



MANAGEMENT REPORT:

Maplewood Richmond Heights School District


OCTOBER 23, 2020




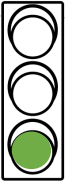
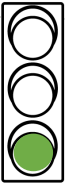
Note: The following ongoing project management report is intended to keep interested parties informed on the status of various efforts underway by the design/architecture/engineering team for the Maplewood Richmond Heights School District. It will be updated twice a month or as needed, and will act as the team's action plan guide. Responsibility for actions required are noted in **bold** font and items requiring immediate attention are noted in italics. A stoplight graphic has been included as a quick reference guide to each task's status: green (lower light) indicates no present concerns and that task is proceeding as planned, yellow (middle light) indicates potential issues could arise should action not be taken, and red (top light) indicates a high level of concern or an inability to proceed as planned.

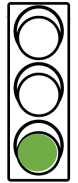

I) Prop E Projects

A. General

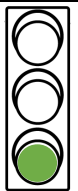
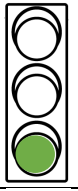


Task/Phase	Status	Action Required	Special Notice/Upcoming
Construction scheduling and phasing discussion	 Discussion needed with MRH admin about construction scheduling, phasing, and funds disbursement, especially as construction may impact summer 2021 activities.	MRH to provide available times for discussion.	

B. MRH Middle School – High School





Task/Phase	Status	Action Required	Special Notice/Upcoming
<i>Pre-Design:</i> Existing conditions/field documentation	 Ittner and consultants are finishing field verification.	Ittner will schedule field verification with Mike/Ian as needed to avoid scheduling conflicts.	
<i>Pre-Design:</i> Surveys, Geotech testing	 Completed. Ittner is working with CEDC and MRH to resolve a number of legal boundary issues that were uncovered. A critical issue update has been provided to the BOE. Geotechnical report received 10/8. Seismic design category results are favorable.		
<i>Programming/Schematic Design</i>	 Reconfiguration of main addition to keep it within the property boundaries is complete.		

<p><i>Design Development:</i> Materials, Finishes, Systems integration</p>		<p>Ittner interior design group starting to select finishes. Ongoing coordination with MEP/FP consultants.</p>	<p>DD stakeholder meetings to be scheduled for the week of 11/16</p>	
<p><i>Design Development:</i> Municipal coordination</p>		<p>Ittner intends to submit to Maplewood Architectural Review Board for November review meeting. Submittal due 11/2. Variance approved by Maplewood Board of Adjustments for front setback encroachment on 10/22. City Council worksession scheduled for 10/27 to discuss gating of Lohmeyer during school hours and special events for increased safety and security.</p>		

C. MRH Elementary School (Task Order 3)

Task/Phase	Status	Action Required	Special Notice/Upcoming	
<p><i>Pre-Design:</i> Existing conditions/field documentation</p>		<p>Consultants are finishing field verification.</p>	<p>Ittner will schedule field verification with Mike/Ian as needed to avoid scheduling conflicts.</p>	
<p><i>Pre-Design:</i> Land and Topographic Surveys</p>		<p>Completed</p>		
<p><i>Schematic Design & Design Development</i></p>		<p>Completed</p>		
<p><i>Construction Documentation:</i> Drawing & specs for bidding and construction</p>		<p>MEP, Structural, and civil engineering coordination ongoing Ittner incorporating feedback from administration meeting 10/7 and door hardware walk-through 10/22</p>		

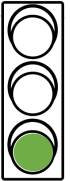
D. MRH Early Childhood Center (Task Order 4)

Task/Phase	Status	Action Required	Special Notice/Upcoming
<i>Pre-Design:</i> Existing conditions/field documentation	 Consultants are finishing field verification.	Ittner will schedule field verification with Mike/Ian as needed to avoid scheduling conflicts.	
<i>Pre-Design:</i> Land and Topographic Surveys	 Completed		
<i>Schematic Design & Design Development</i>	 Completed		
<i>Design Development:</i> Materials, Finishes, Systems integration	 MEP, Structural, and civil engineering coordination ongoing Ittner incorporating feedback from administration meeting 10/7 and door hardware walk-through 10/22		

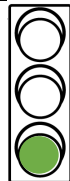


E. District-managed Projects

Task/Phase	Status	Action Required	Special Notice/Upcoming
District-managed Projects	NA	Ongoing coordination with Tremco/WTI/IFS as requested or necessary.	

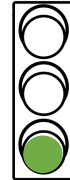
II) ECC Modular Classroom (Task Order 2)

Task/Phase	Status	Action Required	Special Notice/Upcoming
<i>Construction Administration</i>	 Modular unit on site. Construction meeting scheduled for 10/26.		

III) Coronavirus Re-occupancy Plans

Task/Phase	Status	Action Required	Special Notice/Upcoming
<i>Early Childhood Center</i>	 Ittner provided layouts for furniture in K-2 classrooms, cots in the multi-purpose room, and a furniture audit to assist in furniture acquisition.		
<i>Elementary School</i>	 Ittner provided layouts for furniture in classrooms, cafeteria tables, and directional stickers in the corridors.		
<i>Middle School-High School</i>	 Ittner provided layouts for classrooms and cafeteria, and contributed to a whole-building furniture audit to assist in furniture relocation and potential acquisition.		

IV) Building maps

Task/Phase	Status	Action Required	Special Notice/Upcoming
<i>Graphics Production</i>	 Ittner has started wayfinding/egress plans for each facility as requested by MRH, but are waiting for additional information on room numbers, labels, and fire alarm/extinguisher locations to complete the effort without extensive additional field verification	MRH to provide mark ups with additional information including room numbers/ labels, fire alarm and extinguisher locations	