

Lexington High School

April 2024



MONTHLY REPORT

LEXINGTON HIGH SCHOOL

April 2024

DORE + WHITTIER

I. EXECUTIVE SUMMARY

This is the eighth monthly report for the Lexington High school project that will cover April 2024. During the month of April, we held several working group meetings and our SBC Meeting No. 10. (Please note that ALL meeting recordings, agendas, minutes, and materials can be found on the project website found here: [A New Vision for Lexington High School \(lexingtonma.org\)](https://lexingtonma.org))

At the April 1st School Building Committee Coordination Meeting, the Superintendent and District presented the following agenda:

- Call to Order
- MSBA Module Review
- Schedule Update
- Communications Working Group Update
- Proposed Topics for Next Agenda
- Public Comment
- Adjourn

The SBC Coordination Meetings will be held every first, second and fourth Monday of the month at 12pm. The meeting minutes can be found [here](#).

At the April 1st Focus Group meeting (Exterior and Interior Design) the project team met for the third time to review the process for the 4 meetings. The project team reviewed the objective:

Meeting #3 Agenda:

- Design team will present draft recommendations to be shared to the SBC based on discussions in Meetings #1 and #2
- Focus group will provide feedback and finalize recommendations so they can be shared with the SBC in Meeting #4.
- Next Steps

Focus Group Objective:

Discuss the architectural and interior design of the school building, and its integration with the site and landscape design. Includes conversations about sustainability, functionality, performance, cost-effectiveness and aesthetic expression. As design progresses, conversations will focus on feature elements such as building entrances, signature spaces, and material and color selections.

Meeting #4 Objective:

What to expect in Meeting #4:

The four focus groups will reconvene to discuss each group's recommendations

When and where?

May 16th, 3:30-5:30pm virtual zoom

April 2024

SMMA presented the list of recommendations to the Focus Group. There were 45 items reviewed and discussed. In addition, SMMA reviewed the current massing study diagrams.

The meeting presentation and notes can be found under the documents and SBC meetings tab on the project website:

[Meeting notes:](#)

[Presentation:](#)

[Recording:](#)

At the April 3rd Focus Group meeting (Sustainability and MEP (Mechanical, Electrical, Plumbing)) the project team met for the third time to review the process for the 4 meetings. The project team reviewed the objective:

Meeting #3 Agenda:

- Design team will present draft recommendations to be shared to the SBC based on discussions in Meetings #1 and #2
- Focus group will provide feedback and finalize recommendations so they can be shared with the SBC in Meeting #4.
- Next Steps

Focus Group Objective:

Discuss site design for traffic, circulation, safety and security. Includes conversations about parking, driveways and circulation, fields, and offsite improvements and coordination with Town Departments.

Meeting #4 Objective:

What to expect in Meeting #4:

The four focus groups will reconvene to discuss each group's recommendations

When and where?

May 16th, 3:30-5:30pm virtual zoom

SMMA reviewed net zero energy, preliminary project first costs estimated funding benefits, and a lengthy list of recommendations for the focus group to review.

The meeting presentation and notes can be found under the documents and SBC meetings tab on the project website:

[Meeting notes:](#)

[Presentation:](#)

[Recording:](#)

The project team met on April 4th as our typical weekly Thursday meetings. We reviewed upcoming meetings, project schedule, outstanding items, deliverables etc.

April 2024

At the April 5th Evaluation Criteria working group meeting, the project team reviewed the evaluation criteria matrix and discussed the content at length. The working group was provided with a draft evaluation criteria matrix for review prior to the meeting. Many had provided comments, and the changes were incorporated. Following the discussion, SMMA was to add in thumbnails of the options at the top of the sheet and additional qualifiers/facts. The scoring was changed to 0, 2, and 5. Once edits were made the final criteria matrix was distributed to the working group. The working group is to make a recommendation to the SBC on using the criteria matrix as the options are evaluated.

At the April 8th School Building Committee Coordination Meeting, the Superintendent and District presented the following agenda:

- Call to Order &Introductory Remarks
- LHS Anticipated Project Timeline
- Thought Exchange Review
- Evaluation Criteria Working Group Update
- Proposed Topics for Next Agenda
- Public Comment
- Adjourn

The SBC Coordination Meetings will be held every first, second and fourth Monday of the month at 12pm. The meeting minutes can be found [here](#).

The project team met on April 11th as our typical weekly Thursday meetings. We reviewed upcoming meetings, project schedule, outstanding items, deliverables etc.

The project team met on April 18th as our typical weekly Thursday meetings. We reviewed upcoming meetings, project schedule, outstanding items, deliverables etc.

At the April 22nd School Building Committee meeting the project team presented the following agenda:

- Call to Order and Intro
- Previous Meeting Minutes for Approval
- Important Clarifications
 - Central Office Included in all Preliminary Designs
 - Pros and Cons of Addition/Renovation
- Focus Group Update
 - Review the MEP Systems & Sustainable Design Focus Group Recommendations
 - Refine the MEP and Sustainable Design Requirements
- Upcoming Meetings
- Other Topics Not Reasonably Anticipated 48 hours prior to the meeting
- Public Comment
- Adjourn

April 2024

A copy of the minutes, presentation, and recording can be found on the project website.

[Meeting Minutes:](#)

[Recording:](#)

[Presentation:](#)

At the April 23rd High School and Center Recreation Area Working Group Meeting the working group discussed updates on the process.

- SMMA presented information regarding:
- Article 97 monthly meetings
- Schedule/Timing
- Design Phase
- Wetlands
- Next Steps

A copy of the agenda, meeting notes and recording can be found on the project website.

[Agenda:](#)

[Meeting Notes:](#)

[Recording:](#)

Included below is the current Article 97 schedule as of today. This schedule will be updated in the monthly report.

