



TOWN of BROOKLINE
Massachusetts

BUILDING DEPARTMENT

Daniel Bennett
Building Commissioner

TO: Selectboard/ School Committee

FROM: Ray Masak, PE Project Manager

SUBJECT: High School Expansion Project – Tappan Gym and 3rd Floor Renovation
CTA Change Order No. 3 (FY 21)

DATE: June 9, 2021

On the Calendar this week, the Building Department has submitted a request for Change Order Approval for the subject project in the amount of \$(578.52)- 5 items. The subject project was approved as part of the High School Project and was designed by Willian Rawn Associates.

The Owner's Project Manager (Hill) has reviewed the change order and is recommending approval. Please refer to their letter June 4, 2021 for further explanation of the change.

The Building Department is available to answer any questions you may have. Thank you for your consideration.

TOWN OF BROOKLINE

333 Washington Street, Brookline, Massachusetts 02445

PURCHASE ORDER CHANGE FORM

INVOICE DATE:

07-Jun-21

TO: CTA Construction Managers
400 Totten Pond Road
Waltham MA 02451

Purchase Order Number

21201438

Vendor Number

33542

PAYMENT AMOUNT

(\$578.52)

BUDGET \$7,821,340.00
BALANCE \$8,087,406.63

FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT
		254C204		6C0002

FOR: Brookline High School - Tappan Gym

Amendment	Date	
3	5/7/2021	Misc Changes

AMOUNT
(\$578.52)

BUILDING COMMISSION

APPROVAL OF:

Janet Fierman, Chairman

George Cole

Kenneth Kaplan

Karen Breslawski

Nathan E. Peck

SELECT BOARD

APPROVAL OF:

Heather Hamilton, Chairman

Miriam Aschkenasy

Bernard Greene

Raul Fernandez

John VanScoyoc

SCHOOL COMMITTEE

Mary Ellen Nomen, Assistant Superintendent For Administration and Finance



Hill International, Inc.
75 Second Avenue, Suite 300
Needham, MA 02494
Tel: 617-778-0900
Fax: 617-778-0999
www.hillintl.com

June 3, 2021

Mr. Ray Masak, P.E.
Project Manager
Town of Brookline Building Department
333 Washington Street
Brookline, MA 02445

RE: Recommendation to approve CTA Change Order 003

Dear Mr. Masak:

CTA Construction Managers is submitting original copies of Change Order 003 for the Brookline High School Tappan Gym and 3rd Floor Renovation for acceptance by the Town of Brookline (ToB). Hill and WRA have previously reviewed, negotiated where applicable, and agree that all items listed in this Change Order are fair, reasonable for the described scope of work, and are compensable adjustments to the Lump Sum Contract. This change order is a credit total **(\$578.52)**.

The PCO is categorized as follows:

- (3) PCO is the result of Owner Changes.
- (2) PCOs are results from unforeseen conditions discovered during demolition of walls.

An itemized summary is following:

PCO#	Description	Current Amount	Reason
3R2	Door Closer Type Change	\$785.26	Owner Change
4R2	Demo and Paint Scope Reductions - Credit Gym 206	-\$19,846.02	Owner Change
9	Price Increase for Tile Type - Up charge for tile color	\$5,140.26	Owner Change
12R1	RFI #037 - Bathroom 116 Toilet Stack - remove the existing stack serving the toilet in Bathroom 116	\$4,497.59	Unforeseen/Field Conditions
13	RFI 028 Room 107A Demolition CMU walls, shower, lavatory, toilet and water piping.	\$8,844.39	Unforeseen/Field Conditions

Based on the above, Hill recommends to ToB approval of Change Order 003 to CTA Construction Managers lump sum contract.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Andy Vo', with a stylized flourish at the end.

Andy Vo, PMP, CCM, LEED AP, MCPPO
Sr. Project Manager

CTA Construction Managers
400 Totten Pond Road
Waltham, 02451
Phone: (781) 786-6600

Project: 2020-02 - Brookline High School Tappan Gym and 3rd Floor
Renovation
115 Greenough St
Brookline, Massachusetts 02445

Prime Contract Change Order #003: Owner Change Order 003

TO:	Town of Brookline 333 Washington Street, 3rd Floor Brookline, Massachusetts 02445	FROM:	CTA Construction Managers, LLC 400 Totten Pond Road, 2nd Floor Waltham, Massachusetts 02451
DATE CREATED:	5/07/2021	CREATED BY:	Robert Harrington (CTA Construction Managers, LLC)
CONTRACT STATUS:	Approved	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	06/03/2021
INVOICED DATE:		PAID DATE:	
SCHEDULE IMPACT:		EXECUTED:	No
		SIGNED CHANGE ORDER RECEIVED DATE:	
CONTRACT FOR:	1:Brookline High School Tappan Gym and 3rd Floor Renovation	TOTAL AMOUNT:	(\$578.52)

DESCRIPTION:

PCO #003r2 - CE #004 - FB002 CCD001 Closer type change
Field Bulletin 002 CCD 001 for change in closer types as requested by the Awarding Authority

PCO #004r2 - CE #005 - FB003 CCD 002 - Demo and Paint Scope Reductions
Field Bulletin 003, CCD 002: Demolition and painting scope reductions. Per owner's request, do not demolish Closet 028A and Door X04 in Corridor C007. Relocated fire extinguisher and AED cabinet in corridor C007. Painting scope in Gymnasium 206 is removed

PCO #009 - CE #010 - Submittal #09 3000-3: Price Increase for Tile Type
Provide Group IV Lipstick Bombshell Red tile at locations indicated on returned Submittal #09 3000-3.
Addition of 25 square feet of tile at project north east corner of room 006.

