

DRAFT

AIA® Document G701™ - 2001

Change Order

PROJECT (Name and address):

Edward Devotion School Project
Town of Brookline
333 Washington Street
Brookline, MA 02245

CHANGE ORDER NUMBER: 016

DATE: October 10, 2017

OWNER: [X]

ARCHITECT: [X]

CONTRACTOR: [X]

FIELD: [ ]

OTHER: [ ]

TO CONTRACTOR (Name and address):

Shawmut Woodworking & Supply, Inc.
dba Shawmut Design and Construction
560 Harrison Avenue
Boston, MA 02118

ARCHITECT'S PROJECT NUMBER: 401213

CONTRACT DATE: 6-23-2015

CONTRACT FOR: Construction Manager At Risk
Services

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
CR009 Fill Voids Under 1913 Building SOG \$5,865; CR089 PR #15R1 - Extended Slab at K-2 Wall Footing \$3,398; CR093
PR #73 - LGMF Back-up Wall in Large Gym \$20,542; CR117 PR #85 - Shadow Box at CW28 and Added Gyp Soffit \$2,388;
CR131 Replacement of Bird Screens at Cupola per HMFH Field Report \$966; CR136 RFI #368 - Added Wall in MDF 109
\$2,434

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

Table with 2 columns: Amount, Sum. Values: \$ 10,548,719.00, \$ 79,289,801.00, \$ 89,838,520.00, \$ 35,593.00, \$ 89,874,113.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is July 31, 2018

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which
have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and
Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

HMFH Architects, Inc.

ARCHITECT (Firm name)

130 Bishop Allen Drive, Cambridge, MA

ADDRESS

BY (Signature)

Philip S. Lewis

(Typed name)

DATE

Shawmut Woodworking & Supply, Inc.

CONTRACTOR (Firm name)

560 Harrison Ave., Boston MA

ADDRESS

BY (Signature)

Jonathan Hirst

(Typed name)

DATE

Town of Brookline

OWNER (Firm name)

333 Washington Street, Brookline, MA

ADDRESS

BY (Signature)

(See Attached)

(Typed name)

DATE



Change Request CR009

To: Tony Guigli  
Town of Brookline  
3rd Floor, Town Hall 333 Washington Street  
Brookline, MA 02445

Date:  
Project #: 121526  
Project: MSBA - Brookline Edward Devotion School

Description: Fill Voids Under 1913 Building SOG

Item Description	Amount
FWD0096 - Federal - infill under stair at 1913 bldg as per RFI 146	\$2,347
FWD0209 - Federal - infill under stair at 1913 bldg as per RFI 158	\$3,149
Fee	\$275
General Liability Insurance	\$55
Bond	\$39
<b>Total:</b>	<b>\$5,865</b>

Type: Lump sum proposal  
Schedule Impact: This change will add **TBD** day(s) to the contract completion date.  
Overtime: Project Overtime **TBD**

Notes:  
Fill voids under 1913 building SOG in the upper first floor bathroom (SE corner). Refer to FBRA Site Visit Report #9 dated 1/9/17 and RFI #146 & 158.

By:

Date:

HMFH - No Comments

NO EXCEPTIONS - FIELD CONDITION (FILLING OF AN EXISTING UTILITY TRENCH AREA)  
FBRA - GSC - 9/19/2017

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO-14 and PCO-41	<b>PCO DESC.</b>	Fill voids under 1913 building SOG in the upper first floor bathroom (SE corner). Refer to FBRA Site Visit Report #9 dated 1/9/17 and RFI #146 & 158.		
<b>PCO DATE:</b>	1/03/2016, 4/6/2017				
<b>SDC PCI NUMBER:</b>	CR009				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>	<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>			
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>	Federal Concrete				

**1. LABOR: THIS SUBCONTRACTOR:**

Use only CM-Approved Rates as established per the Labor Rate Submission Form. Rates are inclusive of all overhead, profit, health, welfare, annuity and excess fringes. It is the Trade's responsibility to submit and maintain current Change Order Labor Rate Forms. All changes in previously approved rates shall be submitted for CM approval via an amended Labor Rate Submission Form prior to appearing on this sheet.

Trade	Classification	Regular Hours Worked	Overtime (1.5x) Hours Worked	Double Time (2x) Hours Worked	These values shall be taken from the Rate Approval Sheet, after its approval by the CM.			Fee Included in Hourly rate (from approval form)	Total Labor Cost
					Regular Time Rate (Cost/Hour)	Overtime Rate (Cost/Hour)	Double Time Rate (Cost/Hour)		
Carpenter	Foreman (9/1/16 - 2/28/17)				\$ 98.46	\$ 34.89	\$ 69.79	\$ 7.46	\$ -
Carpenter	Foreman (3/1/17 - 8/1/17)				\$ 100.73	\$ 35.91	\$ 71.81	\$ 7.57	\$ -
Carpenter	Journeyman (9/1/16 - 2/28/17)				\$ 94.24	\$ 32.79	\$ 65.57	\$ 7.16	\$ -
Carpenter	Journeyman (3/1/17 - 8/1/17)				\$ 96.46	\$ 33.77	\$ 67.54	\$ 7.27	\$ -
Laborer	Journeyman (6/1/16 - 11/30/16)				\$ 75.57	\$ 26.26	\$ 52.52	\$ 5.71	\$ -
Laborer	Journeyman (12/1/16 - 5/31/17)	5.00			\$ 77.45	\$ 26.95	\$ 53.90	\$ 5.81	\$ 387.25
Ironworker	Journeyman (9/16/16 - 3/15/17)				\$ 94.79	\$ 31.87	\$ 63.73	\$ 7.27	\$ -
Ironworker	Journeyman (3/16/17 - 9/15/17)				\$ 96.35	\$ 32.59	\$ 65.18	\$ 7.33	\$ -
Cement Finisher	Journeyman (1/1/17 - 7/1/17)	4.00			\$ 100.37	\$ 32.91	\$ 65.83	\$ 7.57	\$ 401.48

**TOTAL LABOR COST**     \$     **788.73**

**1.a FEE (INCLUDED IN LABOR COST ABOVE)**     \$     **59.33**

**2. MATERIALS: THIS SUBCONTRACTOR:**

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
3000 PSI Concrete	11.00	CY	\$108.00	\$ 1,188.00
1% Polarset	11.00	CY	\$ 5.00	\$ 55.00
3/8 Peastone Mix	8.00	CY	\$ 127.00	\$ 1,016.00
<b>TOTAL MATERIALS COST:</b>				<b>\$ 2,259.00</b>

**3. EQUIPMENT: SUBCONTRACTOR:**

(For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
Concrete Pump - 39M	0.50	Day	\$ 1,640.00	\$ 820.00
39 Meter Pump Truck 1/2 Day Rental	1.00	LS	\$ 1,200.00	\$ 1,200.00
<b>TOTAL EQUIPMENT COST:</b>				<b>\$ 2,020.00</b>

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO-14 and PCO-41	<b>PCO DESC.</b>	Fill voids under 1913 building SOG in the upper first floor bathroom (SE corner). Refer to FBRA Site Visit Report #9 dated 1/9/17 and RFI #146 & 158.		
<b>PCO DATE:</b>	1/03/2016, 4/6/2017				
<b>SDC PCI NUMBER:</b>	CR009				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>	<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>			
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>	Federal Concrete				

**4. MISC. LUMP SUM SERVICES PROVIDED TO THIS SUBCONTRACTOR (POLICE DETAIL, UTILITIES, ETC.):**

Description of Miscellaneous Lump Sum Service - attach backup	Total
	\$ -
<b>TOTAL MISC. LUMP SUM SERVICES COST:</b>	<b>\$ -</b>

**5. SUBTOTAL COSTS FOR THIS SUBCONTRACTOR LINE ITEMS 2., 3., and 4.**

**SUB TOTAL: \$ 4,279.00**

**6. OVERHEAD AND PROFIT OF THIS SUBCONTRACTOR LINE ITEM 5.:**

Subcontractor permitted 10% of actual total cost of Item 5.

x Line 5: \$ 427.90

**7. TOTAL OF LINES 1., 5., & 6. FOR THIS SUBCONTRACTOR:**

TOTAL COST OF WORK PERFORMED BY THIS SUBCONTRACTOR: **\$ 5,495.63**

**8. TOTAL COST OF WORK PERFORMED BY LOWER-TIER SUBS -**

Total of line 11 costs for each attached Second-Tier form **\$ -**

**9. OVERHEAD AND PROFIT FOR LOWER-TIER SUBCONTRACTOR WORK**

The total of all Subcontractor and Lower-Tier Subcontractor markups may not exceed an aggregate 15% of Cost of Work, regardless of the number of tiers involved.

(Total of lines 1a and 6 for each Second-Tier form) x 0.5 **\$ -**

**10. ACTUAL PREMIUM PAID FOR BOND**

(enter approved rate as a percentage)  x ITEM 7: **\$ -**

**11. TOTAL COST OF WORK DUE SUBCONTRACTOR, including bond cost**

**\$ 5,495.63**

**NOTE:**  
**ALL change order proposals and invoices from the SUBCONTRACTORS must include a cover letter on company letterhead identifying the PCO number, a description of the scope of work and the total cost of the proposed change order.**

# FEDERAL CONCRETE

Specializing in Quality Concrete Foundations

239 South Street, 3rd Floor  
Hopkinton, MA, 01748

Tel (508) 381-0789  
Fax (508) 381-0791

## PROPOSED CHANGE ORDER

<b>Prepared by:</b> Jim O'Neill	<b>Date:</b> 8/30/2017
<b>Project:</b> Edward Devotion School Job # 16-06-062	<b>Reference:</b> FWD 96
<b>Location:</b> Brookline, MA	<b>Proposed Change Order #</b> 14R1
<b>GC:</b> Shawmut Design and Construction	<b>Total Amount of Change Order</b> \$2,374
<b>Architect:</b>	<b>Time Extension Required</b> N/A WKS

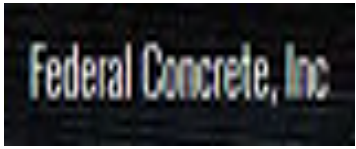
**Description of Work - Field Work Directive 96- Labor and material and equipment to infill under stairs at 1913 Building**

<u>Labor Pricing</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Subtotal</u>
Laborer OVERTIME OVERTIME NOT ON CERTIFIED PAYROLL USE REGULAR RATE	HR	\$ <del>104.40</del> \$77.45	1.00	<del>\$77.45</del> \$77.45
<b>Total -----&gt;</b>				<del>\$77.45</del> <b>\$77.45</b>

<u>Material Pricing</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Subtotal</u>
3000 psi Concrete	CY	\$108.00	11.00	\$1,188
1% Polarset	CY	\$5.00	11.00	\$55
				\$0
<b>Total -----&gt;</b>				<b>\$1,243</b>

<u>Equipment Pricing</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Subtotal</u>
Concrete Pump- 39 M	Day	1640.00	0.50	\$820
<b>Total -----&gt;</b>				<b>\$820</b>

Total of Federal Labor and Material	<del>\$2,107</del> \$2,140				
Small Tools / Misc. Supplies	0.00% \$0				
Allowable Federal Mark - up	10.00% \$206.30				
	<del>\$2,374</del> \$2,347				
Total of Federal Subcontractors Proposals	#REF!				
Allowable Federal Mark - up	5.00% #REF!				
	\$0				
Total of Federal & Subcontractors	<del>\$2,374</del> \$2,347				
Time Extension Required	\$0				
WKS	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <th>Time</th> <th>Rate</th> </tr> <tr> <td style="text-align: center;">0.00</td> <td style="text-align: center;">0.00</td> </tr> </table>	Time	Rate	0.00	0.00
Time	Rate				
0.00	0.00				
	\$2,347 <del>\$2,374</del>				
Sales Tax on Materials & Equipment	0.000% \$0				
Subtotal	\$2,347 <del>\$2,374</del>				
Cost of Bond if requested for this project	0.000% \$0				



**Total Proposed Change Order -----> ~~\$2,374~~ \$2,347**

This PCO may be time sensitive. Delay in approval may cause delays in construction. Federal Concrete hereby reserves the right to withdraw this proposal in 15 days if not formally accepted by a fully executed change order.



# FIELD WORK DIRECTIVE

Shawmut Design and Construction  
560 Harrison Avenue Suite 200  
Boston, MA 02118  
Tel: (617) 622-7000 Fax: (617) 622-7001

FIELD WORK DIRECTIVE  
NO. FWD0096

<b>PROJECT NAME:</b> MSBA - Brookline Edward Devotion School	<b>PROJECT #:</b> 121526
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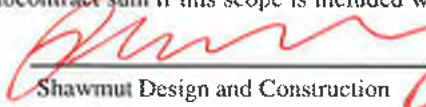
<b>WORK PERFORMED BY:</b>	<b>DATE:</b> 01/03/2017
<b>NAME:</b> Federal Concrete	<b>JOB NAME:</b> MSBA - Brookline Edward Devotion School
<b>ADDRESS:</b> 1 Condon Way Ste A Hopedale, MA 01747	<b>JOB #:</b> 121526
<b>SUB SLIP #</b> 0963	<b>PCI #</b>

YOU ARE HEREBY AUTHORIZED TO PROCEED WITH THE FOLLOWING SPECIFICALLY DESCRIBED WORK:

Infill void underneath existing stairs in 1913 building w/ 3000psi concrete w/ 1% polar set

(1) laborer (1) hour OT plus (3000) yards 3000psi 3/4" concrete w/ 1% polar set

This Field Work Directive constitutes a verification of time spent by the subcontractor to perform the work. It does not constitute a change under the Subcontract, and shall not be deemed an acceptance by the Contractor of any adjustment to the project schedule or subcontract sum if this scope is included within the executed subcontract.

AUTHORIZED BY  ACCEPTED BY \_\_\_\_\_

Shawmut Design and Construction



# JOB WORK ORDER

1 Condon Way, Suite A  
HOPEDALE, MA 01747  
(P): 508-381-0789 (F): 508-381-0791

F 0963

DATE OF WORK

1 / 13 / 2016

JOB NAME:

Devotion School

GENERAL CONTRACTOR:

Shawmut

WORK PERFORMED:

~~Remove old concrete~~ T&M

DESCRIPTION OF EXTRA WORK:

Infill void under slab in 1913 Bldg.  
with concrete

EXTRA EQUIPMENT:

39 meter pump truck 1/2 day rental

### LABOR RECORD OF EXTRA WORK PERFORMED

Employee Name	Iron worker	Carpenter	Laborer	Operator	Cement Finisher	Straight Hours	OT
1. Shawn Wyne			✓				1
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							

### EXTRA MATERIALS PURCHASED

(Supplier Name, Ticket #, Amt of Material, Pulled from Stock, Receipts, etc)

11 yds. 3,000 3/4" w/ 10% Polacret

WORK AUTHORIZATION SIGNATURE:

PRINTED NAME:

DATE:

# Certified Payroll Report

Job: 16-06-062 Edward Devotion School  
 Brookline, MA

For the Period Ending: 01-07-17

Customer Name: Shawmut Design and Constructn

Shawn Wyne  
 30 Mohawk Drive  
 Northboro, MA 01532  
 XXX-XX-7381 Caucasian Male  
 S - 2 Laborer Reg  
 Laborer OT

01-01	01-02	01-03	01-04	01-05	01-06	01-07	Total	Cash	Hrly	Gross	Total	FWH	SWH	Other	Check		
<u>Sun</u>	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>	<u>Sat</u>	<u>Hours</u>	<u>Rate</u>	<u>Fringe</u>	<u>Fringe</u>	<u>This Job</u>	<u>Gross</u>	<u>FICA</u>	<u>SUI/SDI</u>	<u>Deducts</u>	<u>Net</u>	<u>Number</u>
		8.00	8.00	8.00	8.00		32.00	36.35	23.55	1,163.20	1,559.05	257.82	72.25	54.06	1,055.66	43066	
					2.00		2.00	54.53		109.05							
										1,272.25		119.26					

Totals for Edward Devotion School

01-01-17	01-02-17	01-03-17	01-04-17	01-05-17	01-06-17	01-07-17	Total	Gross	Total
<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Hours</u>	<u>This Job</u>	<u>Gross</u>
.00	16.00	159.00	217.00	215.00	260.50	.00	867.50	36152.16	50,160.90



# FEDERAL CONCRETE

Specializing in Quality Concrete Foundations

239 South Street, 3rd Floor  
Hopkinton, MA, 01748

Tel (508) 381-0789  
Fax (508) 381-0791

## PROPOSED CHANGE ORDER

<b>Prepared by:</b> Jim O'Neill	<b>Date:</b> 8/30/2017
<b>Project:</b> Edward Devotion School Job # 16-06-062	<b>Reference:</b> FWD 209 / Tix F 1737
<b>Location:</b> Brookline, MA	<b>Proposed Change Order #</b> 41R1
<b>GC:</b> Shawmut Design and Construction	<b>Total Amount of Change Order</b> \$3,149
<b>Architect:</b>	<b>Time Extension Required</b> N/A WKS

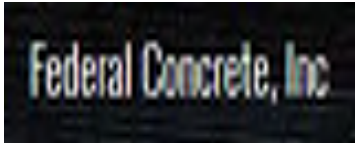
**Description of Work - Field Work Directive 0209: Pour void under existing stair 1913: as per RFI #158**

<b>Labor Pricing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
Cement Finisher	HR	\$ 100.37	4.00	\$401
Laborer	HR	\$ 77.45	4.00	\$310
<b>Total -----&gt;</b>				<b>\$711</b>

<b>Material Pricing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
3/8 Peastone Mix	Cyd	\$127.00	8.00	\$1,016
				\$0
<b>Total -----&gt;</b>				<b>\$1,016</b>

<b>Equipment Pricing</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
39 Meter Pump Truck: 1/2 day rental	LS	1200.00	1.00	\$1,200
<b>Total -----&gt;</b>				<b>\$1,200</b>

Total of Federal Labor and Material	\$2,927				
Small Tools / Misc. Supplies	0.00% \$0				
Allowable Federal Mark - up	10.00% \$221.60				
<b>\$3,149</b>					
Total of Federal Subcontractors Proposals					
Allowable Federal Mark - up	5.00% \$0				
<b>\$0</b>					
Total of Federal & Subcontractors	<b>\$3,149</b>				
Time Extension Required					
WKS	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Time</td> <td style="padding: 2px;">Rate</td> </tr> <tr> <td style="text-align: center; padding: 2px;">0.00</td> <td style="text-align: center; padding: 2px;">0.00</td> </tr> </table>	Time	Rate	0.00	0.00
Time	Rate				
0.00	0.00				
<b>\$0</b>					
<b>\$3,149</b>					
Sales Tax on Materials & Equipment	0.000% \$0				
Subtotal	<b>\$3,149</b>				
Cost of Bond if requested for this project	0.000% \$0				



**Total Proposed Change Order -----> \$3,149**

This PCO may be time sensitive. Delay in approval may cause delays in construction. Federal Concrete hereby reserves the right to withdraw this proposal in 15 days if not formally accepted by a fully executed change order.



# FIELD WORK DIRECTIVE

Shawmut Design and Construction  
560 Harrison Avenue Suite 200  
Boston, MA 02118  
Tel: (617) 622-7000 Fax: (617) 622-7001

FIELD WORK DIRECTIVE  
NO. FWD0209

<b>PROJECT NAME:</b> MSBA - Brookline Edward Devotion School	<b>PROJECT #:</b> 121526
--	--------------------------

<b>WORK PERFORMED BY:</b>	<b>DATE:</b> 04/06/2017
<b>NAME:</b> Federal Concrete	<b>JOB NAME:</b> MSBA - Brookline Edward Devotion School
<b>ADDRESS:</b> 1 Condon Way Ste A Hopedale, MA 01747	<b>JOB #:</b> 121526
<b>SUB SLIP #</b> 1737	<b>PCI #</b>

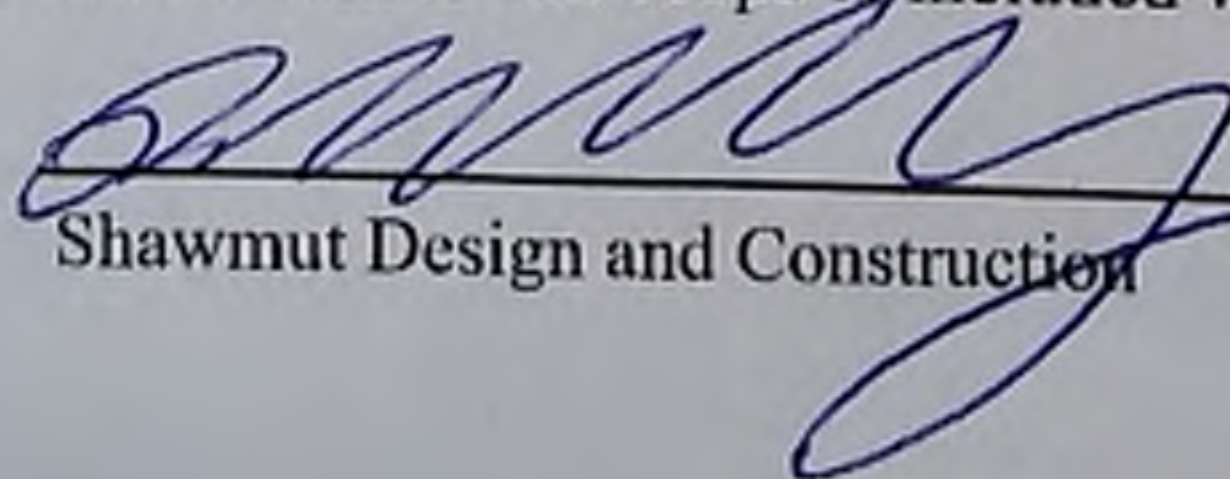
YOU ARE HEREBY AUTHORIZED TO PROCEED WITH THE FOLLOWING SPECIFICALLY DESCRIBED WORK:

Federal - infill under stair at 1913 bldg as per RFI 158

Federal - infill under stair at 1913 bldg as per RFI 158

This Field Work Directive constitutes a verification of time spent by the subcontractor to perform the work. It does not constitute a change under the Subcontract, and shall not be deemed an acceptance by the Contractor of any adjustment to the project schedule or subcontract sum if this scope is included within the executed subcontract.

