

AGAWAM HIGH SCHOOL

Agawam, MA



OPM Monthly Project Update Report

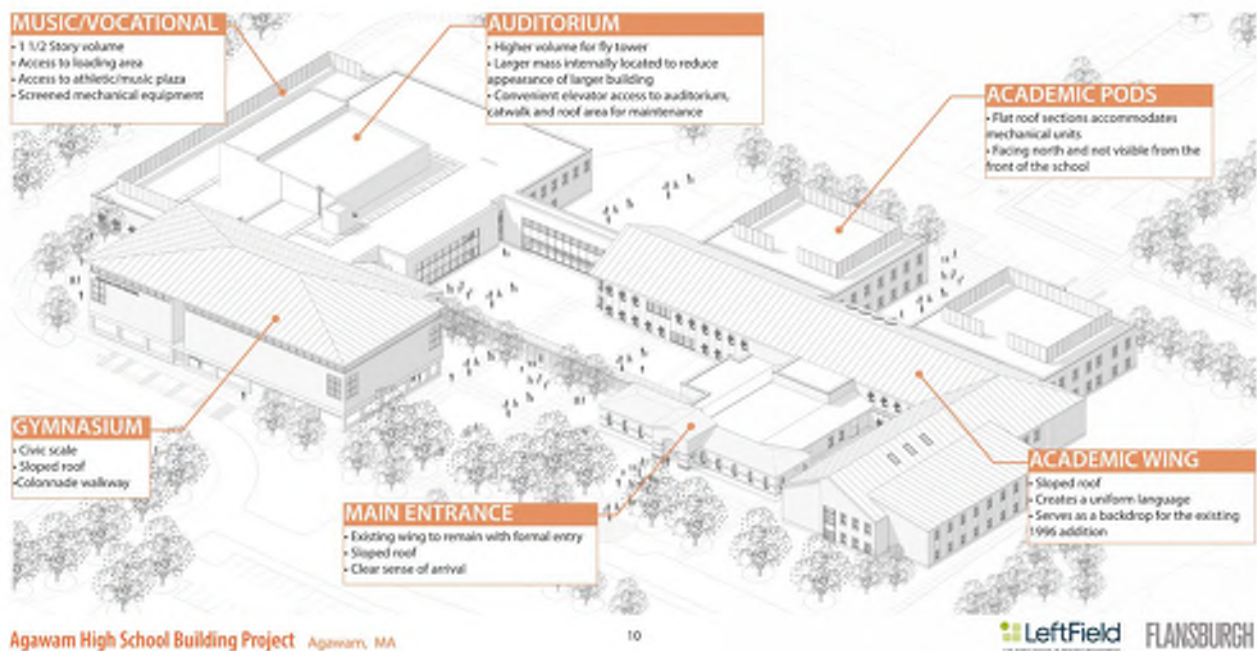
March 2024

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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Schematic Design is still 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. During the month of March the project team along with the District and school leadership continued to work together on finalizing the design. Meetings with the user groups of the school also continued in order to finalize the layout of the building, security, outside fields and landscaping etc. in order to continue finalizing the design. The Mayor also laid out a schedule for future meetings with the community to answer questions about the school project and show presentations to prepare for the upcoming vote on June 11, 2024. These meetings will continue through April and May.

At the end of March the design team also issued the final SD drawings for estimating and those plans were sent to both the designers estimator PM&C and Fontaine Bros for their pricing. A reconciliation is scheduled for April 3 to compare the two estimates.

Below is a presentation of the massing study for the current design of the building and its campus.



I. TASKS COMPLETED THROUGH MARCH 2024

The following tasks were completed in the month of March 2024:

- 03/07/24 Agawam HS project team meeting
- 03/11/24 Agawam HS user group meetings
- 03/12/24 Agawam HS user group meetings

- 03/14/24 Agawam HS project team meeting
- 03/21/24 Agawam HS project team meeting
- 03/25/24 Agawam High School SBC meeting #21
- 03/28/24 Agawam HS Educational Leadership meeting
- 03/28/24 Agawam HS project team meeting

II. TASKS PLANNED FOR APRIL 2024

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

- 04/03/24 Agawam HS Estimating/CM Cost Reconciliation Meeting
- 04/04/24 Agawam HS Educational Leadership meeting
- 04/04/24 Agawam HS project team meeting
- 04/10/24 Agawam HS Community Presentation
- 04/11/24 Agawam HS Educational Leadership meeting
- 04/11/24 Agawam HS project team meeting
- 04/18/24 Agawam HS project team meeting
- 04/22/24 Agawam High School SBC meeting #22
- 04/24/24 Agawam HS Community Presentation
- 04/25/24 Agawam HS Educational Leadership meeting
- 04/25/24 Agawam HS project team meeting

III. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$66,400 this month, which consisted of OPM fees for LeftField in the amount of \$20,000 and A/E fees for Flansburgh in the amount of \$46,400 for Feasibility Study Services.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated March 31, 2024.

