

# AGAWAM HIGH SCHOOL

# Agawam, MA



# **OPM Monthly Project Update Report**

# December 2023

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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At the beginning of December, the project team received word from the MSBA to confirm that the project would be on the agenda for the December 13<sup>th</sup> MSBA Board of Directors meeting, and during that meeting, the board unanimously made the recommendation the project proceed into Schematic Design with no comments or edits. SD is currently scheduled to be submitted to the MSBA on May 2, 2024, in order to meet the deadline for the Board of Directors meeting on June 26, 2024.

The project team also continued the CM-at-risk procurement process with the CM at Risk RFQ advertised on December 13, with a due date of January 10, 2024. The IGO also issued the Inspector General's Note to Proceed on December 19. As of December 31, a total of 6 CM firms had submitted the required interest form, and if all 6 firms submit the formal RFQ, the subcommittee will meet on January 11 and 12 to discuss the firms and their qualifications, followed by issuing the formal RFP on January 17, 2024..

# TASKS COMPLETED THROUGH DECEMBER 2023

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

- 12/01/23 Agawam HS project team meeting
- 12/04/23 Agawam HS project team HVAC meeting
- 12/07/23 Agawam HS Educational Leadership meeting
- 12/08/23 Agawam HS project team meeting
- 12/13/23 CM-r RFQ publicly advertised
- 12/15/23 Agawam HS project team meeting
- 12/18/23 Agawam High School SBC meeting #17
- 12/20/23 CM-r RFQ questions are due from the public
- 12/21/23 Agawam HS project team issues Addendum in response to any questions
- 12/21/23 Agawam HS Educational Leadership meeting
- 12/22/23 Agawam HS project team meeting
- 12/29/23 Agawam HS project team meeting

## II. TASKS PLANNED FOR JANUARY 2024

The following tasks are planned for the month of January 2024:

- 01/04/23 Agawam HS project team meeting
- 01/04/23 Agawam HS Educational Leadership meeting
- 01/10/23 CM-r RFQ due from the public
- 01/11/23 Agawam HS project team meeting
- 01/17/23 CM-r RFP issued
- 01/18/23 Agawam HS Educational Leadership meeting



- 01/18/23 Agawam HS project team meeting
- 01/22/23 Agawam High School SBC meeting #18
- 01/25/23 Agawam HS project team meeting

## III. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$71,245 this month, which consisted of OPM fees for LeftField in the amount of \$15,000 and A/E fees for Flansburgh in the amount of \$56,245 for Feasibility Study Services.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated December 31, 2023.

# IV. PROJECT SCHEDULE OVERVIEW

The Agawam High School Project is currently in Module 3 – the Feasibility Study, which will be followed by Module 4 – Schematic Design, and then Module 5 – Funding the Project. From now to a City Approval of Funding in June 2024 it will be imperative to hit every milestone to stay on track.

The Project Team started with a list of potential options for the site during PDP. From there, options were narrowed down and the preferred option - Option 1C - was selected for the PSR submission. The Preferred Schematic Report (PSR), a report highlighting the site and solutions and outlining the process, was submitted to the MSBA on October 26, 2023 for review, MSBA issued comments which were responded to, and the project was voted on by the MSBA Board of Directors (BOD) on December 13, 2023 to proceed to schematic design.

Now that the preferred solution has been approved by the MSBA BOD, the team moves into Schematic Design (SD) to further develop the solution. The Schematic Design process defines the project scope and budget that will be submitted to the MSBA Board of Directors for approval. Upon approval, a Project Scope and Budget Agreement between MSBA and the Town of Agawam will be executed. The project will need to secure funding through City Council approval which is targeted for July 2024. Once the funding has been approved, the Town of Agawam will enter into a Project Funding Agreement with MSBA.

# V. DESIGNER AND CONTRACTOR MBE/WBE COMPLIANCE UPDATE

The Designer's goal for Minority Business Enterprise (MBE) participation is 6.6% and for Women Business Enterprise (WBE) participation is 15.0% to meet the required total of 21.6% for the MBE/WBE participation goals. Based on the Designer subcontracts awarded for the Feasibility Study/Schematic Design Phase, the percentage of fee for MBE is 7.8% and WBE is 28.0%. The Workforce participation goals are currently set at 6.9% for women and



15.3% for minorities and through the month of December, Workforce Participation was 43.75% for women and 9.38% for minorities.

