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Update: October 19, 2015

Minuteman Regional Vocational Technical High School – Module 4 Execution Schedule

August 2015

- 8/06/2015:** MSBA Board of Directors Meeting
MSBA Board Approval to move into Schematic Design for a New 628 Student School
- 8/10/2015:** School Building Committee Meeting at MM at 5:00pm – Review next steps
- 8/17/2015:** Review Floor Plans and adjacencies – Staff input Meeting 1:00pm at KBA
- 8/17-8/27:** KBA to incorporate feedback and update Floor Plans and Space Summary
- 8/27/2015:** Review updated Floor Plans and Space Summary 9:00am at KBA
- 8/31/2015:** Input Meeting with staff at MM at 2:30pm
- 8/31/2015:** School Building Committee Meeting at MM at 5:00pm
Agenda: CM @ Risk, Site Modifications, Review Design progress, Meetings, Review Calendar, etc. Note: Superintendent to be notified if attending meetings to observe.

September 2015

9/02/2015: Meetings at Minuteman

Note: Superintendent and SBC Chair to be notified if requesting to attend meetings.

8:00 - 9:15am Superintendent and Senior students (review floor plans)

10:30 - 12:30 Superintendent/Leadership Team (review floor plans & Equipment)

12:45 - 2:00 Superintendent and Junior Students (review floor plans)

2:45 - 3:30 Superintendent and Interested Staff (review floor plans)

- 9/03/2015:** Tour of Vocational Tech Schools: Bus Depart MM 7:45am/Return MM 5 - 6pm
- 9/08/2015:** Module 4 Working Meeting w/consultants @ KBA Foxboro 2:00pm – 5:00pm
- 9/08/2015:** School Committee Meeting – Superintendent's and SBC Report on project 6:00pm
- 9/14/2015:** School Building Committee Meeting at MM at 5:00pm - Review Design Progress
- 9/15/2015:** Input Meeting with staff at MM 8:30 - 3:30pm – KBA one on ones
- 9/16/2015:** Input Meeting with staff at MM 8:30 - 3:30pm – KBA one on ones
- 9/16/2015:** Superintendents Dinner "Town Hall" Session prior to Back to School Night at 5:30pm
- 9/18/2015:** LEED Charrette at Minuteman 9:00am – 12:00pm

9/21/2015: Meetings of the Chair – Community Meeting at MM at 7:00pm

9/22/2015: Module 4 Working Meeting w/consultants @ KBA Foxboro 2:00pm – 5:00pm

9/28/2015: Meetings of the Chair – Community Meeting at MM at 7:00pm

9/30/2015: Superintendents Dinner and “Town Hall” Session (prior to General Advisory Committee Meeting)

October 2015

10/02/2015: Meetings of the Chair – Community Meeting at MM at 8:00am

10/06/2015: Minuteman Module 4 Project Meeting at KBA Foxboro 2:00pm – 5:00pm

10/13/2015: Schematic Design (SD) – documents to Estimators by 9:00am on 10/13/2015
Estimates and reconciliation 5 weeks: October 13, 2015 – November 17, 2015
(4 weeks for Estimate/1 week Reconciliation)

10/14/2015: Program Advisory Meeting at Minuteman at 5:00pm

10/15/2015: Schematic Design – Document review at 8:30am with Estimators at Skanska’s Office

10/19/2015: School Building Committee Meeting at MM at 5:00pm

10/27/2015: Module 4 Working Meeting w/consultants @ KBA Foxboro 2:00pm – 5:00pm

November 2015

11/02/2015: Estimates with detailed back-up distributed to Minuteman Team by 9:00am

11/03/2015: Minuteman Estimate Review and Reconciliation Meeting 9:00am – 5:00pm

11/04/2015: Minuteman DESE (Special Education) Submission from MM/KBA to OPM for Review

11/06/2015: KBA Consultants provide their feedback on review of Estimates.
Minuteman Estimate and Reconciliation to be finalized

11/09/2015: School Building Committee Meeting at MM at 5:00pm Estimate Review

11/17/2015: Module 4 Working Meeting w/consultants @ KBA Foxboro 2:00pm – 5:00pm

11/17/2015: **Special Joint Meeting Minuteman School Committee/SBC Meeting at 6:00pm**

Agenda: Presentation of Schematic Design, Estimates and Budget review. Vote to approve and authorize the OPM to submit the Schematic Design related submittals to the MSBA by December 1, 2015

Minuteman - MRVTHS
Module 4 Execution Schedule

11/17/2015: OPM Budget Certification to MSBA (Required 2 weeks prior to SD Submission to MSBA)
Minuteman DESE (Special Education) Submission to be final and complete

11/23/2015: School Building Committee Meeting at MM at 5:00pm

11/25/2015: (THANKSGIVING WEEKEND 11/26/2015 – 11/29/2015)

December 2015

12/01/2015: Submit Schematic Design related submittals to the MSBA by December 1, 2015
(Last day District Submittals accepted for MSBA Board Presentation in January)

12/07/2015: School Building Committee Meeting at MM at 5:00pm

12/16/2016: Facilities Assessment Subcommittee Meeting (Alternate Date January 13, 2016)

January 2016

1/27/2016: MSBA Board of Directors Meeting