IV. PROJECT SCHEDULE OVERVIEW

The Agawam High School Project is currently in Module 4 – Schematic Design, and will then move in to Module 5 – Funding the Project.

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 has moved into Schematic Design (SD) to further finalize 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 June 11, 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 March, Workforce Participation was 37.21% for women and 11.63% 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 March 31, 2024
Total Project Budget Status Report, dated March 31, 2024
Monthly and Cumulative Cash Flow Reports, dated March 31, 2024
Preliminary Project Schedule, dated March 31, 2024

District Name	Agawam	MSBA ID	202000050505
School Name	Agawam High	Project Name	
OPM Firm Name	Leftfield, LLC	School Building Committee Representative	Mayor Chris Johnson
Project Director	James Riefstahl	Total Project Budget (ProPay)	\$1,250,000
Designer Firm Name	Flansburgh Associates, Inc.	Encumbered (Reporting Period)	\$50,000
Principal	Kent Kovacs	Encumbered (to Date)	\$1,185,611
General Contractor Firm Name	Fontaine Brothers, Inc.	Total Project Invoices Received (to Date)	\$917,261
General Contractor Contact Name	David P Fontaine	Project Completion Percentage	73%

OPM Leftfield, LLC

Progress Report as of Date 3/31/2024

Contract Summary

Original Contract Amount	\$350,000
Contract Amendments (to Date)	0
Value of Contract Amendments (to Date)	\$0
Total Contract Amount	\$350,000
Contract Amendments as Percentage of Original Contract Amount	0.0%

Payment Summary

Total Contract Amount	\$350,000
Invoices Paid (to Date)	\$250,000
Invoices Received (Reporting Period)	\$20,000
Contract Amount Remaining	\$80,000

OPM Activities (Reporting Period)	<ul style="list-style-type: none"> • 03/07/24 Agawam HS project team meeting • 03/11/24 Agawam HS user group meetings • 03/12/24 Agawam HS user group meetings • 03/14/24 Agawam HS project team meeting • 03/21/24 Agawam HS project team meeting • 03/25/24 Agawam High School SBC meeting #21 • 03/28/24 Agawam HS Educational Leadership meeting • 03/28/24 Agawam HS project team meeting
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Project Budget Status Reference attached Total project Budget Report and Cash Flow Charts Dated March 31, 2024.

MSBA Closeout Status

Potential Issues None at this time.

DESIGNER Flansburgh Associates, Inc.

Progress Report as of Date 3/31/2024

Contract Summary

Original Contract Amount	\$685,000
Contract Amendments (to Date)	4
Value of Contract Amendments (to Date)	\$53,185
Total Contract Amount	\$738,185
Contract Amendments as Percentage of Original Contract Amount	7.8%

Payment Summary

Total Contract Amount	\$738,185
Invoices Paid (to Date)	\$611,723
Invoices Received (Reporting Period)	\$46,400
Contract Amount Remaining	\$80,062

MBE/WBE

MBE Percentage	6.6%
MBE Actual	7.8%
WBE Percentage	15.0%
WBE Actual	28.0%

Workforce Participation

Total Hours	1,134
Minority Hours	41
Minority Percentage	3.7%
Minority Workforce Participation	3.7%
Female Hours	339
Female Percentage	37.2%
Female Workforce Participation	29.9%

RFIs and Submittals

RFIs Issued (Reporting Period)

Total RFIs Issued (to Date) 0

Remaining Open RFIs – Past 30 Days

Notes

Remaining Open RFIs – Past 60 Days

Notes

Remaining Open RFIs – Past 90 Days

Notes

Submittals Received (Reporting Period)

Total Submittals Received (to Date) 0

Submittals Reviewed (Reporting Period)

Total Submittals Reviewed (to Date) 0

Comments (Remaining Open Submittals)

