LeftField

THE RIGHT CHOICE IN PROJECT MANAGEMENT

MEDFORD COMPREHENSIVE HIGH SCHOOL

Medford, MA



OPM Monthly Project Update Report

January 2026

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE

During the month of January 2026, Leftfield, SMMA and the City of Medford continued with the PDP Phase of the project. The Educational Plan was further refined and informed the first draft of the MSBA Space Summary. The Space Summary was reviewed with the SBC in early January to confirm the overall programming and GSF for the MHS facility. Through this space summary, the project team drafted a list of 29 alternatives for review and approval by the SBC. The SBC voted to keep all 29 options for estimating purposes. The PDP alternatives were provided to the two independent estimators (PM&C and AMF). The estimates will be reconciled in early February in preparation for the comparative cost analysis review with the SBC on February 11, 2026

SMMA's Designer amendment #1 was also approved and executed in the month of January 2026. This amendment approved additional geo-environmental work that was initially removed from SMMA's base contract scope. This amendment was executed at this time due to good timing with the geo-technical surveying that was ongoing. This timing resulted in a reduction of the anticipated geo-environmental as the surveying would be done simultaneously with the geo-technical survey.

I. TASKS COMPLETED THROUGH January 2026

The following tasks were completed through the month of January 2026:

-1/5/26 Space Summary Review
-1/6/26 Project team meeting
-1/7/26 Space Summary Review
-1/9/26 Space Planning Workshop
-1/13/26 Project team meeting
-1/14/26 SBC Meeting – Approved Alternatives for Estimating
-1/17/26 – 2/6/2026 – PDP Estimating Ongoing
-1/26/26 Medford School Committee meeting
-1/27/26 Project team meeting
-1/27/26 Project team meeting with Mayor
-1/28/26 Communications Sub Committee meeting

II. TASKS PLANNED FOR FEBRUARY 2026

The following tasks are planned for the month of February 2026:

02/06/26	PDP Comparative Cost Estimate Reconciliation
02/11/26	Weekly Internal Team Meeting – SBC Presentation Review/Finalize
02/11/26	Medford SBC Meeting – Review PDP Comparative Cost Analysis
02/11/26	Kick-off Meeting with DCR

02/18/26	Weekly Team Meeting
02/23/26	Medford SBC Meeting – Approval for OPM to Submit the PDP to MSBA
02/25/26	Weekly Team Meeting
02/25/26	LeftField to Submit the PDP Submission to the MSBA

III. PROJECT BUDGET OVERVIEW

Expenditures for the month of January 2026 totaled $25,000 from LeftField. SMMA and their design consultant invoices totaled $135,000, which was for the work completed in November 2025 and December 2025.

IV. PROJECT SCHEDULE OVERVIEW

The project is currently on target to hit the following milestone dates:

- *February 6, 2026 – PDP Comparative Cost Estimate Reconciliation*
- *End of February 2026 - Preliminary Design Program (PDP) Submission due to MSBA for staff review*
- *June 2026 - Preferred Schematic Report (PSR) due to MSBA*
- *August 2026 - MSBA Board of Directors Meeting to approve PSR*
- *February 2027 – Schematic Design (SD) Report to be submitted to MSBA*
- *April 2027 - MSBA Board of Directors Meeting for Project Scope & Budget*
- *District Vote: May 2027*

V. CONTRACT AMENDMENTS/BUDGET TRANSFERS

SMMA received approval of their first contract amendment for additional geo-environmental work. This amendment totaled $25,300. The original proposal for this work was $43,500, but due to the timing of the geo-technical work being completed in January, this environmental survey could be completed simultaneously resulting in a reduction of the overall proposal. This amendment was approved by the Medford SBC on 1/14/2026

VI. MBE / WBE PARTICIPATION

The MBE/WBE/VBE participation numbers for January 2026 is as follows:

MBE/WBE

MBE Percentage 5.4%
MBE Actual 1.9%
WBE Percentage 10.4%
WBE Actual 27.9%

Workforce Participation

Total Hours 2,213
Minority Hours 921
Minority Percentage 1.9%
Minority Workforce Participation 41.6%
Female Hours 570
Female Percentage 27.9%
Female Workforce Participation 25.8%

VII. COMMUNITY OUTREACH

LeftField has developed a website for the Medford High School project that will be used throughout the project to keep the community up to date with the latest information. Approved meeting minutes, agendas, monthly reports, MSBA submissions, presentation materials, and more will be posted to the website.