AUTHORIZED BY

  
Shawmut Design and Construction

ACCEPTED BY \_\_\_\_\_



# FEDERAL CONCRETE

# JOB WORK ORDER

F 1737

1 Condon Way, Suite A  
HOPEDALE, MA 01747  
(P): 508-381-0789 (F): 508-381-0791

DATE OF WORK

4 / 6 / 2017

JOB NAME:

Devotion School

GENERAL CONTRACTOR:

Shannut

WORK PERFORMED:

T&M

DESCRIPTION OF EXTRA WORK:

Pour void under existing stair 1913

AS PER RFI #158

EXTRA EQUIPMENT:

39 meter pump truck

### LABOR RECORD OF EXTRA WORK PERFORMED

Employee Name	Iron worker	Carpenter	Laborer	Operator	Cement. Finisher	Straight Hours	OT
1. Mark Lumberto			✓			4	
2. Paul Delorco					✓	4	
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							

### EXTRA MATERIALS PURCHASED

(Supplier Name, Ticket #, Amt of Material, Pulled from Stock, Receipts, etc)

8 yds 3/8 peastone mix

WORK AUTHORIZATION SIGNATURE:

PRINTED NAME:

DATE:



# Architect's RFI Response Memorandum

NO:  
158

Date of Issuance: January 26, 2017

Project:	Edward Devotion School	Contract For:	Additions/Renovations
Address:	345 Harvard Street, Brookline, MA 02446	Contract Date:	June 23, 2015
Owner:	Town of Brookline		
Address:	333 Washington Street, Brookline, MA 02445	Project ID:	401213
From:	HMFH Architects	To:	Shawmut Design and Constr
Address:	130 Bishop Allen Drive, Cambridge, MA 02139	Address:	Boston, MA

## Architect's Response:

Refer to attached response from FBRA.

Attachments:	(1) RFI#158	
Distribution:	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor – Shawmut Design and Construction
	<input checked="" type="checkbox"/> Consultant – FBRA	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)
	<input type="checkbox"/> Consultant –	<input type="checkbox"/> Other –

Response By:	Julie Darling
--------------	---------------



Shawmut Design and Construction  
560 Harrison Ave.  
Boston, Massachusetts 02118  
Phone: (617) 622-7000

Project: 121526 - MSBA - Brookline Edward Devotion School  
Town of Brookline  
Brookline, Massachusetts

### Void Under Existing 1913 Building Stair

<b>TO:</b>	Julie Darling (HMFH Architects) 130 Bishop Allen Drive Cambridge, Massachusetts 02139	<b>FROM:</b>	Leah Watson (Shawmut Design and Construction) 560 Harrison Avenue Boston, Massachusetts 02118
<b>DATE INITIATED:</b>	//	<b>STATUS:</b>	Draft
<b>LOCATION:</b>	1913 Building	<b>DUE DATE:</b>	02/06/2017
<b>COST CODE:</b>		<b>REFERENCE:</b>	
<b>COST IMPACT:</b>		<b>SCHEDULE IMPACT:</b>	
<b>DRAWING NUMBER:</b>		<b>SPEC SECTION:</b>	
<b>LINKED DRAWINGS:</b>			
<b>RECEIVED FROM:</b>	Phil Gregory (Shawmut Design and Construction)		

**COPIES TO:**

Jon Buhl (Foley Buhl Roberts & Associates, Inc.), Deborah Collins (HMFH Architects), Geoffrey Conway (Foley Buhl Roberts & Associates, Inc.), Julie Darling (HMFH Architects), Scott Dennis (McPhail Associates LLC), Paul Doherty (Shawmut Design and Construction), Phil Gregory (Shawmut Design and Construction), Tony Guigli (Town of Brookline), Jonathan Hirst (Shawmut Design and Construction), Russ Hoogasian (Town of Brookline), Bob Johnson (Shawmut Design and Construction), Kyla Meade (Foley Buhl Roberts & Associates, Inc.), Cassandra Piorkowski (Foley Buhl Roberts & Associates, Inc.), Parviz Tabrizi (Shawmut Design and Construction), Vassilios Valaes (HMFH Architects), Leah Watson (Shawmut Design and Construction)

**Question from Leah Watson (Shawmut Design and Construction) at 07:48 PM on 01/03/2017**

There is a void under the existing 1913 building south stair and the soil under the stair landing at the upper first floor is currently unsupported (see attached sketch). We suggest filling the void with lean concrete up to approximately 3' so that it is even with the existing stair landing. Please advise if void should be filled with lean concrete, and if so, confirm extent of lean concrete.

**All Replies:**

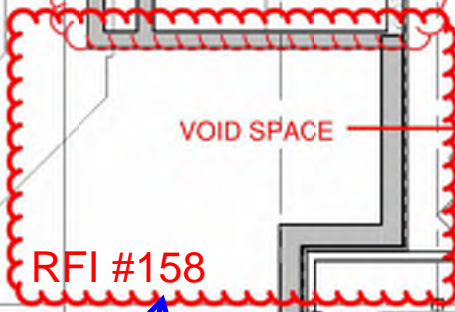
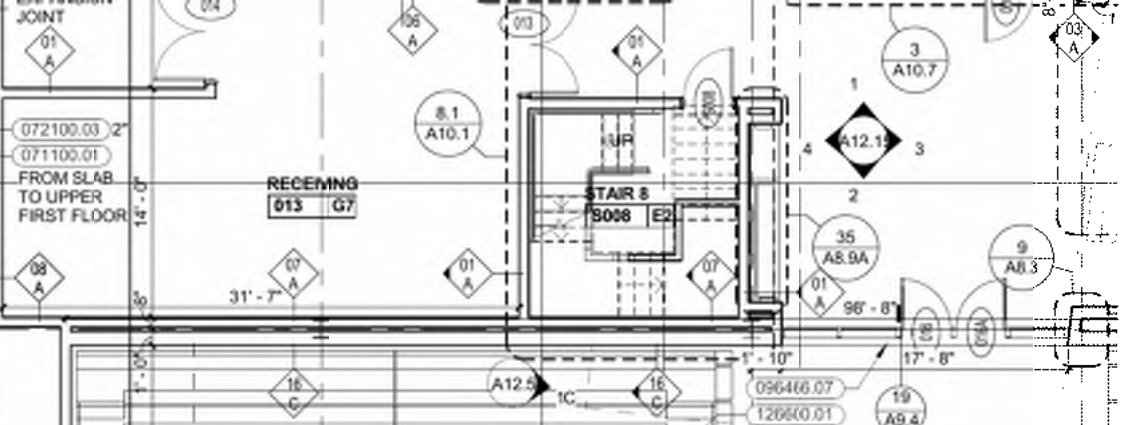
<b>STRUCTURAL REVIEW</b>
FOLEY BUHL ROBERTS & ASSOC., INC. Newton, MA 02462
Date: <b>01/26/2017</b> By: <b>GSC</b>

THE METHOD IS ACCEPTABLE - PLEASE COORDINATE THE HEIGHT WITH THE NEW SLAB ON GRADE ABOVE.

<b>RECEIVED</b>
01/23/2017
FOLEY BUHL ROBERTS & ASSOCIATES, INC.

BY \_\_\_\_\_ DATE \_\_\_\_\_ COPIES TO \_\_\_\_\_

RFI 146



VOID SPACE

RFI #158



FILL VOID UP TO STAIR LANDING?

SOIL IS UNSUPPORTED

REFER ALSO TO S2.1UB FOR NEW SLAB ON GRADE ABOVE

CRAWL SPACE 016B G1

116620.2 (6 IN T)



# Architect's RFI Response Memorandum

NO:  
**146**

Date of Issuance: January 13, 2017

Project:	Edward Devotion School	Contract For:	Additions/Renovations
Address:	345 Harvard Street, Brookline, MA 02446	Contract Date:	June 23, 2015
Owner:	Town of Brookline		
Address:	333 Washington Street, Brookline, MA 02445	Project ID:	401213
From:	HMFH Architects	To:	Shawmut Design and Constr
Address:	130 Bishop Allen Drive, Cambridge, MA 02139	Address:	Boston, MA

## Architect's Response:

Refer to attached response from HMFH and FBRA.

Attachments:	(1) RFI#146	
Distribution:	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor – Shawmut Design and Construction
	<input checked="" type="checkbox"/> Consultant – FBRA	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)
	<input type="checkbox"/> Consultant –	<input type="checkbox"/> Other –

Response By:	Julie Darling
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Shawmut Design and Construction  
560 Harrison Ave.  
Boston, Massachusetts 02118  
Phone: (617) 622-7000

Project: 121526 - MSBA - Brookline Edward Devotion School  
Town of Brookline  
Brookline, Massachusetts

## Lean Concrete Fill at 1913 Building (FOR RECORD)

<b>TO:</b>	Julie Darling (HMFH Architects) 130 Bishop Allen Drive Cambridge, Massachusetts 02139	<b>FROM:</b>	Paul Doherty (Shawmut Design and Construction) 560 Harrison Avenue Boston, Massachusetts 02118
<b>DATE INITIATED:</b>	//	<b>STATUS:</b>	Open
<b>LOCATION:</b>		<b>DUE DATE:</b>	01/26/2017
<b>COST CODE:</b>		<b>REFERENCE:</b>	
<b>COST IMPACT:</b>		<b>SCHEDULE IMPACT:</b>	
<b>DRAWING NUMBER:</b>		<b>SPEC SECTION:</b>	
<b>LINKED DRAWINGS:</b>			
<b>RECEIVED FROM:</b>	Kyle Raposo (Shawmut Design and Construction)		

**COPIES TO:**

Jon Buhl (Foley Buhl Roberts & Associates, Inc.), Deborah Collins (HMFH Architects), Geoffrey Conway (Foley Buhl Roberts & Associates, Inc.), Julie Darling (HMFH Architects), Paul Doherty (Shawmut Design and Construction), Phil Gregory (Shawmut Design and Construction), Tony Guigli (Town of Brookline), Jonathan Hirst (Shawmut Design and Construction), Russ Hoogasian (Town of Brookline), Bob Johnson (Shawmut Design and Construction), Kyla Meade (Foley Buhl Roberts & Associates, Inc.), Cassandra Piorkowski (Foley Buhl Roberts & Associates, Inc.), Kyle Raposo (Shawmut Design and Construction), Parviz Tabrizi (Shawmut Design and Construction), Vassilios Valaes (HMFH Architects), Leah Watson (Shawmut Design and Construction)

### Question from Paul Doherty (Shawmut Design and Construction) at 03:16 PM on 01/12/2017

Please see the attached Drawings. The area at the east side of the 1913 building which has been demoed and existing walls removed is to be filled with 1500 PSI Lean Concrete from the existing slab section to the newly poured wall footing per discussion with Geoff Conway the week of 1/09/17. The Lean concrete will not be finished per conversation with Julie Darling (HMFH).

**All Replies:**

<b>STRUCTURAL REVIEW</b>
FOLEY BUHL ROBERTS & ASSOC., INC. Newton, MA 02462
Date: <b>01/13/2017</b> By: <b>GSC</b>

THIS IS STRUCTURALLY ACCEPTABLE - UNOCCUPIED SPACE  
- ARCHITECT PLEASE VERIFY.

CORRECT, THIS SPACE IS INACCESSIBLE. UNFINISHED  
CONCRETE IS ACCEPTABLE AT THIS LOCATION.

<b>RECEIVED</b>
<b>01/12/2017</b>
FOLEY BUHL ROBERTS & ASSOCIATES, INC.

BY \_\_\_\_\_ DATE \_\_\_\_\_ COPIES TO \_\_\_\_\_

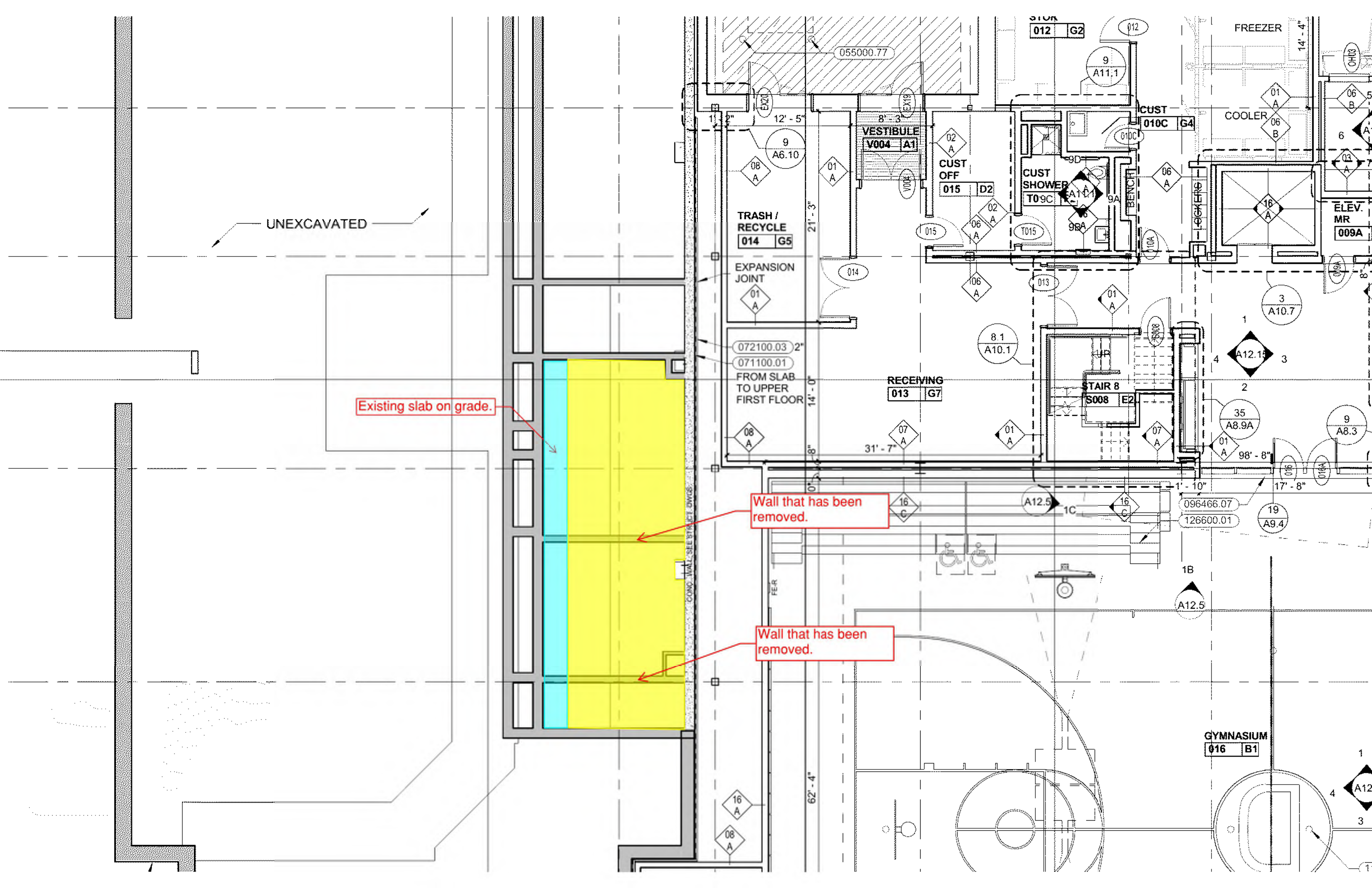


UNEXCAVATED

Existing slab on grade.

Wall that has been removed.

Wall that has been removed.





## MEMORANDUM OF PROJECT SITE VISIT

**TO:** HMFH Architects, Inc. (HMFH)  
Attn: Vassilios Valaes, Julie Darling

**FROM:** Foley Buhl Roberts & Associates, Inc. (FBRA)  
Geoff Conway

**REFERENCE:** Edward Devotion School, Brookline MA

**SUBJECT:** FBRA Site Visit No. 9 Report – January 9, 2017

**PRESENT:** Tony Guigli – Town of Brookline  
Russ Hoogasian – Town of Brookline  
Bob Johnson - Shawmut Design and Construction (SDC)  
Parviz Tabrizi - SDC  
Phil Gregory – SDC  
Geoff Conway – FBRA

**DATE:** January 9, 2017

**CC:** Deborah Collins, Pip Lewis (HMFH)

---

A visit was made to the Edward Devotion School site on January 9, 2017 at the request of SDC, to discuss the coordination of grade beam and wall construction joints in close proximity with the temporary shoring of the three 1913 steel columns. The following items were observed and/or discussed (other items from former site visits will be discussed in upcoming site visit reports).

### **I. PROGRESS:**

The shoring of the three existing steel columns on the east side of the 1913 building is in place. Much of the structural steel for Areas A1 and A2 is erected (access is restricted to the erection crew). Masonry repairs to the 1913 building have not begun yet. Foundation work continues at Area B and Area C1.

### **II. DISCUSSIONS AND OBSERVATIONS/COMMENTS:**

1. The grade beams along grid line 9.1, D-G will require construction joints due to the presence of the column shoring towers. The recommended locations of these joints were discussed along with the details – horizontal key (one third of grade beam depth center) with rebar couplers (stagger couplers to provide better clearance for concrete placement). Rebar couplers for the longitudinal rebar in the retaining wall at the base of the 1913 building may be smaller type that attach to the forms. SDC will follow up on this with an RFI.
2. The conditions at the 1913 Building, First Upper Level bathroom (southeast corner) were reviewed. SDC asked if flowable fill was an option to infill the former pipe trench – this is an option provided the debris is first removed and the existing soil below is suitable and compacted. The original slab and deck over this area may still be used also.

The adjacent slab in the room was reviewed. There was a hole in one area that exposed a void under the slab on grade. It was suggested that several holes (in addition to soundings on the slab) be made in the slab on grade to see if more voids exist. The voids below the slab on grade should be grouted solid. Part of the slab will require a topping slab which should be 4,000 PSI concrete with peastone aggregate and fibermesh reinforcing. The slab should be thoroughly cleaned and a bonding agent applied prior to placing the topping.

3. Winter protection of recently placed concrete was discussed. No heat was being used despite the cold temperatures. SDC reported that they have been covering the concrete with blankets and monitoring the concrete temperatures and they were not below 40 degrees to date.
4. Holes in the bent plates at slab edges and roof edge were fabricated (not shown on the shop drawings) to facilitate the bolting of connecting steel beams. These holes will be repaired with patch plates prior to the concrete pours and the installation of roof insulation. This is structurally acceptable. An RFI will be submitted for this.

The above items were discussed with the Construction Manager (SDC) prior to leaving the job site.

**END OF MEMORANDUM**



Change Request CR089

To: Tony Guigli
Town of Brookline
3rd Floor, Town Hall 333 Washington Street
Brookline, MA 02445

Date:
Project #: 121526
Project: MSBA - Brookline Edward Devotion School

Description: PR #15R1 - Extended Slab at K-2 Wall Footing

Table with 2 columns: Item Description, Amount. Rows include: Extend slab at K-2 per PR #15R1, RFI #245 & RFI #118 (\$3,185), Fee (\$159), General Liability Insurance (\$32), Bond (\$22), Total: \$3,398

Type: Lump sum proposal
Schedule Impact: This change will add 0 day(s) to the contract completion date.
Overtime: Project OT Not Included and Required

Notes: Extend slab at column lines K & 2 per PR #15R1, RFI #245 & RFI #118. Please note the footing was raised slightly in a fill area, but there is no change in excavation work and no credit associated with raising the footing.

By:

Date:

HMFH - No Comments

NO EXCEPTIONS
FBRA - GSC - 9/19/2017

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO-40	<b>PCO DESC.</b>	Revised wall footing for cantilver slab at column lines K & 2 per PR #15R1 and RFI #245, FWD0208		
<b>PCO DATE:</b>	4/6/2017				
<b>SDC PCI NUMBER:</b>	CR089				

**FORMAT FOR SUBMISSION OF CHANGE ORDER**

**CHECK HERE IF SECOND-TIER SUB:**  (Submit separate form for Subcontractor and each Sub-subcontractor)

**NAME OF FIRM SUBMITTING CHANGE ORDER** Federal Concrete

**1. LABOR: THIS SUBCONTRACTOR:**

Use only CM-Approved Rates as established per the Labor Rate Submission Form. Rates are inclusive of all overhead, profit, health, welfare, annuity and excess fringes. It is the Trade's responsibility to submit and maintain current Change Order Labor Rate Forms. All changes in previously approved rates shall be submitted for CM approval via an amended Labor Rate Submission Form prior to appearing on this sheet.

Trade	Classification	Regular Hours Worked	Overtime (1.5x) Hours Worked	Double Time (2x) Hours Worked	These values shall be taken from the Rate Approval Sheet, after its approval by the CM.			Fee Included in Hourly rate (from approval form)	Total Labor Cost
					Regular Time Rate (Cost/Hour)	Overtime Rate (Cost/Hour)	Double Time Rate (Cost/Hour)		
Carpenter	Foreman (9/1/16 - 2/28/17)				\$ 98.46	\$ 34.89	\$ 69.79	\$ 7.46	\$ -
Carpenter	Foreman (3/1/17 - 8/1/17)				\$ 100.73	\$ 35.91	\$ 71.81	\$ 7.57	\$ -
Carpenter	Journeyman (9/1/16 - 2/28/17)				\$ 94.24	\$ 32.79	\$ 65.57	\$ 7.16	\$ -
Carpenter	Journeyman (3/1/17 - 8/1/17)	24.00			\$ 96.46	\$ 33.77	\$ 67.54	\$ 7.27	\$ 2,315.04
Laborer	Journeyman (6/1/16 - 11/30/16)				\$ 75.57	\$ 26.26	\$ 52.52	\$ 5.71	\$ -
Laborer	Journeyman (12/1/16 - 5/31/17)	8.00			\$ 77.45	\$ 26.95	\$ 53.90	\$ 5.81	\$ 619.60
Ironworker	Journeyman (9/16/16 - 3/15/17)				\$ 94.79	\$ 31.87	\$ 63.73	\$ 7.27	\$ -
Ironworker	Journeyman (3/16/17 - 9/15/17)				\$ 96.35	\$ 32.59	\$ 65.18	\$ 7.33	\$ -
Cement Finisher	Journeyman (1/1/17 - 7/1/17)				\$ 100.37	\$ 32.91	\$ 65.83	\$ 7.57	\$ -

**TOTAL LABOR COST** \$ **2,934.64**

**1.a FEE (INCLUDED IN LABOR COST ABOVE)** \$ **46.48**

**2. MATERIALS: THIS SUBCONTRACTOR:**

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
3/4" Plywood	3.00	EA	\$30.00	\$ 90.00
16' - 2 x 4	4.00	EA	\$ 9.00	\$ 36.00
16' - 2 x 12	3.00	EA	\$ 34.00	\$ 102.00
<b>TOTAL MATERIALS COST:</b>				<b>\$ 228.00</b>

**3. EQUIPMENT: SUBCONTRACTOR:**

(For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
		Day	\$ 1,640.00	\$ -
		LS	\$ 1,200.00	\$ -
<b>TOTAL EQUIPMENT COST:</b>				<b>\$ -</b>

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO-40	<b>PCO DESC.</b>	Revised wall footing for cantilver slab at column lines K & 2 per PR #15R1 and RFI #245, FWD0208		
<b>PCO DATE:</b>	4/6/2017				
<b>SDC PCI NUMBER:</b>	CR089				

**FORMAT FOR SUBMISSION OF CHANGE ORDER**

**CHECK HERE IF SECOND-TIER SUB:**  (Submit separate form for Subcontractor and each Sub-subcontractor)

**NAME OF FIRM SUBMITTING CHANGE ORDER** Federal Concrete

**4. MISC. LUMP SUM SERVICES PROVIDED TO THIS SUBCONTRACTOR (POLICE DETAIL, UTILITIES, ETC.):**

Description of Miscellaneous Lump Sum Service - attach backup	Total
	\$ -
<b>TOTAL MISC. LUMP SUM SERVICES COST:</b>	<b>\$ -</b>

**5. SUBTOTAL COSTS FOR THIS SUBCONTRACTOR LINE ITEMS 2., 3., and 4. SUB TOTAL:** **\$ 228.00**

**6. OVERHEAD AND PROFIT OF THIS SUBCONTRACTOR LINE ITEM 5.:** **10.00%** x Line 5: **\$ 22.80**  
 Subcontractor permitted 10% of actual total cost of Item 5.

