

TOWN OF BROOKLINE

333 Washington Street, Brookline, Massachusetts 02146

PURCHASE ORDER CHANGE FORM

INVOICE DATE: 08-Jul-24

TO:	Leftfield LLC P O Box 307 Hingham MA 02043
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Purchase Order Number

21200997

Vendor Number

56379

PAYMENT AMOUNT

\$92,012.00

BUDGET \$325,000.00
BALANCE \$555,022.04

FUND	ORGANIZATION	ACTIVITY	OBJECT
	2594C204		6B0142

FOR: Driscoll School

Amendment	Date	
11	7/9/2024	Leftfield Amendment for Contract Ext

AMOUNT

\$92,012.00

BUILDING COMMISSION

APPROVAL OF:

Janet Fierman, Chairman

George Cole

Karen Breslawski

Nathan E. Peck

Brooke Duskin

SELECT BOARD

APPROVAL OF:

Charles Carey, Town Administrator

Bernard Greene, Chairman

Michael Sandman

John VanScoyoc

Miriam Aschkenasy

Paul Warren

SCHOOL COMMITTEE

APPROVAL OF:

Deputy Superintendent For Administration and Finance

[Signature]

July 9, 2024

George Cole
Janet Fierman
Brookline Building Commission
333 Washington Street
Brookline, MA 02445

RE: LeftField Contract Amendment for Schedule Extension for the Driscoll School

Dear Janet and George:

I wanted to inform you of the need for LeftField to extend the duration of our contract for the Driscoll School.

When we executed our contract in March of 2020, Substantial Completion for Phase II was scheduled to occur by May of 2024. Substantial Completion for Phase II is now forecasted to be September 18, 2024; with all involved driving to be complete by Labor Day 2024 (September 2, 2024).

I have included 2 fee histograms attached hereto. The first is our original histogram that was attached to our base contract. This was exactly equal to our base contract value of \$3,182,090. The second histogram includes additional time for Adam, Lynn, and Andy through September of 2024. You'll see this added time highlighted in yellow on the histogram. The value of the updated histogram to capture the additional 4 months from May to September equals \$3,274,102. Please find our contract amendment for the delta of \$92,012 attached hereto.

I did want to call out a few items of note as I prepared this add service request:

- My personal time has not been included within our fee since September of 2023. I have made no adjustment for my time as part of this amendment.
- Jay Faxon, our MEP expert has not been included in our fee since June of 2023. Yet, Jay has stuck with the project to ensure that all of the MEP issues – including the controls – were 100% resolved by January of 2024.
- I did not include any time for close-out for any of our staff. Typically, we would carry 3 months for close-out.
- Even given the tremendous price escalation we have seen since COVID, our rates have not changed over the 4 year life of this contract.
- There have been many significant changes and requests of our time that have occurred over the life of this contract – including the change to geothermal – and we have not requested much in the way of a fee increase to date. Almost all of our fee increases to date have been a result of 3rd party reimbursables.

I am happy to discuss this contract amendment with you personally or with the Commission publicly. We are looking forward to completing the geothermal and field work by the end of the Summer.

Please call with any questions or concerns.

Sincerely,



James F. Rogers, Jr.
Principal

Cc: Lap Yan

CONTRACT FOR PROJECT MANAGEMENT SERVICES
AMENDMENT NO. 11

WHEREAS, the Town of Brookline ("Owner") and LEFTFIELD, LLC, (the "Owner's Project Manager") (collectively, the "Parties") entered into a Contract for OPM Services for the Driscoll Elementary School on March 25, 2019, "Contract"; and

WHEREAS, the scope of this work is summarized in the attached LeftField Fee Proposal Letter; and

WHEREAS, Contract amendment No. 1 was approved by the Town of Brookline on January 3, 2020; and

WHEREAS, Contract amendment No. 2 was approved by the Town of Brookline on April 8, 2020; and

WHEREAS, Contract amendment No. 3 was approved by the Town of Brookline on July 8, 2020; and

WHEREAS, Contract amendment No. 4 was approved by the Town of Brookline on July 8, 2020; and

WHEREAS, Contract amendment No. 5 was approved by the Town of Brookline on December 8, 2020; and

