

DRAFT

Skanska USA Building, Inc **Mary Ann Williams** **Progress Report as of Date 10/31/2016**

District Name	Minuteman Voc Tech	MSBA ID	200908300605
School Name	Minuteman Regional High	Project Name	
OPM Firm Name	Skanska USA Building, Inc	School Building Committee Representative	Ed Bouquillon
Project Director	Mary Ann Williams	Total Project Budget (ProPay)	\$724,000
Designer Firm Name	Kaestle Boos Associates, Inc.	Encumbered (Reporting Period)	\$664,498
Principal	Michael J McKeon	Encumbered (to Date)	\$1,361,198
General Contractor Firm Name		Total Project Invoices Received (to Date)	\$1,361,198
General Contractor Contact Name		Project Completion Percentage	1%

OPM **Skanska USA Building, Inc** **Progress Report as of Date 10/31/2016**

<u>Contract Summary</u>		<u>Payment Summary</u>	
Original Contract Amount	\$250,200	Total Contract Amount	\$4,171,933
Contract Amendments (to Date)	2	Invoices Paid (to Date)	\$250,200
Value of Contract Amendments (to Date)	\$3,921,733	Invoices Received (Reporting Period)	\$30,400
Total Contract Amount	\$4,171,933	Contract Amount Remaining	\$3,891,333
Contract Amendments as Percentage of Original Contract Amount	1,567.0%		
OPM Activities (Reporting Period)	Organized team kick-off meeting with the District and weekly Design and Planning Meetings. Updated project Schedule and Cashflow submitted to District and MSBA. Wrote advertisement and RFQ for CM at Risk. Conducted CM walk-thru. Reviewed CM's Statement of Qualifications, checked references and developed Qualifications matrix. Met with the Towns of Lincoln and Lexington Planning Boards. Looking for cost savings opportunities through simplification of design. Weekly Design and Planning meetings with Minuteman Staff.		
Project Budget Status	The team is reviewing strategies for mitigating the impact of a prolonged local approvals process that extended approval period an additional 4 months.		
Potential Issues			

DESIGNER **Kaestle Boos Associates, Inc.** **Progress Report as of Date 10/31/2016**

<u>Contract Summary</u>		<u>Payment Summary</u>	
Original Contract Amount	\$446,500	Total Contract Amount	\$11,366,500
Contract Amendments (to Date)	1	Invoices Paid (to Date)	\$446,500
Value of Contract Amendments (to Date)	\$10,920,000	Invoices Received (Reporting Period)	\$634,098
Total Contract Amount	\$11,366,500	Contract Amount Remaining	\$10,285,902
Contract Amendments as Percentage of Original Contract Amount	2,446.0%		
<u>MBE/WBE Requirements</u>			
MBE Requirement	5%		
MBE Actual	4%		
WBE Requirement	13%		
WBE Actual	7%		
<u>RFIs and Submittals</u>			
RFIs Issued (Reporting Period)	0		
Total RFIs Issued (to Date)	0		
Remaining Open RFIs – Past 30 Days	0		
Notes			
Remaining Open RFIs – Past 60 Days	0		
Notes			
Remaining Open RFIs – Past 90 Days	0		
Notes			
Submittals Received (Reporting Period)	0		
Total Submittals Received (to Date)	0		
Submittals Reviewed (Reporting Period)	0		
Total Submittals Reviewed (to Date)	0		
Comments (Remaining Open Submittals)			

Phase	Design Development	Phase Scheduled Completion Date	3/20/2017
Designer Activities (Reporting Period)	KBA engaged consultants. Begin Design Development Documents and Early Bid Packages. Design team meetings with Minuteman staff. Weekly design and planning meetings with OPM, Minuteman Administration and design team sub-consultants.		
30 Day Look Ahead	Meet with Eversource to review site electrical service locations and options. Site visit to review bridges. Meet with Minuteman National Parks Site walk-thru with Lincoln Town Departments. Meeting scheduled with DESE program review. Write and send RFP out to Construction Managers and evaluate responses. Complete 100% Site DD Package by 11/30/16		
Commissioning Consultant	BR+A		
Commissioning Consultant Status	OPM and Designer are in communications with the BR+A and have exchanged schedules and workplans. BR +A is scheduled to review DD Documents 1/30/2017 with a 2 week review period.		

GENERAL CONTRACTOR

Progress Report as of Date 10/31/2016

Contract Summary

Original Contract Amount	
Change Orders (to Date)	
Value of Change Orders (to Date)	
Total Contract Amount	
Contract Type	
Change Orders as Percentage of Original Contract Amount	0.0%
Pending Change Orders	
Change Order Status	

Payment Summary

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

Schedule Assessment

Notice to Proceed Date	1/1/0001	MBE Requirement
Physical Progress		MBE Actual
Substantial Completion Date (Original)		WBE Requirement
Substantial Completion Date (Revised)		WBE Actual
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)		
Commissioning Consultant		
Commissioning Consultant 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

Mary Ann Williams Print Name

Mary Ann Williams Signature

November 9, 2016 Date