**7. TOTAL OF LINES 1., 5., & 6. FOR THIS SUBCONTRACTOR:** **TOTAL COST OF WORK PERFORMED BY THIS SUBCONTRACTOR: \$ 3,185.44**

**8. TOTAL COST OF WORK PERFORMED BY LOWER-TIER SUBS -** Total of line 11 costs for each attached Second-Tier form **\$ -**

**9. OVERHEAD AND PROFIT FOR LOWER-TIER SUBCONTRACTOR WORK** (Total of lines 1a and 6 for each Second-Tier form) x 0.5 **\$ -**  
 The total of all Subcontractor and Lower-Tier Subcontractor markups may not exceed an aggregate 15% of Cost of Work, regardless of the number of tiers involved.

**10. ACTUAL PREMIUM PAID FOR BOND** (enter approved rate as a percentage) **0.00%** x ITEM 7: **\$ -**

**11. TOTAL COST OF WORK DUE SUBCONTRACTOR, including bond cost** **\$ 3,185.44**

**NOTE:**  
 ALL change order proposals and invoices from the SUBCONTRACTORS must include a cover letter on company letterhead identifying the PCO number, a description of the scope of work and the total cost of the proposed change order.

# FEDERAL CONCRETE

Specializing in Quality Concrete Foundations

239 South Street, 3rd Floor  
Hopkinton, MA, 01748

Tel (508) 381-0789  
Fax (508) 381-0791

## PROPOSED CHANGE ORDER

<b>Prepared by:</b> Jim O'Neill	<b>Date:</b> 9/6/2017
<b>Project:</b> Edward Devotion School Job # 16-06-062	<b>Reference:</b> FWD 2078/ TixF1738
<b>Location:</b> Brookline, MA	<b>Proposed Change Order #</b> 40R1
<b>GC:</b> Shawmut Design and Construction	<b>Total Amount of Change Order</b> \$3,185
<b>Architect:</b>	<b>Time Extension Required</b> N/A WKS

**Description of Work - Field Work Directive 0208: Formwork for cantilever slab as per SKS -121R1**

<u>Labor Pricing</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Subtotal</u>
Carpenter	HR	\$ 96.46	24.00	\$2,315
Laborer	HR	\$ 77.45	8.00	\$620
<b>Total -----&gt;</b>				<b>\$2,935</b>

<u>Material Pricing</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Subtotal</u>
3/4" plywood	EA	\$30.00	3.00	\$90
16' 2' x 4"	EA	\$9.00	4.00	\$36
16' 2' x 12"	EA	\$34.00	3.00	\$102
<b>Total -----&gt;</b>				<b>\$228</b>

<u>Equipment Pricing</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Subtotal</u>
			<b>Total -----&gt;</b>
			<b>\$0</b>

Total of Federal Labor and Material	\$3,163				
Small Tools / Misc. Supplies	\$0				
Allowable Federal Mark - up	\$22.80				
<b>\$3,185</b>					
Total of Federal Subcontractors Proposals					
Allowable Federal Mark - up	\$0				
<b>\$0</b>					
Total of Federal & Subcontractors	\$3,185				
Time Extension Required					
WKS	<table style="display: inline-table; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px;">Time</td> <td style="border: 1px solid black; padding: 2px;">Rate</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">0.00</td> <td style="border: 1px solid black; padding: 2px;">0.00</td> </tr> </table>	Time	Rate	0.00	0.00
Time	Rate				
0.00	0.00				
<b>\$0</b>					
<b>\$3,185</b>					
Sales Tax on Materials & Equipment	0.000% \$0				
Subtotal	\$3,185				
Cost of Bond if requested for this project	0.000% \$0				



**Total Proposed Change Order -----> \$3,185**

This PCO may be time sensitive. Delay in approval may cause delays in construction. Federal Concrete hereby reserves the right to withdraw this proposal in 15 days if not formally accepted by a fully executed change order.





# FIELD WORK DIRECTIVE

Shawmut Design and Construction

560 Harrison Avenue Suite 200

Boston, MA 02118

Tel: (617) 622-7000 Fax: (617) 622-7001

FIELD WORK DIRECTIVE  
NO. FWD0208

**PROJECT NAME:** MSBA - Brookline Edward  
Devotion School

**PROJECT #:** 121526

**WORK PERFORMED BY:**

**NAME:** Federal Concrete

**ADDRESS:** 1 Condon Way  
Ste A  
Hopedale, MA 01747

**SUB SLIP #** 1738

**DATE:** 04/06/2017

**JOB NAME:** MSBA - Brookline Edward  
Devotion School

**JOB #:** 121526

**PCI #**

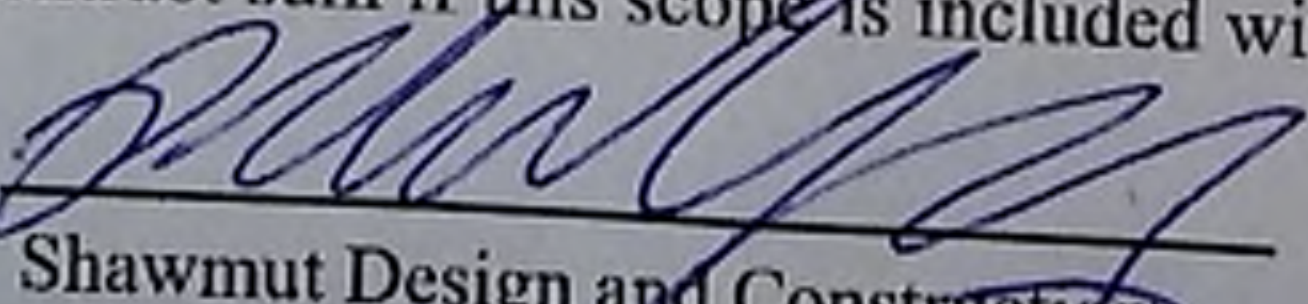
YOU ARE HEREBY AUTHORIZED TO PROCEED WITH THE FOLLOWING SPECIFICALLY DESCRIBED WORK:

Federal - Formwork for cantilever slab as per SKS-121R1

Federal - Formwork for cantilever slab as per SKS-121R1

This Field Work Directive constitutes a verification of time spent by the subcontractor to perform the work. It does not constitute a change under the Subcontract, and shall not be deemed an acceptance by the Contractor of any adjustment to the project schedule or subcontract sum if this scope is included within the executed subcontract.

AUTHORIZED BY

  
Shawmut Design and Construction

ACCEPTED BY \_\_\_\_\_

# JOB WORK ORDER



# FEDERAL CONCRETE

F 1738

1 Condon Way, Suite A  
HOPEDALE, MA 01747  
(P): 508-381-0789 (F): 508-381-0791

DATE OF WORK

4 / 6 / 2017

JOB NAME: *Devotion School*

GENERAL CONTRACTOR: *Shawmut*

WORK PERFORMED: *T&M*

DESCRIPTION OF EXTRA WORK: *Formwork for cantilever slab*

*AS PER SKS 121 R1*

EXTRA EQUIPMENT:

### LABOR RECORD OF EXTRA WORK PERFORMED

Employee Name	Iron worker	Carpenter	Laborer	Operator	Cement. Finisher	Straight Hours	OT
1. <i>Dave Barros</i>		✓				8	
2. <i>Mark Martin</i>		✓				8	
3. <i>Christian Trearton</i>		✓				8	
4. <i>George Mason</i>			✓			8	
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							

### EXTRA MATERIALS PURCHASED

(Supplier Name, Ticket #, Amt of Material, Pulled from Stock, Receipts, etc)

*4 sheets of 3/4 plywood*  
*3 @ 16' x 2" x 12"*  
*4 @ 16' x 2" x 4"*

WORK AUTHORIZATION SIGNATURE:

PRINTED NAME:

DATE:



<b>Proposal Request (PR)</b>		NO: <b>015 R1</b>
Date of Issuance:	<del>January 3, 2017</del> Revised: March 20, 2017	

<b>Project:</b>	Edward Devotion School	<b>Contract For:</b>	Additions/Renovations
<b>Address:</b>	345 Harvard Street, Brookline, MA 02446	<b>Contract Date:</b>	June 23, 2015
<b>Owner:</b>	Town of Brookline		
<b>Address:</b>	333 Washington Street, Brookline, MA 02445	<b>Project ID:</b>	401213
<b>From:</b>	HMFH Architects	<b>To:</b>	Shawmut Design and Constr
<b>Address:</b>	130 Bishop Allen Drive, Cambridge, MA 02139	<b>Address:</b>	Boston, MA

**Proposal Request Description:**

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

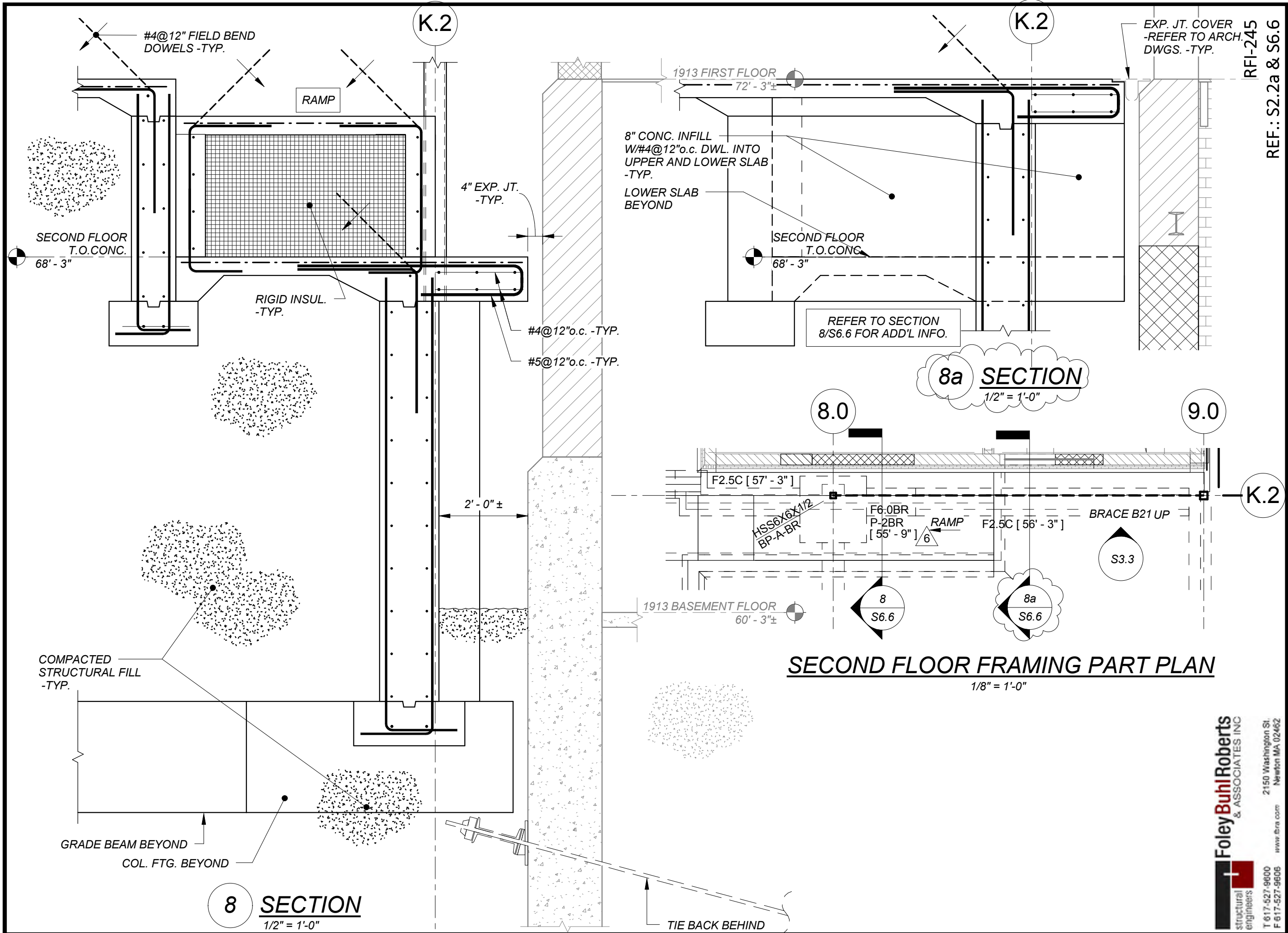
Refer to attached SKS-121: Provide a credit to raise the footing between 8.0 and 9.0 as shown. Provide a cost to extend the slab out toward the existing building as shown.

Revised March 20, 2017:  
Refer to attached SKS-121 R1: Add section 8A at the upper second floor showing the slab extension required to connect to the existing 1913 building second floor. This change is a result of RFI#245. There is not a cost anticipated with this change.

**PLEASE NOTE: FOOTING DEPTH CHANGED SLIGHTLY IN A FILL AREA FROM 55'-2 1/2" TO 56'-3". THERE IS NO CHANGE IN EXCAVATION WORK AND NO CREDIT TO RAISE THE FOOTING.**

<b>Attachments:</b>	(1) SKS-121 R1	
<b>Distribution:</b>	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor – Shawmut Design and Construction
	<input checked="" type="checkbox"/> Consultant – FBRA	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)
	<input type="checkbox"/> Consultant –	<input type="checkbox"/> Other –

<b>Report By:</b>	Julie Darling	
<b>Reviewed By:</b>	Vassilios Valaes, AIA	



SKS  
121R1

DRAWING NUMBER  
REF.: S2.2a & S6.6  
RFI-245

Edward Devotion School  
Brookline, MA  
REVISE K.2 WALL FOOTING

HMFH ARCHITECTS  
130 Bishop Allen Drive  
Cambridge, MA 02139  
617 492 2200  
@HMFHarch hmfh.com

Foley Buhl Roberts  
& ASSOCIATES INC  
structural engineers  
T 617-527-9800  
F 617-527-9606  
www.fbra.com  
2150 Washington St.  
Newton MA 02462

SCALE: As indicated DATE: 03/17/17 DRAWN: KMM CHECKED: GSC



# Architect's RFI Response Memorandum

NO:  
245

Date of Issuance:

March 19, 2017

Project:	Edward Devotion School	Contract For:	Additions/Renovations
Address:	345 Harvard Street, Brookline, MA 02446	Contract Date:	June 23, 2015
Owner:	Town of Brookline		
Address:	333 Washington Street, Brookline, MA 02445	Project ID:	401213
From:	HMFH Architects	To:	Shawmut Design and Constr
Address:	130 Bishop Allen Drive, Cambridge, MA 02139	Address:	Boston, MA

## Architect's Response:

Refer to attached response from FBRA. The revised SKS121R1 will be issued with a revision to Proposal Request 015.

Attachments:	(2) RFI#245, SKS-121R1	
Distribution:	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor – Shawmut Design and Construction
	<input checked="" type="checkbox"/> Consultant – FBRA	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)
	<input type="checkbox"/> Consultant –	<input type="checkbox"/> Other –

Response By:	Julie Darling
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Shawmut Design and Construction  
560 Harrison Ave.  
Boston, Massachusetts 02118  
Phone: (617) 622-7000

Project: 121526 - MSBA - Brookline Edward Devotion School  
Town of Brookline  
Brookline, Massachusetts

## Structural Slab at K.2 Wall High 2nd Floor

<b>TO:</b>	Julie Darling (HMFH Architects) 130 Bishop Allen Drive Cambridge, Massachusetts 02139	<b>FROM:</b>	Leah Watson (Shawmut Design and Construction) 560 Harrison Avenue Boston, Massachusetts 02118
<b>DATE INITIATED:</b>	//	<b>STATUS:</b>	Draft
<b>LOCATION:</b>	Interior>A2 Building>2nd Floor	<b>DUE DATE:</b>	03/30/2017
<b>COST CODE:</b>		<b>REFERENCE:</b>	RFI #118, SKS-121
<b>COST IMPACT:</b>		<b>SCHEDULE IMPACT:</b>	
<b>DRAWING NUMBER:</b>		<b>SPEC SECTION:</b>	
<b>LINKED DRAWINGS:</b>			
<b>RECEIVED FROM:</b>	Ryan Caroll (Federal Concrete)		

**COPIES TO:**

Jon Buhl (Foley Buhl Roberts & Associates), Courtney Chan (Shawmut Design and Construction), Deborah Collins (HMFH Architects), Geoffrey Conway (Foley Buhl Roberts & Associates), Julie Darling (HMFH Architects), Paul Doherty (Shawmut Design and Construction), Phil Gregory (Shawmut Design and Construction), Tony Guigli (Town of Brookline), Jonathan Hirst (Shawmut Design and Construction), Russ Hoogasian (Town of Brookline), Bob Johnson (Shawmut Design and Construction), Kyla Meade (Foley Buhl Roberts & Associates), Cassandra Piorkowski (Foley Buhl Roberts & Associates), Kyle Raposo (Shawmut Design and Construction), Parviz Tabrizi (Shawmut Design and Construction), Vassilios Valaes (HMFH Architects), Leah Watson (Shawmut Design and Construction)

### Question from Leah Watson (Shawmut Design and Construction) at 12:44 PM on 03/16/2017

Refer to previous RFI #118.  
Per response to RFI #118, the new K.2 wall was moved 2' from the 1913 building. A structural slab "extension" was included at the 2nd floor (EL. 68'-3"), shown on SKS-121, but was not added at the high 2nd floor (EL. 71'-8 1/2"). Please provide a detail/section cut for an additional structural slab "extension" from the K.2 wall to the 1913 building doorway at the high 2nd floor. Please note that the structural slab is only needed for the doorway, and not all the way to 9 Line.  
The previous response to RFI #118 is attached for reference, with added notes in BROWN.

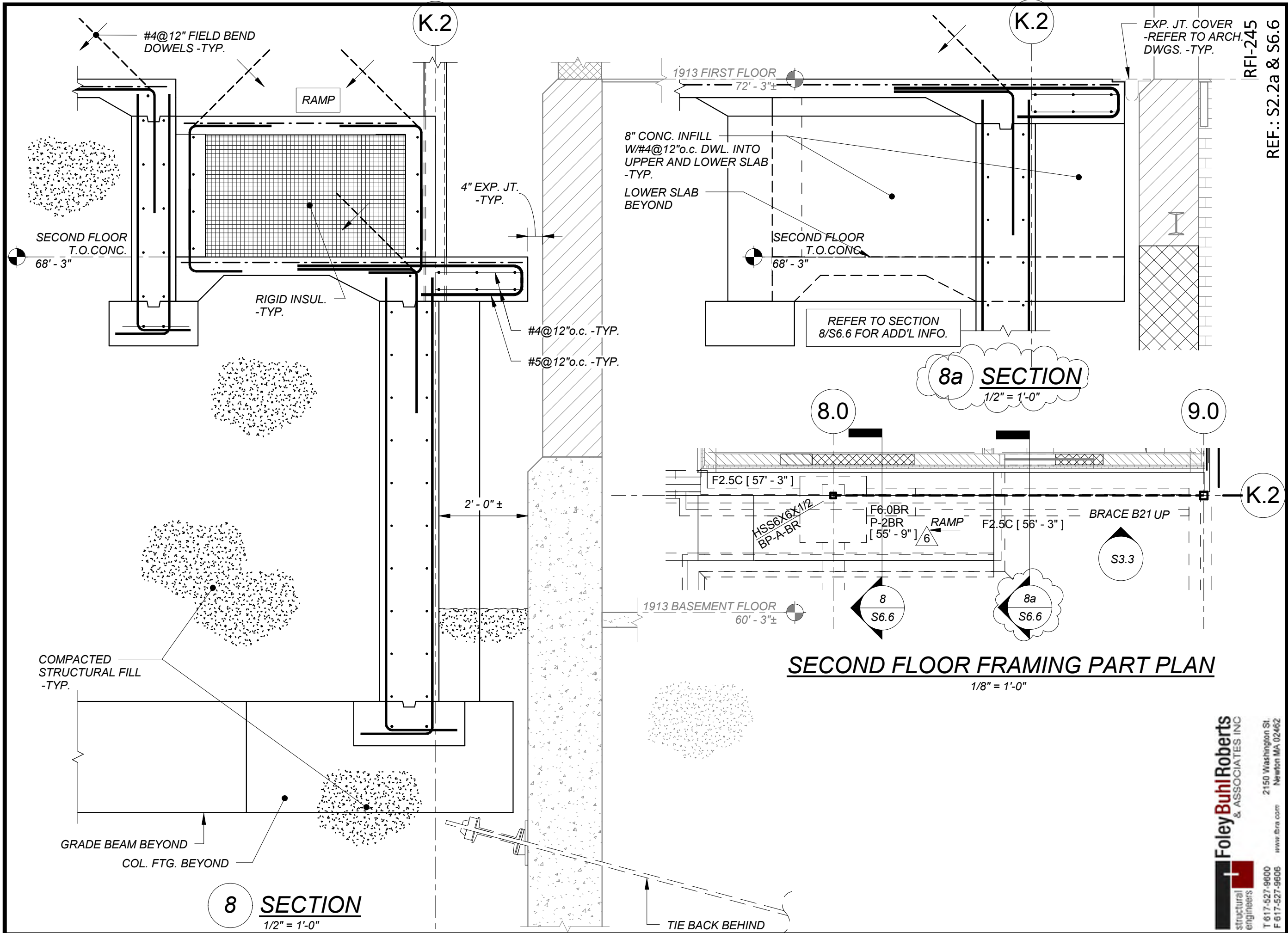
**All Replies:**

<b>STRUCTURAL REVIEW</b>
FOLEY BUHL ROBERTS & ASSOC., INC. Newton, MA 02462
Date: <b>03/17/2017</b> By: <b>GSC</b>

**PLEASE SEE SECTION 8a ON THE NEXT PAGE**

<b>RECEIVED</b>
03/16/2017
FOLEY BUHL ROBERTS & ASSOCIATES, INC.

BY \_\_\_\_\_ DATE \_\_\_\_\_ COPIES TO \_\_\_\_\_



RFI-245  
REF.: S2.2a & S6.6

DRAWING NUMBER  
**SKS**  
**121R1**  
JOB NUMBER  
401213

**8a SECTION**  
1/2" = 1'-0"

**SECOND FLOOR FRAMING PART PLAN**  
1/8" = 1'-0"

**8 SECTION**  
1/2" = 1'-0"

**Edward Devotion School**  
Brookline, MA  
REVISE K.2 WALL FOOTING

**Foley Buhl Roberts**  
& ASSOCIATES INC  
structural engineers  
T 617-527-9800  
F 617-527-9606  
www.fbra.com  
2150 Washington St.  
Newton MA 02462

**HMFH ARCHITECTS**  
130 Bishop Allen Drive  
Cambridge, MA 02139  
617 492 2200  
@HMFHarch hmfh.com

**HM**  
**FH**

SCALE: As indicated DATE: 03/17/17 DRAWN: KMM CHECKED: GSC



# Architect's RFI Response Memorandum

NO:  
**118**

Date of Issuance: December 21, 2016

Project:	Edward Devotion School	Contract For:	Additions/Renovations
Address:	345 Harvard Street, Brookline, MA 02446	Contract Date:	June 23, 2015
Owner:	Town of Brookline		
Address:	333 Washington Street, Brookline, MA 02445	Project ID:	401213
From:	HMFH Architects	To:	Shawmut Design and Constr
Address:	130 Bishop Allen Drive, Cambridge, MA 02139	Address:	Boston, MA

**Architect's Response:**

Refer to attached response from FBRA.