# VI. COMMUNITY OUTREACH

The Agawam High School Building Project Website is used throughout the project to keep the community up to date with the latest information. Approved meeting minutes and presentation materials are being posted to the website. The website is https://agawamhsproject.com/

# VII. ATTACHMENTS

MSBA Online OPM Report, Dated December 31, 2023 Total Project Budget Status Report, dated December 31, 2023 Monthly and Cumulative Cash Flow Reports, dated December 31, 2023 Preliminary Project Schedule, dated December 31, 2023

#### Leftfield, LLC James Riefstahl Progress Report as of Date 12/31/2023 District Name MSBA ID 202000050505 Agawam School Name Agawam High Project Name OPM Firm Name Leftfield, LLC School Building Committee Representative Mayor William Sapelli Total Project Budget (ProPay) Project Director James Riefstahl \$1,250,000 Designer Firm Name Flansburgh Associates, Inc. Encumbered (Reporting Period) \$0 Principal Kent Kovacs Encumbered (to Date) \$1,135,611 General Contractor Firm Name Total Project Invoices Received (to Date) \$705,571 General Contractor Contact Name **Project Completion Percentage** 56%

#### **OPM** Leftfield, LLC Progress Report as of Date 12/31/2023 Contract Summary **Payment Summary Original Contract Amount** \$350,000 **Total Contract Amount** \$350,000 Contract Amendments (to Date) 0 Invoices Paid (to Date) \$200,000 Value of Contract Amendments (to Date) \$0 Invoices Received (Reporting Period) \$15,000 **Total Contract Amount** \$350,000 Contract Amount Remaining \$135,000 Contract Amendments as Percentage of Original Contract Amount 0.0% 12/01/23 Agawam HS project team meeting 12/04/23 Agawam HS project team HVAC meeting 12/07/23 Agawam HS Educational Leadership meeting • 12/08/23 Agawam HS project team meeting 12/13/23 CM-r RFQ publicly advertised 12/15/23 Agawam HS project team meeting **OPM** Activities (Reporting Period) 12/18/23 Agawam High School SBC meeting #17 12/20/23 CM-r RFQ questions are due from the public • 12/21/23 Agawam HS project team issues Addendum in response to any questions 12/21/23 Agawam HS Educational Leadership meeting 12/22/23 Agawam HS project team meeting • 12/29/23 Agawam HS project team meeting Project Budget Status Reference attached Total Budget Report and Cash Flow charts dated December 31, 2023. MSBA Closeout Status Potential Issues None noted at this time.

### **DESIGNER** Flansburgh Associates, Inc.

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Contract Summary		Payment Summary	
Original Contract Amount	\$685,000	Total Contract Amount	\$717,945
Contract Amendments (to Date)	3	Invoices Paid (to Date)	\$433,715
Value of Contract Amendments (to Date)	\$32,945	Invoices Received (Reporting Period)	\$56,245
Total Contract Amount	\$717,945	Contract Amount Remaining	\$227,985
Contract Amendments as Percentage of Original Contract Amount	4.8%		
MBE/WBE		Workforce Participation	
MBE Percentage	6.6%	Total Hours	527
MBE Actual	7.8%	Minority Hours	10
WBE Percentage	15.0%	Minority Percentage	2.0%
WBE Actual	28.0%	Minority Workforce Participation	15.3%
		Female Hours	323
		Female Percentage	61.0%

Female Workforce Participation

Progress Report as of Date 12/31/2023

6.9%

RFIs and Submittals         RFIs Issued (Reporting Period)       0         Total RFIs Issued (to Date)       0         Remaining Open RFIs - Past 30 Days				
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5	30 Day Look Ahead			
Commissioning Consultant Status None assigned yet.	Commissioning Consultant			
	Commissioning Consultant Status	None assigned yet.		

