>FEASIBILITY STUDY [MOD 3]</b>	<b>285</b>	<b>Friday, July 14, 2023</b>	<b>Wednesday, April 24, 2024</b>
<b>Preliminary Design Program (PDP)</b>	<b>120</b>	<b>Thursday, June 29, 2023</b>	<b>Friday, October 27, 2023</b>
Educational Programming	78	Friday, July 14, 2023	Friday, September 29, 2023
Ed. Visioning kick off meeting	1	Friday, July 14, 2023	Friday, July 14, 2023
Educational Visioning Galvin Walkthrough	1	Friday, July 21, 2023	Friday, July 21, 2023
Educational Visioning Group Workshop #1	1	Thursday, July 27, 2023	Thursday, July 27, 2023
Educational Visioning School Tours	2	Wednesday, August 2, 2023	Thursday, August 3, 2023
Educational Visioning Group Workshop #2 & #3	1	Wednesday, August 16, 2023	Wednesday, August 16, 2023
Educational Visioning Workshop #4 - Community Meeting	1	Sunday, August 20, 2023	Sunday, August 20, 2023
Educational Programming Verification Session #1	1	Friday, August 18, 2023	Friday, August 18, 2023
Educational Programming Verification Session #2	1	Thursday, September 14, 2023	Thursday, September 14, 2023
EDUCATIONAL PLAN; Ed plan statement of teaching philosophy, methods and goals.	78	Thursday, June 29, 2023	Thursday, September 14, 2023
Initial space summary ("ISS")	1	Thursday, September 14, 2023	Thursday, September 14, 2023
Evaluation of existing conditions	121	Thursday, June 29, 2023	Friday, October 27, 2023
Meetings	254	Tuesday, March 7, 2023	Wednesday, November 15, 2023
SBC #1 OPM Kickoff	1	Tuesday, March 7, 2023	Tuesday, March 7, 2023
SBC #2 Designer Selection Process	1	Wednesday, March 15, 2023	Wednesday, March 15, 2023
SBC #3	1	Wednesday, June 14, 2023	Wednesday, June 14, 2023

SBC #4	1	Wednesday, June 28, 2023	Wednesday, June 28, 2023
SBC #5	1	Wednesday, September 20, 2023	Wednesday, September 20, 2023
SBC #6	1	Wednesday, October 18, 2023	Wednesday, October 18, 2023
SBC #7	1	Wednesday, November 15, 2023	Wednesday, November 15, 2023
<b>** Submit PDP to the MSBA **</b>	1	Friday, October 27, 2023	Friday, October 27, 2023
MSBA PDP Review	22	Monday, October 30, 2023	Monday, November 20, 2023
Receive MSBA PDP comments	1	Monday, November 20, 2023	Monday, November 20, 2023
District returns responses to MSBD PDP comments	15	Monday, November 20, 2023	Monday, December 4, 2023
<b>Preferred Schematic Report (PSR)</b>	178	Monday, October 30, 2023	Wednesday, April 24, 2024
Prepare and Submit Project Notification to Mass Historical Commission and Receive MHC Response	36	Friday, December 1, 2023	Friday, January 5, 2024
SBC Vote to Submit PSR	1	Thursday, January 18, 2024	Thursday, January 18, 2024
<b>*** Submit PSR to the MSBA ***</b>	1	Thursday, January 25, 2024	Thursday, January 25, 2024
MSBA Review Period	22	Friday, January 26, 2024	Friday, February 16, 2024
Respond to MSBA PSR review comments	15	Friday, February 16, 2024	Friday, March 1, 2024
MSBA Facilities Assessment Committee (FAS) review (3/13 or 3/27)	15	Wednesday, March 13, 2024	Wednesday, March 27, 2024
Respond to MSBA FAS Comments	29	Wednesday, March 13, 2024	Wednesday, April 10, 2024
<b>★★MSBA BOD Mtg - PSR - Proceed to Schematic★★</b>	1	Wednesday, April 24, 2024	Wednesday, April 24, 2024
<b>Schematic Design [MOD 4]</b>	<b>372</b>	<b>Friday, January 26, 2024</b>	<b>Friday, January 31, 2025</b>
<b>DESE submittal</b>	22	Thursday, June 6, 2024	Thursday, June 27, 2024
MSBA Review of DESE Submittal	22	Friday, June 28, 2024	Friday, July 19, 2024
DESE Review and Approval	22	Saturday, July 20, 2024	Saturday, August 10, 2024
<b>Schematic Design Submittal</b>	65	Wednesday, April 24, 2024	Thursday, June 27, 2024
SD Cost Estimates and Reconciliation	29	Friday, May 10, 2024	Friday, June 7, 2024