ADDED NOTES FOR RFI #245 IN BROWN.

Attachments:	(2) RFI#118, SKS-121		
Distribution:	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects	
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor –Shawmut Design and Construction	
	<input checked="" type="checkbox"/> Consultant – FBRA	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)	
	<input type="checkbox"/> Consultant –	<input type="checkbox"/> Other –	

Response By: Julie Darling





Shawmut Design and Construction  
560 Harrison Ave.  
Boston, Massachusetts 02118  
Phone: (617) 622-7000

Project: 121526 - MSBA - Brookline Edward Devotion School  
Town of Brookline  
Brookline, Massachusetts

### K.2 Wall Footing Conflict with Tieback Wale

<b>TO:</b>	Julie Darling (HMFH Architects) 130 Bishop Allen Drive Cambridge, Massachusetts 02139	<b>FROM:</b>	Leah Watson (Shawmut Design and Construction) 560 Harrison Avenue Boston, Massachusetts 02118
<b>DATE INITIATED:</b>	//	<b>STATUS:</b>	Draft
<b>LOCATION:</b>		<b>DUE DATE:</b>	12/29/2016
<b>COST CODE:</b>		<b>REFERENCE:</b>	
<b>COST IMPACT:</b>		<b>SCHEDULE IMPACT:</b>	
<b>DRAWING NUMBER:</b>	S2.2a	<b>SPEC SECTION:</b>	
<b>LINKED DRAWINGS:</b>			
<b>RECEIVED FROM:</b>			
<b>COPIES TO:</b>	Jon Buhl (Foley Buhl Roberts & Associates, Inc.), Deborah Collins (HMFH Architects), Geoffrey Conway (Foley Buhl Roberts & Associates, Inc.), Julie Darling (HMFH Architects), Paul Doherty (Shawmut Design and Construction), Tony Guigli (Town of Brookline), Jonathan Hirst (Shawmut Design and Construction), Russ Hoogasian (Town of Brookline), Kyla Meade (Foley Buhl Roberts & Associates, Inc.), Cassandra Piorkowski (Foley Buhl Roberts & Associates, Inc.), Vassilios Valaas (HMFH Architects), Leah Watson (Shawmut Design and Construction)		

#### Question from Leah Watson (Shawmut Design and Construction) at 12:45 PM on 12/15/2016

The top tier tieback wale on the south side of the 1913 building is in conflict with the proposed wall footing along column line K.2. See attached sketch.  
Please advise if the K.2 wall footing at B/Ftg EL. 55'-2 1/2" can be raised 1' to EL. 56'-2 1/2". This would put the bottom of the wall footing approximately 8" above the wale.

#### All Replies:

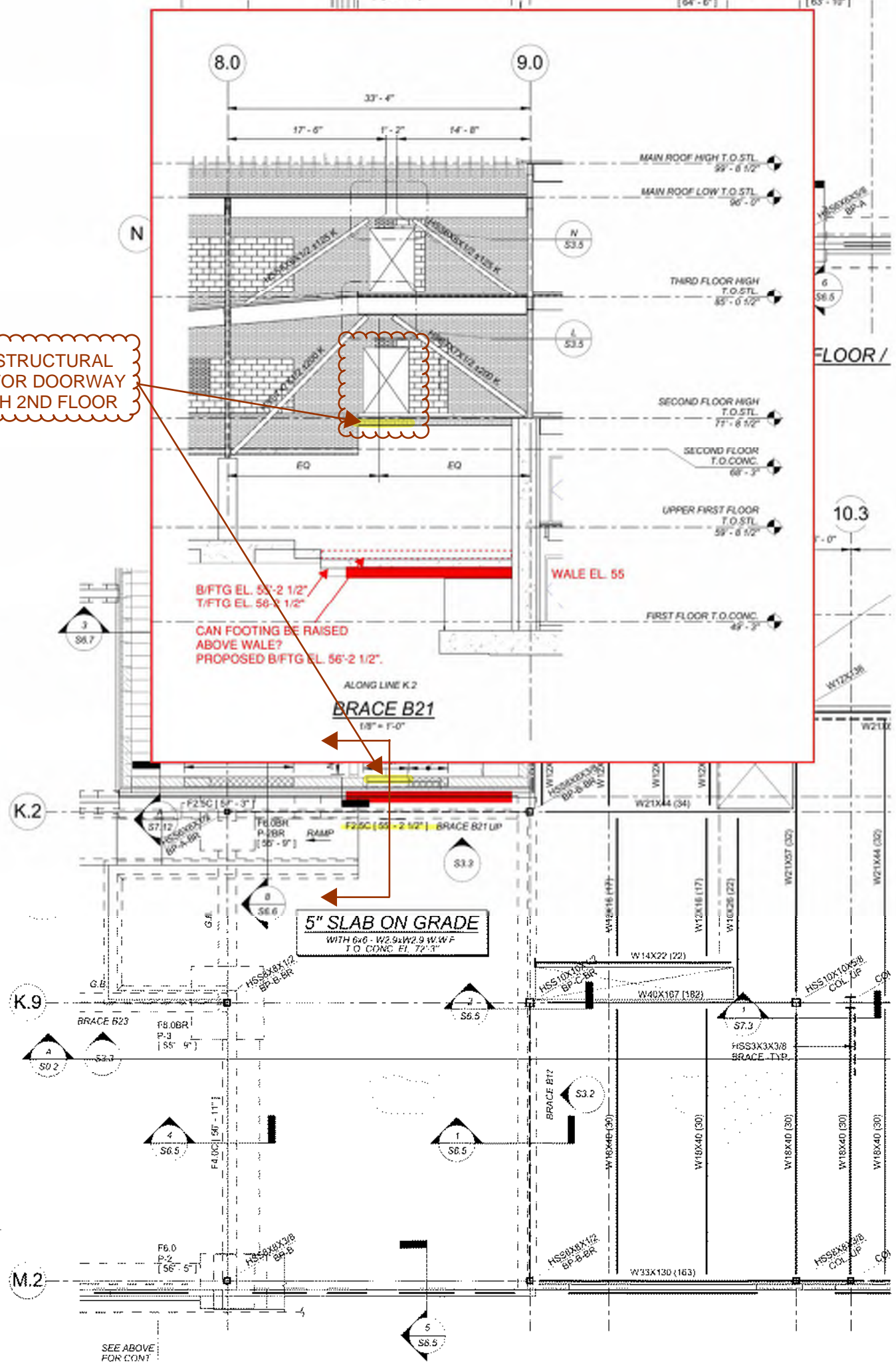
<b>STRUCTURAL REVIEW</b>
FOLEY BUHL ROBERTS & ASSOC., INC. Newton, MA 02462
Date: <b>12/20/2016</b> By: <b>GSC</b>

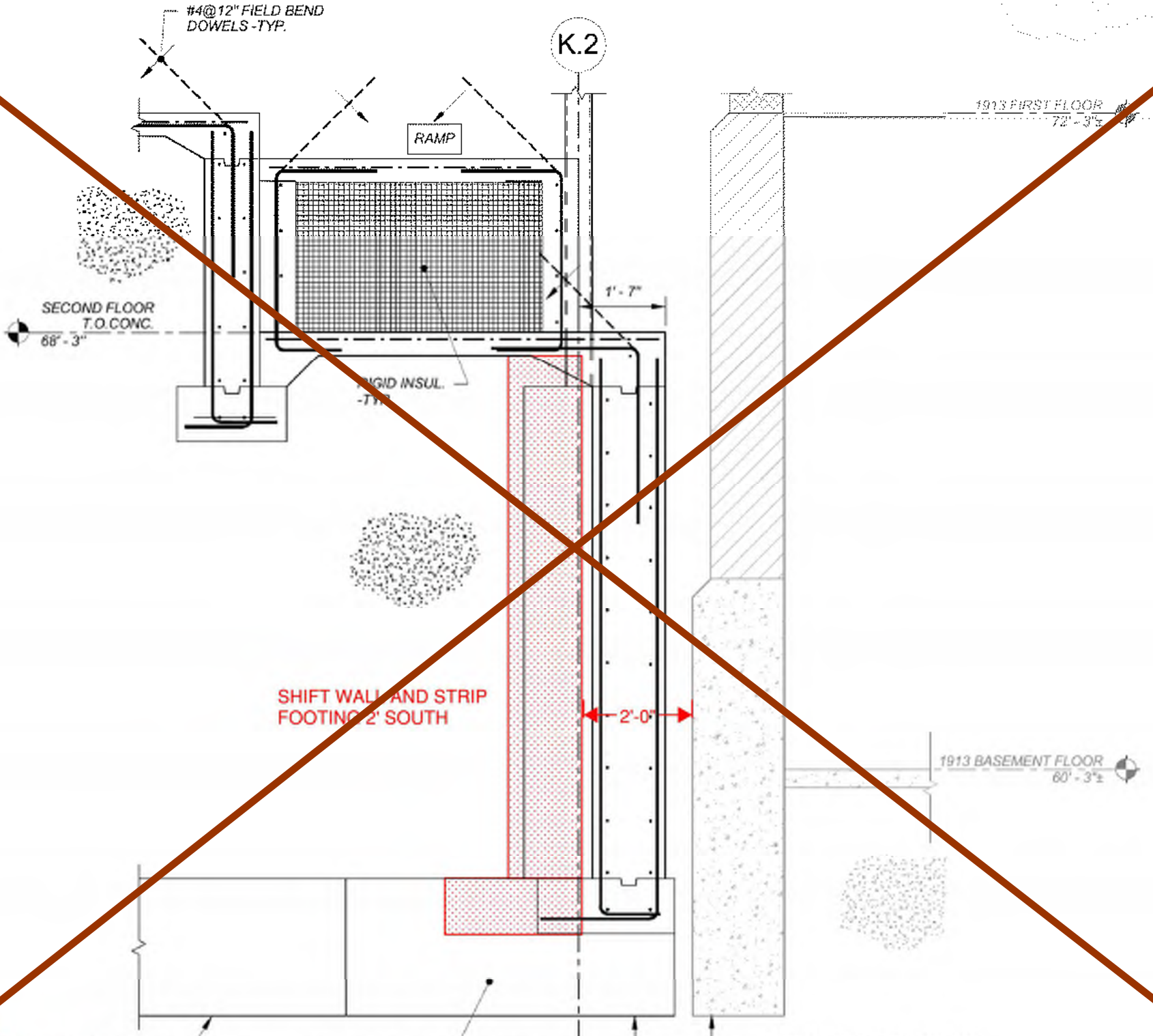
REVISED 12/20/2016 RESPONSE:  
PLEASE REFER TO THE ATTACHED SKS-121.

<b>RECEIVED</b>
12/15/2016
FOLEY BUHL ROBERTS & ASSOCIATES, INC.

BY \_\_\_\_\_ DATE \_\_\_\_\_ COPIES TO \_\_\_\_\_

NEED STRUCTURAL SLAB FOR DOORWAY AT HIGH 2ND FLOOR





K.2

#4@12" FIELD BEND  
DOWELS -TYP.

RAMP

1913 FIRST FLOOR  
72'-3"

SECOND FLOOR  
T.O. CONC.  
68'-3"

1'-7"

RIGID INSUL.  
-TYP.

SHIFT WALL AND STRIP  
FOOTING 2' SOUTH

2'-0"

1913 BASEMENT FLOOR  
60'-3"

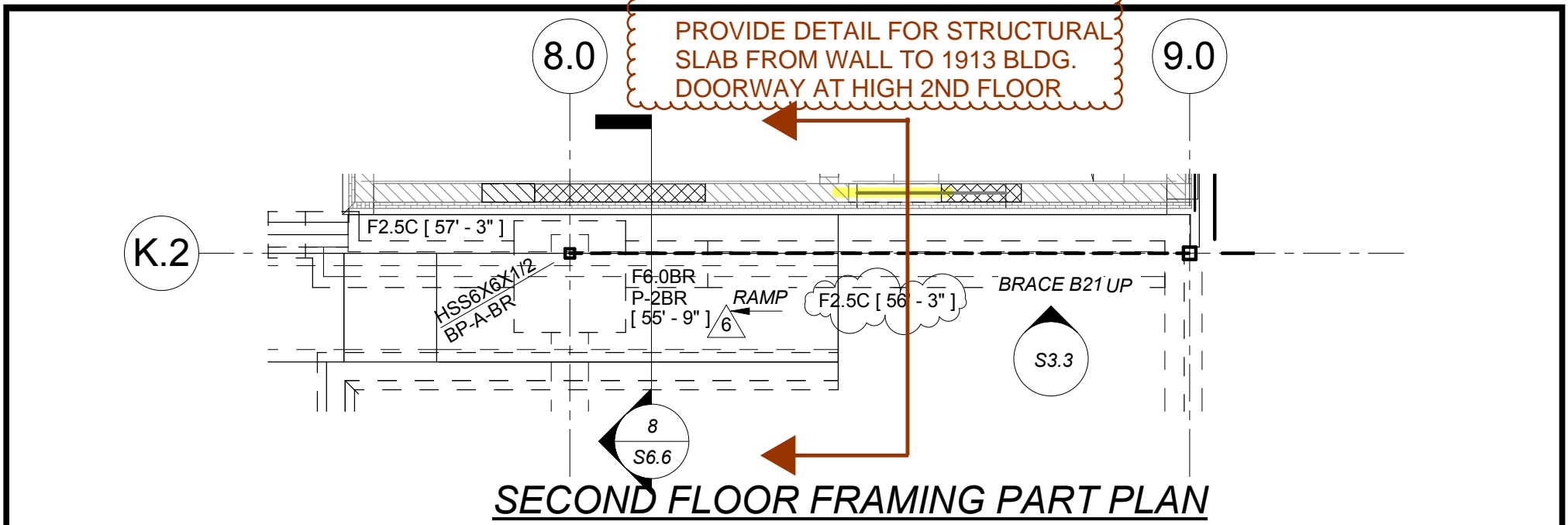
GRADE BEAM BEYOND

COL. FTG. BEYOND

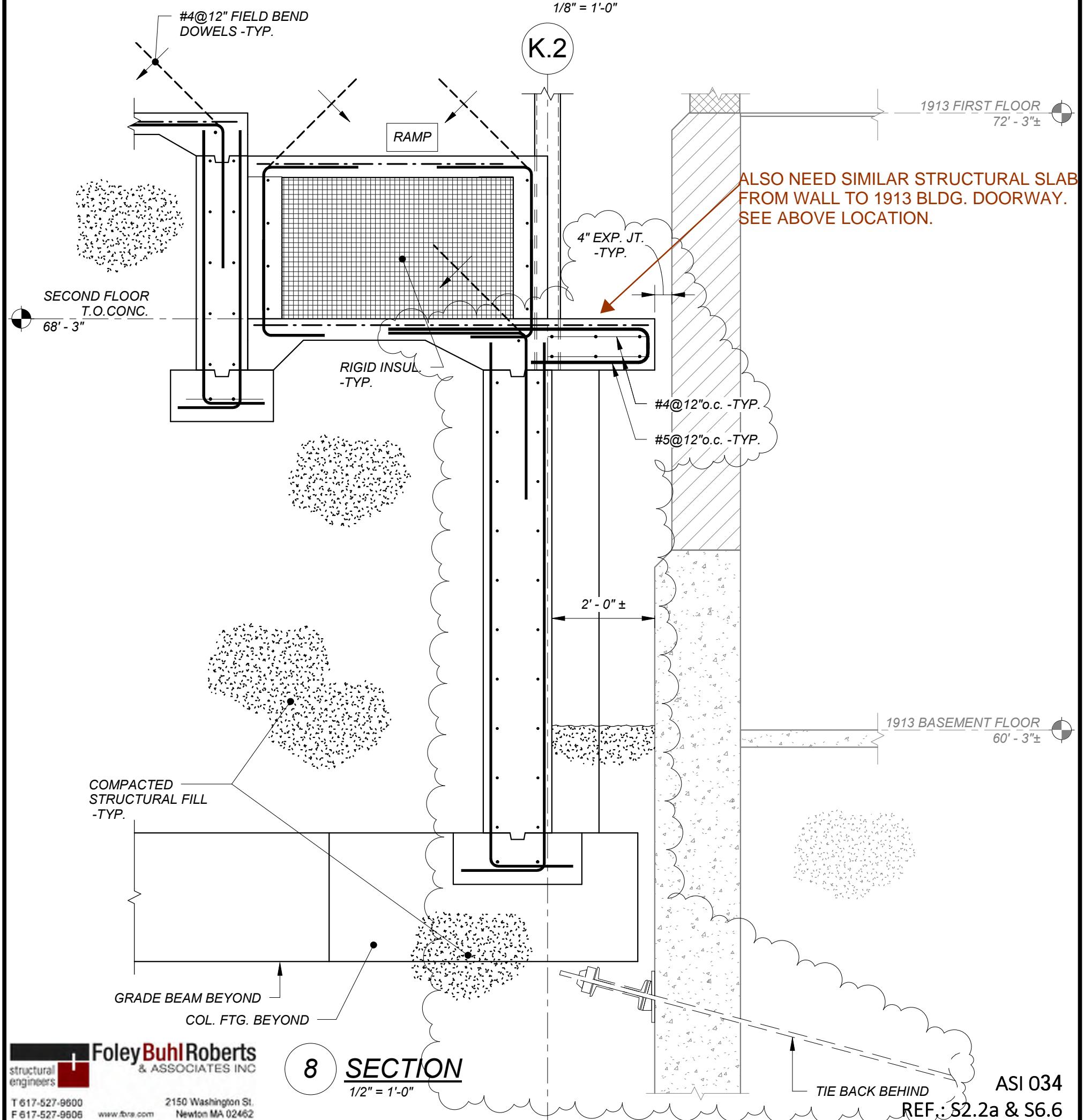
MATCH BOT. OF NEW FND. TO  
BOT. OF EXIST. WALL

8 SECTION  
4.01' - 41.03'

3  
E/W



**SECOND FLOOR FRAMING PART PLAN**



**8 SECTION**  
1/2" = 1'-0"

**FoleyBuhlRoberts**  
& ASSOCIATES INC  
structural engineers  
T 617-527-9600 F 617-527-9606 www.fbr.com  
2150 Washington St. Newton MA 02462

**HMFH ARCHITECTS**  
130 Bishop Allen Drive  
Cambridge, MA 02139  
617 492 2200  
@HMFHarch hmfh.com

**Edward Devotion School**  
Brookline, MA  
REVISE K.2 WALL FOOTING

SCALE: As indicated DATE: 12/20/16 DRAWN: KMM CHECKED: GSC

DRAWING NUMBER  
**SKS 121**  
JOB NUMBER 401213

ASI 034  
REF.: S2.2a & S6.6



Change Request CR093R3

To: Tony Guigli
Town of Brookline
3rd Floor, Town Hall 333 Washington Street
Brookline, MA 02445

Date:
Project #: 121526
Project: MSBA - Brookline Edward Devotion School

Description: PR #73 - LGMF Back-up Wall in Large Gym

Table with 2 columns: Item Description, Amount. Rows include RFI #354 - LGMF Back-up wall in large gym (\$19,252), Fee (\$963), General Liability Insurance (\$192), Bond (\$135), and Total (\$20,542).

Type: Lump sum proposal
Schedule Impact: This change will add 0 day(s) to the contract completion date.
Overtime: Project OT Not Included and Required

Notes: Per PR #73, add LGMF back-up at west wall in the large gym. Refer also to RFI #354R1. Studs sized for L/600 deflection with 5 PSF design pressure per PR direction. Note that there is no change to the CMU.

By:

Date:

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO-34 Rev 2	<b>PCO DESC.</b>	PR #73 - Add LGMF back-up to west wall of the large gym per RFI #354R1. Studs sized for L/600 deflection with 5 PSF design pressure per PR direction.		
<b>PCO DATE:</b>	9/6/2017				
<b>SDC PCI NUMBER:</b>	CR093R3				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>		<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>		
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>		TJ McCartney, Inc.			

**1. LABOR: THIS SUBCONTRACTOR:**

Use only CM-Approved Rates as established per the Labor Rate Submission Form. Rates are inclusive of all overhead, profit, health, welfare, annuity and excess fringes. It is the Trade's responsibility to submit and maintain current Change Order Labor Rate Forms. All changes in previously approved rates shall be submitted for CM approval via an amended Labor Rate Submission Form prior to appearing on this sheet.

Trade	Classification	Regular Hours Worked	Overtime (1.5x) Hours Worked	Double Time (2x) Hours Worked	These values shall be taken from the Rate Approval Sheet, after its approval by the CM.			Fee Included in Hourly rate (from approval form)	Total Labor Cost
					Regular Time Rate (Cost/Hour)	Overtime Rate (Cost/Hour)	Double Time Rate (Cost/Hour)		
Carpenter	Foreman	4.00	0.00	0.00	\$ 106.31	\$ 37.37	\$ 74.74	\$ 7.88	\$ 425.24
Carpenter	Journeyman	88.00	0.00	0.00	\$ 99.08	\$ 33.87	\$ 67.74	\$ 7.38	\$ 8,719.04
Taper	Foreman	2.00	0.00	0.00	\$ 101.69	\$ 34.97	\$ 69.93	\$ 7.53	\$ 203.38
Taper	Journeyman	24.00	0.00	0.00	\$ 97.35	\$ 32.87	\$ 65.73	\$ 7.23	\$ 2,336.40
Laborer	Foreman	8.00	0.00	0.00	\$ 82.48	\$ 28.31	\$ 56.62	\$ 6.11	\$ 659.84
Laborer	Journeyman	16.00	0.00	0.00	\$ 79.59	\$ 26.91	\$ 53.82	\$ 5.91	\$ 1,273.44

<b>TOTAL LABOR COST</b>	<b>\$ 13,617.34</b>
<b>1.a FEE (INCLUDED IN LABOR COST ABOVE)</b>	<b>\$ 949.04</b>

**2. MATERIALS: THIS SUBCONTRACTOR:**

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
See attached back-up	1.00	LS	\$4,247.70	\$ 4,247.70
				\$ -
				\$ -
<b>TOTAL MATERIALS COST:</b>				<b>\$ 4,247.70</b>

**3. EQUIPMENT: SUBCONTRACTOR:**

(For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
Interior Lift	12.00	DAYS	\$35.00	\$ 420.00
				\$ -
				\$ -
<b>TOTAL EQUIPMENT COST:</b>				<b>\$ 420.00</b>

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO-34 Rev 2	<b>PCO DESC.</b>	PR #73 - Add LGMF back-up to west wall of the large gym per RFI #354R1. Studs sized for L/600 deflection with 5 PSF design pressure per PR direction.		
<b>PCO DATE:</b>	9/6/2017				
<b>SDC PCI NUMBER:</b>	CR093R3				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>	<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>			
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>	TJ McCartney, Inc.				

