

Town Of Brookline

Contract Coding Approval Form

Department: Building

Vendor Name : Jonathan Levi Architects

Vendor Number : _____

Amount of Contract \$ 310,858

Contract # : _____

Purpose of Contact:

Description:
<u>Driscoll School Feasibility</u>

Coding:


Org #	Org Name *	Acct #	Acct Name	Amount
<u>2518K154</u>		<u>6B0130</u>		# <u>310,858</u> <u>158,887</u>
<u>2518K154</u>		<u>6B0129</u>		<u>159,971</u>

* For "K" or "C" accounts, please call it "CIP", preceded by your Dept (e.g., 4909K001 would be "DPW CIP").


Department Head: 

Date 9.4.18

Comptroller and Purchasing Approvals

Funds Available / Codes Correct 
Comptroller

9/4/18
Date Approved by Comptroller

Complies with Appropriate Procurement Law 
(MGL ch 149, ch 30 30M, or ch 30B) Purchasing

9/4/18
Date Approved by Purchasing

8/31/18

To:

Ray Masak

Brookline Building Department
333 Washington Street
Brookline, MA 02445

From:

Philip Gray

Jonathan Levi Architects

RE: Driscoll School Feasibility Study

Dear Ray,

Attached is a design fee proposal for the Driscoll School Feasibility Study. This reflects hours and consultant fees consistent with the scope of work provided for the previous Baldwin study. I have not included dates associated with each task, as we expect to coordinate with the Brookline School Department to target these deadlines to conform with the overall community outreach and project funding effort. Our understanding of the overall schedule is to receive a notice to proceed in early September 2018, with a hard deadline of having the project ready for May Town Meeting, and project scope and cost estimates prepared February 2019.

Please let me know if you'd like to discuss, or if I can provide any additional information.

Thanks,

- Philip

BROOKLINE 9TH ELEMENTARY SCHOOL

Design Fee Proposal

Feasibility Study

Fee Summary

Total Architectural Fee w/o consultants	\$217,358
Consultants	\$101,500
Reimbursables, included below	\$0
Total Fee	\$318,858

Personnel	J Levi	P Gray	Des 1	Des 2
Rate/ Hour	\$345	\$196	\$92	\$65

Task 1) Preliminary Design Program	J Levi	P Gray	Des 1	Des 2
Task 1.1) Produce Formal, bound Preliminary Design Program				
	4	8		24
Task 1.2) Introduction				
Work with town to confirm design enrollment, capital budget, project directory, and project schedule	1	2		
Task 1.3) Educational Program				
Review relevant K-8 Space Program and Educational Program info provided by Town (Devo and other background info)	-	-		
Engage in visioning process with Brookline curriculum leaders, department heads, and teachers and produce visioning report	24	40	40	
Analyze parity with other Brookline K-8 Schools. Develop and present Program alternatives as Bubble Diagrams.	1	4	3	3
Review of program alternatives with Brookline	6	6		
Revise alternatives and diagrams	2	2	5	
Task 1.4) Initial Space Study				
Develop full space summary program including enrollment, size, functional and spatial relationships, adjacencies, etc.	3	12		

Task 1.5) Evaluation of Existing Conditions: Initiate survey, traffic, geotechnical, geoenvironmental, hazmat and utility assessments. Time included in Task 4 below.	0	0	0	0
Task 1.6) Site Development Requirements				
Prioritize and document goals for the project site	1	2	2	
Conduct a visioning session to identify energy conservation measures to achieve the lowest possible EUI and the potential of a net zero building.	1	2		
Assess the use of on-site renewable energy including limitations/ constraints		2		
Identify limitations to achieving a net zero building		2		
Vehicular access and parking study	4	2		4
Circulation of the general public	2	2		
Develop at least 3 conceptual site design alternatives	10	12	12	16
Task 1.7) Preliminary Evaluation of Alternatives				
Develop at least 3 alternatives	46	50	64	80
Review of conceptual alternatives with Brookline	8	8	16	
Revise alternatives	20	24	40	72
Constituent Meetings (Prep and Presentation of Preliminary Findings, with Cost Estimates)	12	16	60	80
Subtotal Hours	145	196	242	279
Subtotal Cost	\$50,025	\$38,416	\$22,264	\$18,135

