

Revised 3/24/2025

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				Feb				March				April				May					
ITEMS		NOTES	START	END	3-7	10-14	17-21	24-28	3-7	10-14	17-21	24-28	31-4	7-11	14-18	21-25	28-2	5-9	12-16	19-23	26-30
NTP; Select Board Meeting		Notice to Proceed received	25-Feb	25-Feb																	
Project Kick-off			3-Mar	3-Mar																	
Sustainable Design Workshop		complete	13-Mar	13-Mar																	
Geotechnical Investigation		ongoing	24-Mar	18-Apr																	
Test Pits & Drilling		two days on site	TBD	TBD																	
Deliverable: Geotech Report		to be completed prior to Narratives	3-Mar	18-Apr																	
Subsurface Environmental Conditions		ngoing coord. with Town's LSP	TBD	2-May																	
Hazardous Building Material Investigation		site visit TBD	TBD	25-Apr																	
Energy Analysis & Incentives Assessment		ongoing	13-Mar	18-Apr																	
Meeting (w/Cape Light Compact)		Intro Mtg held March 19. Follow up TBD	19-Mar	19-Mar																	
Early-schematic-level LCCA		to be completed by mid April for Town to decide direction forward	24-Mar	18-Apr																	
PV Analysis		to be completed by mid April for Town to decide direction forward	24-Mar	18-Apr																	
Town to assess building system options and decide direction forward		needed for basis-of-design narratives	14-Apr	25-Apr																	
Industrial Equipment User Meeting		date TBD	TBD	11-Apr																	
Zoning Review		ongoing	3-Mar	2-May																	
Meet with regulatory authorities		identify attendees; date TBD	TBD	TBD																	
Deliverable: Zoning/Permitting Memo		to include in draft SD package	3-Mar	2-May																	
Schematic Design Plans		ongoing	3-Mar	2-May																	
Draft site layout and grading plan		ongoing	3-Mar	2-May																	
Develop draft floor plan		ongoing	3-Mar	2-May																	
Draft building elevations		ongoing	3-Mar	2-May																	
Draft building sections and assembly details		ongoing	3-Mar	2-May																	
Draft Equipment plans		Once Industrial Equip. User Meeting has been completed	7-Apr	2-May																	
Building Design Review Meetings with Users		Schedule 1-3 virtual meetings to review floorplan and collect feedback from Users	31-Mar	2-May																	
Narratives / Basis-of-Design Docs		ongoing	3-Mar	2-May																	
Submit Draft SD Package		for pricing and QAQC	2-May	2-May																	
Internal QA/QC Review		bluebeam session protocol	5-May	23-May																	
Schematic Design Cost Estimate		using SF costs from recent DPW projects and including soft costs	5-May	23-May																	
Independent Cost Estimate		three weeks	5-May	23-May																	
Review and Reconcile Cost Estimates		identify value engineer / cost reduction opportunities	26-May	30-May																	
Submit Final SD Package to Town		including estimate	30-May	30-May																	
Town Meetings		varies	TBD	TBD																	
Ad-Hoc Building Committee		progress docs provided 3 days prior; future dates TBD	TBD	TBD																	
Select Board Meeting		date TBD; WSE to present project update	TBD	TBD																	
Annual Town Meeting		confirm what is needed from WSE	3-May	3-May																	