**4. MISC. LUMP SUM SERVICES PROVIDED TO THIS SUBCONTRACTOR (POLICE DETAIL, UTILITIES, ETC.):**

Description of Miscellaneous Lump Sum Service - attach backup	Total
Engineering and Design	\$ 500.00
	\$ -
	\$ -
<b>TOTAL MISC. LUMP SUM SERVICES COST:</b>	<b>\$ 500.00</b>

**5. SUBTOTAL COSTS FOR THIS SUBCONTRACTOR LINE ITEMS 2., 3., and 4.** **SUB TOTAL:** **\$ 5,167.70**

**6. OVERHEAD AND PROFIT OF THIS SUBCONTRACTOR LINE ITEM 5.:** **10.00%** x Line 5: **\$ 466.77**

Subcontractor permitted 10% of actual total cost of Item 5.

**7. TOTAL OF LINES 1., 5., & 6. FOR THIS SUBCONTRACTOR:** **TOTAL COST OF WORK PERFORMED BY THIS SUBCONTRACTOR :** **\$ 19,251.81**

**8. TOTAL COST OF WORK PERFORMED BY LOWER-TIER SUBS -** Total of line 11 costs for each attached Second-Tier form

**9. OVERHEAD AND PROFIT FOR LOWER-TIER SUBCONTRACTOR WORK** (Total of lines 1a and 6 for each Second-Tier form) x 0.5

The total of all Subcontractor and Lower-Tier Subcontractor markups may not exceed an aggregate 15% of Cost of Work, regardless of the number of tiers involved.

**10. ACTUAL PREMIUM PAID FOR BOND** (enter approved rate as a percentage) **0.00%** x ITEM 7: **\$ -**

**11. TOTAL COST OF WORK DUE SUBCONTRACTOR, including bond cost** **\$ 19,251.81**

**NOTE:**  
**ALL change order proposals and invoices from the SUBCONTRACTORS must include a cover letter on company letterhead identifying the PCO number, a description of the scope of work and the total cost of the proposed change order.**

**T. J. McCARTNEY, INC.**  
 3 Capitol Street  
 Nashua, N.H. 03063  
 (603) 889-6380

**CONTRACT ADJUSTMENT ORDER**

**TO:** Shawmut Design And Construction  
 560 Harrison Ave  
 Boston, MA 02118  
 Attn: Jonathan Hirst

**DATE:** 9/6/2017  
**PROJECT:** Edward Devotion  
**TJM JOB NO:** 17-06  
**TJM C.O. NO:** 34 REV 2  
**REF #** **RFI#354R1**  
**PR #73**

**DESCRIPTION OF ADDITIONAL WORK**

**Per RFI #354R1 - Add new interior LGMF wall adjacent to CL 9.1 at large gym**

- Wall was originally a CMU wall type 16A, Now steel stud framed/drywall.
- Bearing wall framing to be 8" 16 ga stud with 1-5/8" flange due to height of wall.
- This stud member is based on L/600 @ 5 PSF as shown in RFI. This is the recommendation of the manufacturer, but not engineered

**- If shops and calcs are required for this wall, please add an additional \$500 to the price below and this will take approx. 3 weeks to get.**

*To clarify - This change adds only the full height LGMF wall with sheathing and insulation that supports the CMU. The wall above the CMU is part of the contract.*

*- To clarify this PR, drywall is included at both sides ONLY at Crawl Space room #016B there is NO GWB figured inside the dead space.*

*- This work needs to be completed before ANY overhead work is put in place by other trades.*

Qty	Material Description	Unit Price	Extension
1408 LF	LGMF studs/track	\$ 1.55	\$ 2,182.40
635 SF	Type X drywall	\$ 0.38	\$ 241.30
1689 SF	Secure Rock Sheathing	\$ 0.65	\$ 1,097.85
1 EA	Shots/pins/screws	\$ 70.00	\$ 70.00
1689 SF	Fiberglass insulation	\$ 0.35	\$ 591.15
1 EA	Taping Materials	\$ 65.00	\$ 65.00

Total Material \$ 4,247.70

**Equipment**

12 Days Interior lift \$ 35.00

Mat + Lift Sub T \$ 4,667.70

Sales Tax \$ 466.77

OH & P \$ 466.77

**Mat/Lift total** **\$ 5,134.47**

**LABOR:**

	REG	SAT	SUN		REG	T-1/2	DBL		
4				Carpenter Foreman	106.31	<del>106.29</del>	<del>143.66</del>	<del>181.03</del>	\$ <del>425.16</del> 425.24
88				Carpenter		99.08	132.95	166.82	\$ 8,719.04
2				Taper Foreman		101.69	136.66	171.62	\$ 203.38
24				Taper	97.35	<del>97.37</del>	<del>130.22</del>	<del>163.08</del>	\$ <del>2,336.88</del> 2,336.40
8				Labor Foreman		82.48	110.79	139.10	\$ 659.84
16				Labor		79.59	106.50	133.41	\$ 1,273.44
142	0	0	0	Total hours	142				

**Labor** **\$ ~~13,617.74~~ 13,617.34**

**Material** **\$ 5,134.47**

**Total** **\$ ~~18,752.21~~ \$18,751.81 + \$500 = \$19,251.81**

*Phil Kowalski*

Phil Kowalski  
 Project Manager





<b>Proposal Request (PR)</b>		NO: <b>073</b>
Date of Issuance:	July 19, 2017	

<b>Project:</b>	Edward Devotion School	<b>Contract For:</b>	Additions/Renovations
<b>Address:</b>	345 Harvard Street, Brookline, MA 02446	<b>Contract Date:</b>	June 23, 2015
<b>Owner:</b>	Town of Brookline		
<b>Address:</b>	333 Washington Street, Brookline, MA 02445	<b>Project ID:</b>	401213
<b>From:</b>	HMFH Architects	<b>To:</b>	Shawmut Design and Constr
<b>Address:</b>	130 Bishop Allen Drive, Cambridge, MA 02139	<b>Address:</b>	Boston, MA

<b>Proposal Request Description:</b>
Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein.
<b>THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.</b>
Refer to attached SKA-362: The west wall of the Large Gymnasium is to have LGMF backup wall similar to the other 3 gym walls. Provide appropriately sized studs for L/600 deflection with a 5 PSF design pressure. Refer to comments of light gauge submittal 054000-29. This proposal request is a result of RFI 354R1.

<b>Attachments:</b>	(1) SKA-362	
<b>Distribution:</b>	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor – Shawmut Design and Construction
	<input checked="" type="checkbox"/> Consultant – FBRA	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)
	<input type="checkbox"/> Consultant –	<input type="checkbox"/> Other –

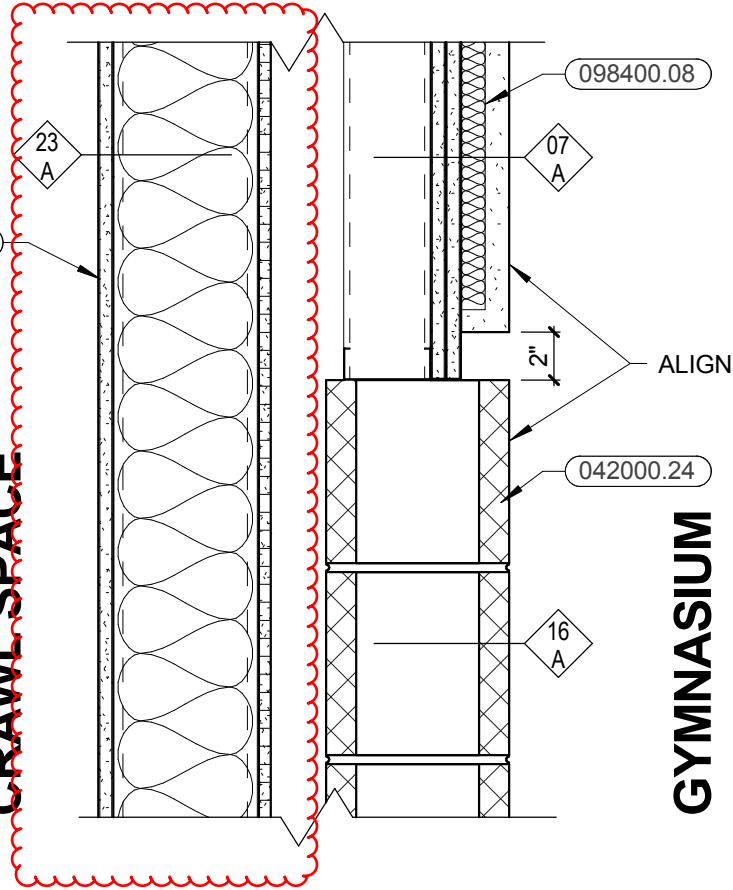
<b>Report By:</b>	J. Cameron Christopher	
<b>Reviewed By:</b>	Vassilios Valaes, AIA	

AT CRAWL SPACE, PROVIDE  
DRYWALL AT INSIDE FACE

092900.32

23  
A

CRAWL SPACE



ALIGN

042000.24

16  
A

GYMNASIUM

SECTION AT GYMNASIUM

1 1/2" = 1'-0"

10

PR #073

**HMFH ARCHITECTS**

130 Bishop Allen Drive  
Cambridge, MA 02139  
617 492 2200  
@HMFHarch hmfh.com

**H M  
F H**

**Edward Devotion School**

Brookline, MA

Revision to A8.3

Detail Section at Gymnasium

DRAWING NUMBER

**SKA  
362**

SCALE: 1 1/2" = 1'-0"

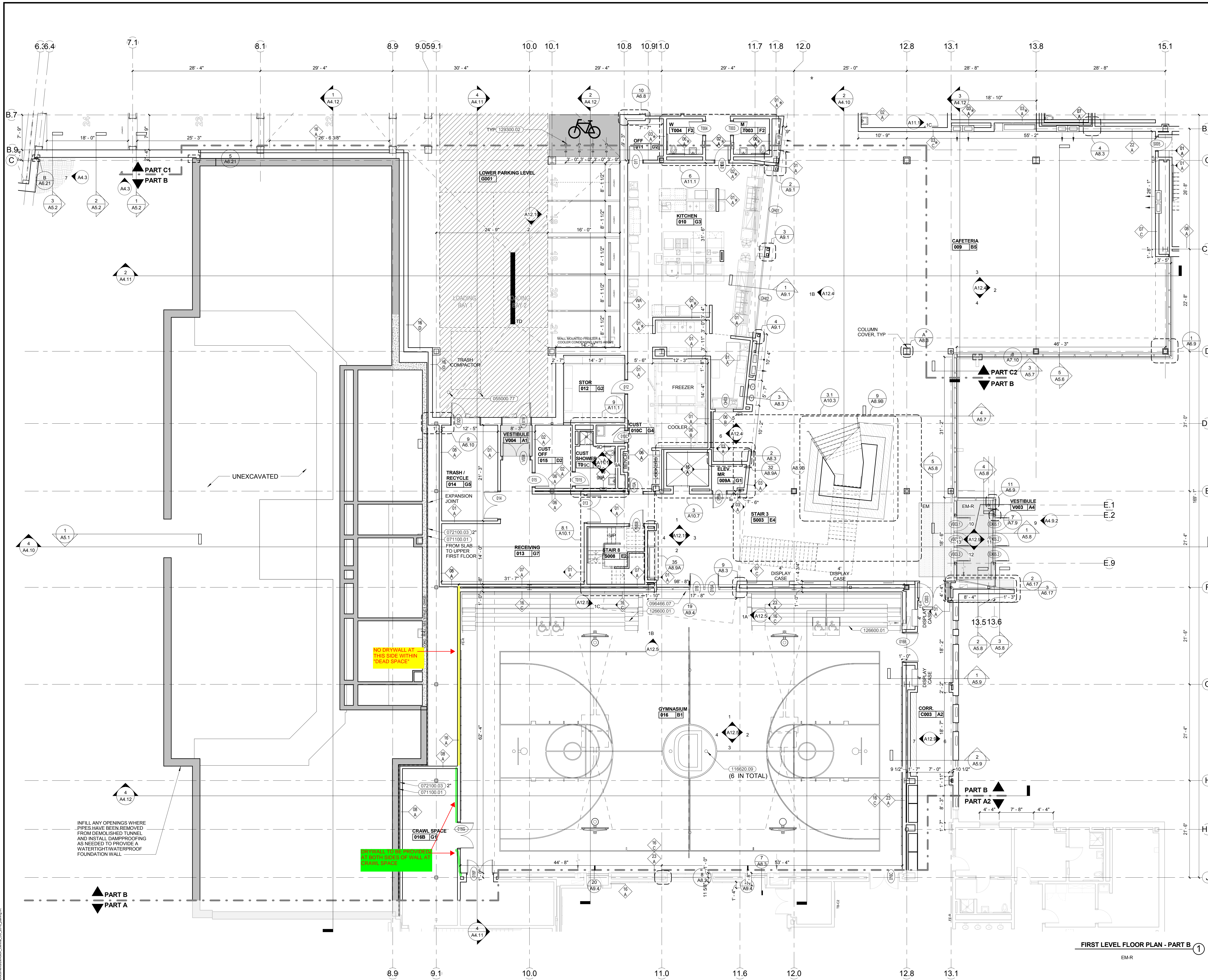
DATE: 07/19/2017

DRAWN: JCC

CHECKED: VV

JOB NUMBER

401213



**GENERAL NOTES - FLOOR PLAN**

- 1) REFERENCE DRAWING A2.1 FOR GENERAL NOTES, LEGENDS AND ABBREVIATIONS
- 2) REFER TO DRAWING A2.1A FOR ROOM FINISH SCHEDULE



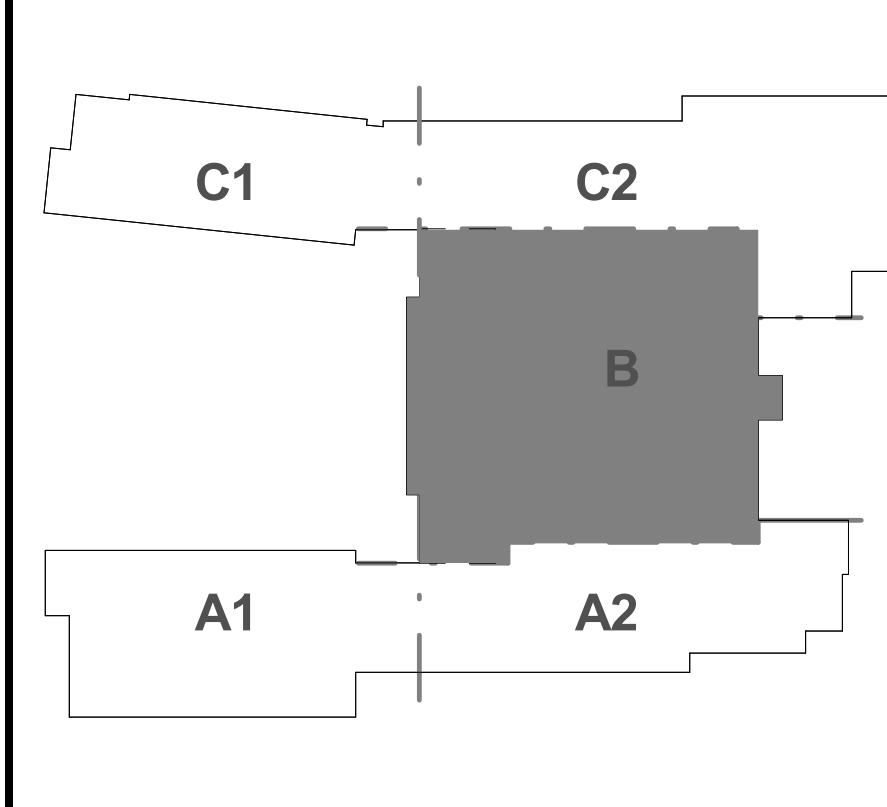
**HMFH ARCHITECTS**  
 100 Blake Allen Drive  
 Brookline, MA 02148  
 617 469 2700  
 @HMFHArch hmfh.com

**100% CONFORMED CONSTRUCTION SET**  
 November 01, 2016

**KEYNOTE LIST**

055000.77	STEEL BOLLARDS
071100.01	DAMP-PROOFING
071800.02	PAVEMENT MARKINGS
072100.03	FOUNDATION PERIMETER RIGID INSULATION
096466.07	ALUMINUM SADDLE THRESHOLD
116620.09	VOLLEYBALL NET FLOOR INSERT
126600.01	TELESCOPING BLEACHERS
129300.02	BICYCLE RACK

**KEYPLAN**



REVISIONS NO.	DATE	REMARKS	BY
1	09/09/16	BP - Addendum #3	
2	09/23/16	BP - Addendum #5	
3	09/29/16	BP - Addendum #6	

**Edward Devotion School**  
 Brookline, MA  
**First Floor Plan - Part B**  
 SCALE: 1/8" = 1'-0"  
 DRAWN BY: AV  
 CHECKED BY: WJ/DC  
**A2.1b**  
 JOB NUMBER: 401213

11/20/16 10:22:34 AM C:\projects\eddev\dwg\first\part\_b\first\_floor\_plan.dwg



# Architect's RFI Response Memorandum

NO:  
354 R1

Date of Issuance:

~~June 8, 2017~~ Revised: June 20, 2017

Project:	Edward Devotion School	Contract For:	Additions/Renovations
Address:	345 Harvard Street, Brookline, MA 02446	Contract Date:	June 23, 2015
Owner:	Town of Brookline		
Address:	333 Washington Street, Brookline, MA 02445	Project ID:	401213
From:	HMFH Architects	To:	Shawmut Design and Constr
Address:	130 Bishop Allen Drive, Cambridge, MA 02139	Address:	Boston, MA

## Architect's Response:

Refer to attached response from HMFH.

Refer to attached revised response from HMFH. Please also note that the response to submittal 054000-29 was REVISED and returned marked Revise and Resubmit.

Attachments:	(4) RFI#354	
Distribution:	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor – Shawmut Design and Construction
	<input checked="" type="checkbox"/> Consultant – FBRA	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)
	<input type="checkbox"/> Consultant –	<input type="checkbox"/> Other –

Response By:	Julie Darling
--------------	---------------



Shawmut Design and Construction  
560 Harrison Ave.  
Boston, Massachusetts 02118  
Phone: (617) 622-7000

Project: 121526 - MSBA - Brookline Edward Devotion School  
Town of Brookline  
Brookline, Massachusetts

### LGMF Back-up in Large Gym

<b>TO:</b>	Julie Darling (HMFH Architects) 130 Bishop Allen Drive Cambridge, Massachusetts 02139	<b>FROM:</b>	Leah Watson (Shawmut Design and Construction) 560 Harrison Avenue Boston, Massachusetts 02118
<b>DATE INITIATED:</b>	//	<b>STATUS:</b>	Draft
<b>LOCATION:</b>		<b>DUE DATE:</b>	06/21/2017
<b>COST CODE:</b>		<b>REFERENCE:</b>	Submittal #054000-29.0
<b>COST IMPACT:</b>		<b>SCHEDULE IMPACT:</b>	
<b>DRAWING NUMBER:</b>	A2.1b	<b>SPEC SECTION:</b>	054000 - Cold-Formed Metal Framing
<b>LINKED DRAWINGS:</b>			
<b>RECEIVED FROM:</b>	Phil Kowalski (T J McCartney)		

**COPIES TO:**  
Jon Buhl (Foley Buhl Roberts & Associates), Courtney Chan (Shawmut Design and Construction), Deborah Collins (HMFH Architects), Geoffrey Conway (Foley Buhl Roberts & Associates), Julie Darling (HMFH Architects), Paul Doherty (Shawmut Design and Construction), Phil Gregory (Shawmut Design and Construction), Tony Guigli (Town of Brookline), Jonathan Hirst (Shawmut Design and Construction), Russ Hoogasian (Town of Brookline), Stephanie MacNeil (HMFH Architects), Kyla Meade (Foley Buhl Roberts & Associates), Cassandra Piorkowski (Foley Buhl Roberts & Associates), Kyle Raposo (Shawmut Design and Construction), Parviz Tabrizi (Shawmut Design and Construction), Vassilios Valaes (HMFH Architects), Leah Watson (Shawmut Design and Construction)

**Question from Leah Watson (Shawmut Design and Construction) at 02:05 PM on 06/07/2017**

**THIS RFI IS CRITICAL. PLEASE PRIORITIZE REVIEW.**

It is noted in the comments for Submittal #054000-29.0 (Interior Cold Formed Metal Framing Shop Drawings - Gym) that LGMF back-up is to be provided at all (4) walls of the large gym. Drawing A2.1b calls out wall type 16A for the west wall of the large gym, which is a 7-5/8" CMU wall. Due to the height of this wall, it will be difficult to meet deflection criteria with LGMF. Please clarify whether this wall in the large gym should be type 16A as shown on drawing A2.1b or type 23A similar to the other walls in the large gym and as marked up in the submittal.

Awaiting an Official Response

**UPDATED 06/20/17: PROVIDE LGMF AT ALL 4 WALLS OF LARGE GYM. LGMF AT THE WEST WALL TO EXTEND TO THE UNDERSIDE OF THE DECK. PROVIDE APPROPRIATELY SIZED STUDS FOR L/600 DEFLECTION WITH A 5 PSF DESIGN PRESSURE. THESE REQUIREMENTS ARE OUTLINED IN SPECIFICATION SECTION 092900.**

**All Replies:**

(3)

The west wall of the large gym should be wall type 16A per drawing A2.1b. The note in the shop drawings should be revised to note (3) walls.

BY \_\_\_\_\_ DATE \_\_\_\_\_ COPIES TO \_\_\_\_\_



**HMFH ARCHITECTS**  
130 Bishop Allen Drive, Cambridge, MA 02139 617 492 2200 hmfh.com

APPROVED  
 REVIEWED for Information Only  
 FURNISH AS CORRECTED  
 RECEIVED FOR RECORD
  REVISE AND RESUBMIT  
 REJECTED  
 RESUBMIT FOR RECORD

This submittal was reviewed as required by the construction contract documents. Any approval is only for conformance to the design concept of the work, and subject to further limitation and requirements contained in the construction contract documents. Corrections or comments made on the submittal during the review do not relieve contractor from compliance with the requirements of the drawings and specification.