# GENERAL CONTRACTOR

#### Contract Summary Payment Summary Original Contract Amount (including CM-At-**Total Contract Amount** Risk Amendments) Change Orders (to Date) Invoices Paid (to Date) Value of Change Orders (to Date) Invoices Received (Reporting Period) Total Contract Amount Contract Amount Remaining Procurement Type Change Orders as Percentage of Original Contract Amount Pending Change Orders Change Order Status MBE/WBE Workforce Participation MBE Percentage Total Hours MBE Actual Minority Hours WBE Percentage **Minority Percentage** WBE Actual Minority Workforce Participation Female Hours Female Percentage

Female Workforce Participation

Progress Report as of Date 12/31/2023

#### 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

Linda E. Liporto

Print Name

Signature

January 5, 2024

Date



December 31, 2023

#### Agawam High School - Agawam, MA

**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	Uncommitted	Comments
	FEASIBILITY STUDY AGREEMENT													
0001-0000	OPM Feasibility Study/Schematic Design	\$ 365,000	\$	(15,000)	\$	350,000	\$ 350,000	100%	\$ 215,000	61%	\$	135,000	\$ -	
0002-0000	A&E Feasibility Study/Schematic Design	\$ 740,000	\$	(55,000)	\$	685,000	\$ 685,000	100%	\$ 457,015	67%	\$	227,985	\$ -	
0003-0000	Environmental & Site	\$ 130,000	\$	(30,000)	\$	100,000	\$ 100,000	100%	\$ 32,945	33%	\$	67,055	\$ -	
0004-0000	Other	\$ 15,000		100,000		115,000		1%		1%	\$	-	\$ 114,389	
	SUB-TOTAL	\$ 1,250,000	\$	-	\$	1,250,000	\$ 1,135,611	91%	\$ 705,571	56.4%	\$	430,040	\$ 114,389	
	TOTAL PROJECT BUDGET	\$ 1,250,000	\$	-	\$	1,250,000	\$ 1,135,611	91%	\$ 705,571	56%	\$	544,429	\$ 114,389	
l	<b>_</b>				-			I	· · · ·		<u> </u>		<u> </u>	
	FUNDING SOURCES		1											
	Maximum State Share	\$ 740.000												
		748 000		59 84%										
·		 748,000		59.84% 40.16%										
	Local Share	\$ 502,000		40.16%										
		 ,												
	Local Share	\$ 502,000		40.16%		Amount	SF	Cost/SF						
	Local Share SUB-TOTAL	\$ 502,000 1,250,000		40.16% 100%		Amount	SF	Cost/SF						
	Local Share SUB-TOTAL CONSTRUCTION COST ESTIMATES	\$ 502,000 1,250,000		40.16% 100%		Amount	SF	Cost/SF						
	Local Share SUB-TOTAL CONSTRUCTION COST ESTIMATES Designer FS Cost Estimate Designer SD Cost Estimate OPM SD Cost Estimate	\$ 502,000 1,250,000		40.16% 100%		Amount	SF	Cost/SF						
	Local Share SUB-TOTAL CONSTRUCTION COST ESTIMATES Designer FS Cost Estimate Designer SD Cost Estimate	\$ 502,000 1,250,000		40.16% 100%		Amount	SF	Cost/SF						

Feasibility Study Agreement Budget Transfers:

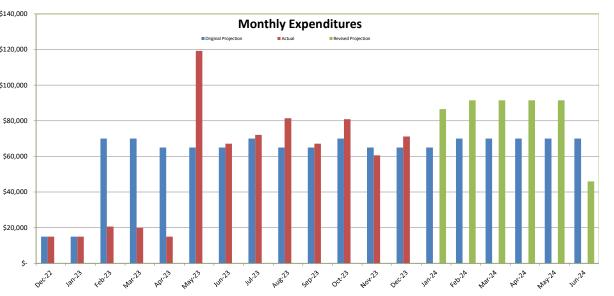


December 31, 2023

#### Agawam High School - Agawam, MA

#### **Monthly Cash Flow**

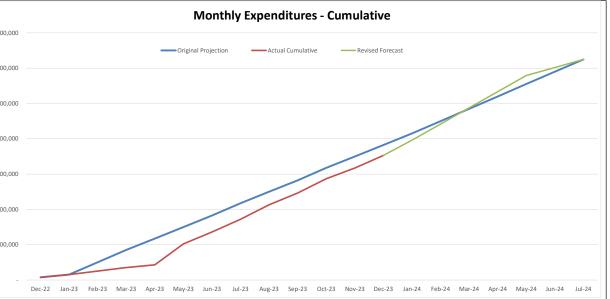
Date	Original rojection	Actual	levised ojection	\$140,
Dec-22	\$ 15,000	\$ 15,000		
Jan-23	\$ 15,000	\$ 15,000		\$120,
Feb-23	\$ 70,000	\$ 20,611		
Mar-23	\$ 70,000	\$ 20,000		
Apr-23	\$ 65,000	\$ 15,000		\$100,
May-23	\$ 65,000	\$ 119,290		
Jun-23	\$ 65,000	\$ 67,145		
Jul-23	\$ 70,000	\$ 72,145		\$80,0
Aug-23	\$ 65,000	\$ 81,445		
Sep-23	\$ 65,000	\$ 67,145		\$60,0
Oct-23	\$ 70,000	\$ 80,945		Ş00,
Nov-23	\$ 65,000	\$ 60,600		
Dec-23	\$ 65,000	\$ 71,245		\$40,0
Jan-24	\$ 65,000		\$ 86,518	,
Feb-24	\$ 70,000		\$ 91,518	
Mar-24	\$ 70,000		\$ 91,518	\$20,
Apr-24	\$ 70,000		\$ 91,518	
May-24	\$ 70,000		\$ 91,518	
Jun-24	\$ 70,000		\$ 45,921	
Jul-24	\$ 70,000		\$ 45,921	
Total:	\$ 1,250,000	\$ 705,571	\$ 544,429	



