

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 27 _____

WHEREAS, the Town of Brookline _____ (“Owner”) and William Rawn Associates, Architects Inc. _____, (the “Designer”) (collectively, the “Parties”) entered into a Contract for Designer Services for the Brookline High School Expansion _____ Project (Purchase Order # 21803108) at the Brookline High _____ School on July 6, 2018 _____.
“Contract”; and

WHEREAS, effective as of April 7, 2022 the Parties wish to amend the Contract:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes the Designer to perform services for the Design Development Phase, the Construction Phases, and the Final Completion Phase of the Project, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services:	Original Contract*	After this Amendment:
		Amendment fee: \$34,649
Feasibility Study Phase	\$ _____	\$ _____
Schematic Design Phase	\$ _____	\$ _____
Design Development Phase	\$ _____	\$ _____
Construction Document Phase	\$ _____	\$ _____
Bidding Phase	\$ _____	\$ _____
Construction Phase	\$ _____	\$ _____
Completion Phase	\$ _____	\$ _____
*Includes previous Amendments		
Total Fee	<u>\$15,578,976.00</u>	<u>\$15,613,625.00</u>

This Amendment is a result of:

1. Updated easement documents for the Town and Abutter’s at 22 Tappan St
2. Variance for Temporary chair style incline lift
3. Variance for Permanent platform style incline lift in 115 Greenough building from floors 3 to 4

3. The Construction Budget shall be as follows:

Original Budget: \$/a _____

Amended Budget \$/a _____

4. The Project Schedule shall be as follows:

Original Schedule: \$/a _____

Amended Schedule \$/a _____

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

(print name)

(print title)

By _____
(signature)

Date _____

DESIGNER

Andrew Jonic _____
(print name)

Senior Associate _____
(print title)

By



(signature) _____
Date 4/7/22 _____

Tony Guigli
Project Administrator
Town of Brookline Building Department
Brookline Town Hall
333 Washington Street
Brookline, MA 02445

April 7, 2022

Project Name: Brookline High School Expansion Project

Re: Contract Amendment #27 – Incline Lift Variances & Easement Survey Documentation

CC: Ian Parks, Andy Vo, Paul Kalous, Sam Lasky

Dear Tony,

The following contract amendment proposal is for three distinct scopes of service for the High School Expansion Project.

Scope #1: Easement Survey

The existing right of way easements, abutter parking spaces, light pole, and fence geometry must be updated and recorded for legal purposes. Feldman Surveyors will produce an updated survey that includes the 22 Tappan site and the abutters property. Their scope of services includes:

- Feldman
 - Survey field work
 - Final signed and stamped survey showing the 22 Tappan property and abutter properties
 - Prepare legal descriptions for the new easements
- William Rawn Associates
 - Host Zoom meeting with Abutters @ 21 Brington
 - Draft Warrant Article language
 - Coordination with Feldman
 - On site review meetings with Skanska, Hill, Town, Abutter @ 25 Brington
 - On site review meeting with

Scope #1 Fees

Feldman: \$6,200

WRA: \$3,425

Total: 9,625

Scope #2: March 11, 2022 Temporary Incline Chair Lift Variance Application

At the Town's request and due to maintenance issues with Elevator #4 in the 115 Greenough Street High School Building, WRA prepared a variance application and submitted it to the MAAB on March 11th. The variance is for a temporary chair style incline lift to be installed in the north stairwell leading to the 4th

floor. Due to the emergency situation associated with ongoing elevator maintenance, we submit this additional service per Article 8.4 of our contract with the Town.

- William Rawn Associates
 - See attached spreadsheet for time spent to prepare the variance package.

Scope #2 Fees

WRA: \$2,561

Total: \$2,561

Scope #3: Permanent Incline Lift Documentation and Variance Application

The Town has asked William Rawn Associates to design and document a permanent platform style incline lift that will transport people from level 3 to level 4 in the 115 Greenough Street Building. The lift will be used during days when elevator #4 is out of service. Presently, there is no second accessible route to the 4th floor from level 3 if the elevator is not working.

WRA will also include a 2nd variance request to allow for the temporary installation of a chair style incline lifts when emergencies arise. There are other locations in the High School where there is no accessible vertical transportation redundancy. For example, students must take the elevator in Schluntz to the 2nd floor and then an incline lift to the Mezzanine. If there was a problem with the elevator or the incline lift, this variance would allow for the emergency installation of a chair style incline lift while the other means of vertical transportation elements are repaired.

Tasks in Sequential Order

Step 1

- Field dimensioning and documenting the existing stair well.
- Review incline lift dimensions and determine if egress clearance in the stairwell will meet Building Code requirements after the installation of the platform lift.
- If ample clearance is available proceed with Step 2

Step 2

- Draft schematic plans and elevations for the variance package
- Variance application submission
- Upon approval of the variance proceed with Step 3

Step 3

- Upon approval of the application create Contract Documents for the installation of the incline lift. Drawings and specifications
- Submit bid documents
- Review proposals
- Submittal Review
- Construction Administration

Scope #3 Fees

WRA Steps 1&2: \$5,000

*WRA Step 3: \$11,963***

*GGD Step 3: \$4,500***

Hastings Consulting: \$1,000

Total: \$17,637

**Design team will proceed with Step 2 only if variance application is approved*

Design and Engineering Fee Summary

Feldman	\$6,200
Hastings Consulting	\$1,000
GGD	\$4,500
<u>William Rawn Associates</u>	<u>\$22,949</u>
Additional Service Fee Grand Total:	\$34,649

Please let us know if you have any questions. We look forward to continuing to work with the Town of Brookline to bring the Expansion Project to completion.