This check is only for review of general conformance with the design concept of and general compliance with the information given in the contractor documents. The Contractor is responsible for: confirming and correlating all quantities and dimensions; selecting fabrication processes and techniques of construction; coordinating his work with that of all other trades; performing his work in a safe and satisfactory manner.

reviewer: Julie Darling *Julie Darling* date: 6/5/2017

# Submittal #054000-29.0 054000 - Cold-Formed Metal Framing

Project: 121526 - MSBA - Brookline Edward Devotion School  
Town of Brookline  
Brookline, Massachusetts

Shawmut Design and Construction  
560 Harrison Ave.  
Boston, Massachusetts 02118  
Phone: (617) 622-7000

## Interior Cold Formed Metal Framing Shop Drawings - Gym

<b>SPEC SECTION:</b>	054000 - Cold-Formed Metal Framing	<b>SUBMITTAL MANAGER:</b>	Leah Watson (Shawmut Design and Construction)
<b>STATUS:</b>	Open	<b>DATE CREATED:</b>	05/19/2017
<b>ISSUE DATE:</b>	05/19/2017	<b>REVISION:</b>	0
<b>RESPONSIBLE CONTRACTOR:</b>	T J McCartney	<b>RECEIVED FROM:</b>	Phil Kowalski
<b>RECEIVED DATE:</b>	06/01/2017	<b>SUBMIT BY:</b>	//
<b>FINAL DUE DATE:</b>	06/22/2017	<b>LOCATION:</b>	
<b>TYPE:</b>	Shop Drawing	<b>COST CODE:</b>	
<b>APPROVERS:</b>	Julie Darling (HMFH Architects)		

**BALL IN COURT:**  
Julie Darling (HMFH Architects)

**DISTRIBUTION:**  
Leah Watson (Shawmut Design and Construction), Vassilios Valavas (HMFH Architects), Cassandra Piorkowski (Foley Buhl Roberts & Associates), Kyla Meade (Foley Buhl Roberts & Associates), Jonathan Hirst (Shawmut Design and Construction), Tony Guigli (Town of Brookline), Paul D... (Town of Brookline), Julie Darling (HMFH Architects), Geoffrey Conway (Foley Buhl Roberts & Associates), Jon Buhl (Foley Buhl Roberts & Associates)

SEE REVISED COMMENTS ON SUBMITTAL 054000-29.

**DESCRIPTION:**  
Please find attached shop drawings and calculations for cold formed metal framing in the gym.

Submittal #: 054000-29.0  
Job Name: Edward Devotion School  
Job Number: 121526 Date: 06/01/2017  
Reviewed By: *Leah Watson*

**SHAWMUT**  
Design and Construction

Submittal Type:

Shop Drawing(s)	<input checked="" type="checkbox"/>	Sample(s)	<input type="checkbox"/>
Cut Sheet(s)	<input type="checkbox"/>	Photo(s)	<input type="checkbox"/>
Product Data	<input type="checkbox"/>	Calculations	<input checked="" type="checkbox"/>
Test Report(s)	<input type="checkbox"/>	Mix Design(s)	<input type="checkbox"/>
Other: _____			<input type="checkbox"/>

Shawmut has reviewed the enclosed submittal for conformance with the contract documents.

**RECEIVED**  
06/01/2017  
FOLEY BUHL ROBERTS & ASSOCIATES, INC.

**STRUCTURAL REVIEW**  
FOLEY BUHL ROBERTS & ASSOC., INC.  
NEWTON, MA 02462  
Date: 06/02/2017 By: CMP

FBRA Review Comments - CMP 06.02.17:  
See comments within.

ALSO PROVIDE INTERIOR LGMF PER DETAILS 8/A6.9, 2/A6.12, 5/A8.3, 1/A8.10 and 5/A8.10.  
ACCOUNT FOR FIREPROOFING AT ALL CONNECTIONS TO STRUCTURAL STEEL.

**ATTACHMENTS:**

### SUBMITTAL WORKFLOW

#	NAME	SUBMITTER/ APPROVER	SENT DATE	DUE DATE	RETURNED DATE	RESPONSE	ATTACHMENTS	COMMENTS
1	Julie Darling	Approver	5/19/2017	6/22/2017		Pending		

BY \_\_\_\_\_ DATE \_\_\_\_\_ COPIES TO \_\_\_\_\_

12.8

wsc-1500 outrigger slide clip at top of stud framing (3) 0.157" Ø paf to steel beam and (3) shoulder screws each stud location

PLEASE NOTE THAT THE LGMF BACKUP OCCURS AT ALL ~~(4)~~ WALLS OF THE LARGE GYM.

~~(3) PER~~  
RFI#354

UPDATED 06/20/17: PROVIDE LGMF AT ALL 4 WALLS OF LARGE GYM. PROVIDE APPROPRIATELY SIZED STUDS FOR L/600 DEFLECTION WITH A 5 PSF DESIGN PRESSURE. SEE REVISED COMMENTS ON SUBMITTAL 054000-29.

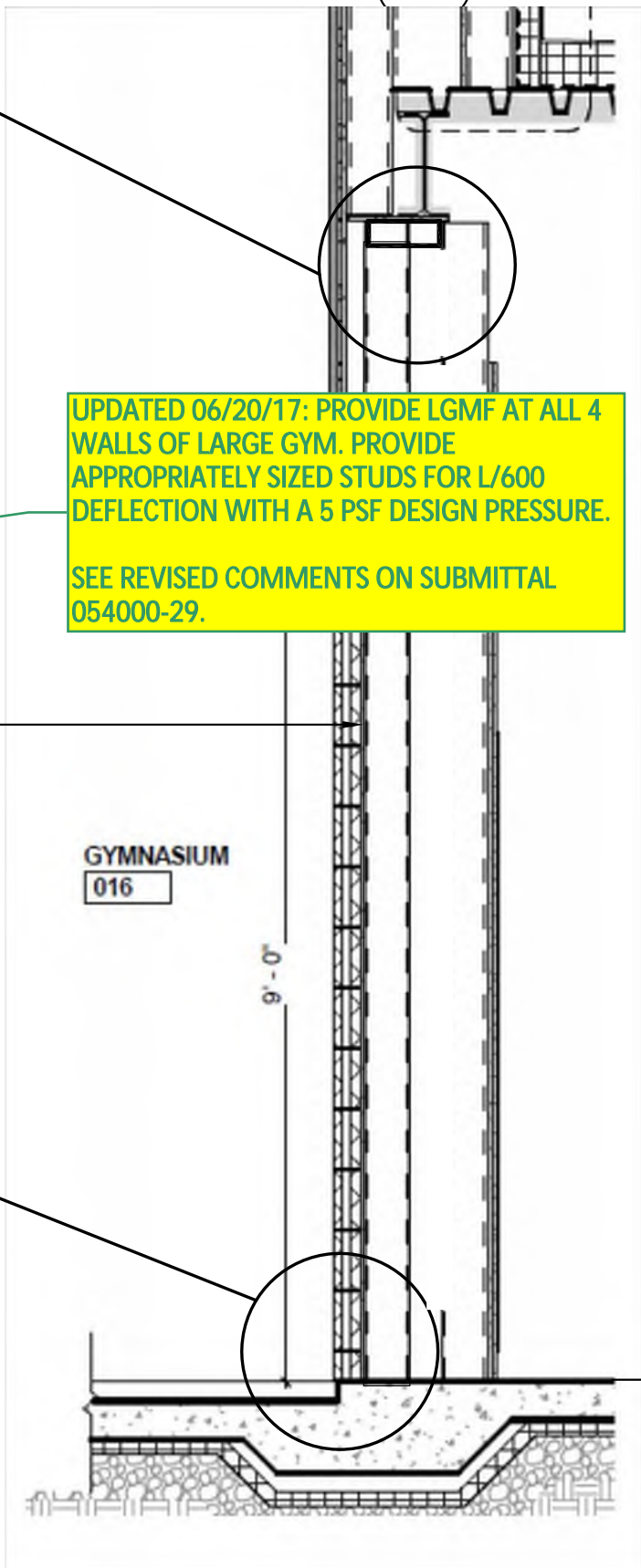
provide mid-height wall bridging both side of stud flanges, typical with solid blocking along strap every 10'

GYMNASIUM  
016

9'-0"

600s162-54 spaced at 12" o.c.  
or 600s200-68 spaced at 16" o.c.  
12'-0" +/- max v.i.f.

continuous base track 600t125-54 anchor w/ 2-0.157" Ø x 1¼" paf spaced at every stud



NORTHEASTERN  
ENGINEERING CORP.

Structural Engineers and Construction Consultants

www.northeasterneng.com

19 Campbell St. Woburn, MA 01801 tel. 781-503-0241 fax. 781-503-0247

Reference A 5.9 wall section at Gym  
Masonry Wall

Edward Devotion School  
Brookline, Massachusetts

Date.  
December 2016

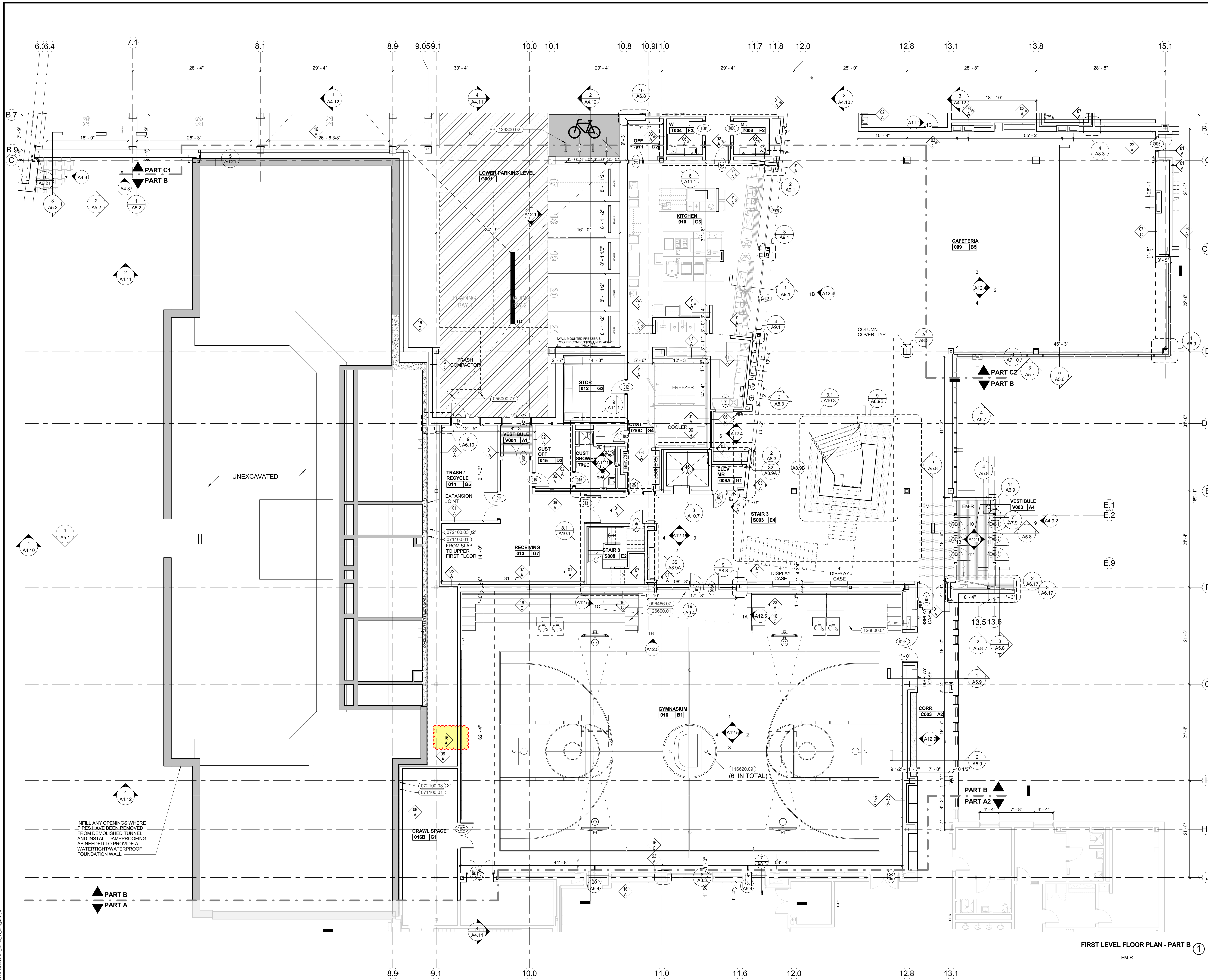
Drawn By.  
mcd

Scale.  
As Noted

Sheet Title  
Section Sheet

Sheet No.

S-1.20



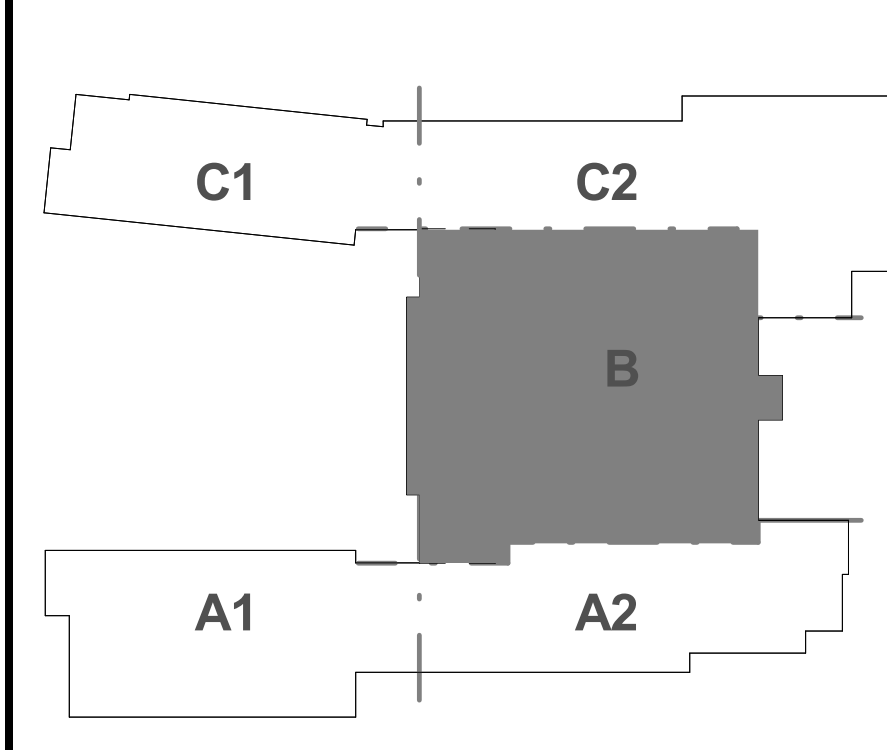
**GENERAL NOTES - FLOOR PLAN**

- 1) REFERENCE DRAWING A2.1 FOR GENERAL NOTES, LEGENDS AND ABBREVIATIONS
- 2) REFER TO DRAWING A2.1A FOR ROOM FINISH SCHEDULE

**KEYNOTE LIST**

055000.77	STEEL BOLLARDS
071100.01	DAMP PROOFING
071800.02	PAVEMENT MARKINGS
072100.03	FOUNDATION PERIMETER RIGID INSULATION
096466.07	ALUMINUM SADDLE THRESHOLD
116620.09	VOLLEYBALL NET FLOOR INSERT
126600.01	TELESCOPING BLEACHERS
129300.02	BICYCLE RACK

**KEYPLAN**



REVISIONS NO.	DATE	REMARKS	BY
1	09/09/16	BP - Addendum #3	
2	09/23/16	BP - Addendum #5	
3	09/29/16	BP - Addendum #6	



**HMFH ARCHITECTS**  
 100 Blake Allen Drive  
 Brookline, MA 02148  
 617.469.2700  
 @HMFHArch hmfh.com

**100% CONFORMED CONSTRUCTION SET**  
 November 01, 2016

**Edward Devotion School**  
 Brookline, MA  
**First Floor Plan - Part B**  
 SCALE: 1/8" = 1'-0"  
 DRAWN BY: AV  
 CHECKED BY: WJ/DC  
**A2.1b**  
 JOB NUMBER: 401213

11/02/2016 10:22:04 AM C:\Users\jgarcia\Documents\Projects\Edward Devotion School\A2.1b.dwg





Change Request CR117

To: Tony Guigli
Town of Brookline
3rd Floor, Town Hall 333 Washington Street
Brookline, MA 02445

Date:
Project #: 121526
Project: MSBA - Brookline Edward Devotion School

Description: PR #85 - Shadow Box at CW28 and Added Gyp Soffit

Table with 2 columns: Item Description, Amount. Rows include: Add shadow box at CW28 (\$1,750), Add gypsum soffit and fascia at Stair #5 per PR #85 (\$488), Fee (\$112), General Liability Insurance (\$22), Bond (\$16), Total: \$2,388

Type: Lump sum proposal
Schedule Impact: This change will add 0 day(s) to the contract completion date.
Overtime: Project OT Not Included and Required
Notes: Add shadow box at CW28 and provide gypsum soffit and fascia at Stair #5 per PR #85.

By:

Date:

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	8	<b>PCO DESC.</b>	PR #85 - add shadow box at upper light on CW28		
<b>PCO DATE:</b>	9/6/2017				
<b>SDC PCI NUMBER:</b>	CR117				

**FORMAT FOR SUBMISSION OF CHANGE ORDER**

**CHECK HERE IF SECOND-TIER SUB:**  (Submit separate form for Subcontractor and each Sub-subcontractor)

**NAME OF FIRM SUBMITTING CHANGE ORDER** Salem Glass Company

**1. LABOR: THIS SUBCONTRACTOR:**

Use only CM-Approved Rates as established per the Labor Rate Submission Form. Rates are inclusive of all overhead, profit, health, welfare, annuity and excess fringes. It is the Trade's responsibility to submit and maintain current Change Order Labor Rate Forms. All changes in previously approved rates shall be submitted for CM approval via an amended Labor Rate Submission Form prior to appearing on this sheet.

Trade	Classification	Regular Hours Worked	Overtime (1.5x) Hours Worked	Double Time (2x) Hours Worked	These values shall be taken from the Rate Approval Sheet, after its approval by the CM.			Fee Included in Hourly rate (from approval form)	Total Labor Cost
					Regular Time Rate (Cost/Hour)	Overtime Rate (Cost/Hour)	Double Time Rate (Cost/Hour)		
Carpenter	Foreman				\$ 99.62	\$ 35.35	\$ 70.70	\$ 7.57	\$ -
	Journeyman				\$ 95.42	\$ 33.25	\$ 66.50	\$ 7.27	\$ -
Glazier	Foreman	2.00		0.00	\$ 97.08	\$ 34.00	\$ 68.01	\$ 7.36	\$ 194.16
	Journeyman				\$ 92.88	\$ 31.90	\$ 63.81	\$ 7.06	\$ -
Ironworker	Foreman				\$ 99.55	\$ 34.19	\$ 68.38	\$ 7.63	\$ -
	Journeyman				\$ 95.35	\$ 32.09	\$ 64.18	\$ 7.33	\$ -

<b>TOTAL LABOR COST</b>	<b>\$ 194.16</b>
<b>1.a FEE (INCLUDED IN LABOR COST ABOVE)</b>	<b>\$ 14.72</b>

**2. MATERIALS: THIS SUBCONTRACTOR:**

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
Embury - Furnish (x1) Shadowbox panels and (x3) support clips.	1.00	Quote	\$ 1,410.00	\$ 1,410.00
Fasteners - #12-14 x 3/4" Phillips Drive Flat Head Zinc Finish #3 Point Steel Self-Drilling Screw	12.00	each	\$ 0.27	\$ 3.24
Fasteners - #12-14 x 3/4" Phillips Pan Head Zinc Finish #3 Point Steel Self-Drilling Screw	9.00	each	\$ 0.14	\$ 1.30
				\$ -
<b>TOTAL MATERIALS COST:</b>			<b>\$</b>	<b>1,414.54</b>

**3. EQUIPMENT: SUBCONTRACTOR:**

(For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
				\$ -
				\$ -
				\$ -
<b>TOTAL EQUIPMENT COST:</b>			<b>\$</b>	<b>-</b>

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	8	<b>PCO DESC.</b>	PR #85 - add shadow box at upper light on CW28		
<b>PCO DATE:</b>	9/6/2017				
<b>SDC PCI NUMBER:</b>	CR117				

**FORMAT FOR SUBMISSION OF CHANGE ORDER**

**CHECK HERE IF SECOND-TIER SUB:**  (Submit separate form for Subcontractor and each Sub-subcontractor)

**NAME OF FIRM SUBMITTING CHANGE ORDER** Salem Glass Company

**4. MISC. LUMP SUM SERVICES PROVIDED TO THIS SUBCONTRACTOR (POLICE DETAIL, UTILITIES, ETC.):**

Description of Miscellaneous Lump Sum Service - attach backup	Total
	\$ -
	\$ -
<b>TOTAL MISC. LUMP SUM SERVICES COST:</b>	<b>\$ -</b>

**5. SUBTOTAL COSTS FOR THIS SUBCONTRACTOR LINE ITEMS 2., 3., and 4. SUB TOTAL: \$ 1,414.54**

**6. OVERHEAD AND PROFIT OF THIS SUBCONTRACTOR LINE ITEM 5.: 10.00% x Line 5: \$ 141.45**  
 Subcontractor permitted 10% of actual total cost of Item 5.

**7. TOTAL OF LINES 1., 5., & 6. FOR THIS SUBCONTRACTOR: TOTAL COST OF WORK PERFORMED BY THIS SUBCONTRACTOR : \$ 1,750.16**

**8. TOTAL COST OF WORK PERFORMED BY LOWER-TIER SUBS - Total of line 11 costs for each attached Second-Tier form \$ -**

**9. OVERHEAD AND PROFIT FOR LOWER-TIER SUBCONTRACTOR WORK (Total of lines 1a and 6 for each Second-Tier form) x 0.5 \$ -**  
 The total of all Subcontractor and Lower-Tier Subcontractor markups may not exceed an aggregate 15% of Cost of Work, regardless of the number of tiers involved.

**10. ACTUAL PREMIUM PAID FOR BOND (enter approved rate as a percentage) 0.00% x ITEM 7: \$ -**

**11. TOTAL COST OF WORK DUE SUBCONTRACTOR, including bond cost \$ 1,750.16**

**NOTE:**  
 ALL change order proposals and invoices from the SUBCONTRACTORS must include a cover letter on company letterhead identifying the PCO number, a description of the scope of work and the total cost of the proposed change order.

# Change Order Request

Salem Glass Company  
 3 Technology Way, Salem, MA  
 Tel : (978) 744-5177  
 Fax: (978) 745-4036

Subcontract No.  
 SGC Project No: 7892  
 GC Project No:  
 Project Manager: Lee Witham



Design and Construction  
 on Avenue  
 A 02118

Project Name: Edward Devotion School  
 Project address: 345 Harvard Street  
 Brookline, MA 02445

Salem Glass hereby requests that the following changes in cost and schedule to the subcontract # 000000 between us and dated July xx, xxxx and governed by all the terms and conditions of the subcontract.