In January 2026, the project team held its first Community Forum on January 7, 2026. This presentation discussed the overall schedule and MSBA process and highlighted the PDP existing conditions work that has been ongoing. The City of Medford also held four advisory group meetings to discuss critical project goals and objectives. This advisory groups cover topics such as Educational Plan and Equity, Site, Safety and Security, Interior and Exterior Design, and Sustainability and MEP systems. These advisory groups are made up of members of the community who have expertise in the areas noted above.

LeftField
THE RIGHT CHOICE IN PROJECT MANAGEMENT

Medford High School - Medford, MA — **January 31, 2026**

Total Project Budget Status Report

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
	FEASIBILITY STUDY AGREEMENT									
0001-0000	OPM Feasibility Study/Schematic Design	$ 600,000	$ -	$ 600,000	$ 525,000	88%	$ 185,000	31%	$ 415,000	
0002-0000	A&E Feasibility Study/Schematic Design	$ 1,500,000	$ 91,536	$ 1,591,536	$ 1,591,536	100%	$ 225,000	14%	$ -	BRR#1
0003-0000	Environmental & Site	$ 400,000	$ 128,447	$ 528,447	$ 528,447	100%	$ 31,900	6%	$ 496,547	BRR#1
0004-0000	Other	$ 500,000	$ (219,983)	$ 280,017	$ -	0%	$ -	0%	$ 280,017	BRR#1
	SUB-TOTAL	**$ 3,000,000**	**$ -**	**$ 3,000,000**	**$ 2,644,983**	**88%**	**$ 441,900**	**15%**	**$ 1,191,564**	
	TOTAL PROJECT BUDGET	**$ 3,000,000**	**$ -**	**$ 3,000,000**	**$ 2,644,983**	**88%**	**$ 441,900**	**15%**	**$ 2,558,100**	

FUNDING SOURCES	Max w/ Conting.	Max w/o Conting.
Maximum State Share	$ 1,599,600	$ 1,599,600
Local Share	$ 1,400,400	$ 1,400,400
SUB-TOTAL	**$ 3,000,000**	**$ 3,000,000**

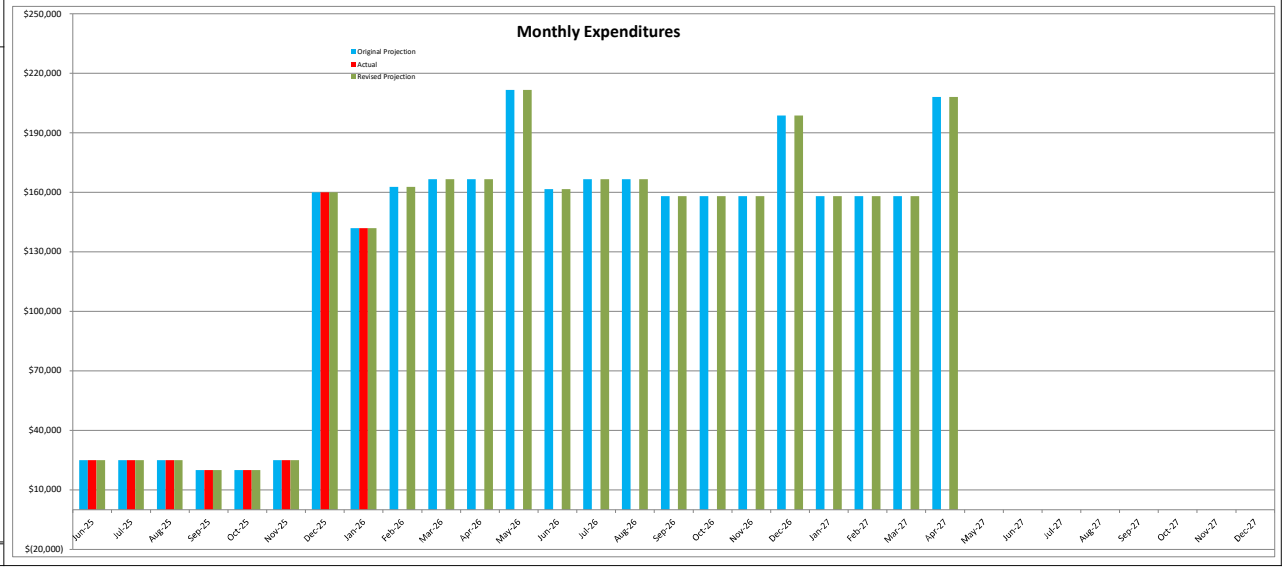
Project Budget	Scope Items Excluded	Contingencies	Basis of Total Facilities Grant	Reimbursement Rate
$ 3,000,000		$ -		53.32%

