



KEENAN + KENNY ARCHITECTS, LTD.

West Tisbury Council on Aging

January 31, 2023

PROPOSED SCHEDULE / SCOPE OF WORK PLAN

Note: based on RFQ

- Work Plan Phase: 3 weeks Jan. 4, 2022 – Jan 26, 2022
 - Contract signed 1/4/23
 - Consultant contracts signed 1/11/23
 - Conceptual Floor Plans
 - Work Plan
 - Building Committee Mtg. 1/18/23

- Site Environmental & Programming Phase: 2 weeks Jan. 26, 2023 - Feb. 9, 2023
 - Coastal Eng. Ex. Cond. Site Plan field work: scheduled for week of 1/30
 - Coastal Eng. Concept Site Plan with revised parking: est. 1/31/2023
 - Programming w/ Committee
 - Preferred Concept Plan Developed
 - 3D Schematic Model created
 - Building Committee Meeting (2 PM) 2/1/23
 - Planning Board & HDC Meeting (5 PM) 2/1/23
 - S.F. Cost Estimate: verify number and site estimate

- Schematic Design Phase: 5 weeks Feb. 9, 2023 – March 16, 2023
 - Public Forum (5 PM) 021623

- RLB Schematic Cost Estimate: 2 weeks March 16 – April 1, 2023

- Town Meeting: April 11, 2023
 - Schematic Design Plans and Cost Estimate complete
 - Design Development Phase: 6 weeks April 11, 2023 – May 23, 2023
Design Dev. Cost Estimate

- Construction Documents Phase: 9 weeks May 23, 2023 – July 25, 2023
 - Construction Doc. Cost Estimate

- Bidding: 5 weeks July 25, 2023 to:
 - Sub-bids: 3 weeks Aug. 15, 2023
 - General Bids: 5 weeks Aug. 29, 2023

- Construction: 1 year Start: September 15, 2023
Completion: Sept. 15, 2024