#### Agawam High School - Agawam, MA

#### **Cumulative Cash Flow**

Date	Original Projection	Actual Cumulative	Revised Forecast	
Dec-22	15,000	\$ 15,000		1
Jan-23	30,000	\$ 30,000		
Feb-23	100,000	\$ 50,611		1
Mar-23	170,000	\$ 70,611		1
Apr-23	235,000	\$ 85,611		
May-23	300,000	\$ 204,901		1
Jun-23	365,000	\$ 272,046		
Jul-23	435,000	\$ 344,191		
Aug-23	500,000	\$ 425,636		
Sep-23	565,000	\$ 492,781		
Oct-23	635,000	\$ 573,726		
Nov-23	700,000	\$ 634,326		
Dec-23	765,000	\$ 705,571	\$ 705,571	
Jan-24	830,000		\$ 792,089	
Feb-24	900,000		\$ 883,606	
Mar-24	970,000		\$ 975,124	
Apr-24	1,040,000		\$ 1,066,641	
May-24	1,110,000		\$ 1,158,159	
Jun-24	1,180,000		\$ 1,204,079	
Jul-24	1,250,000		\$ 1,250,000	
Total:	\$ 1,250,000	\$ 705,571	\$ 1,250,000	



#### December 31, 2023

# LeftField

# AGAWAM HIGH SCHOOL - Preliminary Project Schedule December 31, 2023

	CHOICE IN PROJECT MANAGEMENT		December 31, 2	023
)	Task Name	Start	Finish	2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 203
1	Board Authorization	Wed 4/14/21	Wed 4/14/21	◆ Board Authorization
2	MSBA Invitation to Conduct a Feasibility Study	Wed 4/14/21	Wed 4/14/21	<ul> <li>MSBA Invitation to Conduct a Feasibility Study</li> </ul>
3	OPM Selection	Wed 8/31/22	Wed 12/14/22	H OPM Selection
4	OPM RFS	Wed 8/31/22	Thu 9/15/22	I OPM RFS
5	OPM Proposal Review and Interview	Fri 9/16/22	Mon 10/24/22	OPM Proposal Review and Interview
6	Execute OPM Contract	Tue 10/25/22	Wed 12/14/22	Execute OPM Contract
7	Designer Selection	Thu 12/15/22	Fri 3/31/23	⊨⊘ Designer Selection
8	Develop Designer RFS	Thu 12/15/22	Wed 1/4/23	Develop Designer RFS
9	Advertise/Issue RFS/Receive & Review Designer Proposals	Wed 1/4/23	Fri 2/17/23	Advertise/Issue RFS/Receive & Review Designer Proposals
10	Submit Designer Review Matrix to MSBA and SBC	Mon 2/20/23	Tue 2/21/23	Submit Designer Review Matrix to MSBA and SBC
11	MSBA Designer Selection Panel	Tue 2/28/23	Tue 2/28/23	MSBA Designer Selection Panel
12	MSBA DSP Interviews Top 3 ranked firms	Tue 3/14/23	Tue 3/14/23	MSBA DSP Interviews Top 3 ranked firms
13	Negotiate/Execute Design Services Contract	Wed 3/15/23	Fri 3/31/23	Negotiate/Execute Design Services Contract
14	Designer Contract Received by MSBA	Fri 3/31/23	Fri 3/31/23	Designer Contract Received by MSBA
15	Feasibility Study	Mon 4/3/23	Wed 10/11/23	Feasibility Study
16	Develop Educational Program and Space Program	Mon 4/3/23	Mon 6/26/23	Develop Educational Program and Space Program
17	School Committee Educational Program and Space Program Approval	Tue 6/27/23	Tue 6/27/23	School Committee Educational Program and Space Program Approval
18	MSBA Kickoff Meeting	Wed 4/19/23	Wed 4/19/23	MSBA Kickoff Meeting
19	Chapter 74 and CTE Programs Viability Form	Mon 4/3/23	Fri 5/12/23	Chapter 74 and CTE Programs Viability Form
20	Develop and Analyze Preliminary Options and Criteria	Mon 4/3/23	Fri 7/21/23	Develop and Analyze Preliminary Options and Criteria
21	SBC Vote to Approve Submittal of PDP	Mon 7/24/23	Mon 7/24/23	SBC Vote to Approve Submittal of PDP
22	Submit PDP to MSBA	Thu 7/27/23	Fri 7/28/23	Submit PDP to MSBA
23	MSBA PDP Review	Sat 7/29/23	Thu 9/21/23	MSBA PDP Review
24	Address PDP Comments	Thu 9/21/23	Wed 10/11/23	Address PDP Comments
25	Preferred Schematic Report	Tue 7/25/23	Wed 12/13/23	Preferred Schematic Report
26	Develop Preferred Schematic Report & Cost Estimate	Tue 7/25/23	Tue 9/26/23	Develop Preferred Schematic Report & Cost Estimate

