



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. 7 (FY 21)

DATE: October 13, 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 \$86,289.82- 13 items. The subject project was approved as part of the High School Project and was designed by William Rawn Associates.

The Owner's Project Manager (Hill) has reviewed the change order and is recommending approval. Please refer to their letter October 7, 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; 08-Oct-21

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

Purchase Order Number

21201438

Vendor Number

33542

PAYMENT AMOUNT

\$86,289.82

BUDGET \$7,821,340.00
BALANCE \$8,402,818.67

FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT
		254C204		6C0002

FOR: Brookline High School - Tappan Gym

Amendment	Date	
7	10/1/2021	Misc Changes

AMOUNT
\$86,289.82

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

Samuel Rippin, 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

October 7, 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 007

Dear Mr. Masak:

CTA Construction Managers is submitting original copies of Change Order 007 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 **\$86,289.82**.

CTA has been solving the issues with the design team and ToB to minimize added time and complete the job. For these reasons we recommend acceptance of this change order.

The PCOs are categorized as follows:

- (3) PCOs is a Design Omission change.
- (2) PCOs are the result of Owner Request changes.
- (6) PCOs are results from unforeseen conditions discovered during demolition of walls and floors.
- (2) PCO is from misc. scope changes.

An itemized summary is following:

PCO#	CE #	Description	Current Amount	Reason Code
8R1	9	Classroom 351 Demo Scope Reduction	-\$6,071.68	Owner Change
31	45	Demo and Cap 2.5" Main in Basement	\$608.25	Design Omission
55	76	Relocate FP Piping to Accommodate HVAC Duct	\$579.29	Unforeseen
58	82	Walls to Match Existing Paint RFI #147, existing chases in rooms 348, 348A, 354B, 354C, and 354D will be painted.	\$2,530.34	Misc. Changes
64R1	91	Tappan St. Tree Removal	\$9,486.49	Design Omission

65	86	RFI #160 - Existing Piping in Vestibule 101	\$1,840.96	Unforeseen
66	84	RFI #144 - Classroom 379 Chase For Plumbing - the existing chase in classroom 379 will was built out to the east side so the plumbing pipes could be concealed within the chase	\$2,912.15	Unforeseen
67	92	Tappan Gym Existing Vent Relocation - It appears the existing 2" vent on the first floor of the Tappan Gym is in conflict with the new lockers	\$6,763.15	Design Omission
68	56	Structural Field Report #002 - Existing Openings in Level 1 Slab	\$2,182.29	Misc. Changes
69	51	Room 353A Autoclave Removal	\$1,240.75	Owner Change
73	96	366A Condensate Pipe - a chase will be constructed around the existing condensate pipe in Room 366A	\$1,342.91	Unforeseen
80	105	RFI #194 - Floor Prep Conc. Sub Floor (Hole Infill)	\$18,600.17	Unforeseen
81	106	RFI #194 - Floor Prep Conc. Sub Floor (Floor Prep)	\$44,274.75	Unforeseen

Based on the above, Hill recommends to ToB approval of Change Order 007 to CTA Construction Managers lump sum contract.

Very truly yours,



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



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

PCCO #007

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

Prime Contract Change Order #007: OCO #007

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:	10/01/2021	CREATED BY:	Robert Harrington (CTA Construction Managers, LLC)
CONTRACT STATUS:	Approved	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/06/2021
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:	\$86,289.82 <i>OK 10/21</i>

DESCRIPTION:

Per correspondence with the awarding authority and the architect, the following PCO's have been approved and are included in this change order:

1. PCO #008r1: CE #009 - Classroom 351 Demo Reduction
2. PCO #031: CE #045 - Demo and Cap 2.5" Main in Basement
3. PCO #055: CE #076 - Relocate FP Piping for Concrete Beam Installation
4. PCO #058: CE #082 - RFI #147 - Walls to Match Existing Paint
5. PCO #064r1: CE #091 - Tappan St. Tree Removal
6. PCO #065: CE #086 - RFI #160 - Existing Piping in Vestibule 101
7. PCO #066: CE #084 - RFI #144 - Classroom 379 Chase For Plumbing
8. PCO #067: CE #092 - Tappan Gym Existing Vent Relocation
9. PCO #068: CE #056 - Structural Field Report #002 - Existing Openings in Level 1 Slab
10. PCO #069r1: CE #051 - Room 353A Autoclave Removal
11. PCO #073 - CE #096 - RFI #183 - 366A Condensate Pipe
12. PCO #080 - CE #105 - RFI #194 - Floor Prep Conc. Sub Floor (Hole Infill)
13. PCO #081 - CE #106 - RFI #194 - Floor Prep Conc. Sub Floor (Floor Prep)

Please note: PCO #031 was previously approved on 7/12/2021, but was not included in a previous change order.