MSBA and Bond Counsel to Review Vote Language	15	Thursday, June 27, 2024	Thursday, July 11, 2024
SBC Vote to Approve SD Submission to MSBA	1	Wednesday, June 26, 2024	Wednesday, June 26, 2024
MSBA Schematic Design Notification	1	Thursday, June 13, 2024	Thursday, June 13, 2024
<b>** Schematic Submitted to the MSBA **</b>	1	Thursday, June 27, 2024	Thursday, June 27, 2024
MSBA Project Scope and Budget meeting	15	Wednesday, July 17, 2024	Wednesday, July 31, 2024
MSBA Review Comments Issued	22	Thursday, June 27, 2024	Thursday, July 18, 2024
Respond to MSBA Comments	15	Friday, July 19, 2024	Friday, August 2, 2024
<b>★★MSBA BOD Meeting - SD Approval★★ (TBD - 2024 dates not released)</b>	1	Wednesday, August 28, 2024	Wednesday, August 28, 2024
120-day duration to secure funding authorization	121	Wednesday, August 28, 2024	Thursday, December 26, 2024
District executes PSBA	8	Saturday, August 3, 2024	Saturday, August 10, 2024
<b>★★Town Approvals★★ (exact dates TBD)</b>	62	Sunday, December 1, 2024	Friday, January 31, 2025
<b>★★Execute PFA★★</b>	62	Sunday, December 1, 2024	Friday, January 31, 2025
<b>CM PROCUREMENT [applicable if committee decides to utilize CM-R methodology]</b>	<b>122</b>	<b>Friday, December 15, 2023</b>	<b>Monday, April 15, 2024</b>
SBC Approves Use of CM at Risk Delivery & Selection Committee	1	Friday, December 15, 2023	Friday, December 15, 2023
CM at Risk Award / Notice to Proceed	1	Monday, April 15, 2024	Monday, April 15, 2024
SD Preconstruction	784	Monday, April 15, 2024	Monday, June 8, 2026

<b>Design Development</b>	<b>177</b>	<b>Thursday, January 2, 2025</b>	<b>Friday, June 27, 2025</b>
Design Development Documents	106	Thursday, January 2, 2025	Friday, April 18, 2025
DD Cost Estimate	21	Friday, April 18, 2025	Friday, May 9, 2025
DD Value Engineering and Reconciliation	14	Saturday, May 10, 2025	Friday, May 23, 2025
<b>** Submit DD package to MSBA **</b>	<b>1</b>	<b>Friday, May 23, 2025</b>	<b>Friday, May 23, 2025</b>
MSBA Issues Comments	22	Friday, May 23, 2025	Friday, June 13, 2025
Response to MSBA Comments	14	Friday, June 13, 2025	Friday, June 27, 2025
<b>CD 60% Phase_MSBA Submission</b>	<b>160</b>	<b>Friday, June 27, 2025</b>	<b>Thursday, December 4, 2025</b>
Develop CD 60% Documents	91	Friday, June 27, 2025	Thursday, September 25, 2025
CD 60% Cost Estimate	21	Thursday, September 25, 2025	Thursday, October 16, 2025
CD 60% VE and Reconciliation	14	Thursday, October 16, 2025	Thursday, October 30, 2025
<b>** Submit 60% CD MSBA submission **</b>	<b>1</b>	<b>Thursday, October 30, 2025</b>	<b>Thursday, October 30, 2025</b>
MSBA Issues Comments	21	Thursday, October 30, 2025	Thursday, November 20, 2025
Response to MSBA Comments	14	Thursday, November 20, 2025	Thursday, December 4, 2025
<b>CD 90% Phase_MSBA Submission</b>	<b>133</b>	<b>Thursday, December 4, 2025</b>	<b>Thursday, April 16, 2026</b>
Develop CD 90% Documents	63	Thursday, December 4, 2025	Thursday, February 5, 2026
CD 90% Cost Estimate	21	Thursday, February 5, 2026	Thursday, February 26, 2026
CD 90% VE and Reconciliation	14	Thursday, February 26, 2026	Thursday, March 12, 2026
<b>** Submit 90% CD MSBA submission **</b>	<b>1</b>	<b>Thursday, March 12, 2026</b>	<b>Thursday, March 12, 2026</b>
MSBA Issues Comments	21	Thursday, March 12, 2026	Thursday, April 2, 2026
Response to MSBA Comments	14	Thursday, April 2, 2026	Thursday, April 16, 2026
<b>Final 100% CD MSBA submission - for record only</b>	<b>41 days</b>		
100% CD drawings developed	45	Thursday, April 16, 2026	Sunday, May 31, 2026
Prepare 100% CDs for Final Bidding	8	Sunday, May 31, 2026	Monday, June 8, 2026
<b>** Submit 100% CD (Bid) drawings/specs/GMP to MSBA ** FOR RECORD</b>	<b>1</b>	<b>Monday, June 8, 2026</b>	<b>Monday, June 8, 2026</b>