PCO 012r1 - CE #013 - RFI #037 - Bathroom 116 Toilet Stack
Per attached RFI #037 response, remove the existing stack serving the toilet in Bathroom 116 which is located in the new doorway 116 opening. Work is estimated to be complete in 1-2 working days. Once re-routing of plumbing is complete; remaining demo, steel lintel, masonry opening, and door frame can be scheduled and completed.

PCO #013 - CE #014 - RFI #028 - Room 107A Demolition
Per RFI #028 response, demolish existing CMU walls, shower, lavatory, toilet, water piping and trim located in room 107A. Existing sanitary stack and vent will be maintained for reuse with new toilet room fixtures. Work is estimated to be completed in 5 working days. Please note demolition of Room 107A cannot begin until this PCO is approved. Upon approval of this PCO, demolition will begin per RFI #028 response.

Please Note: This PCO includes only demolition costs associated with the response to RFI #028. Costs associated with new wall construction will be submitted under separate cover.

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
003r2	CE #004 - FB002 CCD001 Closer type change		\$785.26
004r2	CE #005 - FB003 CCD 002 - Demo and Paint Scope Reductions		(\$19,846.02)
009	CE #010 - Submittal #09 3000-3: Price Increase for Tile Type		\$5,140.26
012r1	CE #013 - RFI #037 - Bathroom 116 Toilet Stack		\$4,497.59
013	CE #014 - RFI #028 - Room 107A Demolition		\$8,844.39
Total:			(\$578.52)

CHANGE ORDER LINE ITEMS:

PCO # 003r2: CE #004 - FB002 CCD001 Closer type change

#	Budget Code	Description	Amount
1	08-100.CTA Sub Doors.CTA Sub		\$739.00
Subtotal:			\$739.00
Direct Work OHP (10.00% Applies to other, other, other, other, other, other, other, and CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$36.95
B&I (1.20% Applies to all line item types.):			\$9.31
Grand Total:			\$785.26

PCO # 004r2: CE #005 - FB003 CCD 002 - Demo and Paint Scope Reductions

#	Budget Code	Description	Amount
1	09-900.FSB Paints and Coatings.Filed Sub Bidder		\$(19,053.85)
2	01-903.CTA Sub Hazardous Materials Abatement.CTA Sub		\$(556.84)
Subtotal:			\$(19,610.69)
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (0.00% Applies to Filed Sub Bidder and CTA Sub.):			\$0.00
B&I (1.20% Applies to all line item types.):			\$(235.33)
Grand Total:			\$(19,846.02)

PCO # 009: CE #010 - Submittal #09 3000-3: Price Increase for Tile Type

#	Budget Code	Description	Amount
1	09-300.FSB Tile.Filed Sub Bidder		\$4,837.44
Subtotal:			\$4,837.44
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$241.87
B&I (1.20% Applies to all line item types.):			\$60.95
Grand Total:			\$5,140.26

PCO # 012r1: CE #013 - RFI #037 - Bathroom 116 Toilet Stack

#	Budget Code	Description	Amount
1	01-903.CTA Sub Hazardous Materials Abatement.CTA Sub	Demolition & Disposal	\$100.00
2	15-100.FSB Plumbing.Filed Sub Bidder	Stack Removal	\$4,132.63
Subtotal:			\$4,232.63
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$211.63
B&I (1.20% Applies to all line item types.):			\$53.33
Grand Total:			\$4,497.59

PCO # 013: CE #014 - RFI #028 - Room 107A Demolition

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$877.59
2	01-903.CTA Sub Hazardous Materials Abatement.CTA Sub		\$7,445.76
Subtotal:			\$8,323.35
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$416.17
B&I (1.20% Applies to all line item types.):			\$104.87
Grand Total:			\$8,844.39

The original (Contract Sum)	\$7,821,340.00
Net change by previously authorized Change Orders	\$266,645.15
The contract sum prior to this Change Order was	\$8,087,985.15
The contract sum will be decreased by this Change Order in the amount of	(\$578.52)
The new contract sum including this Change Order will be	\$8,087,406.63
The contract time will not be changed by this Change Order.	

WRA Team (William Rawn Associates)

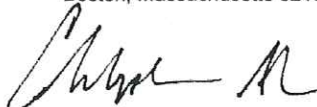
10 Post Office Sq. Suite 1010
Boston, Massachusetts 02109

Town of Brookline

333 Washington Street, 3rd Floor
Brookline, Massachusetts 02445

CTA Construction Managers, LLC

400 Totten Pond Road, 2nd Floor
Waltham, Massachusetts 02451

 2021-06-03

SIGNATURE

DATE

SIGNATURE

DATE

 6/3/21

SIGNATURE

DATE