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
008r1	CE #009 - Classroom 351 Demo Reduction		(\$6,071.68)
031	CE #045 - Demo and Cap 2.5" Main in Basement		\$608.25
055	CE #076 - Relocate FP Piping for Concrete Beam Installation		\$579.29
058	CE #082 - RFI #147 - Walls to Match Existing Paint		\$2,530.34
064r1	CE #091 - Tappan St. Tree Removal		\$9,486.49
065	CE #086 - RFI #160 - Existing Piping in Vestibule 101		\$1,840.96
066	CE #084 - RFI #144 - Classroom 379 Chase For Plumbing		\$2,912.15
067	CE #092 - Tappan Gym Existing Vent Relocation		\$6,763.15
068	CE #056 - Structural Field Report #002 - Existing Openings in Level 1 Slab		\$2,182.29
069r1	CE #051 - Room 353A Autoclave Removal		\$1,240.75
073	CE #096 - RFI #183 - 366A Condensate Pipe		\$1,342.91

080	CE #105 - RFI #194 - Floor Prep Conc. Sub Floor (Hole Infill)		\$18,600.17
081	CE #106 - RFI #194 - Floor Prep Conc. Sub Floor (Floor Prep)		\$44,274.75
Total:			\$86,289.82

CHANGE ORDER LINE ITEMS:

PCO # 008r1: CE #009 - Classroom 351 Demo Reduction

#	Budget Code	Description	Amount
1	01-903.CTA Sub Hazardous Materials Abatement.CTA Sub		\$(1,013.68)
2	15-100.FSB Plumbing.Filed Sub Bidder		\$(1,213.00)
3	16-100.FSB Electrical.Filed Sub Bidder		\$(900.00)
4	06-400.CTA Sub Architectural Woodwork.CTA Sub		\$(575.00)
5	09-500.FSB Ceilings.Filed Sub Bidder		\$(2,298.00)
Subtotal:			\$(5,999.68)
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Not applicable to any line item types.):			\$0.00
B&I (1.20% Applies to all line item types.):			\$(72.00)
Grand Total:			\$(6,071.68)

PCO # 031: CE #045 - Demo and Cap 2.5" Main in Basement

#	Budget Code	Description	Amount
1	15-300.FSB Fire Protection Piping.Filed Sub Bidder		\$572.42
Subtotal:			\$572.42
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$28.62
B&I (1.20% Applies to all line item types.):			\$7.21
Grand Total:			\$608.25

PCO # 055: CE #076 - Relocate FP Piping for Concrete Beam Installation

#	Budget Code	Description	Amount
1	15-300.FSB Fire Protection Piping.Filed Sub Bidder		\$545.16
Subtotal:			\$545.16
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$27.26
B&I (1.20% Applies to all line item types.):			\$6.87
Grand Total:			\$579.29

PCO # 058: CE #082 - RFI #147 - Walls to Match Existing Paint

#	Budget Code	Description	Amount
1	09-900.FSB Paints and Coatings.Filed Sub Bidder		\$2,381.28
Subtotal:			\$2,381.28
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$119.06
B&I (1.20% Applies to all line item types.):			\$30.00
Grand Total:			\$2,530.34

PCO # 064r1: CE #091 - Tappan St. Tree Removal

#	Budget Code	Description	Amount
1	31-100.CTA Sub Earthwork.CTA Sub		\$7,000.00

#	Budget Code	Description	Amount
2	02-000.CTA Direct General.CTA Direct	2 days of details, 2 details per day	\$1,760.00
Subtotal:			\$8,760.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$264.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$350.00
B&I (1.20% Applies to all line item types.):			\$112.49
Grand Total:			\$9,486.49

PCO # 065: CE #086 - RFI #160 - Existing Piping in Vestibule 101

#	Budget Code	Description	Amount
1	09-900.FSB Paints and Coatings.Filed Sub Bidder		\$0.00
2	09-250.CTA Sub Gypsum Wallboard.CTA Sub		\$1,732.50
Subtotal:			\$1,732.50
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$86.63
B&I (1.20% Applies to all line item types.):			\$21.83
Grand Total:			\$1,840.96