TOTAL \$128,840

Task 2.0) Preferred Schematic Report	J Levi	P Gray	Des 1	Des 2
Task 2.1) Introduction Summary including capital budget, project schedule, existing conditions, evaluation of alternatives and preferred solution.	2	4		
Task 2.2) Evaluation of Existing Conditions: See task 1.5 above. Time included in Task 4 below.	0	0	0	0
Task 2.3) Final Evaluation of Alternatives Refine alternatives	16	24	24	24

Review of conceptual alternatives with Brookline	6	6	16	
Revise alternatives	10	12	20	30
Constituent Meetings (Prep and Presentation of Preferred Solution)	12	20	60	60
Task 2.4) Preferred Solution				
Develop Preferred Solution	32	12	80	60
Produce Formal, bound Preferred Schematic Report	2	6	20	30
Subtotal Hours	80	84	220	204
Subtotal Cost	\$27,600	\$16,464	\$20,240	\$13,260

TOTAL	\$77,564
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Task 3) Town Meeting Presentation				
May 2019	J Levi	P Gray	Des 1	Des 2
Meeting Prep and Presentation	10	10	32	40
Subtotal Hours	10	10	32	40
Subtotal Cost	\$3,450	\$1,960	\$2,944	\$2,600

TOTAL	\$10,954
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Task 4) Sub Consultants	
9/17/18 - May 2017	
Civil- CDW	\$3,000
Code / Zoning - Howe	\$3,000
Cost Estimator, Constructability, Phasing, Risk Analysis - Daedalus	\$18,000
Hazmat - EndPoint	\$8,000
Geotech - McPhail	\$12,500
Historic - BCA	\$3,000
Landscape - CBA	\$5,000
MEP - GGD	\$6,500
Structured Parking - Simon	\$6,000
Structural - LeMessurier	\$4,500
Surveyor - TBD	\$11,000
Traffic Consultant - Vanasse	\$21,000

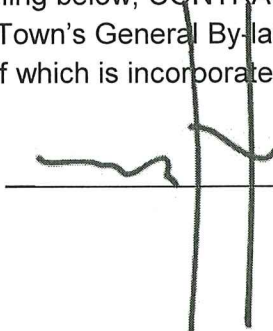
Note: Subconsultant costs include 10% JLA management and coordination fee

TOTAL	\$101,500
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TOTAL	\$318,858
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Article 4.4 of the Town of Brookline General By-Laws

By signing below, CONTRACTOR hereby agrees to comply with the provisions of Article 4.4 of the Town's General By-laws, *Fair Employment Practices with Regard to Contracts*, a copy of which is incorporated herein by reference, with respect to the foregoing Contract.

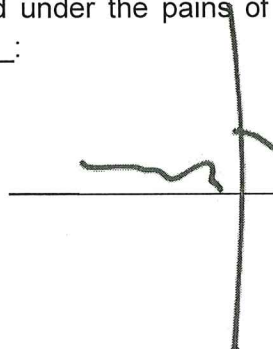


Contractor

Article 4.5 of the Town of Brookline General By-Laws

In compliance with Article 4.5 of the Town's General By-laws, CONTRACTOR hereby certifies as follows: I shall not discriminate against any individual because of the race, color, religious creed, national origin, sex, gender identity or gender expression, sexual orientation, which shall not include persons whose sexual orientation involves minor children as the sex object, age or ancestry of any Individual in fulfilling the terms of the foregoing attached contract.

Signed under the pains of penalties of perjury, on this 4 day of September, 2018:



Contractor

CERTIFICATION OF PAYMENT OF STATE TAXES

Legislation enacted by the Commonwealth of Massachusetts effective July 1, 1983 requires that the attestation below be signed:

Pursuant to M.G.L. c. 62C, Section 94A, I certify under the penalties of perjury that I, to the best of knowledge and belief, have filed all state tax returns and paid all state tax returns and paid all state taxes required under law.