CONSTR. COST ESTIMATES	Date	Estimator	Amount	SF	Cost Per SF
PSR Cost Estimate					
CM SD Cost Estimate					

Medford High School - Medford, MA — January 31, 2026

Monthly Cash Flow

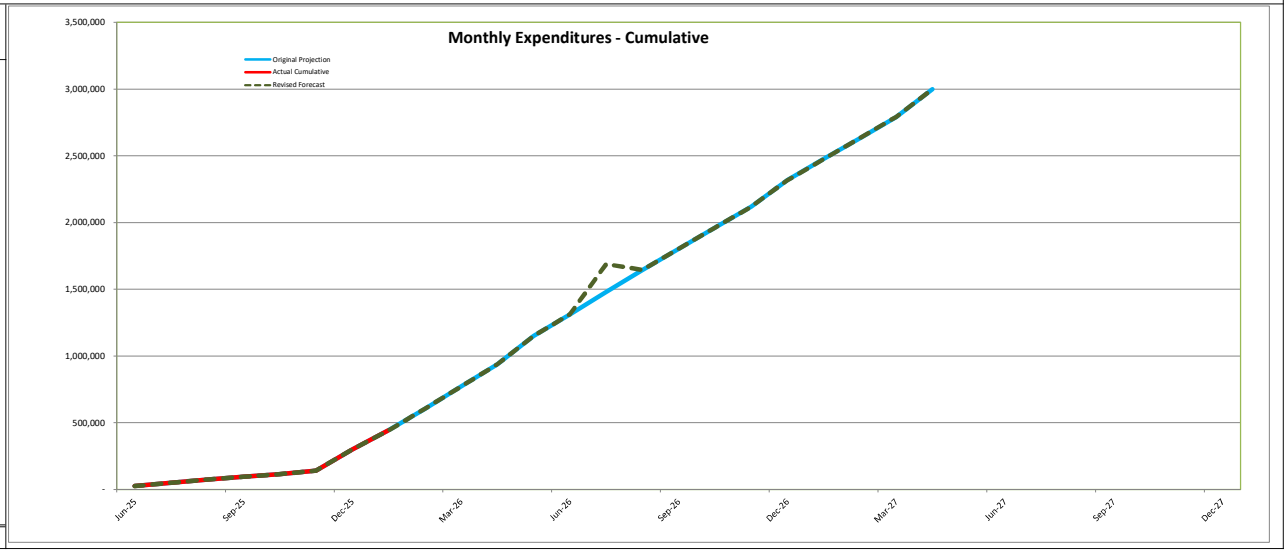
Date	Original Projection	Actual	Revised Projection
Jun-25	$ 25,000	$ 25,000	$ 25,000
Jul-25	$ 25,000	$ 25,000	$ 25,000
Aug-25	$ 25,000	$ 25,000	$ 25,000
Sep-25	$ 20,000	$ 20,000	$ 20,000
Oct-25	$ 20,000	$ 20,000	$ 20,000
Nov-25	$ 25,000	$ 25,000	$ 25,000
Dec-25	$ 160,000	$ 160,000	$ 160,000
Jan-26	$ 141,900	$ 141,900	$ 141,900
Feb-26	$ 162,824		$ 162,824
Mar-26	$ 166,696		$ 166,696
Apr-26	$ 166,696		$ 166,696
May-26	$ 211,696		$ 211,696
Jun-26	$ 161,696		$ 161,696
Jul-26	$ 166,696		$ 166,696
Aug-26	$ 166,696		$ 166,696
Sep-26	$ 158,053		$ 158,053
Oct-26	$ 158,053		$ 158,053
Nov-26	$ 158,053		$ 158,053
Dec-26	$ 198,732		$ 198,732
Jan-27	$ 158,053		$ 158,053
Feb-27	$ 158,053		$ 158,053
Mar-27	$ 158,053		$ 158,053
Apr-27	$ 208,054		$ 208,054
May-27			
Jun-27			
Jul-27			
Aug-27			
Sep-27			
Oct-27			
Nov-27			
Dec-27			
Total:	**$ 3,000,000**	**$ 441,900**	**$ 3,000,000**