Regards,



Andy Jonic, AIA

Senior Associate

William Rawn Associates, Architects Inc.

Attachments: Consultant Proposals, WRA hourly worksheets

03/03/2022

Andrew Jonic
William Rawn Associates, Architects, Inc.
10 Post Office Square
Suite 1010
Boston, MA 02109
ajonic@rawnarch.com

Re: 22 Tappan Street Brookline, MA
Project ID 2200277

Dear Andrew,

Pursuant to your request, we are pleased to submit our proposal to provide professional surveying services for your project located in Brookline, MA.

To achieve your project goals we purpose to prepare an Easement Plan. the work will include the following;

- Perform a field survey to locate the new improvements in the vicinity of the property line between 111 Cypress Street and 19-21 Brington Road.
- Prepare a plan showing metes and bounds of the easements to be created.
- Prepare legal description for the easements to be include in the easement instrument (easement instrument to be prepared by others).
- Compile our survey at a suitable scale and to registry standards. We will supply a plan suitable for recording at the Norfolk County Registry of Deeds.
- Perform our survey work in compliance with the Code of Massachusetts Regulations 250 CMR 6.0 Land Surveying Procedures and Standards.

The fee for this task will be \$6,200.

Please note that we may need to revise the terms of this proposal if we do not receive authorization within 30 days of the proposal date.

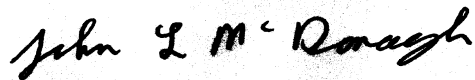
Work can be scheduled upon receipt of written authorization to proceed in accordance with the terms of this proposal. We will aim to deliver a draft plan within five weeks of receipt of a signed proposal. This time estimate does not include delays due to inclement weather.

For your protection we maintain General Liability, Automobile Liability, Workers Compensation and Professional Liability (errors and omissions) Insurance. Invoices are issued monthly and will be due upon receipt.

Please sign, date and return this proposal to us as your authorization to proceed and we will schedule the fieldwork to begin accordingly.

We look forward to working with you towards the successful completion of your project. **Right. From the Ground Up.**

Very truly yours,
FELDMAN GEOSPATIAL



John "Sean" McDonagh, PLS
Vice President



Accepted by: _____

Title: _____

Firm: Andrew Jonic
Senior Associate
William Rawn Associates _____

Date: _____

For an efficient billing process please fill out the following:

Billing address if different from above: _____

Accounts Payable Contact and Email: _____

Accounts Payable Telephone Number: _____

Your Job or PO Number: _____

Any Other information to be included with our invoice: _____

BHS Expansion
 Abutter Easements
 4/1/2022

Scope #1: Easement Survey (WRA)		
William Rawn Associates	Project Mgr	Principal
Prep & Host Zoom meeting with Abutters	1.5	
Draft Warrant Article Language	2	
Coordination with Feldman	1	
Onsite review meeting w/ Town, OPM, Skanska	1.5	
On site review meeting with 25 Brington Abutter	1.5	
25 Brington access sketch	1.5	
Internal meeting(s) / Coordination	1	1
On site review meeting w Town Engineers	1.5	
Total Hours	11.5	1
<i>Rate</i>	<i>\$250</i>	<i>\$275</i>
Subtotal	\$2,875	\$275.00
Total Fee	\$3,150	\$275.00
Total Fee Rounded	\$3,425	

BHS Expansion

Incline Chair Lift Variance - submitted 3/11

William Rawn Associates	Project Mgr	Principal
4/1/2022		
Prepare Cover Letter	1	
Filled Out Application	1.5	
Prepared attachments	0.5	
Calculated Sq Ft of existing building	0.5	
Phone calls with MAAB, consultants	0.5	0.5
Draft review w/ consultant	0.5	0.5
Write memo for Charlie	0.25	
Prepare hard copies, CD	1	
Internal Meetings / Calls / Emails	1.5	1.5
Money order & delivery at post office	1	
Total Hours	8.25	1.5
<i>Rate</i>	<i>\$250</i>	<i>\$275</i>
Subtotal	\$2,063	\$412.50
Application Cost	\$51.45	
Delivery Costs	\$34.80	
Total Cost	\$2,561	