		2024												2025												2026											
		Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
DESIGN PHASE	Preliminary Design Phase (PDP)																																				
	(At the PDP phase, all the options should be presented with potential development restrictions identified)																																				
	Preferred Schematic Report Phase (PSR)																																				
	The MSBA requires a summary of the process undertaken to identify all potential issues and steps that are to be taken to resolve them. An updated project schedule that includes dates of anticipated approvals (e.g. Article 97 approval) and key steps to gaining full ownership, control, and exclusive use of the land is also required in the PSR submitted to the MSBA for review.																																				
	MSBA Approves Feasibility Study																																				
	Schematic Design Phase (SD)																																				
	Upon submission of the District's Schematic Design Submittal , it is preferred that the District obtain ownership, full control, and access of the site. However, should there be outstanding issues that are in the process of being resolved and that are mapped out to the jurisdiction of the MSBA, staff will forward a conditional Project Scope and Budget recommendation to MSBA Board of Director's for its consideration. Project Scope and Budget recommendation to MSBA Board of Director's for its consideration.																																				
	MSBA Approves SD *Conditional See advisory 45																																				
	The recommendation will be conditional upon the District obtaining full ownership, control, and exclusive use of the proposed project site. The MSBA will not sign a Project Funding Agreement and will not reimburse the District for any costs incurred beyond the Feasibility Study Agreement without all land use issues being resolved.																																				
	Town Meeting & Debt Exclusion to Approve Project and Funding																																				
Worst case date for MSBA reimbursement to commence																																					
ARTICLE 97	Design Documentation (14 months) *Conditional until Article 97 approval																																				
	Initial Article 97 Local Groundwork and Support (incl. Local boards and State representatives)																																				
	Project Introduction Meeting with MEPA																																				
	PLPA Initial call																																				
	PLPA waiver submission with alternatives (if applicable)																																				
	Advance alternatives from MSBA level to level suitable for EEA																																				
	PLPA Portal notification (if necessary)																																				
	Open Meeting Approval of Land Swap																																				
	State Legislative Approval of Article 97 Bill - Prep and Filing																																				
	State Legislative Approval of Article 97 Bill																																				
MEPA	Engage MEPA Consultants, start Traffic Report, GHG, etc.																																				
	Prepare Environmental Notification Form (ENF) Filing																																				
	1st ENF Noticed in Environmental Monitor - site visit, public comment, MEPA issues Certificate on the ENF																																				
	Draft Environmental Impact Report (DEIR) Filing																																				
	DEIR Noticed in Environmental Monitor, public comment, MEPA issues Certificate on the DEIR																																				
	Final Environmental Impact Report (FEIR) Filing																																				
	FEIR Noticed in Environmental Monitor, public comment, MEPA issues Certificate on the FEIR																																				
	Abbreviated Notice of Resource Area Delineation (ANRAD) preparation and file with Conservation																																				
	Conservation public hearings Order of Resource Area Delineation (ORDAD) received																																				
	Notice of Intent (NOI) preparation and file with Conservation																																				
INTERSTATE	Conservation public hearings and Order of Conditions (OAC) received																																				
	(If >5,000 sq. ft. wetlands are affected)																																				
	Meet with Conservation, New England Regional Office (NERO - Boston)																																				
	Notice of Intent (NOI) preparation and file with Conservation																																				
	Conservation public hearings and Order of Conditions (OAC) received																																				
	Variance review with DEP Northeast Regional Office (NERO)																																				
	DEP AQS Water Quality Certificate with variance received (not until after MEPAN)																																				
	Federal, parallel to DEP Army Corps of Engineers (ACOE) 404 Category II Permit																																				

At the April 25th Permanent Building Committee Meeting the project team presented cost estimate data at rough order magnitude level, the PDP deliverables and timeline, and the PSR deliverables and timeline.

A copy of the meeting notes can be found on the Town's website.

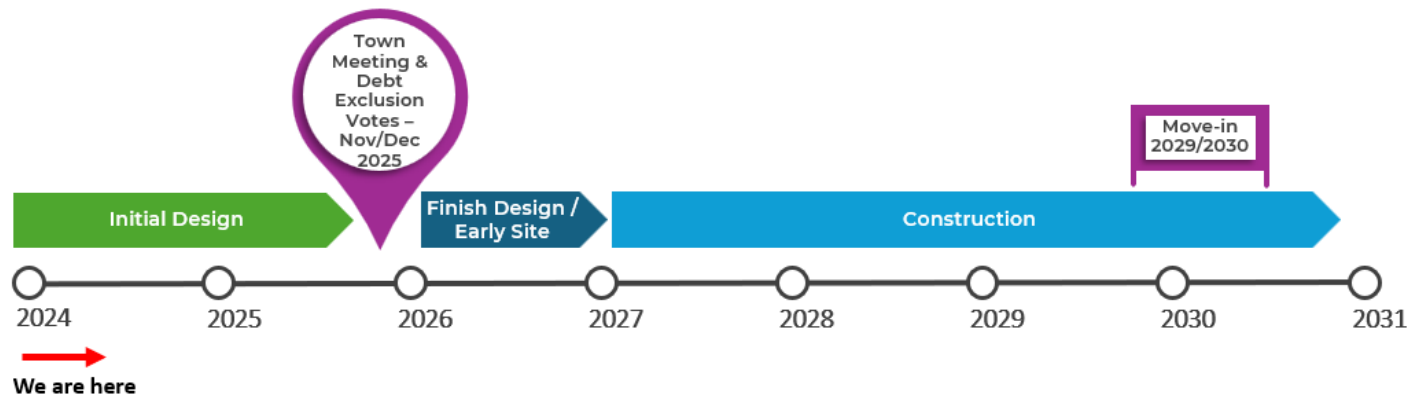
At the April 29th School Building Committee Coordination Meeting the Superintendent and District presented the following agenda:

- Call to Order & Introductory Remarks
- [Review PDP Alternatives Drafts \(Design Options\)](#)
- [Review Cost Estimates/Alternatives](#)
- [Tax Payer Impact Update](#)
- Proposed Topics for Next Agenda
- Public Comment
- Adjourn

The SBC Coordination Meetings will be held every first, second and fourth Monday of the month at 12pm. The meeting minutes can be found [here](#).