# LeftField

# AGAWAM HIGH SCHOOL - Preliminary Project Schedule December 31, 2023

E RIGHT	CHOICE IN PROJECT MANAGEMENT		December 31, 2	023
	Task Name	Start	Finish	2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 20
27	SBC Vote on Preferred Schematic Report	Wed 9/27/23	Tue 10/3/23	SBC Vote on Preferred Schematic Report
28	Submit Preferred Schematic Report to MSBA	Thu 10/26/23	Thu 10/26/23	
29	MSBA PSR Review	Wed 11/1/23	Tue 11/21/23	MSBA PSR Review
30	Address PSR Comments	Wed 11/22/23	Mon 12/4/23	Address PSR Comments
31	MSBA FAS Review Meeting	Wed 11/8/23	Wed 11/15/23	MSBA FAS Review Meeting
32	Address FAS Comments	Thu 11/16/23	Wed 11/22/23	Address FAS Comments
33	Board Vote on Preferred Schematic: Move to SD	Wed 12/13/23	Wed 12/13/23	Board Vote on Preferred Schematic: Move to SD
34	Schematic Design	Fri 10/27/23	Wed 7/24/24	Schematic Design
35	Develop SD Package	Fri 10/27/23	Thu 2/1/24	Develop SD Package
36	SD Cost Estimate and Reconcile	Fri 2/2/24	Thu 3/14/24	SD Cost Estimate and Reconcile
37	Town of Agawam Approval of Budget	Fri 3/15/24	Wed 4/17/24	Town of Agawam Approval of Budget
38	SD Notification to SBC/MSBA	Thu 4/18/24	Thu 4/18/24	SD Notification to SBC/MSBA
39	SBC Review/Vote - SD Submission	Fri 4/19/24	Tue 4/30/24	SBC Review/Vote - SD Submission
40	Submit SD Package to MSBA	Thu 5/2/24	Thu 5/2/24	ц
41	MBSA Review / Comments and Project Team Response Period	Fri 5/3/24	Mon 6/3/24	MBSA Review / Comments and Project Team Response Period
42	Address MBSA Comments	Tue 6/4/24	Mon 6/17/24	Address MBSA Comments
43	MSBA Board of Directors Meeting	Wed 6/26/24	Wed 6/26/24	MSBA Board of Directors Meeting
44	Project Scope and Budget Agreement Executed	Wed 6/26/24	Wed 7/24/24	Project Scope and Budget Agreement Executed
45	DESE Review	Mon 10/3/22	Mon 1/16/23	🛏 DESE Review
46	MSBA Review of DESE Submittal	Mon 10/3/22	Tue 10/11/22	HMSBA Review of DESE Submittal
47	DESE Review and Approval	Mon 10/17/22	Mon 1/9/23	ESE Review and Approval
48	DESE Sped Submission Review and Approval	Tue 1/10/23	Mon 1/16/23	DESE Sped Submission Review and Approval
49	Local Funding Approval / Project Funding Agreement	Wed 6/26/24	Fri 8/30/24	Local Funding Approval / Project Funding Agreement
50	Town of Agawam Vote for Approval of Funding	Wed 6/26/24	Wed 7/10/24	Town of Agawam Vote for Approval of Funding
51	Local Actions and Approvals forwarded to MSBA	Thu 7/11/24	Wed 7/17/24	Local Actions and Approvals forwarded to MSBA
52	Project Funding Agreement	Mon 7/15/24	Fri 8/30/24	

