



# Town of Natick

## New Natick High School Building Project

Project Manager's Report  
August 2009

*RFWalsh* **collaborative** partners  
51 Sleeper Street  
Boston, MA 02210  
617-778-0900  
617-778-0999  
[www.rfwcollaborativepartners.com](http://www.rfwcollaborativepartners.com)



# Natick Public Schools New Natick High School Building Project

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## Executive Summary

This Project Manager's Report for the New Natick High School Building Project submitted by RF Walsh collaborative partners covers activities through August 31, 2009.

On July 31, 2009, Natick Public Schools received the responses to the Request for Proposals issued to the three design firms designated by the MSBA as Model School Designers. The three design firms are Mount Vernon Group, Symmes Maini McKee Associates and Ai3. Presentations to the School Committee (NSC), High School Building Committee (HSBC) and the general public were held on August 12, 2009 at the Wilson Middle School auditorium. Following the presentations, the HSBC convened to discuss the various proposals and provide a recommendation to the NSC on the ranking of the designers based on the proposals. On a voice vote, the HSBC recommended by a 7 to 6 majority that Ai3 be ranked first with SMMA ranked second and MVG ranked third. The Natick School Committee on August 17<sup>th</sup> voted unanimously to accept the HSBC recommendation of the ranking of the designers and send the selection onto the MSBA for approval. The next step is to start the site selection process which will start once formal approval of the designer selection and designer contract has been received from the MSBA.

## Milestones Achieved

The following milestones were achieved over this last period:

- Reviewed proposals from Model School designers
- Presentation of the design proposals from designers to NSC, HSBC and general public
- Recommendation of Ai3 to be the designer of the new Natick High School by the HSBC.
- Vote by the NSC accepting the HSBC recommendation.
- Letter to MSBA notifying them of the ranking and requesting approval to enter into contract negotiations with Ai3.

## Key Objectives

The key objectives for the coming months are:

- Approval by the MSBA of the selected design firm,
- Negotiating and executing design contract and begin design process.

# Natick Public Schools New Natick High School Building Project

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- Approval of the site selection process by the HSBC and NSC.
- Site evaluation by the designer based on criteria.
- Review of site designs and evaluation by HSBC and NSC.
- Selection of the site for new high school based on designer recommendation and approved by Building Committee and Natick School Committee.
- Start of the educational programming process with Designer and NPS.
- Start of schematic site and building design with the Designer, NPS and HSBC.

## **Budget**

The only contract currently in the New Natick High School Building Project is with RF Walsh collaborative partners for Owner Project Management services through the feasibility phase. RF Walsh collaborative partners have submitted a proposed contract for services through construction documents and project bidding and are waiting for approval from the Town.

The Town has started contract negotiations with the selected design firm Ai3 for design services. The Town is waiting for approval by the MSBA of the designer selection and proposed fee.

## **Schedule**

Attached to this report is a project schedule detailing tasks and estimated time of all anticipated activities. This will be updated on a monthly basis. A summary of tasks for the coming months are:

September 2009:

- Finalize designer contract for services through schematic design and submission to MSBA for Project Funding Agreement in October.
- Establish design schedule to meet submission to MSBA in December for Scope and Budget Agreement.
- Prepare design and engineering documents for submission for preliminary local site plan review
- Finalize site selection/ design with NSC, HSBC and Town boards or committees.
- Prepare article for Town Meeting for addition project funding to complete design through bid phase.

# Natick Public Schools New Natick High School Building Project

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October - November 2009

- Approval of additional design funding to continue architectural process through Construction Documents and bidding.
- Ongoing educational programming and building design process with NPS and NSC

December 2009

- Complete documentation required to submit for cost estimates.
- Complete and reconcile cost estimate and finalize project budget.
- Submit project budget for HSBC and NSC approval
- Submission to MSBA of design package require for Project Funding Agreement.

January 2010

- Meet with MSBA to review submission and answer any issues raised by MSBA.
- Obtain approval of Scope and Budget Agreement at January 18, 2010 MSBA Board meeting.

## **Critical Tasks:**

Complete contract negotiations with Ai3 for design services based on the MSBA standard contract.

Obtain sufficient survey and geotechnical information for civil and structural engineering designs.

Complete site selection process for new Natick High School with Town committees, the community, HSBC and NSC.

Finalize education programming with Ai3 and Natick Public Schools for approval by Natick School Committee.

Submission of final educational program and schematic plans for approval by Massachusetts Department of Elementary and Secondary Education.

Submission of Schematic/ Design Development package to MSBA for Scope and Budget Agreement and approval by MSBA Board.