Contractors Ref #: PR #085

SGC CO No: 8

Changes

Add Shadow Box at upper light on CW28

- 
- 
- 
- 
- 

Change Costs

	Total
Material costs	\$1,556
Subcontractor costs	
Labor Costs - Straight Time	\$194
Labor Costs -Premium Time	
Labor Costs -Double Time	
Project Management, Drafting & Engineering Costs	
Equipment & Delivery Costs	
Bond Cost	
Tax	

<b>This Subcontract Revision Cost Total</b>	<b>\$1,750</b>	<b>Dollars</b>
<b>This Subcontract Revision Time Extension Total</b>	-	<b>Days</b>
<b>This Subcontract Revision Material Lead-time</b>	-	<b>Days</b>

*This Change Order constitutes complete agreement regarding compensation to Salem Glass Company for both the extension of time and additional cost for the above additional work. The amount of compensation is limited to the material and labor as described above. Salem Glass Company hereby acknowledges its responsibility for any deviation from the scope that generates an additional cost to Salem Glass Company.*

By: \_\_\_\_\_  
 (Duly Authorized)  
 \_\_\_\_\_  
 (Print Name) (Date)

By:   
 \_\_\_\_\_  
 (Print Name) (Date)  
 Lee Witham 6-Sep-17  
 (Print Name) (Date)

# CHANGE ORDER RECAP

## MATERIAL COSTS

<u>MATERIAL RECAP</u>			\$1,415	
	OVERHEAD	5.00%	\$71	
	PROFIT	5.00%	\$71	
	<b>TOTAL</b>		<b>\$1,556</b>	<b>\$1,556</b>

## SUBCONTRACTOR COSTS

<u>SUBCONTRACTOR QUOTE</u>				
	OVERHEAD & PROFIT	5.00%		
	<b>TOTAL</b>			

## LABOR COSTS

<u>STRAIGHT</u>	<u>M/H</u>	<u>\$ M/H</u>	<u>TOTAL</u>	
SHOP LABOR				
FIELD LABOR JOURNEYMAN	2.0	\$88.00	176.00	
FIELD LABOR FORMAN				
<u>PREMIUM</u>	<u>M/H</u>	<u>\$ M/H</u>	<u>TOTAL</u>	
SHOP LABOR				
FIELD LABOR JOURNEYMAN				
FIELD LABOR FORMAN				
<u>DOUBLE</u>	<u>M/H</u>	<u>\$ M/H</u>	<u>TOTAL</u>	
SHOP LABOR				
FIELD LABOR JOURNEYMAN				
FIELD LABOR FORMAN				
		<b>TOTAL</b>	<b>176.00</b>	
		OVERHEAD	5.00%	8.80
		PROFIT	5.00%	8.80
		<b>TOTAL</b>		<b>193.60</b>
				<b>\$194</b>

## PROJECT MANAGEMENT, DRAFTING & ENGINEERING COSTS

	<u>HOURS/ UNITS</u>	<u>\$ M/H</u>	<u>TOTAL</u>	
PROJECT MANAGEMENT		\$105		
DRAFTING		\$85		
OUTSIDE ENGINEERING				
		<b>TOTAL</b>		
		OVERHEAD	5.00%	
		PROFIT	5.00%	
		<b>TOTAL</b>		

## EQUIPMENT & DELIVERY COSTS

	<u># DEL</u>	<u>\$ DEL</u>	<u>TOTAL</u>	
MATERIAL DELIVERIES TO SITE		\$300		
FROM EQUIPMENT RECAP				
		<b>TOTAL</b>		
		OVERHEAD	5.00%	
		PROFIT	5.00%	
		<b>TOTAL</b>		

## TAX, BOND & OTHER

	Tax			
	Bond			
		<b>TOTAL</b>		<b>\$1,750</b>

## Lee Witham

---

**From:** Mike Laramée <Mike@emburyco.com>  
**Sent:** Wednesday, September 06, 2017 1:47 PM  
**To:** Lee Witham  
**Subject:** RE: 7892 Devotion School ... [100] FE124

Hi Lee

I am pleased to submit a price for the attached 4 pieces in 1/8" to be painted UC122569 Duranar Solitary Slate.

Lot price \$1410.00  
F.O.B your plant

*Thank you*

*Mike Laramée*

*Sales/Estimating Manager*

*Embury Company*

*Office: 905-293-9900 ext 232*

*Cell: 416-319-8181*

*Email: [mike@kastnermetals.com](mailto:mike@kastnermetals.com)*

*Website: [www.kastnermetals.com](http://www.kastnermetals.com)*

---

**From:** Lee Witham [<mailto:lwitham@salemglass.com>]  
**Sent:** Friday, August 18, 2017 3:07 PM  
**To:** Mike Laramée  
**Subject:** FW: 7892 Devotion School ... [100] FE124

Mike,

Ref: PO #30276

Is it possible to add the attached to the order you are currently producing for us? PO #30276

Please let me know if there are questions on any of this.

**Regards,**  
Lee



**LEE J. WITHAM**  
Salem Glass Company  
3 Technology Way  
Salem, MA 01970

Phone: (978) 744-5177 ext 229  
Fax: (978) 745-4036  
E-Mail: [lwitham@salemglass.com](mailto:lwitham@salemglass.com)







<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO-67	<b>PCO DESC.</b>	PR #85 - provide gypsum soffit and fascia at Stair #5 per SKA 376.		
<b>PCO DATE:</b>	9/11/2017				
<b>SDC PCI NUMBER:</b>	CR117				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>	<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>			
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>	TJ McCartney, Inc.				

**1. LABOR: THIS SUBCONTRACTOR:**

Use only CM-Approved Rates as established per the Labor Rate Submission Form. Rates are inclusive of all overhead, profit, health, welfare, annuity and excess fringes. It is the Trade's responsibility to submit and maintain current Change Order Labor Rate Forms. All changes in previously approved rates shall be submitted for CM approval via an amended Labor Rate Submission Form prior to appearing on this sheet.

Trade	Classification	Regular Hours Worked	Overtime (1.5x) Hours Worked	Double Time (2x) Hours Worked	These values shall be taken from the Rate Approval Sheet, after its approval by the CM.			Fee Included in Hourly rate (from approval form)	Total Labor Cost
					Regular Time Rate (Cost/Hour)	Overtime Rate (Cost/Hour)	Double Time Rate (Cost/Hour)		
Carpenter	Foreman	0.00	0.00	0.00	\$ 106.31	\$ 37.37	\$ 74.74	\$ 7.88	\$ -
Carpenter	Journeyman	3.00	0.00	0.00	\$ 99.08	\$ 33.87	\$ 67.74	\$ 7.38	\$ 297.24
Taper	Foreman	0.00	0.00	0.00	\$ 101.69	\$ 34.97	\$ 69.93	\$ 7.53	\$ -
Taper	Journeyman	1.50	0.00	0.00	\$ 97.35	\$ 32.87	\$ 65.73	\$ 7.23	\$ 146.03
Laborer	Foreman	0.00	0.00	0.00	\$ 82.48	\$ 28.31	\$ 56.62	\$ 6.11	\$ -
Laborer	Journeyman	0.00	0.00	0.00	\$ 79.59	\$ 26.91	\$ 53.82	\$ 5.91	\$ -

<b>TOTAL LABOR COST</b>	<b>\$ 443.27</b>
<b>1.a FEE (INCLUDED IN LABOR COST ABOVE)</b>	<b>\$ 32.99</b>

**2. MATERIALS: THIS SUBCONTRACTOR:**

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
See attached back-up	1.00	LS	\$40.68	\$ 40.68
				\$ -
				\$ -
<b>TOTAL MATERIALS COST:</b>				<b>\$ 40.68</b>

**3. EQUIPMENT: SUBCONTRACTOR:**

(For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
				\$ -
				\$ -
				\$ -
<b>TOTAL EQUIPMENT COST:</b>				<b>\$ -</b>

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO-67	<b>PCO DESC.</b>	PR #85 - provide gypsum soffit and fascia at Stair #5 per SKA 376.		
<b>PCO DATE:</b>	9/11/2017				
<b>SDC PCI NUMBER:</b>	CR117				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>	<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>			
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>	TJ McCartney, Inc.				

**4. MISC. LUMP SUM SERVICES PROVIDED TO THIS SUBCONTRACTOR (POLICE DETAIL, UTILITIES, ETC.):**

Description of Miscellaneous Lump Sum Service - attach backup	Total
	\$ -
	\$ -
	\$ -
<b>TOTAL MISC. LUMP SUM SERVICES COST:</b>	<b>\$ -</b>

**5. SUBTOTAL COSTS FOR THIS SUBCONTRACTOR LINE ITEMS 2., 3., and 4.** **SUB TOTAL:** \$ **40.68**

**6. OVERHEAD AND PROFIT OF THIS SUBCONTRACTOR LINE ITEM 5.:**  x Line 5: \$ **4.07**

Subcontractor permitted 10% of actual total cost of Item 5.

**7. TOTAL OF LINES 1., 5., & 6. FOR THIS SUBCONTRACTOR:** **TOTAL COST OF WORK PERFORMED BY THIS SUBCONTRACTOR:** \$ **488.01**

**8. TOTAL COST OF WORK PERFORMED BY LOWER-TIER SUBS -** Total of line 11 costs for each attached Second-Tier form

**9. OVERHEAD AND PROFIT FOR LOWER-TIER SUBCONTRACTOR WORK** (Total of lines 1a and 6 for each Second-Tier form) x 0.5

The total of all Subcontractor and Lower-Tier Subcontractor markups may not exceed an aggregate 15% of Cost of Work, regardless of the number of tiers involved.

**10. ACTUAL PREMIUM PAID FOR BOND** (enter approved rate as a percentage)  x ITEM 7: \$ -

**11. TOTAL COST OF WORK DUE SUBCONTRACTOR, including bond cost** **\$ **488.01****

**NOTE:**  
**ALL change order proposals and invoices from the SUBCONTRACTORS must include a cover letter on company letterhead identifying the PCO number, a description of the scope of work and the total cost of the proposed change order.**

**T. J. McCARTNEY, INC.**  
**3 Capitol Street**  
**Nashua, N.H. 03063**  
**(603) 889-6380**

**CONTRACT ADJUSTMENT ORDER**

**TO:** Shawmut Design And Construction  
 560 Harrison Ave  
 Boston, MA 02118

**DATE:** 9/11/2017  
**PROJECT:** Edward Devotion  
**TJM JOB NO:** 17-06  
**TJM C.O. NO:** 67  
**Slip #**

Attn: Jonathan Hirst

**DESCRIPTION OF ADDITIONAL WORK**

**This PCO is for PR 085 - Shawdow Box**  
**This PCO adds a steel stud and drywall soffit above CW 28.**

Qty	Material Description	Unit Price	Extension
48 LF	Interior studs/track	\$ 0.49	\$ 23.52
32 SF	Drywall	\$ 0.38	\$ 12.16
1 EA	Tapoing Material	\$ 5.00	\$ 5.00
Total Material			\$ 40.68

**Equipment**

Mat + Lift Sub T	\$ 40.68
Sales Tax	
OH & P	\$ 4.07
<b>Mat/Lift total</b>	<b>\$ 44.75</b>

**LABOR:**

REG	SAT	SUN		REG	T-1/2	DBL		
			Carpenter Foreman	106.29	143.66	181.03	\$ -	
3			Carpenter	99.08	132.95	166.82	\$ 297.24	
			Taper Foreman	101.69	136.66	171.62	\$ -	
1.5			Taper	97.35	97.37	130.22	\$ 146.06 146.03	
			Labor Foreman	82.48	110.79	139.10	\$ -	
0			Labor	79.59	106.50	133.41	\$ -	
4.5	0	0	Total hours	4.5				
							<b>Labor</b>	<b>\$ 443.30 443.27</b>
							<b>Material</b>	<b>\$ 44.75</b>
							<b>Total</b>	<b>\$ 488.04 488.01</b>

0

*Phil Kowalski*

Phil Kowalski  
 Project Manager



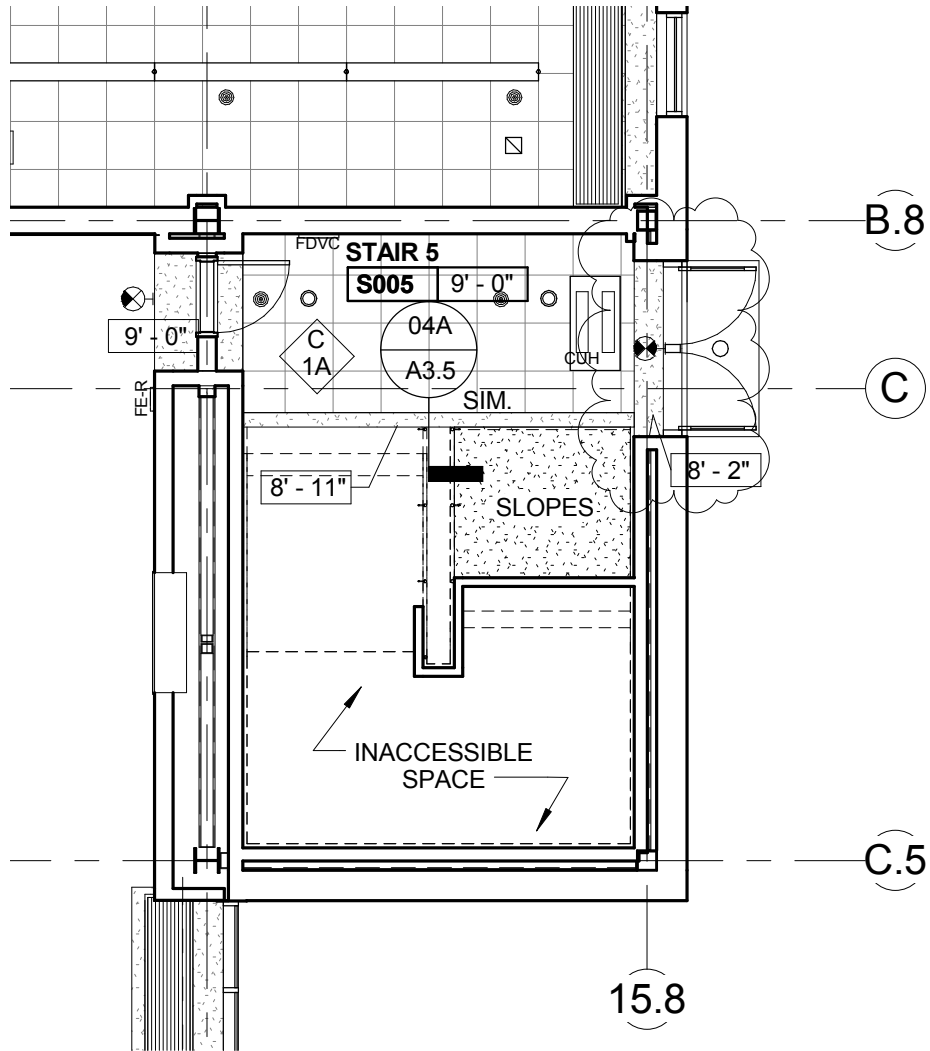
<b>Proposal Request (PR)</b>		NO: <b>085</b>
Date of Issuance:	Aug 24, 2017	

<b>Project:</b>	Edward Devotion School	<b>Contract For:</b>	Additions/Renovations
<b>Address:</b>	345 Harvard Street, Brookline, MA 02446	<b>Contract Date:</b>	June 23, 2015
<b>Owner:</b>	Town of Brookline		
<b>Address:</b>	333 Washington Street, Brookline, MA 02445	<b>Project ID:</b>	401213
<b>From:</b>	HMFH Architects	<b>To:</b>	Shawmut Design and Constr
<b>Address:</b>	130 Bishop Allen Drive, Cambridge, MA 02139	<b>Address:</b>	Boston, MA

<b>Proposal Request Description:</b>
Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein.
<b>THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.</b>
<p>Curtain wall:</p> <ul style="list-style-type: none"> <li>- Add Shadow Box at upper light on CW 28. SEE SKA-377</li> <li>Ceiling Modifications SEE SKA-376</li> <li>- Provide Gyp soffit and fascia</li> </ul>

<b>Attachments:</b>	(X) SKA-001	
<b>Distribution:</b>	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor – Shawmut Design and Construction
	<input type="checkbox"/> Consultant – Consultant	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)
	<input type="checkbox"/> Consultant – Consultant	<input type="checkbox"/> Other – Other

<b>Report By:</b>	James Liebman
<b>Reviewed By:</b>	James Liebman



**FIRST FLOOR RCP - PART C2** (2)  
 1/8" = 1'-0"

PR #85

**HMFH ARCHITECTS**

130 Bishop Allen Drive  
 Cambridge, MA 02139  
 617 492 2200  
 @HMFHarch hmfh.com



**Edward Devotion School**

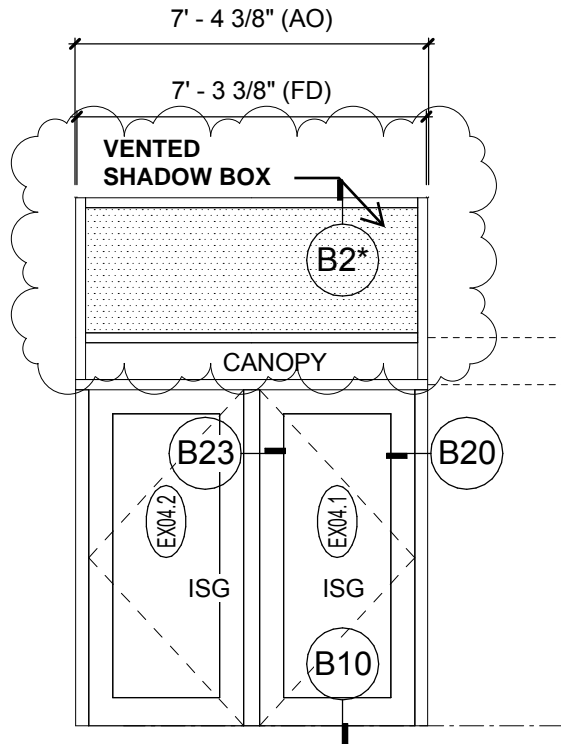
Brookline, MA  
 Revision to A3.1c  
 RCP at Stair 5  
 Added Gyp Soffit

SCALE: 1/8" = 1'-0" DATE: 08/26/2016 DRAWN: JAD CHECKED: VV

DRAWING NUMBER

**SKA**  
**376**

JOB NUMBER 401213



CW  
28

PR #85

**HMFH ARCHITECTS**

130 Bishop Allen Drive  
Cambridge, MA 02139  
617 492 2200  
@HMFHarch hmfh.com

**HM  
FH**

**Edward Devotion School**

Brookline, MA  
Revision to A7.4  
Revision to CW28  
Added Shadow Box

SCALE: 1/8" = 1'-0"    DATE: 08/26/2016    DRAWN: JAD    CHECKED: VV

DRAWING NUMBER

**SKA  
377**

JOB NUMBER 401213



Change Request CR131

To: Tony Guigli
Town of Brookline
3rd Floor, Town Hall 333 Washington Street
Brookline, MA 02445

Date:
Project #: 121526
Project: MSBA - Brookline Edward Devotion School

Description: Replacement of Bird Screens at Cupola per HMFH Field Report

Table with 2 columns: Item Description, Amount. Rows include: Furnish and Installation of New Bird Screen to Replace Existing Damaged Screens at Cupola Louvers per HMFH Field Report 052 Item#018-008 (\$906), Fee (\$45), General Liability Insurance (\$9), Bond (\$6), Total (\$966).

Type: Lump sum proposal
Schedule Impact: This change will add TBD day(s) to the contract completion date.
Overtime: Project Overtime TBD

Notes:
Furnish and Installation of New Bird Screen to Replace Existing Damaged Screens at Cupola Louvers per HMFH Field Report 052 Item#018-008. FWD0288

By:

Date:

HMFH - No comments

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	CR014	<b>PCO DESC.</b>	Furnish and Installation of New Bird Screen to Replace Existing Damaged Screens at Cupola Louvers per HMFH Field Report 052 Item#018-008. FWD0288		
<b>PCO DATE:</b>	7/28/2017				
<b>SDC PCI NUMBER:</b>	CR131				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>	<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>			
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>	Starlite Building Services				

**1. LABOR: THIS SUBCONTRACTOR:**

Use only CM-Approved Rates as established per the Labor Rate Submission Form. Rates are inclusive of all overhead, profit, health, welfare, annuity and excess fringes. It is the Trade's responsibility to submit and maintain current Change Order Labor Rate Forms. All changes in previously approved rates shall be submitted for CM approval via an amended Labor Rate Submission Form prior to appearing on this sheet.

Trade	Classification	Regular Hours Worked	Overtime (1.5x) Hours Worked	Double Time (2x) Hours Worked	These values shall be taken from the Rate Approval Sheet, after its approval by the CM.			Fee Included in Hourly rate (from approval form)	Total Labor Cost
					Regular Time Rate (Cost/Hour)	Overtime Rate (Cost/Hour)	Double Time Rate (Cost/Hour)		
Carpenter	Foreman	2.00	0.00	0.00	\$ 106.55	\$ 35.35	\$ 70.70	\$ 7.57	\$ 213.10
Carpenter	Journeyman	2.00	0.00	0.00	\$ 96.94	\$ 33.25	\$ 66.50	\$ 7.27	\$ 193.88
Carpenter	Apprentice	2.00	0.00	0.00	\$ 88.03	\$ 29.97	\$ 59.95	\$ 6.65	\$ 176.06
Labor	Foreman	3.00	0.00	0.00	\$ 83.43	\$ 27.23	\$ 54.47	\$ 5.91	\$ 250.29
Labor	Laborer		0.00	0.00	\$ 77.83	\$ 26.53	\$ 53.07	\$ 5.81	\$ -

**TOTAL LABOR COST**      \$      **833.33**

**1.a FEE (INCLUDED IN LABOR COST ABOVE)**      \$      **47.41**

**2. MATERIALS: THIS SUBCONTRACTOR:**

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
See Attached Backup	1.00	LS	\$ 65.94	\$ 65.94
				\$ -
				\$ -

**TOTAL MATERIALS COST:**      \$      **65.94**



<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	CR014	<b>PCO DESC.</b>	Furnish and Installation of New Bird Screen to Replace Existing Damaged Screens at Cupola Louvers per HMFH Field Report 052 Item#018-008. FWD0288		
<b>PCO DATE:</b>	7/28/2017				
<b>SDC PCI NUMBER:</b>	CR131				

**FORMAT FOR SUBMISSION OF CHANGE ORDER**

**CHECK HERE IF SECOND-TIER SUB:**  **(Submit separate form for Subcontractor and each Sub-subcontractor)**

**NAME OF FIRM SUBMITTING CHANGE ORDER** Starlite Building Services

**3. EQUIPMENT: SUBCONTRACTOR:** (For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
				\$ -
				\$ -
<b>TOTAL EQUIPMENT COST:</b>				<b>\$ -</b>

**4. MISC. LUMP SUM SERVICES PROVIDED TO THIS SUBCONTRACTOR (POLICE DETAIL, UTILITIES, ETC.):**

Description of Miscellaneous Lump Sum Service - attach backup	Total
	\$ -
	\$ -
<b>TOTAL MISC. LUMP SUM SERVICES COST:</b>	
	<b>\$ -</b>

**5. SUBTOTAL COSTS FOR THIS SUBCONTRACTOR LINE ITEMS 2., 3., and 4.**

**SUB TOTAL:** **\$ 65.94**

**6. OVERHEAD AND PROFIT OF THIS SUBCONTRACTOR LINE ITEM 5.:**

Subcontractor permitted 10% of actual total cost of Item 5.

