

Raymond E. Shaw Building Project: Building Project Timeline

- March 22, 2016 Completed Statement of Interest (SOI) presented to the Millbury Board of Selectmen for review. Unanimous approval (5-0) to authorize SOI submission to the Massachusetts School Building Authority (MSBA).
- March 23, 2016 Unanimous approval (5-0) from the Millbury School Committee to authorize SOI submission to the MSBA.
- March 24, 2016 Statement of Interest for the Raymond E. Shaw School submitted electronically to the MSBA via the SOI portal.
- Oct. 11, 2016 An MSBA visiting team, led by Diane Sullivan, Director of Program Management, visits Shaw to tour the school and meet with town and school representatives. The Chair and Vice Chair of the School Committee, the Chair of the Board of Selectmen, the Interim Town Manager, the Director of Finance, and other representatives from the school district were present at this meeting.
- Jan. 13, 2017 MSBA invites school representatives to the February 15th MSBA Board Meeting in Boston.
- Feb. 15, 2017 The Massachusetts School Building Authority unanimously agrees to invite the Town of Millbury and Millbury Public Schools into the grant program. School officials receive and overview of the MSBA grant process.
- Millbury School Committee notified of MSBA's invitation during their regular open meeting.
- Feb. 16, 2017 The Millbury Town Manager, Director of Finance, and Town Clerk are informed of the MSBA's invitation, begin working together to craft language for a warrant article for the R.E. Shaw School Feasibility Study.
- March 1, 2017 Millbury School Committee unanimously agrees (5-0) to submit a warrant article to the Board of Selectmen for the R.E. Shaw School Feasibility Study.
- March 16, 2017 Notice posted in the Millbury-Sutton Chronicle inviting volunteers to join the Shaw School Building Committee.

- March 20, 2017 Notices are sent home (informational letter with FAQ) with students to inform families of the R.E. Shaw School building project. Information included an invitation for volunteers to serve on the Building Committee. Notices posted on the School District's website and on Twitter. Notices also emailed to Town Hall.
- Millbury Board of Selectmen unanimously agrees (5-0) to authorize a warrant article for the R.E. Shaw school.
- March 31, 2017 Initial Compliance Certification due to MSBA (completed).
- April 19, 2017 Last day to submit a letter of interest for the Shaw School Building Committee.
- April 25, 2017 Town Election Day. Voters APPROVE a warrant article for the R.E. Shaw School Feasibility Study.
- May 1, 2017 Shaw School Building Committee members appointed.
- May 1, 2017 Shaw School Building Committee roster submitted to MSBA for approval.
- May 2, 2017 Town Meeting. Voters APPROVE a warrant article for the R.E. Shaw School Feasibility Study.
- May 11, 2017 Shaw School Building Committee Meeting 1.
- May 31, 2017 Shaw School Educational Profile, Enrollment Follow-Up, and Online Enrollment Projection submitted to the MSBA.
- June 21, 2017 Shaw School Building Committee Meeting 2.
- October 4, 2017 Shaw School Building Committee Meeting 3.
- October 25, 2017 MSBA Board of Trustees vote unanimously to APPROVE a Feasibility Study Agreement with the Town of Millbury and move the RE Shaw School on to Module 2: Forming a Project Team.
- Nov. 1, 2017 Shaw School Building Committee Meeting 4.
OPM Selection Subcommittee members selected.
- Nov. 15, 2017 OPM Selection Subcommittee Meeting 1.
- Dec. 6, 2017 OPM Selection Subcommittee Meeting 2.

- Dec. 20, 2017 Feasibility Study Agreement fully executed by MSBA.
Request for Services (RFS) draft document approved by Town Counsel with minor edits.
- January 7, 2018 OPM advertisement placed in the Central Register and the Worcester Telegram and Gazette.
- January 9, 2018 Request for Services (RFS) draft document approved by MSBA.
- February 7, 2018 Deadline for OPM proposals.
- February 12, 2018 OPM Selection Subcommittee Meeting 3
Candidates short-listed (in alphabetical order)
- Colliers International
 - Construction Management Systems
 - Hill International
 - NV5
- February 21, 2018 OPM Selection Subcommittee Meeting 4
OPM interviews: Construction Management Systems & Colliers International
- February 22, 2018 OPM Selection Subcommittee Meeting 5
OPM interviews: Hill International & NV5
- February 27, 2018 OPM Selection Subcommittee Meeting 6
OPM candidates assessed according to MSBA scoring guidelines
- March 12, 2018 Shaw School Building Committee Meeting 5
Vote to select OPM: Hill International (unanimous)
- Weeks of
March 12 and 19 Contract Negotiations with Hill International
- March 27, 2018 Draft contract forwarded to MSBA and Town Counsel for review
- April 2, 2018 OPM Review Panel meeting at MSBA offices
- April 5, 2018 Develop a Designer Services Proposal / Request for Services
- April 18, 2018 Shaw School Building Committee Meeting 6
- April 19, 2018 Submit Request for Services (RFS) to MSBA for approval

- May 3, 2018 Post RFS advertisement in the Central Register and the Worcester Telegram & Gazette
- May 16, 2018 Host informational meeting and site visit for prospective designer candidates
Shaw School Building Committee Meeting 6
- June 1, 2018 Designer RFS applications due
- June 6, 2018 Designer Selection Panel subcommittee meeting 1
Shaw School Building Committee Meeting 7
- Three firms selected as preferred designer *candidates* (in rank order):
 - Miller, Dyer, Spears, Inc.
 - Turowski2 Architecture, Inc.
 - Caolo Bieniek Associates, Inc
- June 19, 2018 Designer Selection Process Review Panel at MSBA
- Two firms selected as designer *finalists*:
 - Miller, Dyer, Spears, Inc.
 - Turowski2 Architecture, Inc.
- July 10, 2018 Designer Selection Process Interviews at MSBA
- Turowski2 Architecture, Inc. chosen as the RE Shaw project designer
- August 16, 2018 Programming and Facility Priorities Workshop
- solicit school and district programming and facility priorities
- August 22, 2018 Existing Conditions Inspection by Turowski2 engineers
- identify structural assets and challenges
- Sept. 6, 2018 Educational Visioning Workshop I
- Sept. 13, 2018 Educational Visioning Workshop II
- Sept. 20, 2018 Site visits to similar school building projects
- Sept. 27, 2018 Educational Visioning Workshop III