<b>PERMITTING - STATE and LOCAL JURISDICTIONAL APPROVALS</b>	<b>459</b>	<b>Thursday, October 30, 2025</b>	<b>Monday, February 1, 2027</b>
Zoning Board of Appeals	98	Thursday, December 4, 2025	Thursday, March 12, 2026
Notice of Intent to Conservation Commission (Review based on Preliminary Site Design w/ Final Site Design due at 60% CDs)	1	Thursday, October 30, 2025	Thursday, October 30, 2025
NPDS Construction General Permit	45	Thursday, April 16, 2026	Sunday, May 31, 2026
EPA-NPDES / SWPPP	25	Sunday, May 31, 2026	Thursday, June 25, 2026
Permits from Town Engineering Dept.	45	Thursday, April 16, 2026	Sunday, May 31, 2026
Special Permit to Planning Dept.	35	Thursday, September 25, 2025	Thursday, October 30, 2025
Building Permit	246	Sunday, May 31, 2026	Monday, February 1, 2027
<b>Bidding</b>			
Early Site Work Bid Period (after 60% CDs, if possible)	28	Thursday, November 20, 2025	Thursday, December 18, 2025
Award Early Package Contract	1	Thursday, December 18, 2025	Thursday, December 25, 2025
Main Bid Period	30	Monday, June 8, 2026	Wednesday, July 8, 2026
Final GMP	28	Wednesday, July 8, 2026	Wednesday, August 5, 2026
<b>Construction</b>	<b>1342</b>	<b>Thursday, December 25, 2025</b>	<b>Tuesday, August 28, 2029</b>
Early Mobilization	28	Thursday, December 25, 2025	Thursday, January 22, 2026
Early Site Work Construction (if possible)	167	Thursday, January 22, 2026	Wednesday, July 8, 2026
Main Construction	730	Wednesday, July 8, 2026	Friday, July 7, 2028
<b>Building Substantial Completion</b>	<b>1</b>	<b>Friday, July 7, 2028</b>	<b>Friday, July 7, 2028</b>
FFE Installation	31	Friday, July 7, 2028	Monday, August 7, 2028
Punchlist	31	Friday, July 7, 2028	Monday, August 7, 2028
Final Completion of New School	1	Monday, August 7, 2028	Monday, August 7, 2028
Teacher Move-In	21	Monday, August 7, 2028	Monday, August 28, 2028
<b>School Opening</b>	<b>1</b>	<b>Monday, August 28, 2028</b>	<b>Monday, August 28, 2028</b>
Building Demo and Field Construction (if applicable)	365	Monday, August 28, 2028	Tuesday, August 28, 2029

<b>Project Closeout Phase</b>	<b>118</b>	<b>Tuesday, August 28, 2029</b>	<b>Monday, December 24, 2029</b>
Prepare and Submit Closeout Documents	90	Tuesday, August 28, 2029	Monday, November 26, 2029
Final Application for Payment	1	Monday, November 26, 2029	Monday, November 26, 2029
Submit 100% DCAMM Contractor Evaluations	7	Monday, November 26, 2029	Monday, December 3, 2029
Final Reimbursement Request	1	Monday, December 3, 2029	Monday, December 3, 2029
MSBA Closeout Documents Submitted	21	Monday, December 3, 2029	Monday, December 24, 2029
<b>LEED</b>	<b>1604</b>	<b>Thursday, January 2, 2025</b>	<b>Friday, May 25, 2029</b>
LEED Registration	21	Thursday, January 2, 2025	Thursday, January 23, 2025
LEED Kick-Off Meeting	1	Thursday, January 30, 2025	Thursday, January 30, 2025
Submit Design Submittal to USGBC	1	Monday, June 8, 2026	Monday, June 8, 2026
Final LEED 10-Month Cx Report	300	Friday, July 7, 2028	Thursday, May 3, 2029
Final Cx Report, Cx Completion Certificate	7	Friday, May 4, 2029	Friday, May 11, 2029
Construction Submittal to USGBC	14	Friday, May 11, 2029	Friday, May 25, 2029
Targeted Date of LEED Certification Letter	1	Friday, May 25, 2029	Friday, May 25, 2029
<b>DCAMM Documentation</b>	<b>833</b>	<b>Monday, June 8, 2026</b>	<b>Monday, September 18, 2028</b>
Designer evaluation for Design Phase	21	Monday, June 8, 2026	Monday, June 29, 2026
Designer evaluation for CA Phase	21	Friday, July 7, 2028	Friday, July 28, 2028
Contractor 50% evaluation	21	Thursday, September 2, 2027	Thursday, September 23, 2027
Contractor 100% evaluation	21	Monday, August 28, 2028	Monday, September 18, 2028