Phase	Eligibility Period	Phase Scheduled Completion Date
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Designer Activities (Reporting Period)	<ul style="list-style-type: none"> • 03/07/24 Agawam HS project team meeting • 03/11/24 Agawam HS user group meetings • 03/12/24 Agawam HS user group meetings • 03/14/24 Agawam HS project team meeting • 03/21/24 Agawam HS project team meeting • 03/25/24 Agawam High School SBC meeting #21 • 03/28/24 Agawam HS Educational Leadership meeting • 03/28/24 Agawam HS project team meeting 	
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30 Day Look Ahead

Commissioning Consultant

Commissioning Consultant Status

GENERAL CONTRACTOR Fontaine Brothers, Inc.**Progress Report as of Date 3/31/2024****Contract Summary**

Original Contract Amount (including CM-At-Risk Amendments)

\$0

Change Orders (to Date)

0

Value of Change Orders (to Date)

\$0

Total Contract Amount

\$0

Procurement Type

Undetermined

Change Orders as Percentage of Original Contract Amount

Pending Change Orders

Change Order Status

Payment Summary

Total Contract Amount

\$0

Invoices Paid (to Date)

Invoices Received (Reporting Period)

Contract Amount Remaining

\$0

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) Contactor is on board through CM-at-Risk procurement at schematic design.

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

April 8, 2024 _____ 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	Uncommitted	Comments
FEASIBILITY STUDY AGREEMENT											
0001-0000	OPM Feasibility Study/Schematic Design	\$ 365,000	\$ (15,000)	\$ 350,000	\$ 350,000	100%	\$ 270,000	77%	\$ 80,000	\$ -	
0002-0000	A&E Feasibility Study/Schematic Design	\$ 740,000	\$ (55,000)	\$ 685,000	\$ 685,000	100%	\$ 596,215	87%	\$ 88,785	\$ -	
0003-0000	Environmental & Site	\$ 130,000	\$ (30,000)	\$ 100,000	\$ 100,000	100%	\$ 50,435	50%	\$ 49,565	\$ -	
0004-0000	Other	\$ 15,000	\$ 100,000	\$ 115,000	\$ 50,611	44%	\$ 611	1%	\$ 50,000	\$ 64,389	
	SUB-TOTAL	\$ 1,250,000	\$ -	\$ 1,250,000	\$ 1,185,611	95%	\$ 917,261	73.4%	\$ 268,350	\$ 64,389	
TOTAL PROJECT BUDGET		\$ 1,250,000	\$ -	\$ 1,250,000	\$ 1,185,611	95%	\$ 917,261	73%	\$ 332,739	\$ 64,389	
FUNDING SOURCES											
	Maximum State Share	\$ 748,000	59.84%								
	Local Share	\$ 502,000	40.16%								
	SUB-TOTAL	\$ 1,250,000	100%								
CONSTRUCTION COST ESTIMATES											
	Designer PSR Cost Estimate	Date: 10/16/23	Estimator: PM&C	Amount: \$187,448,611	SF: 235,075	Cost/SF: \$797.40					
	Designer SD Cost Estimate										
	CM SD Cost Estimate										
	PFA Budget										

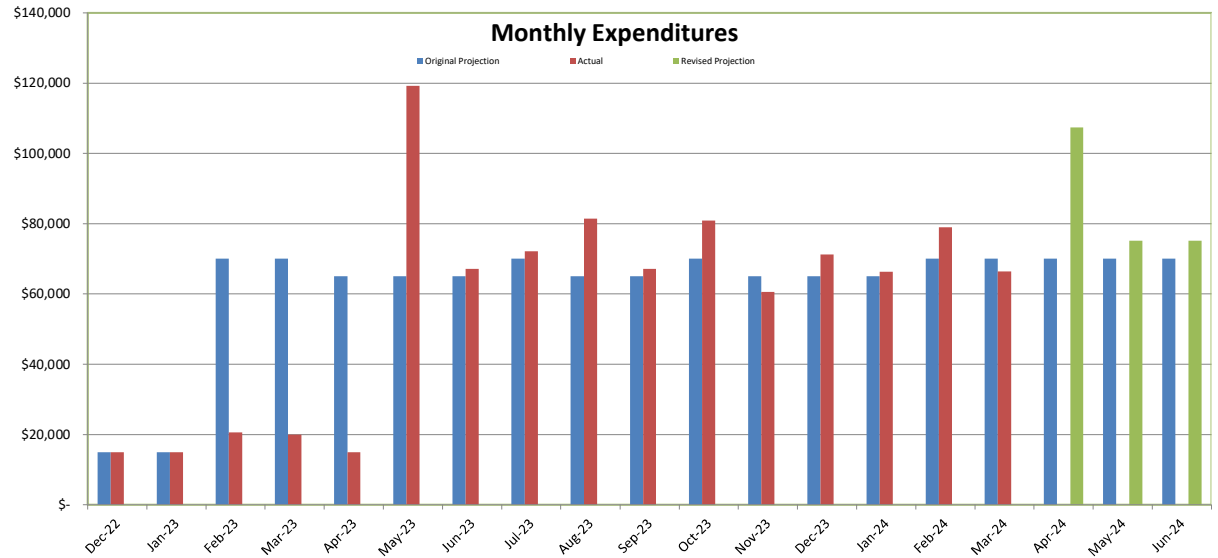
Feasibility Study Agreement Budget Transfers:

