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**Monthly Report**  
**New Maynard High School Project**  
**Maynard, MA**  
**October 2011**

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Submitted BY:

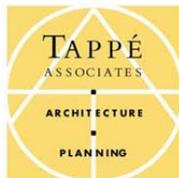


200 Sutton Street  
North Andover, MA 01845

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**Designer:**

Tappe' Associates  
Six Edgerly Place  
10 Common Street  
Boston, MA



**Owner:**

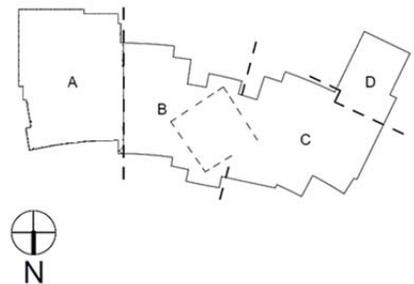
Town of Maynard  
Maynard Public Schools  
12 Bancroft Street  
Maynard, MA

**1. Previous Months Activity:**

- The Maynard School Building Committee met October 5th.
- The building committee reviewed the rebidding of the elevator. Bids were received by from all (3) approved bidders. The low bidder requested to withdraw their bid as they neglected to include both elevators. The committee voted to accept the 2<sup>nd</sup> bidder although the bid was over the budget. The committee also voted to issue a change order to CTA for the difference between the carried filed sub-bid and the 2<sup>nd</sup> re-bid. The change order will also include CTA's bond and insurance costs.
- (1) Change order will be brought to the building committee at its November meeting (11/2), for the glass & glazing re-bid and the elevator re-bid increases.
- Weekly coordination meetings continued on Wednesdays
- Removal of trees and stumps concluded.
- Drilling and blasting activities concluded.
- Rock crushing continued.
- The final "pay limits" for rock excavation is being finalized. Area "D" quantities were agreed upon. Rock removal cost will be tracked against the allowance and unit prices in the contract. The quantities being presented will exceed the unit price allowances.
- Layout of the foundation and footings of Area D was completed.
- Footing preparation work was started in "D" section.
- Excavation began in "C" Section

**2. Next Month's Anticipated Activities:**

- The contractor will continue with the submittal process
- Temporary offices and utility connections will be completed
- The MEP coordination process will begin
- Excavation for footings and foundations in Areas C and B will occur
- The pouring of footings and foundations in Areas D and C will occur
- Grading in other areas of the site will continue
- The storm water drainage system work will begin



**3. Project Schedule**

The over-all Master schedule report for the project is included in this report.

The contractors recent (but not final) schedule submission is also attached.

**4. Project Budget Report:**

The attached budget report includes the total budget amount approved at the Maynard Town Meeting of \$45,834,659.00. The budget reflects the Agreements with all consultants, and the recently awarded contact with CTA Construction.

The "Submitted to Date" column reflects invoices entered into ProPay as of September 20, 2011.

**5. Change Orders and Potential Change Orders:**

Change Order Request #1 was presented to CTA Construction for the difference in the withdrawn glass and glazing bid and the second bidder. This change order has not been finalized yet.

Change Order Request #2 was presented to CTA for the difference in the elevator sub-bid pricing.

Change Order Request #3 was presented to CTA for leaving some of the gas service lines in place

**6. Cash flow projections:**

Please see the attached cash flow report.

**7. Safety performance:**

No issues this month

**8. Construction QA/QC:**

Briggs Engineering & Testing and Weston & Sampson continue to provide materials testing and geotechnical engineering consultation and inspections.

Tappé continues to visit the site weekly to review installed conditions. They will submit their field observation reports to the building inspector's office.

**9. Environmental compliance:**

No issues this month.

**10. Community issues:**

Even though blasting and rock crushing continued in October there have been no major complaints or issues with the community.

**11. MBE/WBE:**

Tappe's contract includes the required contractual goals of minority and women owned consultants.

As of this date Tappe has contracted with the following MBE/WBE firms:

Discipline	Firm	MBE/WBE
Civil Engineering	Nitsch Engineering	WBE
Environmental Permitting	Nitsch Engineering	WBE
Traffic Consultant	Nitsch Engineering	WBE
Site Surveying	Nitsch Engineering	WBE
Structural Engineering	EDG Associates	MBE

The bid documents included the recent updates to the SOMWBA / OSD regulations. They reflect that the MBE/WBE targets are now a combined 10.4%.

Now that the General Contract has been awarded, future monthly reports will now include the contractors MBE/WBE contracts.

