

**CONTRACT FOR PROJECT MANAGEMENT SERVICES  
AMENDMENT NO. 2**

**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 invoices for printing and delivery of the Application to the Inspector General for use of CM at Risk Construction Delivery Services and for advertising the Legal Notice for the CM at Risk Request for Qualifications; and

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

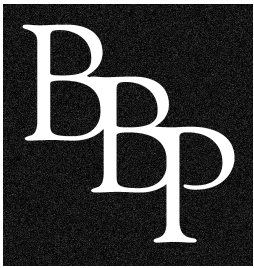
**WHEREAS**, effective as of April 8, 2020, the parties wish to amend the contract, as amended:

**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 print the Application to the Inspector General for use of CM at Risk Construction Delivery Method and to advertise the Legal Notice for the CM at Risk procurement process for the amount of \$588.59, 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:

<b>Fee for Basic Services</b>	<b>Original Contract</b>	<b>Previous Amendments</b>	<b>Amount of This Amendment</b>	<b>After This Amendment</b>
Schematic Design Phase:	\$34,015	\$0	\$ 0	\$ 34,015
Design Development Phase:	\$ 0	\$ 347,375	\$ 0	\$ 347,375
Construction Documents Phase:	\$ 0	\$ 310,000	\$ 0	\$ 310,000
Bidding Phase:	\$ 0	\$ 110,000	\$ 0	\$ 110,000
Construction Phase:	\$ 0	\$ 2,280,000	\$ 0	\$ 2,280,000
Completion Phase:	\$ 0	\$ 135,000	\$ 0	\$ 135,000
Advertising & Printing	\$ 0	\$ 0	\$ 588.59	\$ 588.59
<b>Total Fee</b>	<b>\$34,015</b>	<b>\$ 3,182,375</b>	<b>\$ 588.89</b>	<b>\$3,216,978.89</b>





Invoice	
No: 78375	Date: 01/13/20

Sally Rogers  
 Leftfield, LLC  
 225 Franklin Street, 26th Floor  
 Boston MA 02110

SHIP TO:  
 Leftfield, LLC  
 225 Franklin Street, 26th Floor  
 Boston MA 02110  
 Courier Service 1/10/2020 4 pm

Acct.No	Ordered by	Phone	P.O. No	Prepared by	Sales Rep	Ship By
8067	Sally Rogers	774-263-4746		Stasia Moskovis	House	Courier Service
Quantity	Description					Price
1	(1) "Driscoll School OIG Application for CMR 1-9-20" (232 pgs.) ONE Sided 8.5 x 11 Color Copies on 32# Hammermill (pgs. 1 -202) - (pgs. 203 - 232 11 x 17 & Folded to 8.5 x 11 - Insert Tabs - See Notes - 3 Hole Drill & Insert into 3" Clear View Binder					225.15
1	(1) Driscol School Transmittal; 1 Sheet, 8.5 x 11, Color Single-Sided, 28# White - LOOSE					1.00
<p><i>From the BBP team, we appreciate your business and thank you for putting your trust in us. We hope to continue to serve you in the future.</i></p> <p><i>We accept all major credit cards, checks and ACH payments.</i></p>					Subtotal 226.15 Shipping / <del>Delivery</del> 15.00 Postage 0.00 Tax <del>No Tax</del> <del>14.13</del> <b>TOTAL 255.28</b> Paid 0.00 <b>BALANCE 255.28</b>	Net 30 Days

Subtotal: \$241.15  
 10% LeftField Fee \$ 24.12  
 Total: \$265.27

## Lynn Stapleton

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**From:** Dillon, Deb <ddillon@wickedlocal.com>  
**Sent:** Monday, January 20, 2020 10:49 AM  
**To:** Jennifer Carlson  
**Cc:** Lynn Stapleton  
**Subject:** PAYMENT RECEIPT: Legal Ad For 1/23/20 Tab Edition

Name	Value
Transaction ID	151420200120094754647318
Creation Time	01/20/20 09:47:54
Source	Manual Payments
Type	Sale
Status	Pending
Result	Success
Total Amount	293.93
Tax	0.00
Auth Code	00012C
Account Holder	
Account Type	Master Card
Token	059058725
Last Four	0980
Expiration	04/21
Email	
Phone	
Notes 1	CN13865386
Notes 2	
Notes 3	

Cost: \$293.93  
10% Fee: \$ 29.39  
Total: \$323.32

On Fri, Jan 17, 2020 at 3:03 PM Dillon, Deb <[ddillon@wickedlocal.com](mailto:ddillon@wickedlocal.com)> wrote:

Hi Jennifer

Please advise of any corrections, and contact me at 781-433-7998 with prepayment, by noon, Mon 1/20

Thanks!

Deb

On Fri, Jan 17, 2020 at 12:48 PM Jennifer Carlson <[jcarlson@leftfieldpm.com](mailto:jcarlson@leftfieldpm.com)> wrote:

Good Afternoon,