Agawam High School - Agawam, MA

March 31, 2024

Monthly Cash Flow

Date	Original Projection	Actual	Revised Projection
Dec-22	\$ 15,000	\$ 15,000	
Jan-23	\$ 15,000	\$ 15,000	
Feb-23	\$ 70,000	\$ 20,611	
Mar-23	\$ 70,000	\$ 20,000	
Apr-23	\$ 65,000	\$ 15,000	
May-23	\$ 65,000	\$ 119,290	
Jun-23	\$ 65,000	\$ 67,145	
Jul-23	\$ 70,000	\$ 72,145	
Aug-23	\$ 65,000	\$ 81,445	
Sep-23	\$ 65,000	\$ 67,145	
Oct-23	\$ 70,000	\$ 80,945	
Nov-23	\$ 65,000	\$ 60,600	
Dec-23	\$ 65,000	\$ 71,245	
Jan-24	\$ 65,000	\$ 66,350	
Feb-24	\$ 70,000	\$ 78,940	
Mar-24	\$ 70,000	\$ 66,400	
Apr-24	\$ 70,000		\$ 107,388
May-24	\$ 70,000		\$ 75,117
Jun-24	\$ 70,000		\$ 75,117
Jul-24	\$ 70,000		\$ 75,117
Total:	\$ 1,250,000	\$ 917,261	\$ 332,739