WHEREAS, Contract amendment No. 6 was approved by the Town of Brookline on May 11, 2021; and

WHEREAS, Contract amendment No. 7 was approved by the Town of Brookline on June 8, 2021; and

WHEREAS, Contract amendment No. 8 was approved by the Town of Brookline on July 13, 2021; and

WHEREAS, Contract amendment No. 9 was approved by the Town of Brookline on November 8, 2021; and

WHEREAS, Contract amendment No. 10 was approved by the Town of Brookline on December 13, 2021; and

WHEREAS, effective as of July 9, 2024, the parties wish to amend the contract, as amended:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes the Owner's Project Manager to provide additional construction administration support in the amount of \$92,012.00, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Owner's Project Manager shall be compensated by the Owner in accordance with the Fee for Basic Services shown below:

Fee for Basic Services	Original Contract	Previous Amendments	Amount of This Amendment	After This Amendment
Schematic Design Phase:	\$34,015.00	\$0	\$ 0	\$ 34,015.00
Design Development Phase:	\$ 0	\$ 429,575	\$ 0	\$ 429,575.00
Construction Documents Phase:	\$ 0	\$ 524,441.00	\$ 0	\$ 524,441.00
Bidding Phase:	\$ 0	\$ 188,436.00	\$ 0	\$ 188,436.00
Construction Phase:	\$ 0	\$2,015,799.00	\$ 92,012.00	\$2,107,811.00
Completion Phase:	\$ 0	\$ 50,010.00	\$ 0	\$ 50,010.00
Advertising & Printing	\$ 0	\$ 588.59	\$ 0	\$ 588.59
Reimbursable Services	\$ 0	\$ 67,823.42	\$ 0	\$ 67,823.42
Cost Estimates	\$ 0	\$ 42,900.00	\$ 0	\$ 42,900.00
Total Fee	\$34,015.00	\$3,319,573.01	\$ 92,012.00	\$3,445,600.01

This Amendment is to provide additional construction administration support.

3. The Construction Budget shall be as follows:

Original Budget:	<u>\$ 92,909,563</u>
Amended Budget	<u>\$99,563,170</u>

4. The Project Schedule shall be as follows:

Original Schedule: (Building; Site)	<u>January 2023; August 2023</u>
Amended Schedule:	<u>January 2024; September 14, 2024</u>

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract, as amended. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract, as amended, shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract, as amended, remain in full force and effect.

Driscoll School Project
Town of Brookline, MA

IN WITNESS WHEREOF, the Owner, with the prior approval of the Town of Brookline, and the Owner's Project Manager have caused this Amendment to be executed by their respective authorized officers.

OWNER:
TOWN OF BROOKLINE

(print name)

(print title)

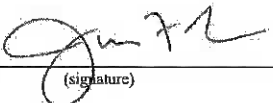
By: _____
(signature)

Date: _____

OWNER'S PROJECT MANAGER:
LEFTFIELD, LLC

James F. Rogers, Jr.
(print name)

Principal
(print title)

By: 
(signature)

Date: July 9, 2024



Town of Brookline
Driscoll School
Design Development, Construction and Closeout Fee Proposal



ATTACHMENT A

MILESTONE SCHEDULE
DD, CD, & Construction Start
Construction Phase I
Construction Phase II
Project Close-out

2020

2021

2019

	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
DD																									
CD																									
Construction Start																									
Construction Phase I																									
Construction Phase II																									
Project Close-out																									

STAFFING CHART

Position	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Principal																									
Project Manager																									
Project Executive																									
Project Manager																									
Clerk																									
Construction Expert																									
MEP Specialist																									
MEP Specialist																									

MILESTONE SCHEDULE
DD, CD, & Construction Start
Construction Phase I
Construction Phase II
Project Close-out

2022

	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
DD																									
CD																									
Construction Start																									
Construction Phase I																									
Construction Phase II																									
Project Close-out																									

STAFFING CHART

Position	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Principal																									
Project Manager																									
Project Executive																									
Project Manager																									
Clerk																									
Construction Expert																									
MEP Specialist																									
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