PCO # 066: CE #084 - RFI #144 - Classroom 379 Chase For Plumbing

#	Budget Code	Description	Amount
1	09-900.FSB Paints and Coatings.Filed Sub Bidder		\$325.59
2	09-250.CTA Sub Gypsum Wallboard.CTA Sub		\$2,415.00
Subtotal:			\$2,740.59
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$137.03
B&I (1.20% Applies to all line item types.):			\$34.53
Grand Total:			\$2,912.15

PCO # 067: CE #092 - Tappan Gym Existing Vent Relocation

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$6,255.19
2	02-000.CTA Direct General.CTA Direct	Dumpster Costs	\$100.00
Subtotal:			\$6,355.19
Direct Work OHP (15.00% Applies to CTA Direct.):			\$15.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$312.76
B&I (1.20% Applies to all line item types.):			\$80.20
Grand Total:			\$6,763.15

PCO # 068: CE #056 - Structural Field Report #002 - Existing Openings in Level 1 Slab

#	Budget Code	Description	Amount
1	05-100.CTA Sub Structural Metals.CTA Sub		\$771.28
2	03-050.CTA Sub Concrete Subcontractor.CTA Sub		\$1,282.44
Subtotal:			\$2,053.72
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$102.69
B&I (1.20% Applies to all line item types.):			\$25.88
Grand Total:			\$2,182.29

PCO # 069r1: CE #051 - Room 353A Autoclave Removal

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$620.04

#	Budget Code	Description	Amount
2	02-000.CTA Direct General.CTA Direct	Demo Autoclave	\$500.00
Subtotal:			\$1,120.04
Direct Work OHP (15.00% Applies to CTA Direct.):			\$75.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$31.00
B&I (1.20% Applies to all line item types.):			\$14.71
Grand Total:			\$1,240.75

PCO # 073: CE #096 - RFI #183 - 366A Condensate Pipe

#	Budget Code	Description	Amount
1	09-250.CTA Sub Gypsum Wallboard.CTA Sub		\$1,044.75
2	09-900.FSB Paints and Coatings.Filed Sub Bidder		\$0.00
3	02-000.CTA Direct General.CTA Direct	Disposal	\$200.00
Subtotal:			\$1,244.75
Direct Work OHP (15.00% Applies to CTA Direct.):			\$30.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$52.24
B&I (1.20% Applies to all line item types.):			\$15.92
Grand Total:			\$1,342.91

PCO # 080: CE #105 - RFI #194 - Floor Prep Conc. Sub Floor (Hole Infill)

#	Budget Code	Description	Amount
1	05-500.FSB Metal Fabrications.Filed Sub Bidder	Fabricate and Provide Steel Inserts	\$5,335.00
2		Set Up and Chip Holes (1.25 Hours per Hole)	\$5,013.00
3		Receive, Inventory, Distribute and Install Steel Inserts (0.5 hours per Hole)	\$2,005.20
4		Mix and Pour Concrete (1.25 Hours per Hole)	\$5,013.00
5		Concrete Materials & Mixer Rental	\$900.00
Subtotal:			\$18,266.20
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$266.75
B&I (1.20% Applies to all line item types.):			\$67.22
Grand Total:			\$18,600.17

PCO # 081: CE #106 - RFI #194 - Floor Prep Conc. Sub Floor (Floor Prep)

#	Budget Code	Description	Amount
1	09-600.CTA Sub Flooring.CTA Sub	Materials	\$30,907.00
2	09-600.CTA Sub Flooring.CTA Sub	Equipment Including Trucking	\$3,800.00
3	09-600.CTA Sub Flooring.CTA Sub	Labor (120 hours)	\$14,793.00
4	09-600.CTA Sub Flooring.CTA Sub	(1) Time off Hours Shift	\$2,120.00
5	09-250.CTA Sub Gypsum Wallboard.CTA Sub	Credit for Plywood Installation	\$(11,925.00)
6	02-000.CTA Direct General.CTA Direct	Disposal	\$200.00
7	02-000.CTA Direct General.CTA Direct	Cleaning	\$1,600.00
Subtotal:			\$41,495.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$270.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$1,984.75
B&I (1.20% Applies to all line item types.):			\$525.00
Grand Total:			\$44,274.75



Construction
Managers

PCCO #007

The original (Contract Sum)	\$7,821,340.00
Net change by previously authorized Change Orders	\$495,188.85
The contract sum prior to this Change Order was	\$8,316,528.85
The contract sum will be increased by this Change Order in the amount of	\$86,289.82
The new contract sum including this Change Order will be	\$8,402,818.67
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

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE 10/6/21