	<b>T</b> 1 M	<b>C</b> 1		
)	Task Name	Start	Finish	2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 203
53	Design Development	Thu 7/11/24	Wed 4/9/25	Period Development
54	Design Development Documents	Thu 7/11/24	Mon 1/20/25	Design Development Documents
55	DD Cost Estimate	Tue 1/21/25	Mon 2/3/25	DD Cost Estimate
56	VE	Tue 1/21/25	Mon 2/3/25	H VE
57	Demo / Abatement Package 1	Tue 1/21/25	Mon 2/3/25	Demo / Abatement Package 1
58	Early Site Prep Package 2	Tue 1/21/25	Mon 2/3/25	Early Site Prep Package 2
59	OPM Review & Submittal to MSBA	Tue 2/4/25	Mon 2/10/25	OPM Review & Submittal to MSBA
60	MSBA Review	Tue 2/11/25	Tue 3/11/25	MSBA Review
61	Address DD Review Comments	Wed 3/12/25	Wed 4/9/25	Address DD Review Comments
62	Contract Documents	Tue 2/11/25	Fri 8/22/25	Contract Documents
63	CD 60% Documents	Tue 2/11/25	Mon 3/31/25	CD 60% Documents
64	CD 60% Cost Estimate/VE/Reconciliation	Tue 4/1/25	Mon 4/14/25	CD 60% Cost Estimate/VE/Reconciliation
65	OPM Review & Submittal to MSBA	Tue 4/15/25	Mon 4/28/25	OPM Review & Submittal to MSBA
66	MSBA Review	Tue 4/29/25	Wed 5/28/25	MSBA Review
67	Address 60% Review Comments	Thu 5/29/25	Tue 6/17/25	Address 60% Review Comments
68	CD 90% Documents Development	Thu 5/1/25	Thu 6/12/25	CD 90% Documents Development
69	CD 90% Cost Estimate/VE/Reconciliation	Fri 6/13/25	Thu 6/26/25	CD 90% Cost Estimate/VE/Reconciliation
70	OPM Review & Submittal to MSBA	Fri 6/27/25	Thu 7/3/25	OPM Review & Submittal to MSBA
71	MSBA Review	Mon 7/7/25	Mon 8/4/25	MSBA Review
72	Address 90% Review Comments	Tue 8/5/25	Mon 8/18/25	Address 90% Review Comments
73	CD 100% Documents Development	Mon 7/7/25	Fri 8/1/25	CD 100% Documents Development
74	Prepare for Main Construction - CD 100% Package for bidding	Mon 8/4/25	Fri 8/8/25	Prepare for Main Construction - CD 100% Package for biddin
75	100% Package to MSBA	Mon 8/11/25	Fri 8/22/25	▼100% Package to MSBA
76	LEED	Tue 2/11/25	Wed 7/26/28	LEED
85	CM at Risk Procurement	Mon 9/25/23	Fri 2/16/24	CM at Risk Procurement
95	Trade Sub-Contractor Pre-Qualifications	Mon 2/19/24	Mon 8/12/24	Trade Sub-Contractor Pre-Qualifications

D	Task Name	Start	Finish	
				2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 203
120	Permitting and Regulatory Filing Requirements	Tue 12/1/20	Fri 8/22/25	Permitting and Regulatory Filing Requirements
136	Bid Phases	Tue 2/4/25	Mon 10/6/25	Bid Phases
139	Construction	Tue 3/11/25	Tue 7/6/27	Construction
140	Early Bid Package	Tue 3/11/25	Thu 10/2/25	Early Bid Package
141	Construction on Main Package	Tue 10/7/25	Tue 7/6/27	Construction on Main Package
142	Substantial Completion	Tue 7/6/27	Tue 7/6/27	Substantial Completion
143	Closeout	Wed 7/7/27	Wed 9/1/27	⊢ Closeout
144	Punch list & Commissioning	Wed 7/7/27	Tue 8/17/27	Punch list & Commissioning
145	Construction Clean/Building Flush out	Wed 7/7/27	Tue 8/3/27	Construction Clean/Building Flush out
146	Furniture and Technology Installation	Wed 7/7/27	Tue 8/3/27	Furniture and Technology Installation
147	Final Completion	Wed 8/18/27	Wed 8/18/27	Final Completion
148	Administration, Teachers and Staff Move-in	Thu 8/19/27	Wed 9/1/27	Administration, Teachers and Staff Move-in
149	New Agawam High School Opens for Classes	Wed 9/1/27	Wed 9/1/27	New Agawam High School Opens for Classes
150	Project Closeout Phase	Wed 8/18/27	Mon 2/5/29	Project Closeout Phase