BHS Expansion

Incline Lift Variance - Permanent Platform Lift

Updated: 4/7/22

Steps 1 & 2

William Rawn Associates		Project Mgr	Principal	Arch
4/1/2022	Prepare Cover Letter	1		
	Fill out application	2		
	Prepare attachments	2		
	Research incline lift options	2.105		
	Phone calls with MAAB, consultants	2		
	Draft review w/ consultant	1	1	
	Write memo for Charlie	0.25		
	Field Check stair clearance	2		
	Prepare hard copies, CD	1		
	Internal Meetings / Calls	2	2	
	Money order & delivery at post office	1		
	Total Hours	16.355	3	
	<i>Rate</i>	<i>\$250</i>	<i>\$275</i>	
	Subtotal	\$4,089	\$825.00	
	Application Cost	\$51.45		
	Delivery Costs	\$34.80		
	Total Fee	\$5,000		

Step 3*Assumed install is by Lambrian*

	Contract Documents / Field Bulletin	5	2	40
	Field Measurements			2
	Create Existing Conditions Drawings			5
	Prepare Field Bulletin / Review Change Order	2		2
	Review Change Order	0.5		1
	Submittal Review	0.5		2
	Construction Administration	3	1.5	3
	Total Hours	11	3.5	55
	<i>Rate</i>	<i>\$250</i>	<i>\$275</i>	<i>\$150</i>
		\$2,750	\$963	\$8,250
	Total Fee	\$11,963		



GGD Consulting Engineers, Inc.

375 Faunce Corner Road, Suite D
Dartmouth, MA 02747

REQUEST FOR ADDITIONAL SERVICES

L#79913

DATE: March 29, 2022 **ATTN:** Andrew Jonic, AIA
Senior Associates

TO: William Rawn Associates
Architects, Inc.

PROJECT: Brookline High School Expansion
Project - 3rd Floor: Incline Lift **PRINCIPAL:** David M. Pereira, PE

GGD JOB #: 849 003 00.00 **PROJ. MGR:** David M. Pereira, PE

CLIENT TASK#

FEE BASIS: Lump Sum Fee

ESTIMATED COST FOR CHANGES: \$4,500.00 (Four Thousand, Five Hundred Dollars)

DESCRIPTION OF "ADDITIONAL SERVICES" REQUIRED:

Additional electrical engineering design and construction phase services to provide power for an incline lift from Level 3 to Level 4 of the High School Building. Electrical drawing(s) will be provided for this scope of work. A field visit is included in our fee to review the area of the proposed incline lift.

THE ABOVE ADDITIONAL WORK WILL NOT BE STARTED UNTIL WRITTEN AUTHORIZATION IS RECEIVED. REQUEST FOR ADDITIONAL SERVICE VALID FOR 90 DAYS.

ADDITIONAL SERVICES APPROVED BY: _____

DATE:

SEND FOR OFFICE ONLY:

CC: PRINCIPAL, PROJECT MGR., ACCOUNTING, CORRESPONDENCE

254/255 CODE: _____

Brookline
#21706
Variance



MILK STREET
31 MILK ST LBBY
BOSTON, MA 02109-9997
(800)275-8777

03/11/2022 02:58 PM

Product	Qty	Unit Price	Price
Money Order			\$50.00
Serial#: 27881331208			
Money Order Fee			\$1.45
Total			\$51.45
Grand Total:			\$51.45
Cash			\$60.00
Change			-\$8.55

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CUSTOMER'S RECEIPT

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quick

SEE BACK OF THIS RECEIPT
FOR IMPORTANT CLAIM
INFORMATION

NOT
NEGOTIABLE

Pay to

Commonwealth of mass

Address

1000 Washington St Suite 710

KEEP THIS
RECEIPT FOR
YOUR RECORDS

Serial Number

27881331208

Year, Month, Day

2022-03-11

Post Office

021090

Amount

\$50.00

Clerk

10

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or scan this code with your mobile device.



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UFN: 240036-0009
Receipt #: 840-50200153-3-7464431-1
Clerk: 10



MILK STREET
31 MILK ST LBBY
BOSTON, MA 02109-9997
(800)275-8777

03/11/2022 03:16 PM

Product	Qty	Unit Price	Price
Priority Mail® 1-Day 1			\$8.70
Boston, MA 02118			
Weight: 0 lb 4.40 oz			
Expected Delivery Date			
Sat 03/12/2022			
Tracking #:			
9505 5103 30 7 2070 6263 67			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.70
Priority Mail® 1-Day			\$8.70
Boston, MA 02111			
Weight: 0 lb 3.70 oz			
Expected Delivery Date			
Sat 03/12/2022			
Tracking #:			
9505 5103 30 7 2070 6263 74			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.70
Priority Mail® 1-Day 1			\$8.70
Brookline, MA 02445			
Weight: 0 lb 3.70 oz			
Expected Delivery Date			
Sat 03/12/2022			
Tracking #:			
9505 5103 3057 2070 6263 81			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.70
Priority Mail® 1-Day 1			\$8.70
Chestnut Hill, MA 02467			
Weight: 0 lb 3.80 oz			
Expected Delivery Date			
Sat 03/12/2022			
Tracking #:			
9505 5103 3057 2070 6263 98			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.70

Grand Total: \$34.80

Credit Card Remitted \$34.80

Card Name: VISA
Account #: XXXXXXXXXXXX1770