Medford High School - Medford, MA — January 31, 2026

Cumulative Cash Flow

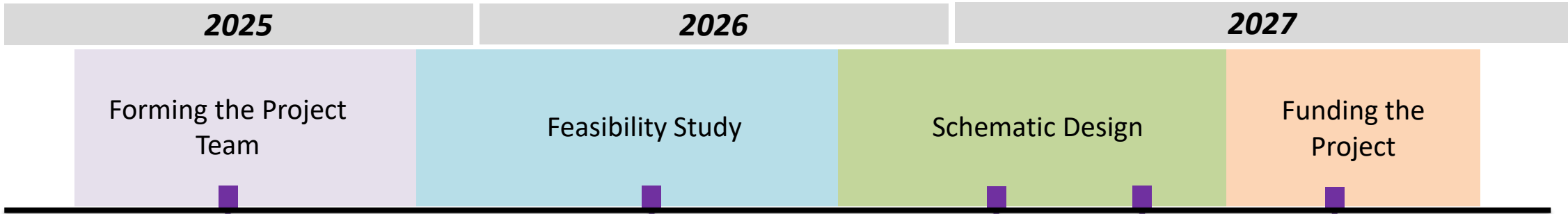
Date	Original Projection	Actual Cumulative	Revised Forecast
Jun-25	25,000	$ 25,000	$ 25,000
Jul-25	50,000	$ 50,000	$ 50,000
Aug-25	75,000	$ 75,000	$ 75,000
Sep-25	95,000	$ 95,000	$ 95,000
Oct-25	115,000	$ 115,000	$ 115,000
Nov-25	140,000	$ 140,000	$ 140,000
Dec-25	300,000	$ 300,000	$ 300,000
Jan-26	441,900	$ 441,900	$ 441,900
Feb-26	604,724		$ 604,724
Mar-26	771,419		$ 771,419
Apr-26	938,115		$ 938,115
May-26	1,149,811		$ 1,149,811
Jun-26	1,311,507		$ 1,311,507
Jul-26	1,478,202		$ 1,688,493
Aug-26	1,644,898		$ 1,644,898
Sep-26	1,802,951		$ 1,802,951
Oct-26	1,961,004		$ 1,961,004
Nov-26	2,119,056		$ 2,119,056
Dec-26	2,317,788		$ 2,317,788
Jan-27	2,475,841		$ 2,475,841
Feb-27	2,633,894		$ 2,633,894
Mar-27	2,791,946		$ 2,791,946
Apr-27	3,000,000		$ 3,000,000
May-27			
Jun-27			
Jul-27			
Aug-27			
Sep-27			
Oct-27			
Nov-27			
Dec-27			
Total:	**$ 3,000,000**	**$ 441,900**	**$ 3,000,000**



MEDFORD HS
PREL. PROJECT SCHEDULE/TIMELINE

Feasibility/ Schematic Study

Duration: 20 Months [from designer award to MSBA schematic board approval]



Designer Selection
Issue RFS 07/30/2025
Submissions Due 08/27/2025
SOQs Due to MSBA 09/04/2025
DSP Review 09/23/2025
DSP Interviews 10/07/2025
Execute Contract 10/14/2025

Feasibility Study
Duration: 12 Months [from designer selection]
Target PDP Submission Date: January 2026
Target PSR Submission Date: June 2026
Ant. MSBA Board PSR Approval: August 2026

Schematic Design
Duration: 6 Months [from MSBA PSR approval to MSBA Schematic submission]
Target Submission Date: February 2027
Anticipated MSBA Board Approval: April 2027

MSBA Board Approval of Proposed Project & issuing of the Project Scope and Budget Agreement
Target Board Date: April 2027

District Approval & Votes
Target Date: May 2027
Or via special Town Meeting and Debt Exclusion; TBD.

Leftfield, LLC	Jennifer Carlson	Progress Report as of Date 1/31/2026

District Name	Medford	MSBA ID	202301760505
School Name	Medford High	Project Name	
OPM Firm Name	Leftfield, LLC	School Building Committee Representative	Jenny Graham
Project Director	Jennifer Carlson	Total Project Budget (ProPay)	$3,000,000
Designer Firm Name	Symmes Maini & McKee Associates, Inc.	Encumbered (Reporting Period)	$0
Principal	Matthew Rice	Encumbered (to Date)	$2,644,983
General Contractor Firm Name		Total Project Invoices Received (to Date)	$441,900
General Contractor Contact Name		Project Completion Percentage	15%