**10.00%** x Line 5: **\$ 6.59**

**7. TOTAL OF LINES 1., 5., & 6. FOR THIS SUBCONTRACTOR:**

**TOTAL COST OF WORK PERFORMED BY THIS SUBCONTRACTOR :** **\$ 905.86**

**8. TOTAL COST OF WORK PERFORMED BY LOWER-TIER SUBS -**

Total of line 11 costs for each attached Second-Tier form

**9. OVERHEAD AND PROFIT FOR LOWER-TIER SUBCONTRACTOR WORK**

The total of all Subcontractor and Lower-Tier Subcontractor markups may not exceed an aggregate 15% of Cost of Work, regardless of the number of tiers involved.

(Total of lines 1a and 6 for each Second-Tier form) x 0.5

**10. ACTUAL PREMIUM PAID FOR BOND**

(enter approved rate as a percentage) **0.00%** x ITEM 7: **\$ -**

**11. TOTAL COST OF WORK DUE SUBCONTRACTOR, including bond cost**

**\$ 905.86**

**NOTE:**

ALL change order proposals and invoices from the SUBCONTRACTORS must include a cover letter on company letterhead identifying the PCO number, a description of the scope of work and the total cost of the proposed change order.



**Change Request CR014**

**To:** \_\_\_\_\_ **Date:** August 10, 2017  
**Project #:** 161602  
**Project:** MSBA - Brookline Edward Devotion School

**Description:** Replace Bird Screens at Cupola

<b>Item Description</b>	<b>Amount</b>
FWD#0288	<del>870.37</del> 833.33
Slip #2910 7/25/17: furnish and install new bird screens to replace existing screens at cupola louvers.	
12-carpenter foremen @ 2hrs ea = <del>4 hrs total</del> 2 hrs total	
1-carpenter apprentice @ 2hrs	
1-labor foreman @ 3hrs	
1-carpenter journeyman @ 2hrs	
Materials (see attached backup)	65.94
10% OH&P on materials	6.59
<b>Total:</b>	<del>942.90</del> 905.86

**Type:** Actual cost incurred for T&M work  
**Schedule Impact:** This change will add 0 day(s) to the contract completion date.  
**Overtime:** Project OT Not Required

**Notes:**  
 Worker names on CR breakdown page



**By:** Andrew Goemaat, Starlite Building Services **Date:** 8/10/17

**SHAWMUT**

Design and Construction

shawmut.com

**FIELD WORK DIRECTIVE**

Shawmut Design and Construction

560 Harrison Avenue Suite 200

Boston, MA 02118

Tel: (617) 622-7000 Fax: (617) 622-7001

FIELD WORK DIRECTIVE

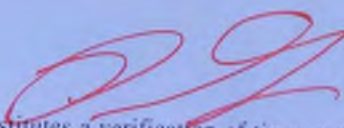
NO. FWD0288

**PROJECT NAME:** MSBA - Brookline Edward  
Devotion School**PROJECT #:** 121526**WORK PERFORMED BY:****NAME:** Starlite Building Services Inc.**DATE:** 07/28/2017**JOB NAME:** MSBA - Brookline Edward  
Devotion School**ADDRESS:** 420 E Street  
South Boston, MA 02127**JOB #:** 121526**SUB SLIP #** 2910**PCT #**

YOU ARE HEREBY AUTHORIZED TO PROCEED WITH THE FOLLOWING SPECIFICALLY DESCRIBED WORK:

Starlite - extra work in cupola

Starlite - extra work in cupola (see attached)



This Field Work Directive constitutes a verification of time spent by the subcontractor to perform the work. It does not constitute a change under the Subcontract, and shall not be deemed an acceptance by the Contractor of any deviation from the project schedule or subcontract.

# MSBA - Devotion School

8/10/2017

## CR014 - Replace Bird Screens at Cupola

FWD#0288

Slip #2910 - 7/25/17: Furnish and install new bird screen to replace existing damaged screens at cupola louvers. Includes time inspecting cupola structure for rot or damage and for laborer moving equipment and materials for this work.

2-carpenter foremen @ 2hrs ea (Alan Gagnon, Walter Bellew)

1-carpenter apprentice @ 2hrs (Steve Gagnon)

1-labor foreman @ 3hrs (Dan Roaf)

<u>MANPOWER</u>	<u>HOURS</u>		<u>RATE</u>	<u>TOTAL</u>
Carpenter Foreman	<del>2</del> 4	EA	\$106.55	\$ <del>213.10</del> 426.20
Carpenter <del>Apprentice</del> Journeyman	2	EA	\$96.94	\$ 193.88
Labor Foreman	3	EA	\$83.43	\$ 250.29
Carpenter Apprentice	<del>2</del> 0	EA	\$88.03	\$ <del>176.06</del>
<u>MATERIALS</u>	<u>QTY</u>		<u>RATE</u>	<u>TOTAL</u>
Aubuchon Hardware Receipt	1	EA	\$65.94	\$ 65.94

Labor rates include 10% OH&P. 10% OH&P applied to material costs below. See attached receipt for new bird screen materials.

Manpower	\$	<del>870.37</del>	833.33
Material	\$	65.94	
<b>SUBTOTAL</b>	<b>\$</b>	<del>936.31</del>	<b>899.27</b>
10% OH&P Mats.	\$	6.59	
<b>TOTAL</b>	<b>\$</b>	<del>942.90</del>	<b>905.86</b>

\_\_\_\_\_  
Andrew Goemaat

# WORK AUTHORIZATION

Starlite Construction

420 E Street

South Boston, MA 02127

Tel: 617-622-7000 Fax: 617-622-7001

WORK AUTHORIZATION

No 2910

WORK PERFORMED  FOR  BY (CIRCLE ONE):

NAME SHAWMUT AT DEVOTION SCHOOL

STREET 1913 BLDG

CITY/STATE/ZIP BROOKLINE, MA

DATE 7/28/17

JOB NAME DEVOTION SCHOOL

JOB NUMBER \_\_\_\_\_

YOU ARE HEREBY AUTHORIZED TO PROCEED WITH THE FOLLOWING SPECIFICALLY DESCRIBED WORK:

## CUPOLA EXTRA WORK

(Work performed on 7/25/17)

- ACQUIRE & INSTALL NEW BIRD SCREENS
- SAFELY CLIMB AND INSPECT UPPER STRUCTURE AT VISIBLE WATER DAMAGE (BUILD UP)

1 CARPENTER FOREMAN	2 HRS
1 CARPENTER	2 HRS
1 CARP APP	2 HRS
1 LABORER	3 HRS

NOTE ACCESS DIFFICULTY MOVING EQUIPT. & MATERIALS UP & BACK.

THE ACTUAL / ESTIMATED (CIRCLE ONE) COST OF THIS WORK IS: \$ \_\_\_\_\_

AUTHORIZED BY \_\_\_\_\_

Starlite Construction

ACCEPTED BY [Signature]

ON BEHALF OF \_\_\_\_\_

DATE 07/28/17

# AUBUCHON HARDWARE

AUBUCHON HARDWARE 065

Benjamin Moore Paints  
Littleton, MA 01460  
(978) 486-4400 - 065@aubuchon.com  
Manager: John M. Bairos

\*\*\*\*\*  
Monday-Friday 7:30-7:00  
Sat 7:30-6:00 Sun 8:00-5:00  
\*\*\*\*\*

James K  
Normal Sale

ACCOUNT 321345	
STAPLE,CABLE,INSU,1/ 780227719816	4.99 tx
STAPLE,CABLE,INSU,1/ 780227719816	4.99 tx
CLOTH,HDW,3'X5',1/2" 4@13.99 651082923659	55.96 tx
<b>SUBTOTAL</b>	<b>65.94</b>
TAX 42 6.25%	4.12
TOTAL	70.06
MASTERCARD 8850 034782 S	70.06
Ref #: 00204902002663	

GO Reward Point Total: 180  
70 Points away from your next reward!  
Earn 1 Point for Every \$1 you spend

FREE Ship-to-Store on all 80,000  
items on HardwareStore.com!



0 0 0 6 5 0 0 2 0 4 9 0 2 0 7 2 4 1 7



item: 018-008

**49 – Issues to be Resolved**

closed:  remarks: 1913 Building Attic - Cupola Framing

follow-up: It appears as though there is water damage at the now-exposed cupola framing. HMFH and FBRA will review at their next site visit to determine if any corrective action is required.  
Update 06/06/2017: Refer to FBRA's field report regarding damaged cupola rafters. Damaged bird screen in cupola will also need to be replaced.  
Update 07/18/2017: SDC and Starlight discussed ordering materials and completing deficiency.

reference:





Change Request CR136

To: Tony Guigli
Town of Brookline
3rd Floor, Town Hall 333 Washington Street
Brookline, MA 02445

Date:
Project #: 121526
Project: MSBA - Brookline Edward Devotion School

Description: RFI #368 - Added Wall in MDF 109

Table with 2 columns: Item Description, Amount. Rows include FWD0319 - TJM - added wall as per RFI 368 upper 1st flr 1913 MDF room (\$2,281), Fee (\$114), General Liability Insurance (\$23), Bond (\$16), and Total (\$2,434).

Type: Lump sum proposal
Schedule Impact: This change will add TBD day(s) to the contract completion date.
Overtime: Project Overtime TBD
Notes: Added wall type 19A in MDF 109 per RFI #368. The north wall in MDF 109 was not identified on the contract drawings.

By: Date:

HMFH - NO COMMENTS - LATENT CONDITION



<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO #52	<b>PCO DESC.</b>	Add wall type 19A to north wall in MDF 109 per RFI #368.		
<b>PCO DATE:</b>	8/30/2017				
<b>SDC PCI NUMBER:</b>	CR136				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>	<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>			
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>	TJ McCartney, Inc.				

**1. LABOR: THIS SUBCONTRACTOR:**

Use only CM-Approved Rates as established per the Labor Rate Submission Form. Rates are inclusive of all overhead, profit, health, welfare, annuity and excess fringes. It is the Trade's responsibility to submit and maintain current Change Order Labor Rate Forms. All changes in previously approved rates shall be submitted for CM approval via an amended Labor Rate Submission Form prior to appearing on this sheet.

Trade	Classification	Regular Hours Worked	Overtime (1.5x) Hours Worked	Double Time (2x) Hours Worked	These values shall be taken from the Rate Approval Sheet, after its approval by the CM.			Fee Included in Hourly rate (from approval form)	Total Labor Cost
					Regular Time Rate (Cost/Hour)	Overtime Rate (Cost/Hour)	Double Time Rate (Cost/Hour)		
Carpenter	Foreman	2.00	0.00	0.00	\$ 104.78	\$ 36.75	\$ 73.50	\$ 7.77	\$ 209.56
Carpenter	Journeyman	16.00	0.00	0.00	\$ 97.54	\$ 33.25	\$ 66.50	\$ 7.27	\$ 1,560.64
Taper	Journeyman	2.00	0.00	0.00	\$ 95.93	\$ 32.39	\$ 64.79	\$ 7.13	\$ 191.86
Laborer	Foreman	2.00	0.00	0.00	\$ 81.21	\$ 27.93	\$ 55.87	\$ 6.01	\$ 162.42
Laborer	Journeyman	2.00	0.00	0.00	\$ 78.32	\$ 26.53	\$ 53.07	\$ 5.81	\$ 156.64

<b>TOTAL LABOR COST</b>	<b>\$ 2,281.12</b>
<b>1.a FEE (INCLUDED IN LABOR COST ABOVE)</b>	<b>\$ 169.76</b>

**2. MATERIALS: THIS SUBCONTRACTOR:**

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
				\$ -
				\$ -
				\$ -
<b>TOTAL MATERIALS COST:</b>				<b>\$ -</b>

**3. EQUIPMENT: SUBCONTRACTOR:** (For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
				\$ -
				\$ -
				\$ -
<b>TOTAL EQUIPMENT COST:</b>				<b>\$ -</b>

<b>PROJECT NAME</b>	Edward Devotion School	<b>PROJECT NO.</b>	121526	<b>CONSTR. MGR</b>	Shawmut Design & Construction
<b>SUB'S PCO #:</b>	PCO #52	<b>PCO DESC.</b>	Add wall type 19A to north wall in MDF 109 per RFI #368.		
<b>PCO DATE:</b>	8/30/2017				
<b>SDC PCI NUMBER:</b>	CR136				
<b>FORMAT FOR SUBMISSION OF CHANGE ORDER</b>					
<b>CHECK HERE IF SECOND-TIER SUB:</b>	<input type="checkbox"/>	<b>(Submit separate form for Subcontractor and each Sub-subcontractor)</b>			
<b>NAME OF FIRM SUBMITTING CHANGE ORDER</b>	TJ McCartney, Inc.				

**4. MISC. LUMP SUM SERVICES PROVIDED TO THIS SUBCONTRACTOR (POLICE DETAIL, UTILITIES, ETC.):**

Description of Miscellaneous Lump Sum Service - attach backup	Total
	\$ -
<b>TOTAL MISC. LUMP SUM SERVICES COST:</b>	<b>\$ -</b>

**5. SUBTOTAL COSTS FOR THIS SUBCONTRACTOR LINE ITEMS 2., 3., and 4.** **SUB TOTAL:** \$ -

**6. OVERHEAD AND PROFIT OF THIS SUBCONTRACTOR LINE ITEM 5.:**  x Line 5: \$ -  
 Subcontractor permitted 10% of actual total cost of Item 5.

**7. TOTAL OF LINES 1., 5., & 6. FOR THIS SUBCONTRACTOR:** **TOTAL COST OF WORK PERFORMED BY THIS SUBCONTRACTOR:** \$ 2,281.12

**8. TOTAL COST OF WORK PERFORMED BY LOWER-TIER SUBS -** Total of line 11 costs for each attached Second-Tier form

**9. OVERHEAD AND PROFIT FOR LOWER-TIER SUBCONTRACTOR WORK** (Total of lines 1a and 6 for each Second-Tier form) x 0.5   
 The total of all Subcontractor and Lower-Tier Subcontractor markups may not exceed an aggregate 15% of Cost of Work, regardless of the number of tiers involved.

**10. ACTUAL PREMIUM PAID FOR BOND** (enter approved rate as a percentage)  x ITEM 7: \$ -

**11. TOTAL COST OF WORK DUE SUBCONTRACTOR, including bond cost** **\$ 2,281.12**

**NOTE:**  
 ALL change order proposals and invoices from the SUBCONTRACTORS must include a cover letter on company letterhead identifying the PCO number, a description of the scope of work and the total cost of the proposed change order.

**T. J. McCARTNEY, INC.**  
**3 Capitol Street**  
**Nashua, N.H. 03063**  
**(603) 889-6380**

**CONTRACT ADJUSTMENT ORDER**

**TO:** Shawmut Design And Construction  
560 Harrison Ave  
Boston, MA 02118

**DATE:** 8/30/2017  
**PROJECT:** Edward Devotion  
**TJM JOB NO:** 17-06  
**TJM C.O. NO:** 52

Attn: Jonathan Hirst

**Slip # 47**

**DESCRIPTION OF ADDITIONAL WORK**

**FWD0319**

See attached.

Please see slips attached for hours

Qty Material Description	Unit Price	Extension
<b>Equipment</b>		
Total Material		\$ -
Mat + Lift Sub T		\$ -
Sales Tax		
OH & P		\$ -
<b>Mat/Lift total</b>		<b>\$ -</b>

**LABOR:**

REG	SAT	SUN	Description	REG	T-1/2	DBL	Total	
2			Carpenter Foreman	104.78	141.53	178.28	\$ 209.56	
16			Carpenter	97.54	130.80	164.05	\$ 1,560.64	
			Taper Foreman	100.27	134.76	169.26	\$ -	
2			Taper	95.93	128.32	160.72	\$ 191.86	
2			Labor Foreman	81.21	109.14	137.08	\$ 162.42	
2			Labor	78.32	104.85	131.39	\$ 156.64	
24	0	0	Total hours	24				
							<b>Labor</b>	<b>\$ 2,281.12</b>
							<b>Material</b>	<b>\$ -</b>
							<b>Total</b>	<b>\$ 2,281.12</b>

*Phil Kowalski*

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Phil Kowalski  
Project Manager



# FIELD WORK DIRECTIVE

Shawmut Design and Construction  
560 Harrison Avenue Suite 200  
Boston, MA 02118  
Tel: (617) 622-7000 Fax: (617) 622-7001

FIELD WORK DIRECTIVE  
NO. FWD0319

**PROJECT NAME:** MSBA - Brookline Edward  
Devotion School

**PROJECT #:** 121526

**WORK PERFORMED BY:**

**NAME:** T.J. McCartney

**DATE:** 08/18/2017

**JOB NAME:** MSBA - Brookline Edward  
Devotion School

**ADDRESS:** 3 Capitol Street  
Suite 1  
Nashua, NH 03063

**JOB #:** 121526

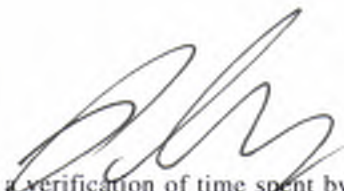
**SUB SLIP #** 047

**PCI #**

YOU ARE HEREBY AUTHORIZED TO PROCEED WITH THE FOLLOWING SPECIFICALLY DESCRIBED WORK:

TJM - added wall as per RFI 358 upper 1st flr 1913 MDF room

TJM - added wall as per RFI 358 upper 1st flr 1913 MDF room



This Field Work Directive constitutes verification of time spent by the subcontractor to perform the work. It does not constitute a change under the Subcontract, and shall not be deemed an acceptance by the Contractor of any adjustment to the project schedule or subcontract sum if this scope is included within the executed subcontract.

# EXTRA WORK ORDERS

No. \_\_\_\_\_ - 047

T.J. McCARTNEY, INC.

3 Capitol St., Suite #1

Nashua, NH 03063

603-889-6380

Date: 8-18-17Job Name: EDWARD DevotionJob #: 2017-DCDescription of Work: Frame Sheetrock and Tape North wall  
in MPF 109. (19A wall type) Directed byShawmut to do this work on TrayAlso Re-install Plywood

Qty.	Material Description	Unit Price	Extension

**NO WORK IS TO BE PERFORMED  
WITHOUT AUTHORIZATION**

Total Material \_\_\_\_\_

Lift / Staging \_\_\_\_\_

Tax \_\_\_\_\_

Delivery / Truck \_\_\_\_\_

**Material Total** \_\_\_\_\_

## LABOR:

Regular	Overtime		RATE:	Regular	Overtime
<u>2</u>		Hours Carp. Foreman			
<u>16</u>		Hours Carpenter			
		Hours Taper Foreman			
<u>2</u>		Hours Taper			
<u>2</u>		Hours Laborer Foreman			
<u>2</u>		Hours Laborer			

Job Foreman: 

G. C. Reference #: \_\_\_\_\_

G. C. Authorization: 

Total Labor \_\_\_\_\_

Total Material \_\_\_\_\_

Bond Cost \_\_\_\_\_

**GRAND TOTAL** \_\_\_\_\_

WHITE: Office / YELLOW: Foreman / PINK: General Contractor



# Architect's RFI Response Memorandum

NO:  
368

Date of Issuance: June 28, 2017

Project:	Edward Devotion School	Contract For:	Additions/Renovations
Address:	345 Harvard Street, Brookline, MA 02446	Contract Date:	June 23, 2015
Owner:	Town of Brookline		
Address:	333 Washington Street, Brookline, MA 02445	Project ID:	401213
From:	HMFH Architects	To:	Shawmut Design and Constr
Address:	130 Bishop Allen Drive, Cambridge, MA 02139	Address:	Boston, MA

## Architect's Response:

Refer to attached response from HMFH.

Attachments:	(2) RFI#368	
Distribution:	<input checked="" type="checkbox"/> Owner – Town of Brookline	<input checked="" type="checkbox"/> Architect – HMFH Architects
	<input checked="" type="checkbox"/> OPM – Tony Guigli (Town of Brookline)	<input checked="" type="checkbox"/> Contractor – Shawmut Design and Construction
	<input type="checkbox"/> Consultant –	<input checked="" type="checkbox"/> Field – Russ Hoogasian (Town of Brookline)
	<input type="checkbox"/> Consultant –	<input type="checkbox"/> Other –

Response By:	Julie Darling
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Shawmut Design and Construction  
560 Harrison Ave.  
Boston, Massachusetts 02118  
Phone: (617) 622-7000

Project: 121526 - MSBA - Brookline Edward Devotion School  
Town of Brookline  
Brookline, Massachusetts

## 1913 Building - MDF Room Wall Type

<b>TO:</b>	Julie Darling (HMFH Architects) 130 Bishop Allen Drive Cambridge, Massachusetts 02139	<b>FROM:</b>	Paul Doherty (Shawmut Design and Construction) 560 Harrison Avenue Boston, Massachusetts 02118
<b>DATE INITIATED:</b>	//	<b>STATUS:</b>	Open
<b>LOCATION:</b>		<b>DUE DATE:</b>	07/05/2017
<b>COST CODE:</b>		<b>REFERENCE:</b>	
<b>COST IMPACT:</b>		<b>SCHEDULE IMPACT:</b>	
<b>DRAWING NUMBER:</b>	A2.1ub	<b>SPEC SECTION:</b>	
<b>LINKED DRAWINGS:</b>			
<b>RECEIVED FROM:</b>	Phil Gregory (Shawmut Design and Construction)		
<b>COPIES TO:</b>			
Courtney Chan (Shawmut Design and Construction), Deborah Collins (HMFH Architects), Julie Darling (HMFH Architects), Paul Doherty (Shawmut Design and Construction), Phil Gregory (Shawmut Design and Construction), Jonathan Hirst (Shawmut Design and Construction), Stephanie MacNeil (HMFH Architects), Parviz Tabrizi (Shawmut Design and Construction), Vassilios Valaes, AIA LEED AP (HMFH Architects), Leah Watson (Shawmut Design and Construction)			

### Question from Paul Doherty (Shawmut Design and Construction) at 08:58 AM on 06/21/2017

Please see the attached drawing. Please indicate the wall type for the wall in the MDF Room.

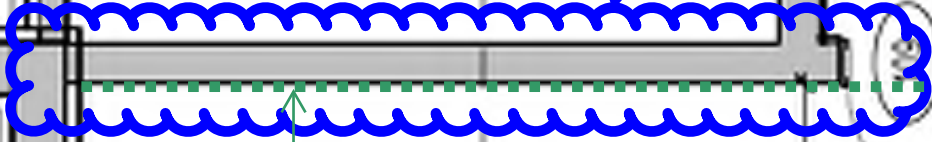
Awaiting an Official Response

#### All Replies:

PLEASE PROVIDE WALL TYPE 19A AT THIS LOCATION.  
JULIE DARLING - HMFH  
JUNE 28, 2017

BY \_\_\_\_\_ DATE \_\_\_\_\_ COPIES TO \_\_\_\_\_

Please advise on wall type



19A

MDF  
109 G2

16' - 2 1/2"

24  
A  
TYP @  
EXTERIOR  
WALL

01  
A

ELEC.  
E100 G2

19  
A

18  
A

CONC

EMERG. ELEC.  
E100.A G2

E100

19  
A

03  
A

5  
A6.21