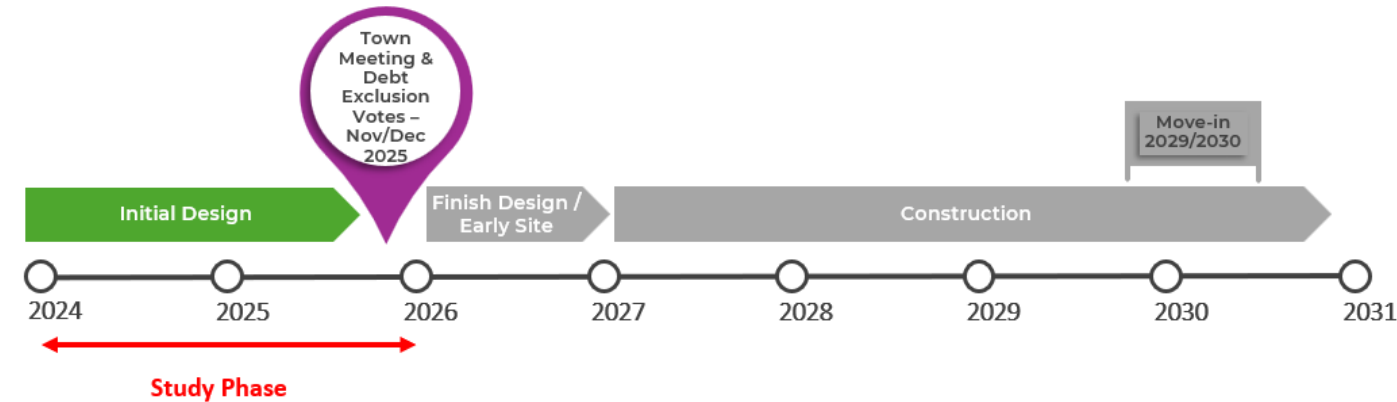
II. PROJECT SCHEDULE OVERVIEW



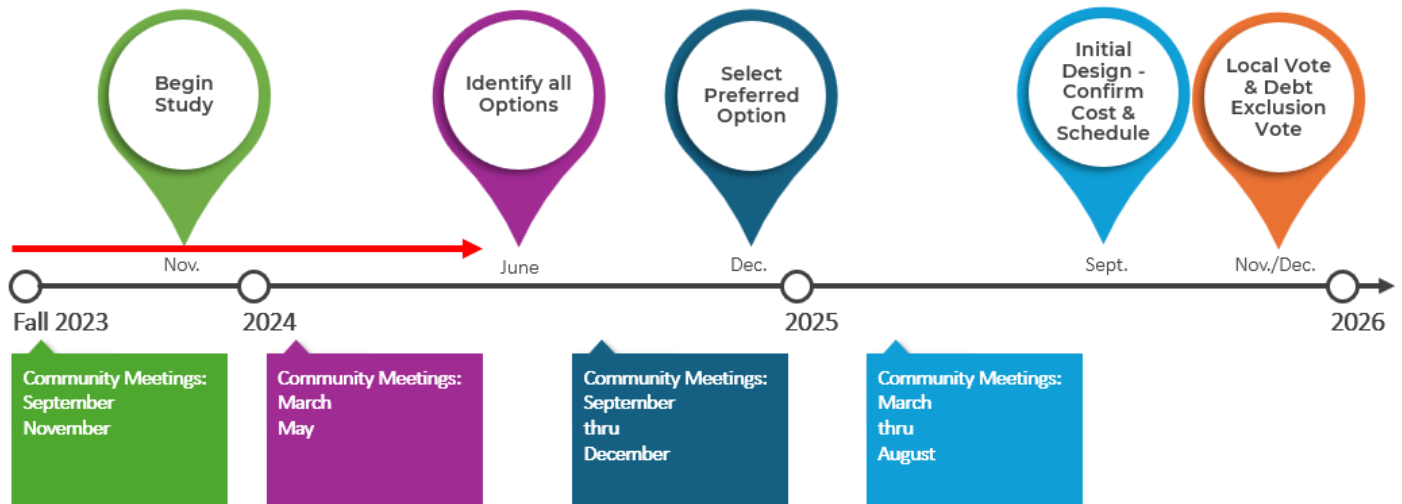
All dates after local vote in November / December 2025 are subject to change based upon the selected option.

Construction duration is shown to provide a potential range. Final duration will be determined toward the end of initial design.

Move-in date will be determined after an option is selected. Anticipated move-in currently shown in the range of 2029 to 2030

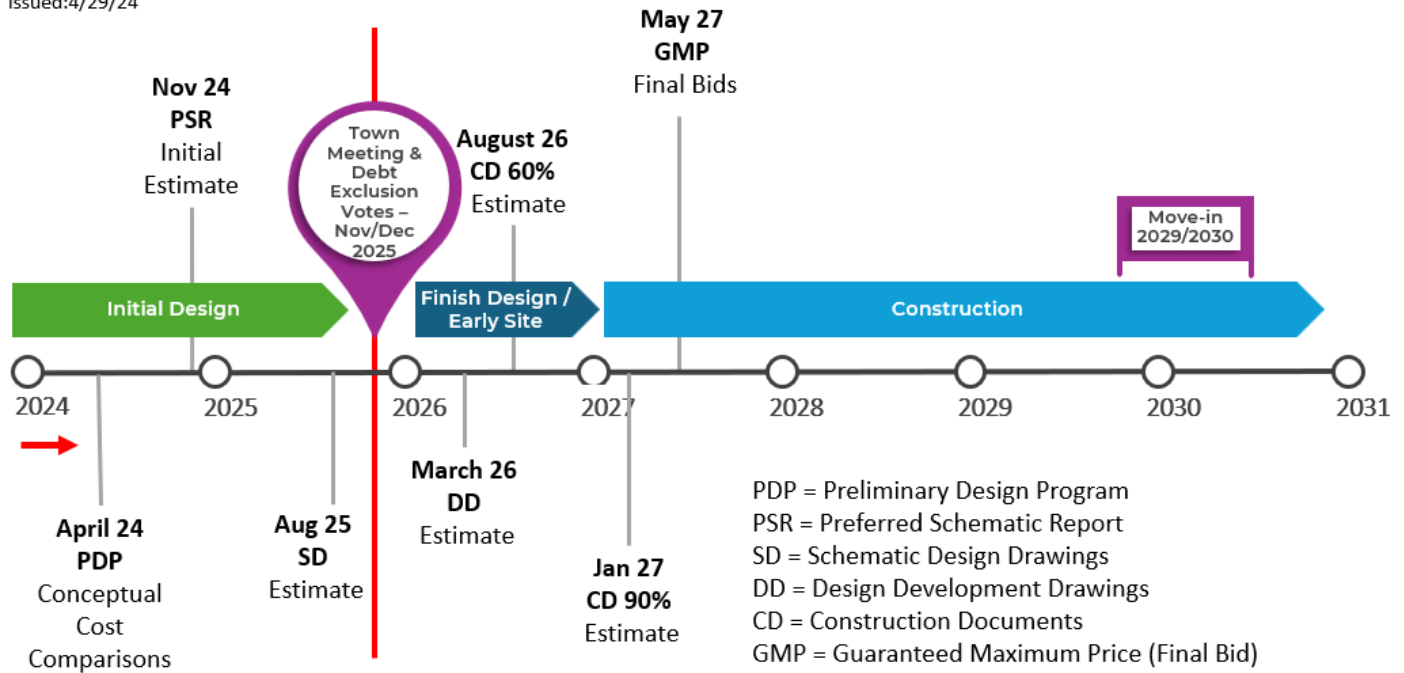


Study Phase includes Feasibility and Schematic Design and is the current phase of the project



Issued:1/25/24

Issued:4/29/24



III. TASKS COMPLETED

A series of meetings were held in the month of February, they include:

- 4/1/24 SBC Coordination Meeting
- 4/1/24 Exterior and Interior Design Focus Group Meeting
- 4/3/24 Sustainability and MEP Focus Group Meeting
- 4/4/24 LHS Weekly Project Team Meeting
- 4/5/24 Evaluation Criteria Working Group Meeting
- 4/8/24 SBC Coordination Meeting
- 4/11/24 LHS Weekly Project Team Meeting
- 4/18/24 LHS Weekly Project Team Meeting
- 4/22/24 SBC Meeting No. 10
- 4/23/24 High School and Center Recreation Area Working Group Meeting
- 4/25/24 Permanent Building Committee Meeting
- 4/29/24 SBC Coordination Meeting

IV. 30-DAY LOOK AHEAD

In the month of May, the project team will be reviewing the following:

Evaluation of the Alternatives

Criteria Matrix

Focus Group Report Out

Massing Studies

Cost Estimate Review

Public Survey

Our 4th Community Meeting will be held on May 2nd from 6:30-8:30pm.