# MEMORANDUM

То:	Jennifer Bonfiglio, Chief Procurement Officer
From:	Linda Liporto, LeftField, LLC
Date:	January 5, 2024
Re:	Agawam High School - December 2023 Invoice Summary
Cc:	James Riefstahl, LeftField, LLC

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

INVOICES (Pa	yments)					
ProPay Code	ProPay Code Vendor Invoice #		Budget Category	Description of Services	Invoice \$	
0001-0000	LeftField, LLC	13	OPM Feasibility Study/Schematic Design	FS Phase Project Management Services for December 2023	\$	15,000.00
0002-0000	Flansburgh	33248	A&E Feasibility Study/Schematic Design	FS Phase Project Management Services for December 2023	\$	46,400.00
0003-0000	Flansburgh	33259	Environmental & Site	FS Phase E&S Services for December 2023	\$	8,360.00
0003-0000	Flansburgh	33260	Environmental & Site	FS Phase E&S Services for December 2023	\$	1,485.00
			•	TOTAL:	\$	71,245.00

The invoices listed above are consistent with the 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 December 2023 OPM Monthly Report was electronically submitted to the MSBA and to the Town of Agawam by the required January 12, 2024 deadline. All invoices above are included in the December 2023 Project Budget Report but can be revised if rejected by the Town of Agawam.

If you have any questions, please feel free to contact Linda Liporto, Owner's Project Manager, Leftfield, LLC.





Jennifer Bonfiglio Chief Procurement Officer Town of Agawam 36 Main Street Agawam, MA 01001 Invoice Date: 12/31/23 Invoice No.: 13

FOR: Owner's Project Management Services for MSBA Core Project Agawam High School - 760 Cooper Street, Agawam, MA 01001

### Professional Services from December 1, 2023 to December 31, 2023

OPM Services		
Owner's Project Management Services for the month of	\$	15,000
December 2023		
Total Labor:	\$	15,000
Reimbursable Expenses		
		¢
		\$ -
Total Expenses:	I\$	-

Total this Invoice: \$ 15,000

Contract Status	В	udget	Pre	vious	Curre	ent	Total o Date	Balar	nce
FS/SD Phase	\$	350,000	\$	200,000.00	\$	15,000	\$ 215,000	\$	135,000
OPM Services Total: Reimbursable Expenses Total:									
Total Contract:	\$	350,000		\$ 200,000	\$	15,000	\$ 215,000	\$	135,000

Please Remit Payment To: LeftField, LLC PO Box 307 Hingham, MA 02043



## INVOICE

Leftfield Project Management 101 Federal St. Ste 1900 Boston, MA 02110 
 January 3, 2024

 Project No:
 202302.00

 Invoice No:
 0033248

Project202302.00Agawam High School FS-SDBasic Services for Feasibility Study and Schematic Design of Agawam High school.

Professional Services from December 1, 2023 to December 31, 2023

Fee

Billing Phase	Contract Amount	Percent Complete	Fee Earned	Previous Billed	Current Billing
Feasibility Study	365,000.00	100.00	365,000.00	365,000.00	0.00
Schematic Design	320,000.00	28.75	92,000.00	45,600.00	46,400.00
Total Fee	685,000.00		457,000.00	410,600.00	46,400.00
	Total Fee			46,	400.00
		Total	this Invoice	\$46,	400.00



INVOICE

Leftfield Project Management 101 Federal St. Ste 1900 Boston, MA 02110 January 3, 2024 Project No: 202302.00 Invoice No: 0033260

Project 202302.00 Agawam High School FS-SD

Basic Services for Feasibility Study and Schematic Design of Agawam High school.