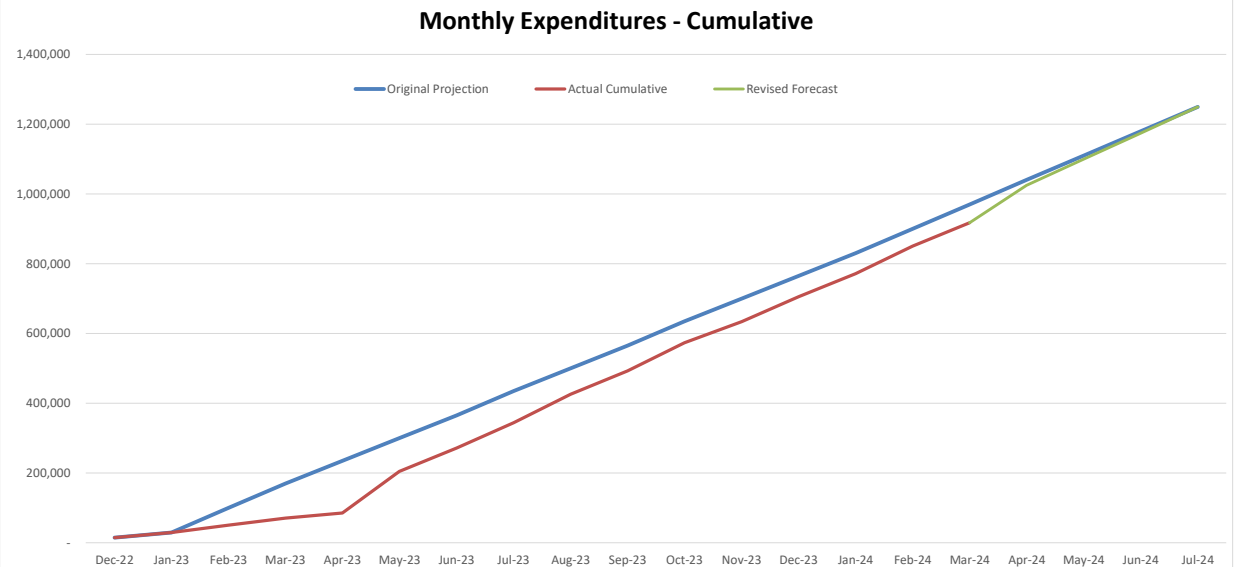


Agawam High School - Agawam, MA

March 31, 2024

Cumulative Cash Flow

Date	Original Projection	Actual Cumulative	Revised Forecast
Dec-22	15,000	\$ 15,000	
Jan-23	30,000	\$ 30,000	
Feb-23	100,000	\$ 50,611	
Mar-23	170,000	\$ 70,611	
Apr-23	235,000	\$ 85,611	
May-23	300,000	\$ 204,901	
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	
Jan-24	830,000	\$ 771,921	
Feb-24	900,000	\$ 850,861	
Mar-24	970,000	\$ 917,261	\$ 917,261
Apr-24	1,040,000		\$ 1,024,650
May-24	1,110,000		\$ 1,099,766
Jun-24	1,180,000		\$ 1,174,883
Jul-24	1,250,000		\$ 1,250,000
Total:	\$ 1,250,000	\$ 917,261	\$ 1,250,000



AGAWAM HIGH SCHOOL - Preliminary Project Schedule

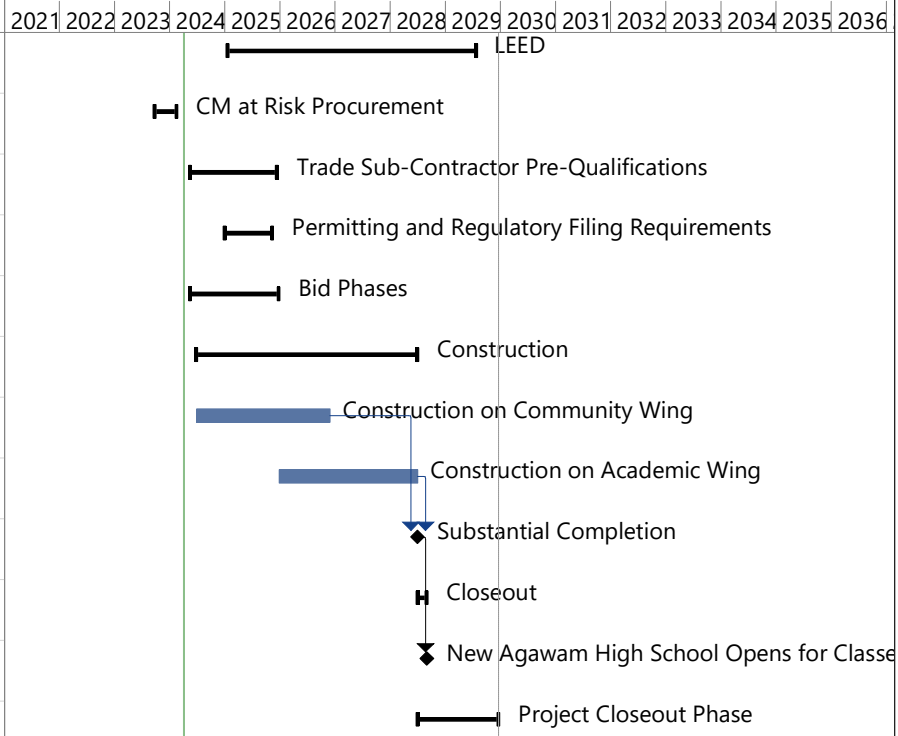
March 31, 2024

ID	Task Name	Start	Finish	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
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	◆ MSBA Invitation to Conduct a Feasibility Study															
3	OPM Selection	Wed 8/31/22	Wed 12/14/22	H OPM Selection															
7	Designer Selection	Thu 12/15/22	Fri 3/31/23	H Designer Selection															
15	Feasibility Study	Mon 4/3/23	Wed 10/11/23	H Feasibility Study															
25	Preferred Schematic Report	Tue 7/25/23	Wed 12/13/23	H Preferred Schematic Report															
34	Schematic Design	Fri 10/27/23	Wed 7/24/24	H Schematic Design															
35	Develop SD Package	Fri 10/27/23	Tue 3/12/24	■ Develop SD Package															
36	SD Cost Estimate and Reconcile	Wed 3/13/24	Wed 4/3/24	▼ SD Cost Estimate and Reconcile															
37	Town of Agawam Approval of Budget	Thu 4/4/24	Fri 4/12/24	▼ Town of Agawam Approval of Budget															
38	SD Notification to SBC/MSBA	Mon 4/15/24	Thu 4/18/24	▼ SD Notification to SBC/MSBA															
39	SBC Review/Vote - SD Submission	Mon 4/22/24	Mon 4/22/24	SBC Review/Vote - SD Submission															
40	Submit SD Package to MSBA	Thu 5/2/24	Thu 5/2/24	◆															
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	Fri 5/3/24	Wed 8/14/24	H DESE Review															
49	Local Funding Approval / Project Funding Agreement	Tue 6/11/24	Fri 8/30/24	H Local Funding Approval / Project Funding Agreement															
50	Town of Agawam Vote for Approval of Funding	Tue 6/11/24	Thu 6/13/24	H Town of Agawam Vote for Approval of Funding															
51	Local Actions and Approvals forwarded to MSBA	Fri 6/14/24	Thu 6/20/24	▼ Local Actions and Approvals forwarded to MSBA															
52	Project Funding Agreement	Mon 7/15/24	Fri 8/30/24	H															
53	Design Development	Wed 5/1/24	Wed 7/2/25	H Design Development															