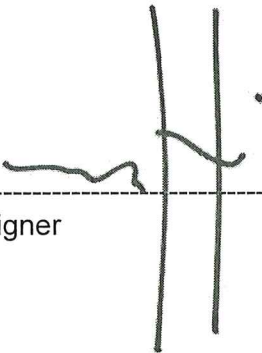
Designer

Jonathan Levi, FAIA, Principal
Jonathan Levi Architects LLC

NON-COLLUSION AFFIDAVIT

Massachusetts General Laws, Chapter 701 of the Acts of 1983, requires that each bidder must certify as follows:

The undersigned certifies under penalties of perjury that its bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section, the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

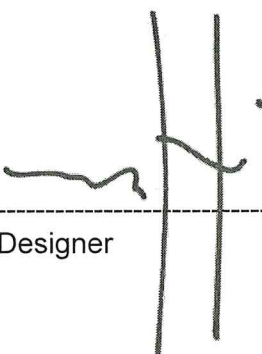


Designer

TRUTH-IN-NEGOTIATION AFFIDAVIT

Massachusetts General Laws, Chapter 7, sec. 30H requires that the Designer certify as follows:

- a. that the wage rates and other costs used to support the Designer's compensation are accurate, complete and current at the time of contracting, and
- b. that the original contract price and any additions to the contract may be adjusted within one year of completion of the contract to exclude any significant amounts if the Owner determines that the fee was increased by such amounts due to inaccurate, incomplete or noncurrent wage rates or other costs.



Designer



JONALEV-02

DGHIGLIAZZA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/10/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ames & Gough 859 Willard Street Suite 320 Quincy, MA 02169	CONTACT NAME:	
	PHONE (A/C, No, Ext): (617) 328-6555	FAX (A/C, No): (617) 328-6888
INSURED Jonathan Levi Architects, LLC 266 Beacon Street Boston, MA 02116	E-MAIL ADDRESS: boston@amesgough.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Travelers Property Casualty Company of America	
	INSURER B: Charter Oak Fire Insurance Company A++ (XV)	
	INSURER C: Travelers Indemnity Co. of America A++, XV	
	INSURER D: Travelers Casualty & Surety Co. of America A++, XV	
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			6800J268086	04/09/2018	04/09/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA7793X213	04/09/2018	04/09/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		UB3661T109	04/09/2018	04/09/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	<input checked="" type="checkbox"/> Professional Liab.			106901871	04/09/2018	04/09/2019	Per Claim 2,000,000
D				106901871	04/09/2018	04/09/2019	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
All coverages are in accordance with policy terms and conditions.

CERTIFICATE HOLDER

CANCELLATION

Town of Brookline
Brookline Building Commission
333 Washington Street
Brookline, MA 02445

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

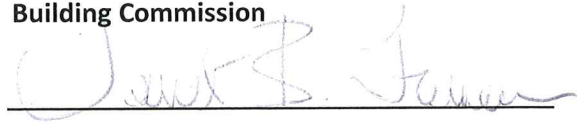
Gared maxwell

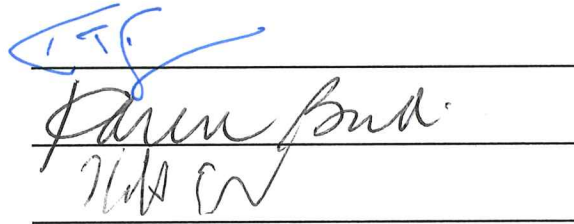
This Agreement entered into as of the day and year first written above

APPROVAL OF OWNER

Selectboard

Building Commission





Approved as to Form

Town Counsel

School Committee

CERTIFICATION

I hereby certify in accordance with Mass. Gen. Laws ch. 44 paragraph 31 C that an appropriation in the amount of the Contract Sum has been made and is available for compensation to the Contractor for the work described in this agreement.

Town Comptroller