



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. 5 (FY 21)

DATE: August 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 \$74,139.81- 10 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 August 5, 2021 for further explanation of the change.

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

HILL
Hill International

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

August 5, 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 005

Dear Mr. Masak:

CTA Construction Managers is submitting original copies of Change Order 005 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 an additional cost total of **\$74,139.81**.

Please be aware that CTA has included a statement to reserve their right to additional time. CTA has submitted a schedule update that indicates time for some of these PCO's that extend the schedule. We received the schedule update yesterday, find that it is detailed and requires time to evaluate. We advise acceptance of this reservation because some of these PCO's warrant additional time and we appear to have a schedule to properly evaluate the requests. Additionally, the completion date has not been revised in the contract despite that the contract was executed two months later than scheduled due to funding issues from the Massachusetts Department of Revenue that were out of the control of the Town of Brookline. For these reasons we find the inclusion of this language acceptable.

The PCOs are categorized as follows:

- (3) PCOs are Design Omission changes.
- (2) PCOs are the result of Owner Request changes.
- (3) PCOs are results from unforeseen conditions discovered during demolition of walls.
- (2) PCOs are results from 3rd party inspection and long lead items

An itemized summary is following:

PCO#	CE #	Description	Current Amount	Reason Code
25R1	35	Electrical Conduits at Basement Level	\$16,529.11	OM
26	36	Demo Storage 002BB	\$1,144.42	SC
27	39	Added Shutoff Valve	\$2,236.22	SC

28	43	Storage 126 and Office 127 Electrical Demo	\$10,865.85	UN
29		Remove Conduit Located in Path of New Duct Openings	\$6,509.49	UN
33R1	53	RFI #022 & RFI #066 - Staff Locker Room 020 Ceiling Height & San	\$1,107.23	OM
41	62	Temporary Signage - Third Floor West Due to lead time of signage, temporary signage will be provided for the rooms located within the "Third Floor West" so a certificate of occupancy can be obtained.	\$482.77	Misc. (Long lead items)
43	65	Dry Fall Paint Gym 200 - RFI #111, the painting subcontractor has provided a quote to repair the existing ceiling in Gym 200 so the dryfall paint can adhere properly.	\$5,606.19	UN
44R1	55	Ground Floor Sanitary Line FB #014.1 the existing ground floor sanitary line will be routed as shown on the attached. Two existing toilets and one existing sink will be removed and new fixtures will be installed in kind.	\$24,326.82	Misc. (3 rd party plumbing inspection requirement)
45R1	54	Plumbing Beam Conflict -Field Bulletin #013, the plumbing pipe routing will be adjusted to avoid conflict with the structural beam along the T4 Line.	\$5,331.71	OM

Based on the above, Hill recommends to ToB approval of Change Order 005 to CTA Construction Managers lump sum contract.

Very truly yours,



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

PURCHASE ORDER CHANGE FORM

INVOICE DATE: 09-Aug-21

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

21201438

Vendor Number

33542

PAYMENT AMOUNT

#REF!

BUDGET \$7,821,340.00
BALANCE \$7,926,752.22

FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT
		254C204		6C0002

FOR: Brookline High School - Tappan Gym

Amendment	Date	
5	8/4/2021	Misc Changes

AMOUNT
\$74,139.81

BUILDING COMMISSION

APPROVAL OF:

Janet Fierman, Chairman

George Cole

Kenneth Kaplan

Karen Breslawski

Nathan E. Peck

SELECT BOARD

APPROVAL OF:

Heather Hamilton, Chairman

Raul Fernandez

Bernard Greene

John VanScoyoc

Miriam Aschkenasy

SCHOOL COMMITTEE

Mary Ellen Normen, Assistant Superintendent For Administration and Finance

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 #005: Owner Change Order #005

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:	8/03/2021	CREATED BY:	Robert Harrington (CTA Construction Managers, LLC)
CONTRACT STATUS:	Approved	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	08/04/2021
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:	\$74,139.81

DESCRIPTION:

Per correspondence with the awarding authority and the architect, the following PCO's have been approved: PCO #025r1, PCO #026, PCO #027, PCO #028, PCO #029, PCO #033r1, PCO #041, PCO #043, PCO #044r1, PCO #045r1. Please see below and attached for additional information regarding specific PCO's.