AGAWAM HIGH SCHOOL - Preliminary Project Schedule

March 31, 2024

ID	Task Name	Start	Finish	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
77	LEED	Tue 1/21/25	Tue 7/24/29																
86	CM at Risk Procurement	Mon 9/25/23	Fri 2/16/24																
96	Trade Sub-Contractor Pre-Qualifications	Wed 5/15/24	Thu 12/11/25																
121	Permitting and Regulatory Filing Requirements	Tue 12/31/24	Tue 11/11/25																
137	Bid Phases	Wed 5/15/24	Wed 12/24/25																
140	Construction	Thu 6/27/24	Fri 6/30/28																
141	Construction on Community Wing	Thu 6/27/24	Fri 11/27/26																
142	Construction on Academic Wing	Fri 12/26/25	Fri 6/30/28																
143	Substantial Completion	Fri 6/30/28	Fri 6/30/28																
144	Closeout	Mon 7/3/28	Tue 8/29/28																
150	New Agawam High School Opens for Classes	Fri 9/1/28	Fri 9/1/28																
151	Project Closeout Phase	Mon 7/3/28	Tue 12/18/29																



MEMORANDUM

To: Jennifer Bonfiglio, Chief Procurement Officer
From: Linda Liporto, LeftField, LLC
Date: April 5, 2024
Re: Agawam High School - March 2024 Invoice Summary
Cc: James Riefstahl, LeftField, LLC

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

INVOICES (Payments)					
ProPay Code	Vendor	Invoice #	Budget Category	Description of Services	Invoice \$
0001-0000	LeftField, LLC	16	OPM Feasibility Study/Schematic Design	FS Phase Project Management Services for March 2024	\$ 20,000.00
0002-0000	Flansburgh	33355	A&E Feasibility Study/Schematic Design	FS Phase Project Management Services for March 2024	\$ 46,400.00
				TOTAL:	\$ 66,400.00

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 March 2024 OPM Monthly Report was electronically submitted to the MSBA and to the Town of Agawam by the required April 12, 2024 deadline. All invoices above are included in the March 2024 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: 03/31/24
 Invoice No.: 16

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

Professional Services from March 1, 2024 to March 31, 2024

OPM Services	
Owner's Project Management Services for the month of March 2024	\$ 20,000
Total Labor:	\$ 20,000

Reimbursable Expenses	
	\$ -
Total Expenses:	\$ -

Total this Invoice: \$ 20,000

Contract Status	Budget	Previous	Current	Total To Date	Balance
FS/SD Phase	\$ 350,000	\$ 250,000.00	\$ 20,000	\$ 270,000	\$ 80,000
OPM Services Total:					
Reimbursable Expenses Total:					
Total Contract:	\$ 350,000	\$ 250,000	\$ 20,000	\$ 270,000	\$ 80,000

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



INVOICE

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

April 3, 2024
Project No: 202302.00
Invoice No: 0033355

Project 202302.00 Agawam High School FS-SD
Basic Services for Feasibility Study and Schematic Design of Agawam High school.

Professional Services from March 1, 2024 to March 31, 2024

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	72.25	231,200.00	184,800.00	46,400.00
Total Fee	685,000.00		596,200.00	549,800.00	46,400.00
	Total Fee			46,400.00	
			Total this Invoice	\$46,400.00	

Agawam High School

Agawam, MA

March 31, 2024

Look-Ahead Schedule

Project is still in Feasibility Study with Fontaine Bros. on board for preconstruction services. They were brought on board through the CM-r process during the initial phase of Feasibility and continue to work with the project team through the schematic design estimating and submission.