## Monthly Budget Report

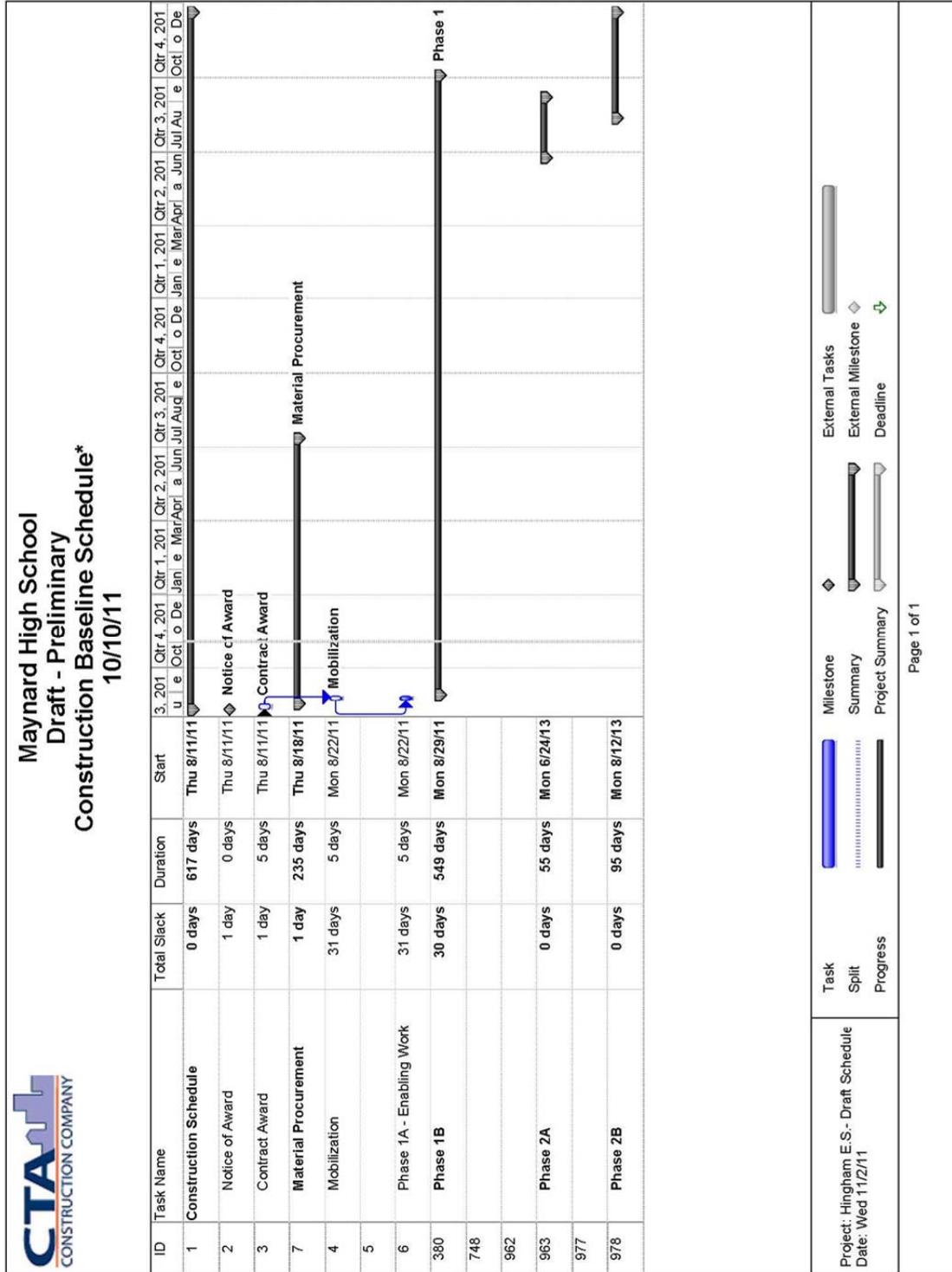
New Maynard High School Budget Report	Budget* (*Approved Warrant Article)	Propay Submitted Amount (as of last submission of 9/30/2011 )	Balance Remaining	Percent Complete
<b>Feasibility Study Agreement</b>				
Owner's Project Manager	158,780.00	97,335.00	61,445.00	61.3%
A&E - Feasibility Study/Schematic Design	725,000.00	785,785.00	(60,785.00)	108.4%
		<i>Note this is not an over spent category. Some of these costs should be included in later phase categories.</i>		
Environmental and Site	50,000.00	-	50,000.00	0.0%
Other	116,220.00	6,905.00	109,315.00	5.9%
	1,050,000.00	890,025.00	159,975.00	84.8%
<b>Design and Construction</b>				
Owner's Project Manager (not incl Feas Study)	1,118,780.00	180,249.00	938,531.00	16.1%
Legal Fees	25,000.00	4,689.00	20,311.00	18.8%
Advertising	5,000.00	12.00	4,988.00	0.2%
Other Administrative Costs	45,920.00	5,872.00	40,048.00	12.8%
A&E - Design Development	549,000.00	549,000.00	-	100.0%
A&E - Construction Contract Documents	990,000.00	990,000.00	-	100.0%
A&E - Bidding	255,000.00	255,000.00	-	100.0%
A&E - Construction Contract Administration	716,000.00	-	716,000.00	0.0%
A&E - Closeout	125,000.00	-	125,000.00	0.0%
A&E - Reimbursable Services	265,000.00	22,672.00	242,328.00	8.6%
Construction	36,650,000.00	1,316,286.00	35,333,714.00	3.6%
Construction Contingency	1,861,582.00	-	1,861,582.00	0.0%
Testing Services	60,000.00	-	60,000.00	0.0%
Furnishings (Estimate)	750,000.00	-	750,000.00	0.0%
Equipment (Estimate)	704,000.00	-	704,000.00	0.0%
Owners Contingency	600,000.00	-	600,000.00	0.0%
<b>Total Approved Budget</b>	<b>45,834,659</b>	<b>4,213,805.00</b>	<b>41,620,854.00</b>	<b>9%</b>