The project team will be providing alternatives, assumptions and qualifications, ROM estimated sqfts and total for cost estimates to be developed and reconciled. This is based on ROM costs to be included in the PDP submission to the MSBA.

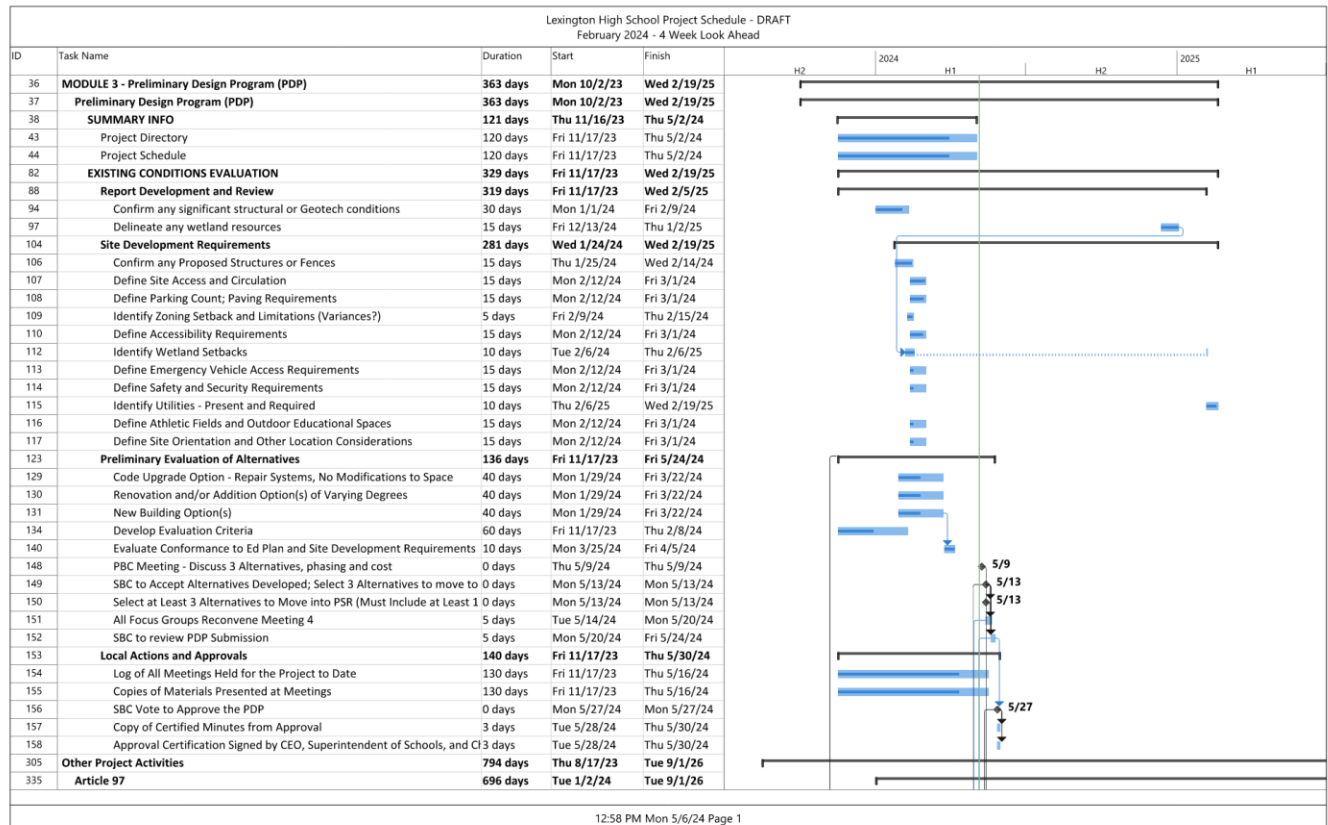
Upcoming Meetings:

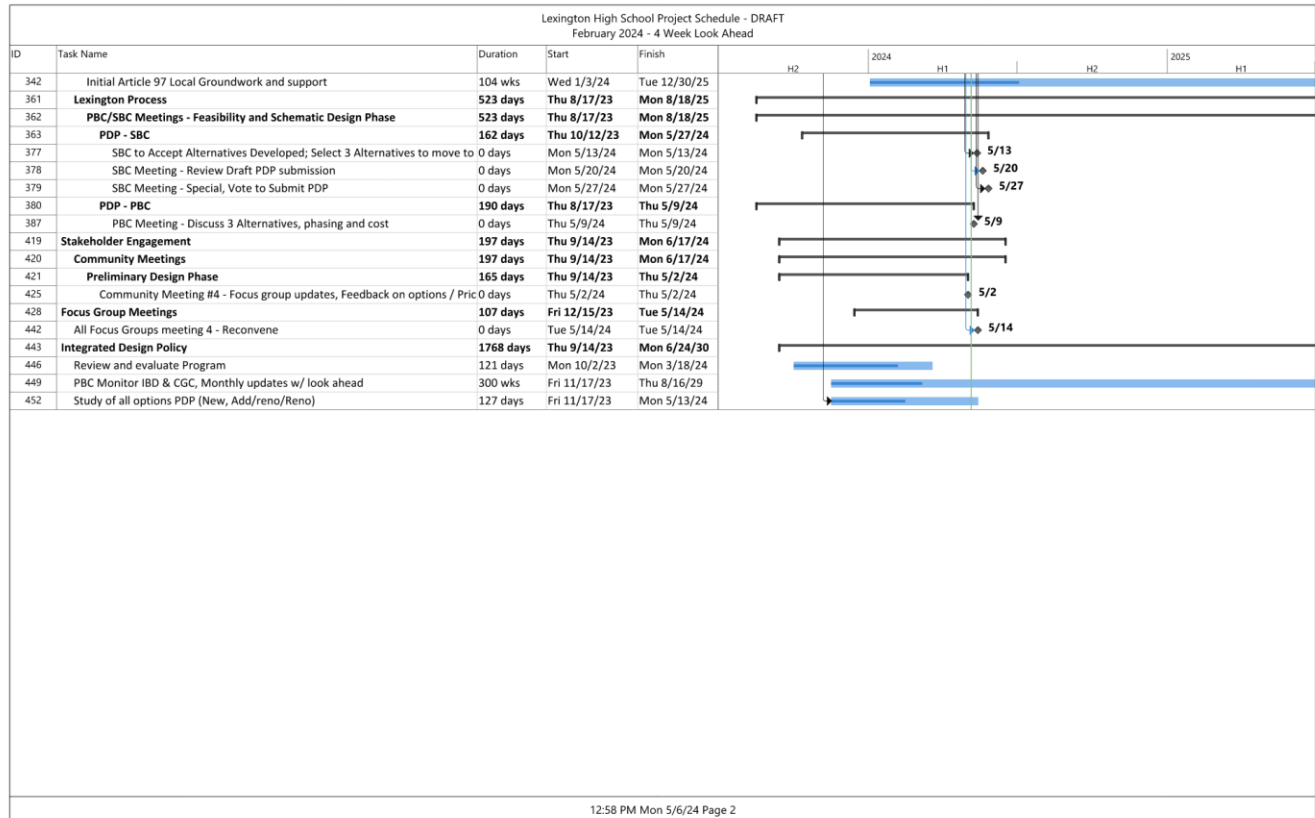
- 5/2/24 Community Meeting #4
- 5/6/24 SBC Coordination Meeting
- 5/8/24 Abutters Meeting
- 5/9/24 Permanent Building Committee Meeting
- 5/13/24 SBC Coordination Meeting
- 5/16/24 All 4 Focus Groups Meeting
- 5/20/24 SBC Meeting No. 11

April 2024

- 5/23/24 Permanent Building Committee Meeting
- 5/28/24 SBC Coordination Meeting

Attached below is a 4 week look ahead from our project schedule. The full project schedule is included as a backup to this document.