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
025r1	CE #035 - RFI #027 - Electrical Conduits at Basement Level		\$16,529.11
026	CE #036 - Demo Storage 002BB		\$1,144.42
027	CE #039 - Added Shutoff Valve		\$2,236.22
028	CE #043 - RFI #069 - Storage 126 Office 127 Electrical Demolition		\$10,865.85
029	CE #044 - Remove Conduit Located in Path of New Duct Openings		\$6,509.49
033r1	CE #053 - RFI #022 - Staff Locker Room 020 Ceiling Height		\$1,107.23
041	CE #062 - Temporary Signage - Third Floor West		\$482.77
043	CE #065 - RFI #111 - Dry Fall Paint Gym 200	3 days Schedule impact is being reviewed. See	\$5,606.19
044r1	CE #055 - FB #014.1 - Ground Floor Sanitary Line	7 days below reservation language	\$24,326.82
045r1	CE #054 - FB #013 - RFI #079 - Plumbing Beam Conflict		\$5,331.71
Total:			\$74,139.81

CHANGE ORDER LINE ITEMS:

PCO # 025r1: CE #035 - RFI #027 - Electrical Conduits at Basement Level

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder		\$15,555.34
Subtotal:			\$15,555.34
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$777.77
B&I (1.20% Applies to all line item types.):			\$196.00
Grand Total:			\$16,529.11

PCO # 026: CE #036 - Demo Storage 002BB

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder		\$1,077.00
Subtotal:			\$1,077.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$53.85
B&I (1.20% Applies to all line item types.):			\$13.57
Grand Total:			\$1,144.42

PCO # 027: CE #039 - Added Shutoff Valve

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$2,104.48
Subtotal:			\$2,104.48
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$105.22
B&I (1.20% Applies to all line item types.):			\$26.52
Grand Total:			\$2,236.22

PCO # 028: CE #043 - RFI #069 - Storage 126 Office 127 Electrical Demolition

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder		\$8,473.34
2	02-000.CTA Direct General.CTA Direct	CTA 2nd Shift Coverage	\$1,600.00
Subtotal:			\$10,073.34
Direct Work OHP (15.00% Applies to CTA Direct.):			\$240.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$423.67
B&I (1.20% Applies to all line item types.):			\$128.84
Grand Total:			\$10,865.85

PCO # 029: CE #044 - Remove Conduit Located in Path of New Duct Openings

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder		\$6,126.00
Subtotal:			\$6,126.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$306.30
B&I (1.20% Applies to all line item types.):			\$77.19
Grand Total:			\$6,509.49

PCO # 033r1: CE #053 - RFI #022 - Staff Locker Room 020 Ceiling Height

#	Budget Code	Description	Amount
1	08-100.CTA Sub Doors.CTA Sub		\$1,042.00
Subtotal:			\$1,042.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$52.10
B&I (1.20% Applies to all line item types.):			\$13.13
Grand Total:			\$1,107.23

PCO # 041: CE #062 - Temporary Signage - Third Floor West

#	Budget Code	Description	Amount
1	10-400.CTA Sub Identification Devices.CTA Sub		\$454.33
Subtotal:			\$454.33
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$22.72
B&I (1.20% Applies to all line item types.):			\$5.72
Grand Total:			\$482.77

PCO # 043: CE #065 - RFI #111 - Dry Fall Paint Gym 200

#	Budget Code	Description	Amount
1	09-900.FSB Paints and Coatings.Filed Sub Bidder		\$5,275.91
Subtotal:			\$5,275.91
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$263.80
B&I (1.20% Applies to all line item types.):			\$66.48
Grand Total:			\$5,606.19

PCO # 044r1: CE #055 - FB #014.1 - Ground Floor Sanitary Line

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$22,893.68
Subtotal:			\$22,893.68
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$1,144.68
B&I (1.20% Applies to all line item types.):			\$288.46
Grand Total:			\$24,326.82

PCO # 045r1: CE #054 - FB #013 - RFI #079 - Plumbing Beam Conflict

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$5,017.61
Subtotal:			\$5,017.61
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$250.88
B&I (1.20% Applies to all line item types.):			\$63.22
Grand Total:			\$5,331.71

The original (Contract Sum)	\$7,821,340.00
Net change by previously authorized Change Orders	\$352,581.23
The contract sum prior to this Change Order was	\$8,173,921.23
The contract sum will be increased by this Change Order in the amount of	\$74,139.81
The new contract sum including this Change Order will be	\$8,248,061.04
The contract time will not be changed by this Change Order.	

**Note: A time impact analysis has been submitted which involves PCO's included on this Change Order. CTA has signed this CO with the understanding that CTA's rights are reserved with regards to the time impacts that are under review. By signing this CO, Brookline and WRA acknowledge that CTA's rights have been properly reserved.

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
**

 2021-08-05
SIGNATURE DATE

SIGNATURE DATE

 8/5/21
SIGNATURE DATE