## Cash Flow Report

Month		Opm Costs / Admin. Costs	Designer Fees	Construction Costs	Other Costs	Construction Contingency	Owners Contingency	Totals
		1,469,700	3,735,000	36,650,000	1,518,377	1,861,582	600,000	45,834,659
								-
Thru	2010	104,240	785,785					890,025
January	2011	105,723	383,815					489,538
February	2011	95,000	383,815					478,815
March	2011	23,300	198,000					221,300
April	2011	23,300	198,000					221,300
May	2011	23,300	198,000					221,300
June	2011	23,300	198,000					221,300
July	2011	23,300	198,000					221,300
August	2011	40,000	145,500	519,641				705,141
September	2011	43,500	145,500	255,347				444,347
October	2011	32,000	35,000	541,298				608,298
November	2011	32,000	35,000	550,000				617,000
December	2011	32,000	35,000	550,000				617,000
January	2012	32,000	35,000	1,000,000				1,067,000
February	2012	32,000	35,000	1,000,000				1,067,000
March	2012	32,000	35,000	1,000,000				1,067,000
April	2012	32,000	35,000	1,750,000				1,817,000
May	2012	32,000	35,000	2,150,000				2,217,000
June	2012	32,000	35,000	2,250,000				2,317,000
July	2012	32,000	35,000	2,500,000				2,567,000
August	2012	32,000	35,000	2,500,000				2,567,000
September	2012	32,000	35,000	2,450,000				2,517,000
October	2012	32,000	35,000	2,300,000				2,367,000
November	2012	32,000	35,000	1,900,000				1,967,000
December	2012	32,000	30,000	1,750,000				1,812,000
January	2013	32,000	30,000	1,650,000				1,712,000
February	2013	32,000	30,000	1,300,000				1,362,000
March	2013	32,000	30,000	1,000,000				1,062,000
April	2013	32,000	30,000	1,000,000				1,062,000
May	2013	32,000	30,000	1,000,000				1,062,000
June	2013	32,000	30,000	875,000	506,125.67			1,443,126
July	2013	32,000	30,000	785,000	506,125.00			1,353,125
August	2013	32,000	30,000	750,000	506,126.00			1,318,126
September	2013	32,000	30,000	700,000				762,000
October	2013	32,000	30,000	1,008,702				1,070,702
November	2013	32,000	30,000	900,000				962,000
December	2013	53,500	30,000	750,000				833,500
January	2014	52,690	30,000	740,000				822,690
February	2014	26,548	30,585					57,133
		1,469,701	3,775,000	36,650,000	1,518,377	-	-	44,188,065

**Note that the cash flow does not include Owners or Construction Contingency**

### Construction Schedule



## Milestone Schedule Update

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<b>Awarded Contract</b>	<b>August 2, 2011</b>
Construction	
Phase 1A – Mobilization – Preliminary Site Demo	Notice to Proceed – Sept 2011
Phase 1B – Construction of New School	Notice to Proceed to August 2013
Phase 2B – Demolition of Existing School	June 2013 – August 2013
Phase 2A – Completion of New Site Work	August 2013 – December 2013
<b>Move-in to New Building</b>	<b>July 2013</b>
<b>Final Completion</b>	<b>December 2013</b>