# Professional Services from December 1, 2023 to December 31, 2023

## Consultants

Other Reimb. Consultants

12/31/2023 The Green Engineer, Inc Total Consultants LEED Registration 1,350.00 1.1 times 1,350.00 1,485.00

Total this Invoice \$1,485.00



## Ine Green Engineer, Inc.

23 Bradford Street Concord, MA 01742 Tel: 978-369-8978 finance@greenengineer.com www.greenengineer.com

Flansburgh Associates 77 N. Washington Street Boston, MA 02214

# INVOICE

INVOICE DATE: 10/13/2023 **INVOICE NO: 11614** BILLING THROUGH: 10/7/2023

# 23-2721.Exp | Agawam High School\_Feasibility SD | Expenses

### **EXPENSES**

DATE	EMPLOYEE	DESCRIPTION			AMOUNT
7/25/2023	Sarah Michelman	<b>Registration Fee</b>	• •		\$1,350.00
				TOTAL EXPENSES	\$1,350.00

SUBTOTAL \$1,350.00 AMOUNT DUE THIS INVOICE \$1,350.00

This involce is due upon receipt

Project # 102302 Approval Date 24 Direct Reimb, Rate Fee/Labor

Expenses

519.00 LEED Resistation Fer

Core Standard Invoice Copyright © 2023 BQE Software

Page 1 of 1



Green Business Certification Inc. 2101 L Street NW, Washington, D.C. 20037 1-800-795-1746 202-828-1145 www.gbci.org/contact

Paid By: The Green Engineer 23 Bradford St CONCORD MA 01742 US Iol@greenengineer.com Invoice #: 91675091 Order #: 12955922 Invoice Date : Jul 25, 2023

Paid To:

Green Business Certification Inc. PO Box 822964 Philadelphia, PA 19182-2964

Payment Method	Payment Date
Credit Card: XXXX XXXX XXXX8043	Jul 25, 2023

Project ID: 1000182578 Project Name: Agawam High School

USGBC Member Company : The Green Engineer, Inc.

Item Description	Quantity	List Price/Unit	Promo Code Discount	Amount
LEED for Schools Registration	1	\$ 1,350.00	(\$ 0.00)	\$ 1,350.00
			Shipping/Handling	\$ 0.00
			Sales Tax	\$ 0.00
			Total Paid	\$ 1,350.00

Thank you for your payment. Please keep this receipt for your records.

#### RECEIPT



## INVOICE

Leftfield Project Management 101 Federal St. Ste 1900 Boston, MA 02110

Project

January 3, 2024 Project No: 202302.00 Invoice No: 0033259

202302.00 Agawam High School FS-SD Basic Services for Feasibility Study and Schematic Design of Agawam High school. Professional Services from December 1, 2023 to December 31, 2023 Consultants Survey Consultant 12/31/2023 Samiotes Consultants, Inc. Aerial 7,600.00 Mapping Survey & Plan 40% of Fee **Total Consultants** 1.1 times 7,600.00 8,360.00

Total this Invoice

\$8,360.00

### Invoice

Samiotes Consultants, Inc. Civil Engineering + Land Surveying 20 A Street Framingham, MA 01701 T 508.877.6688 www.samiotes.com



	sburgh Architects				
	D. Kovacs, AIA, LE			November 15, 202	3
	orth Washington Si on, MA 02114	reet		Project No:	53026.01
DUSI	01, WA 02114			Invoice No:	21758
Project	53026.01	Agawam	High School - Agawam (	survey)	
mail invoice	to: Kent Kovacs ki	kovacs@flansburgh.com;	Bob Soorian <u>bsoorian@fla</u>	nsburgh.com	
rofessional	Services from Oc	tober 1, 2023 to Octo	ber 31, 2023		
ask ee	01	Aerial Mapping St	urvey & Plan		
Total Fee	)	19,000.00			
Percent C	Complete	40.00	Total Earned	7,600.00	
			Previous Fee Billing	0.00	
			Current Fee Billing	7,600.00	
			Total Fee		7,600.00
				Total this Task	\$7,600.00
			т	Fotal this invoice	\$7,600.00
			т	Fotal this Invoice	\$7,600.00

Project # 202302.0/ Approval Date a 02 Direct Reimb. Rate Fee/Labor Expenses

517.70 Aeric Mapping Survey + Plan 40707 Fec

Terms: DUE UPON RECEIPT. 1.5% Service charge on past due amounts over 30 Days