I. PROJECT BUDGET

Budget Status Narrative: In the month of April, four (4) invoice(s) were submitted for payment against the project budget and propay reimbursement request no. 5 was submitted to the MSBA.

Lexington High School



Project Details

DWMP Project No.	MP 22-0129	Project Type	High School
Project Name	Lexington High School	Scope Type	
Project Address	251 Waltham Street Lexington, MA 02421	MSBA Project?	No
Project Phase	Feasibility Study		
Phase End-Date	01/31/2025		
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
0000-0000 Feasibility Study Agreement									
0001-0000 OPM - Feasibility Study	\$400,000.00	\$0.00	\$400,000.00	\$430,000.00	107%	\$404,975.00	94%	\$25,025.00	-\$30,000.00
0002-0000 A&E - Feasibility Study	\$1,000,000.00	\$0.00	\$1,000,000.00	\$642,700.00	64%	\$88,000.00	13%	\$554,700.00	\$357,300.00
0003-0000 Environmental & Site	\$350,000.00	\$0.00	\$350,000.00	\$357,300.00	102%	\$27,495.65	7%	\$329,804.35	-\$7,300.00
0004-0000 Other	\$75,000.00	\$0.00	\$75,000.00	\$20,170.34	26%	\$10,170.34	50%	\$10,000.00	\$54,829.66
Total - 0000-0000 Feasibility Study Agreement	\$1,825,000.00	\$0.00	\$1,825,000.00	\$1,450,170.34	300%	\$530,640.99	165%	\$919,529.35	\$374,829.66

May 6, 2024



Project Name: Lexington High School

Subject: Monthly Report Budget Update

1. MSBA Reimbursement Status:

PR No.	Payment Request Date	Submitted Amount	Ineligible Project Costs	Eligible Project Costs	Eligible Grant	Recommended Payment Amount	MSBA Last Payment Date	MSBA Payment Amount
1	10/4/2023	\$46,262	\$1,600	\$44,662	\$13,845	\$0	12/21/2023	\$13,845
2	1/10/2024	\$89,198	\$1,568	\$87,630	\$27,165	\$0	2/1/2024	\$27,166
3	2/2/2024	\$254,269	\$0	\$254,269	\$78,823	\$0	3/21/2024	\$78,823
4	3/1/2024	\$92,828	\$0	\$92,828	\$28,777	\$0	3/21/2024	\$28,777
5	4/2/2024	\$45,239	\$8,896	\$36,343	\$11,266	\$0	5/3/2024	\$11,266
Total		\$527,796				\$0		\$159,877