OPM — Leftfield, LLC — Progress Report as of Date 1/31/2026

Contract Summary		Payment Summary	
Original Contract Amount	$525,000	Total Contract Amount	$525,000
Contract Amendments (to Date)	0	Invoices Paid (to Date)	$165,000
Value of Contract Amendments (to Date)	$0	Invoices Received (Reporting Period)	$20,000
Total Contract Amount	$525,000	Contract Amount Remaining	$340,000
Contract Amendments as Percentage of Original Contract Amount	0.0%		

OPM Activities (Reporting Period)	-1/5/26 Space Summary Review -1/6/26 Project team meeting -1/7/26 Space Summary Review -1/9/26 Space Planning Workshop -1/13/26 Project team meeting -1/14/26 SBC Meeting -1/26/26 Medford School Committee meeting -1/27/26 Project team meeting -1/27/26 Project team meeting with Mayor -1/28/26 Communications Sub Committee meeting
Project Budget Status	Reference the attached Total Project Budget and Cash Flow reports dated January 31, 2026.
MSBA Closeout Status	
Potential Issues	

DESIGNER — Symmes Maini & McKee Associates, Inc. — Progress Report as of Date 1/31/2026

Contract Summary		Payment Summary	
Original Contract Amount	$2,119,983	Total Contract Amount	$2,119,983
Contract Amendments (to Date)	0	Invoices Paid (to Date)	$135,000
Value of Contract Amendments (to Date)	$0	Invoices Received (Reporting Period)	$121,900
Total Contract Amount	$2,119,983	Contract Amount Remaining	$1,863,083
Contract Amendments as Percentage of Original Contract Amount	0.0%		

MBE/WBE		Workforce Participation	
MBE Percentage	5.4%	Total Hours	2,213
MBE Actual	1.9%	Minority Hours	921
WBE Percentage	10.4%	Minority Percentage	1.9%
WBE Actual	27.9%	Minority Workforce Participation	41.6%
		Female Hours	570
		Female Percentage	27.9%
		Female Workforce Participation	25.8%

RFIs and Submittals			
RFIs Issued (Reporting Period)			
Total RFIs Issued (to Date)	0		
Remaining Open RFIs – Past 30 Days			
Notes			
Remaining Open RFIs – Past 60 Days			
Notes			
Remaining Open RFIs – Past 90 Days			
Notes			
Submittals Received (Reporting Period)			
Total Submittals Received (to Date)	0		
Submittals Reviewed (Reporting Period)			
Total Submittals Reviewed (to Date)	0		
Comments (Remaining Open Submittals)			
Phase	Feasibility Study	Phase Scheduled Completion Date	6/30/2027
Designer Activities (Reporting Period)	-1/5/26 Space Summary Review -1/6/26 Project team meeting -1/7/26 Space Summary Review -1/9/26 Space Planning Workshop -1/13/26 Project team meeting -1/14/26 SBC Meeting -1/26/26 Medford School Committee meeting -1/27/26 Project team meeting -1/27/26 Project team meeting with Mayor -1/28/26 Communications Sub Committee meeting		
30 Day Look Ahead			
Commissioning Consultant			
Commissioning Consultant Status			

GENERAL CONTRACTOR

Progress Report as of Date 1/31/2026

Contract Summary	Payment Summary
Original Contract Amount (including CM-At-Risk Amendments)	Total Contract Amount
Change Orders (to Date)	Invoices Paid (to Date)
Value of Change Orders (to Date)	Invoices Received (Reporting Period)
Total Contract Amount	Contract Amount Remaining
Procurement Type	
Change Orders as Percentage of Original Contract Amount	
Pending Change Orders	
Change Order Status	

MBE/WBE	Workforce Participation
MBE Percentage	Total Hours
MBE Actual	Minority Hours
WBE Percentage	Minority Percentage
WBE Actual	Minority Workforce Participation
	Female Hours
	Female Percentage
	Female Workforce Participation

Schedule Assessment
Notice to Proceed Date
Physical Progress
Substantial Completion Date (Reported)
Substantial Completion Date (Contract)
Substantial Completion Date (Certificate)
Construction Progress (Reporting Period)
30 Day Look Ahead
Overall Schedule Assessment
Problems Identified (Schedule or Construction)
Quality Control
Safety Compliance
Number of Claims (to Date)
Value of Claims (to Date)
Comments
Recorded Manpower (Reporting Period)
Contractor Closeout Status

Certification

The undersigned hereby certifies that, to the best of his/her knowledge, the information contained in this monthly report and attached hereto are true and accurate.

Project Director/Project Manager

Linda E. Liporto — Print Name

 — Signature

February 11, 2026 — Date