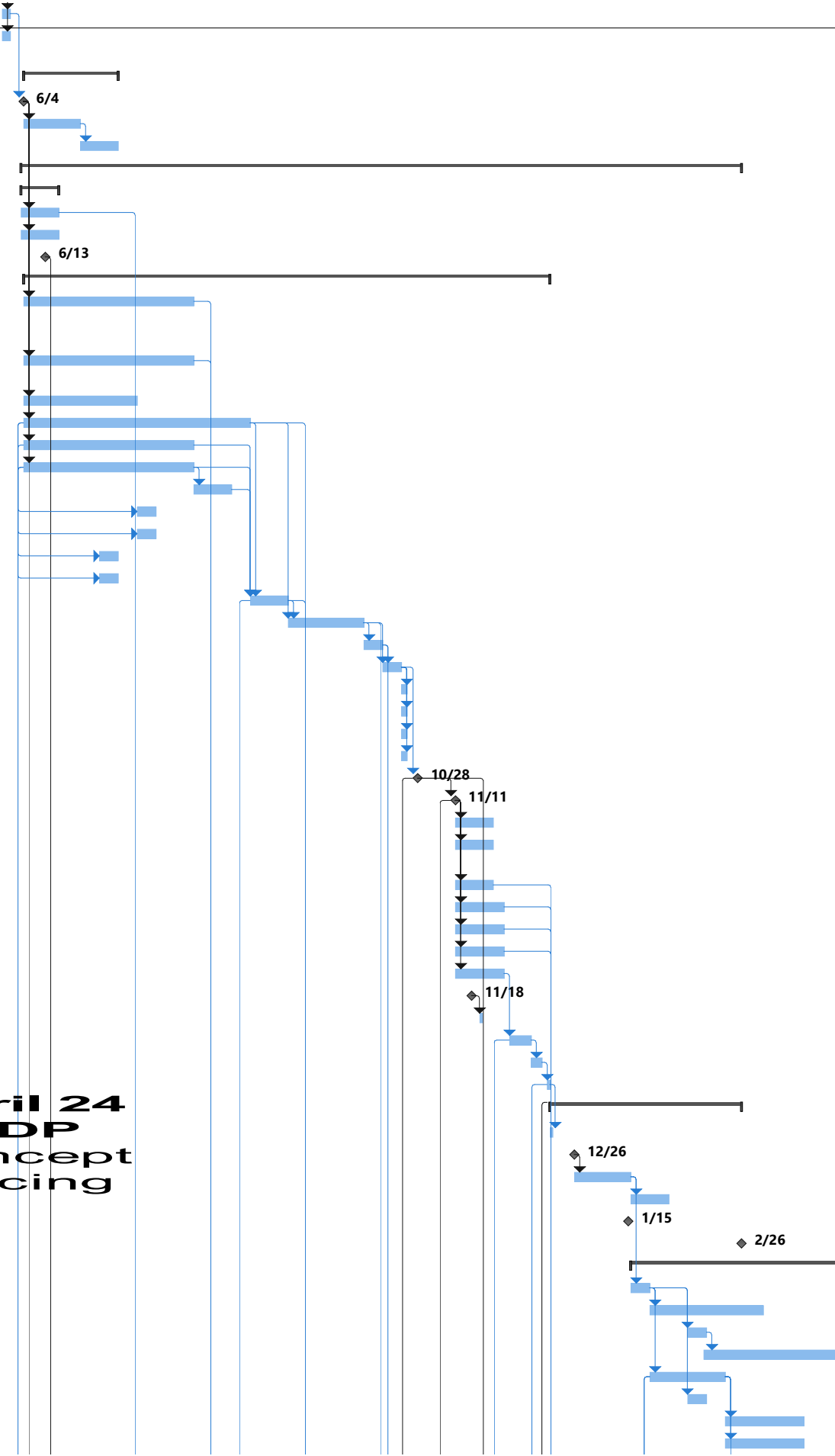
Lexington High School Project Schedule - DRAFT																					
ID	Task Mode	Task Name	Duration	Half 1, 2024							Half 2, 2024							Half 1, 2025			
				O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
97		Delineate any wetland resources	15 days																		
98		Perform Topographic Survey	40 days																		
99		Perform Geothermal test well and calculations	20 days																		
100		Draft Existing Conditions Report available	0 days																		
101		SBC to review existing condition report	5 days																		
102		SBC Comments due on existing conditions report	1 day																		
103		SBC to accept existing conditions report	0 days																		
104		Site Development Requirements	281 days																		
105		Site Safety and Security Focus Group Meeting 1 - Listen	0 days																		
106		Confirm any Proposed Structures or Fences	15 days																		
107		Define Site Access and Circulation	15 days																		
108		Define Parking Count; Paving Requirements	15 days																		
109		Identify Zoning Setback and Limitations (Variances?)	5 days																		
110		Define Accessibility Requirements	15 days																		
111		Identify any Easements	5 days																		
112		Identify Wetland Setbacks	10 days																		
113		Define Emergency Vehicle Access Requirements	15 days																		
114		Define Safety and Security Requirements	15 days																		
115		Identify Utilities - Present and Required	10 days																		
116		Define Athletic Fields and Outdoor Educational Spaces	15 days																		
117		Define Site Orientation and Other Location Considerations	15 days																		
118		Site Safety and Security Focus Group Meeting 2 - Respond	0 days																		
119		Site safety and Security Focus Group Meeting 3 - Recommend	0 days																		
120		Draft Site Development requirements report available	0 days																		
121		SBC to review defined requirements	0 days																		
122		SBC to accept defined Requirements	0 days																		
123		Preliminary Evaluation of Alternatives	136 days																		
124		Analysis of School District Student Assignment Practices and Available Spaces in Other School Districts	60 days																		
125		Tuition Agreements with Adjacent School Districts	60 days																		
126		Rental or Acquisition of Existing Building that Could be Made Available for School Use	60 days																		
127		MEP and Sustainability Focus Group Meeting 1 - Listen	0 days																		
128		Exterior & Interior Design Focus Group Meeting 1 - Listen	0 days																		
129		Code Upgrade Option - Repair Systems, No Modifications to Space	40 days																		
130		Renovation and/or Addition Option(s) of Varying Degrees	40 days																		
131		New Building Option(s)	40 days																		
132		MEP and Sustainability Focus Group Meeting 2 - Respond	0 days																		
133		Exterior & Interior Design Focus Group Meeting 2 - Respond	0 days																		
134		Develop Evaluation Criteria	60 days																		
135		SBC to discuss evaluation criteria	0 days																		
136		PBC Meeting - Evaluation Criteria, Existing Conditions draft report, Space summary, Monthly progress update	0 days																		
137		SBC Meeting to Vote Evaluation Criteria	0 days																		
138		PBC Meeting - Evaluation Criteria, Existing Conditions draft report, Space summary, Monthly progress update	1 day																		
139		SBC Meeting - Focus group updates, accept space summary, accept site development requirements, review concept massing alternatives	1 day																		
140		Evaluate Conformance to Ed Plan and Site Development Requirements	10 days																		
141		Construction Phasing of Each Alternative	5 days																		
142		Preliminary Cost Estimate of Each Alternative	15 days																		
143		Exterior and Interior Design Focus Group Meeting 3 - Recommend	0 days																		
144		MEP and Sustainability and Exterior, Interior Design Focus Group Meeting 3 - Recommend	0 days																		
145		PBC Meeting to review FG Recommendations on site, safety, security, interior, exterior design, MEP and Sustainability.	1 day																		
146		SBC Meeting - Focus Group updates. Review MEP/Sustainability & Design recommendations; refine MEP and Sus Design requirements. Tentative tax payer update	1 day																		
147		SBC to Review Alternatives Developed	0 days																		
148		PBC Meeting - Discuss 3 Alternatives, phasing and cost	0 days																		
149		SBC to Accept Alternatives Developed; Select 3 Alternatives to move to PSR	0 days																		
150		Select at Least 3 Alternatives to Move into PSR (Must Include at Least 1 Add/Reno)	0 days																		
151		All Focus Groups Reconvene Meeting 4	5 days																		
152		SBC to review PDP Submission	5 days																		
153		Local Actions and Approvals	140 days																		
154		Log of All Meetings Held for the Project to Date	130 days																		
155		Copies of Materials Presented at Meetings	130 days																		
156		SBC Vote to Approve the PDP	0 days																		

1:25 PM Mon 5/6/24 Page 2

ID	Task Mode	Task Name	Duration
157		Copy of Certified Minutes from Approval	3 days
158		Approval Certification Signed by CEO, Superintendent of Schools, and Chair of the School Committee	3 days
159		MSBA Submission	25 days
160		Submit to MSBA	0 days
161		MSBA Review Period	15 days
162		Respond to MSBA Comments	10 days
163		MODULE 3 - Preferred Schematic Report (PSR)	191 days
164		EXISTING CONDITIONS EVALUATION	10 days
165		Update Existing Conditions evaluation	10 days
166		Identify any additional testing required in the future	10 days
167		PBC - Review PSR timeline	0 days
168		Final Evaluation of Alternatives	139 days
169		Provide an analysis of each prospective site/siting including natural site limitations, building footprint, athletic fields, parking areas, bus and parent drop off areas, site access and surrounding site features	45 days
170		Evaluate potential impact that construction of each option will have on students and provide required/recommended mitigation efforts	45 days
171		Identify permitting requirements including the estimated time to acquire each permit	30 days
172		Develop conceptual architectural and site drawings	60 days
173		Narrative of major building & structural systems that are proposed for each alternative	45 days
174		Narrative of major building systems including plumbing, HVAC, electrical with estimated loads	45 days
175		Source, capacities, and method of obtaining all utilities	10 days
176		Educational focus group (Mtg 5)	5 days
177		Site Safety and Security Focus Group (Mtg 5)	5 days
178		MEP and Sustainability Focus Group (Mtg 5)	5 days
179		Exterior and Interior Design Focus Group (Mtg 5)	5 days
180		Develop proposed project design and construction schedule including phasing considerations	10 days
181		Develop Estimate Construction Costs	20 days
182		Develop total project budget	5 days
183		Prepare final evaluations in detailed narratives and tables including a cost comparison table	5 days
184		Educational focus group (Mtg 6)	2 days
185		Site Safety and Security Focus Group (Mtg 6)	2 days
186		MEP and Sustainability Focus Group (Mtg 6)	2 days
187		Exterior and Interior Design Focus Group (Mtg 6)	2 days
188		Present Concept Plans with Costs and Schedule to SBC, discuss Preferred Schematic	0 days
189		SBC to VOTE on Preferred Schematic	0 days
190		Provide an updated Ed Program that addresses all questions and comments in PDP review	10 days
191		Summary of key components of Districts Ed Program and how preferred solution fulfills these requirements	10 days
192		Complete sustainability scorecard and signed letter	10 days
193		Provide conceptual floor plans of preferred solution	14 days
194		Provide clearly labeled site plans of preferred solution	14 days
195		Provide overview of the Total Project Budget and local funding	14 days
196		Complete and submit a budget statement for preferred solution	14 days
197		SBC Review options / evaluation Criteria	0 days
198		PBC - Review options / evaluation criteria	1 day
199		SBC review DRAFT PSR Submission	6 days
200		SMMA Finalizes Report	4 days
201		SBC Votes on Preferred Schematic Report (PSR)	1 day
202		MSBA Submission	51 days
203		Submit to MSBA - Early due to Holidays	1 day
204		Submit to MSBA - Official Date	0 days
205		MSBA Review Period	15 days
206		Respond to MSBA Comments	10 days
207		MSBA Facilities Assessment Subcommittee Meeting	0 days
208		MSBA Board Approval	0 days
209		MODULE 4 - Schematic Design	207 days
210		Schematic Design Kick-Off Meeting	5 days
211		Site Analysis Assessment Update	30 days
212		Green Building Charrette	5 days
213		Update LEED Scorecard	70 days
214		Refine Educational Programming with Departments	20 days
215		Attend Safety and Security Meeting	5 days
216		Update Space Summary	21 days
217		Define Building Design Characteristics	21 days

Lexington High School Project Schedule - DRAFT

April 24
PDP
Concept
Pricing



Lexington High School Project Schedule - DRAFT																								
ID	Task Mode	Task Name	Duration	Half 1, 2024												Half 2, 2024					Half 1, 2025			
				O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M			
218		Develop Room Data Sheets	21 days																					
219		Update Site Development Requirements	21 days																					
220		Define Instructional Technology Requirements	21 days																					
221		Define Security Requirements	21 days																					
222		Develop Site Plan	30 days																					
223		Develop Floor Plan	30 days																					
224		Develop Uniformat Specification	40 days																					
225		Develop Building Exterior Imagery	21 days																					
226		Develop Building Sections	21 days																					
227		Develop Typical Interior Elevations	21 days																					
228		Develop Preliminary Energy Model	21 days																					
229		Perform Life Cycle Cost Analysis on Major MEP Equipment	21 days																					
230		Update Building Systems Narratives	15 days																					
231		Update Building Structure Narratives	15 days																					
232		Develop Presentation Site and Floor Plans	15 days																					
233		Develop Exterior Presentation Building Imagery	15 days																					
234		Develop FF&E Estimate	15 days																					
235		Develop Instructional Technology Estimate	15 days																					
236		Update Code Analysis & Accessibility Narrative	15 days																					
237		Develop District Letter Describing SPED Program for DESE Approval	15 days																					
238		Issue to Cost Estimators	10 days																					
239		Develop Cost Estimate	15 days																					
240		Reconcile Cost Estimates	5 days																					
241		OPM Develop Value Engineering Plan	5 days																					
242		DRAFT Report to SBC for Review	5 days																					
243		SBC Meeting #1 (review costs, VE)	0 days																					
244		SBC Meeting #2 (review costs, VE)	0 days																					
245		OPM Submits Project Budget to MSBA	1 day																					
246		SBC Vote to Submit	0 days																					
247		MSBA Submission	24 days																					
248		Submit SD binder and DESE submittal	0 days																					
249		MSBA Staff Comments	15 days																					
250		Respond to MSBA Staff Comments	10 days																					
251		MSBA Board meeting	5 days																					
252		MODULE 5 - Project Scope and Budget Agreement	83 days																					
253		Project Scope and Budget Conference	10 days																					
254		Local Funding Authorization TBD	43 days																					
255		Town meeting	22 days																					
256		Debt Exclusion	21 days																					
257		Project Funding Agreement	25 days																					
258		MODULE 6 - Detailed Design	462 days?																					
259		Design Development	172 days																					
260		Begin Design Development (DD)	0 days																					
261		Design Development Drawings	125 days																					
262		DD Package to Estimators	20 days																					
263		Reconciliation	5 days																					
264		Value Engineering & SBC Review	5 days																					
265		SBC Vote to approve DD Submission	1 day																					
266		Submit DD package to MSBA	2 days																					
267		MSBA Review and Comments	15 days																					
268		Construction Documents	280 days?																					
269		Begin Construction Documents (CD)	0 days																					
270		CD Drawings	280 days?																					
271		CD 60% Drawings	87 days																					
272		CD 60% to Estimators	20 days																					
273		CD 60% Reconciliation	10 days																					
274		Value Engineering and SBC Review	5 days																					
275		SBC Review 60% CD Submission	1 day																					
276		SBC Vote to submit CD 60%	1 day																					
277		Submit CD 60% to MSBA	1 day																					
278		MSBA review period	15 days																					
279		CD 90% Drawings	110 days																					
280		CD 90% to Estimators	20 days																					
281		CD 90% Reconciliation	5 days																					
282		Value Engineering and SBC Review	5 days																					

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Lexington High School Project Schedule - DRAFT																						
ID	Task Mode	Task Name	Duration	Half 1, 2024							Half 2, 2024							Half 1, 2025				
				O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	
283		SBC Review CD 90% MSBA Submission	1 day?																			
284		SBC Approve CD 90% Submission to MSBA	1 day																			
285		Submit CD 90% Submission	1 day																			
286		CD 100% Drawings/Bid Pakage	36 days																			
287		MSBA Review period	15 days																			
288		Bidding	305 days																			
289		ERP 1 - Site Enabling	20 days																			
290		ERP 2 - Site/Foundations/Structural	20 days																			
291		ERP 3 - Long Lead Equipment	20 days																			
292		Guaranteed Maximum Price	25 days																			
293		MODULE 7 - Construction	1121 days																			
294		Phase 1 - New Building	827 days																			
295		ERP1 - Site Enabling / Geothermal wells	135 days																			
296		ERP2 - Site/Foundations	182 days																			
297		Construction	520 days																			
298		Owner Move-in	30 days																			
299		Phase 1 Complete	1 day																			
300		Phase 2 - Demo/Abate/Site	339 days																			
301		Last Day of School 2029	1 day																			
302		Demo/Abate	130 days																			
303		Site/Fields/Parking	200 days																			
304		Phase 2 Complete	0 days																			
305		Other Project Activities	794 days																			
306		CM @ Risk Selection	82 days																			
307		SBC Meeting - Initial Discussion for Construction Delivery method (MC-at-risk vs. DBB)	0 days																			
308		SBC Meeting - Construction Delivery Method & SBC Vote	1 day																			
309		IG Application Process - If CM@R	50 days																			
310		Complete the IG Application Form	3 days																			
311		Submit CM@R Application to IG	1 day																			
312		Max of 60 Day IG application Review Period	45 days																			
313		IG Formal approval to proceed with the CM @ Risk Delivery Method	1 day																			
314		CM@R Request For Qualifications (RFQ)	40 days																			
315		Develop Draft CM@R Request For Qualifications (RFQ)	10 days																			
316		Distribute Draft CM@R PreQ for Review& Approval by Selection Committee (SC)	1 day																			
317		CM@R Prequalification Selection Committee meeting	1 day																			
318		Run Central Register, COMBUYS& Local Ad for CM@R RFQ	5 days																			
319		Issue CM@R RFQ	0 days																			
320		CM@R Qualifications Due	1 day																			
321		PreQ Committee reviews and ranks quals - shortlist 3 to 4 firms	5 days																			
322		PBC/SBC Meeting - Notification of Shortlisted Firms	1 day																			
323		CM@R Proposal and selection Process	60 days																			
324		Develop CM @ Risk RFP/Contracts/Schedule/Est. Requirements	13 days																			
325		Local Council Review of RFP& Contracts	10 days																			
326		Distribute CM@R RFP	1 day																			
327		CM Site Visit/Walk-Through	0 days																			
328		CM Proposals Due	0 days																			
329		CM selection committee review proposals	5 days																			
330		CM Selection Committee Meets and scores proposals	1 day																			
331		Issue Interview questions& order	1 day																			
332		Interview CM Firms	2 days																			
333		Negotiate Contract and award CM Firm	7 days																			
334		Award SD Estimating Purchase Order	1 day																			
335		Article 97	696 days																			
336		MSBA Milestones	436 days																			
342		Initial Article 97 Local Groundwork and support	104 wks																			
343		Project Introduction Meeting w/ MEPA	1 day																			
344		PLPA - Initial Call	4 wks																			
345		High School and Center Recreation Area Working Group	1 day																			
346		Kickoff Meeting with PLPA	20 days																			
347		PLPA waiver submission with alternatives (if applicable)	88 days																			
348		Advance alternatives from MSBA level to level suitable for EEA	195 days																			
349		PLPA Portal notification	105 days																			
350		Town Meeting - Approval of land swap	21 days																			
351		State Legislative Approval of Article 97 Bill - Prep and filing	300 days																			

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Lexington High School Project Schedule - DRAFT																							
ID	Task Mode	Task Name	Duration	Half 1, 2024												Half 2, 2024					Half 1, 2025		
				O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M		
352		State Legislative approval of Article 97	133 days																				
353		Article 97 Complete	1 day																				
354		Engage MEPA Consultants, start traffic report, GHG, etc.	65 days																				
355		Prepare Environmental Notification Form (ENF) Filing	85 days																				
356		ENF Noticed in Environmental Monitor, site visit, public comment, MEPA issues Certificate on the ENF	24 days																				
357		Draft Environmental Impact Report (DEIR) Filing	65 days																				
358		DEIR Noticed in Environmental Monitor, public comment, MEPA issues Certificate on the DEIR	22 days																				
359		Final Environmental Impact Report (FEIR) Filing	43 days																				
360		FEIR Noticed in Environmental Monitor, public comment, MEPA issues Certificate on the FEIR	22 days																				
361		Lexington Process	523 days																				
362		PBC/SBC Meetings - Feasibility and Schematic Design Phase	523 days																				
363		PDP - SBC	162 days																				
364		SBC Meeting - SMMA introductions	0 days																				
365		SBC Meeting - Sustainability Goals, Lessons Learned previous projects, Timeline	0 days																				
366		SBC Meeting - Designer workplan review, stakeholder engagement, article 97	0 days																				
367		SBC Meeting - Other Program Discussion, Evaluation Criteria, Focus Group updates, ed program/existing conditions updates.	0 days																				
368		SBC to review existing condition report	0 days																				
369		SBC Meeting - Review Draft Space Summary	0 days																				
370		SBC Meeting - Approve Evaluation Criteria	0 days																				
371		SBC Meeting - Other Program Vote, Evaluation Criteria approval, Existing Conditions report; review concept Massing studies. Space summary review	0 days																				
372		SBC Meeting - Special, Review Education focus / accept existing conditions report, space summary	0 days																				
373		SBC Meeting - Review Site recommendations	0 days																				
374		SBC Meeting - Focus Group updates. Accept site recommendations, review space summary. Review concept massing alternates	0 days																				
375		SBC Meeting - Focus Group updates. Review MEP/Sustainability & Design recommendations; refine MEP and Sus Design requirements. Tentative tax payer update	0 days																				
376		SBC Meeting - Review Design Options. Review Cost Estimates / Alternatives. Focus Group updates	0 days																				
377		SBC to Accept Alternatives Developed; Select 3 Alternatives to move to PSR	0 days																				
378		SBC Meeting - Review Draft PDP submission	0 days																				
379		SBC Meeting - Special, Vote to Submit PDP	0 days																				
380		PDP - PBC	190 days																				
381		PBC Meeting - IDP, Article 97 Update	0 days																				
382		PBC Meeting - Design Team Introduction, Stakeholder engagement	0 days																				
383		PBC Meeting - PDP Deliverables, Focus group discussion, IDP Checklist, Attachment A Scorecard	0 days																				
384		PBC Meeting - Evaluation Criteria, Existing Conditions draft report, Space summary, Monthly progress update	0 days																				
385		PBC Meeting - Existing Conditions report, Site Development Report, Site safety & Security recommendations	0 days																				
386		PBC Meeting to review FG Recommendations on site, safety, security, interior, exterior design, MEP and Sustainability.	0 days																				
387		PBC Meeting - Discuss 3 Alternatives, phasing and cost	0 days																				
388		PSR - SBC	130 days																				
389		SBC Meeting - Review MSBA comments	0 days																				
390		SBC Meeting - CM at Risk Discussion	0 days																				
391		SBC Meeting - Approve CM at Risk	0 days																				
392		SBC Meeting	0 days																				
393		SBC Meeting	0 days																				
394		SBC Meeting	0 days																				
395		Present Concept Plans with Costs and Schedule to SBC, discuss Preferred Schematic	0 days																				
396		SBC to VOTE on Preferred Schematic	0 days																				
397		SBC Meeting	0 days																				
398		SBC Meeting - Review draft PSR	0 days																				
399		SBC Meeting Vote to Submit PSR	0 days																				
400		PSR - PBC	135 days																				
401		PBC Meeting - Review PSR timeline / workplan	0 days																				
402		PBC Meeting - Existing Conditions Update	0 days																				
403		PBC Meeting - Site & Student impacts from Construction	0 days																				
404		PBC Meeting - Schedule & Phasing, concept plans review	0 days																				
405		PBC Meeting - Total project cost	0 days																				
406		PBC Meeting - Concept Plan review	0 days																				
407		PBC Meeting - PSR review	0 days																				
408		Schematic Design	151 days																				

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