



November 12, 2024

Mr. Lap Yan  
Project Manager  
Building Department  
333 Washington Street  
Brookline, MA 02445

Re: John R. Pierce School Project  
Designer Services Contract Amendment No. 13

Dear Mr. Yan,

LeftField has reviewed Designer Contract Amendment No. 13 presented by Miller Dyer Spears (MDS). It includes five Additional Services Requests which are: Added Library Garage and Town Hall Garage Study, dated October 9, 2024, for \$11,210.00; Additional 90% Construction Documents Scope Items and Park Mitigation, dated November 1, 2024, for \$59,294.00; Added Street Lighting and related Impacts, dated November 1, 2024, for \$19,800.00; Additional Add Alternate Historic Windows, dated November 4, 2024, for \$28,250.00; and Added SEIR Scope, dated November 4, 2024, for \$36,789.50. MDS made these requests based on the Town's request for these Additional Services which represent significant added scope. The total of Designer Contract Amendment No. 13 is \$155,343.50. The scope of work presented in Amendment No. 13 is necessary to gain regulatory approvals, to achieve comprehensive project scope, and to appropriately document all scope in the Bid Documents.

The scope of services is a requirement, and the costs are fair and reasonable. LeftField recommends that the Town of Brookline accept Designer Contract Amendment No. 13 in the total amount of \$155,343.50.

Should you have any questions regarding this recommendation of approval, please contact me.

Sincerely,  
LeftField Project Management

Lynn Stapleton, AIA, LEED AP B D + C

Attachment: MDS Designer Contract Amendment 13



Cc: Jim Rogers, LeftField, LLC  
Adam Keane, LeftField, LLC  
Andrew Deschenes, LeftField, LLC  
Will Spears, Miller Dyer Spears, Inc.  
Margret Clark, Miller Dyer Spears, Inc.

## CONTRACT FOR DESIGNER SERVICES

### AMENDMENT NO. 13

**WHEREAS**, the TOWN OF BROOKLINE (“Owner”) and MILLER DYER SPEARS, INC. (the “Designer”) (collectively, the “Parties”) entered into a Contract for Designer Services for the Feasibility Study and Schematic Design Phases for the John R. Pierce Elementary School Project (Project Number 201800460040) on January 26, 2021, (“Contract”). The John R. Pierce Elementary School is located at 50 School Street, Brookline, MA 02445; and

**WHEREAS**, the scope of this work is summarized in the attached Miller Dyer Spears (MDS) Additional Services Proposals: Added Library Garage and Town Hall Garage Study, dated October 9, 2024; Additional 90% Construction Documents Scope Items and Park Mitigation, dated November 1, 2024; Added Street Lighting and related Impacts, dated November 1, 2024; Additional Add Alternate Historic Windows, dated November 4, 2024; and Added SEIR Scope, dated November 4, 2024.

**WHEREAS**, Contract Amendment No. 1 was approved by the Town of Brookline on August 10, 2021; and

**WHEREAS**, Contract Amendment No. 2 was approved by the Town of Brookline on September 14, 2021; and

**WHEREAS**, Contract Amendment No. 3 was approved by the Town of Brookline on January 11, 2022; and

**WHEREAS**, Contract Amendment No. 4 was approved by the Town of Brookline on June 29, 2022; and

**WHEREAS**, Contract Amendment No. 5 was approved for approval by the Town of Brookline on July 11, 2023; and

**WHEREAS**, Contract Amendment No. 6 was approved for approval by the Town of Brookline on July 11, 2023; and

**WHEREAS**, Contract Amendment No. 7 was approved by the Town of Brookline on May 14, 2024 and on June 11, 2024; and

**WHEREAS**, Contract Amendment No. 8 was approved by the Town of Brookline on June 11, 2024; and

**WHEREAS**, Contract Amendment No. 9 was approved by the Town of Brookline on June 11, 2024; and

**WHEREAS**, Contract Amendment No. 10 was approved by the Town of Brookline on June 11, 2024; and

**WHEREAS**, Contract Amendment No. 11 was approved by the Town of Brookline on September 4, 2024; and

**WHEREAS**, Contract Amendment No. 12 was approved by the Town of Brookline on October 8, 2024; and

**WHEREAS**, effective as of November 12, 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 this Contract Amendment No. 13 for the total value of **\$155,343.50**. The Miller Dyer Spears’ (MDS) Amendment is comprised of the attached MDS Proposals: Added Library Garage and Town Hall Garage Study for \$11,210.00; Additional 90% Construction Documents Scope Items and Park Mitigation for \$59,294.00; Added Street Lighting and related Impacts for \$19,800.00; Additional Add Alternate Historic Windows for \$28,250.00; and Added SEIR Scope for \$36,789.50. The Designer is herein authorized to commence the services outlined in this Amendment, pursuant to the terms and conditions set forth in the Contract, as amended.



John R. Pierce Elementary School

Designer Contract Amendment No. 13

4. The Project Schedule shall be as follows:

Original Schedule: (based on 6/1/23 DD start) Substantial Completion – 7/21/27

Amended Schedule \_\_\_\_\_

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.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

**OWNER:**  
TOWN OF BROOKLINE

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(print title)

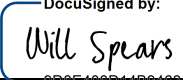
By: \_\_\_\_\_  
(signature)

Date: \_\_\_\_\_

**DESIGNER:**  
MILLER DYER SPEARS, INC.

will spears  
\_\_\_\_\_  
(print name)

Principal  
\_\_\_\_\_  
(print title)

DocuSigned by:  
By:  \_\_\_\_\_  
(signature)

Date: 11/8/2024  
\_\_\_\_\_



October 9, 2024

Ms. Lynn Stapleton  
101 Federal Street,  
Boston, MA 02110

Re: Pierce School – Added Library Garage and Town Hall Garage Study

Dear Lynn,

As discussed with Adam Keane, MDS is submitting this proposal for expenses to be incurred by MDS in the form of the following additional services:

1. Additional study of the Library and Upper Town Hall garages for fire protection, fire alarm, and smoke evacuation.
2. MDS will study existing conditions for MAAB compliance, code compliance, placement of existing supporting rooms for these services, and potential placement of added rooms, if required for the added systems noted above. See break out attached.
3. A narrative will be provided to allow for preliminary pricing by Consigli.

See attached proposal from GGD for more information.

Exclusions:

- Sasaki study of placement of potential new service lines or restoration of the site is excluded.
- Contract drawings and specifications can be provided as another additional service, should the scope be pursued.

For the additional scope defined above, MDS proposes the fees below:

Fee Proposal:	
GGD	\$7,200.00
MDS	\$4,010.00
<b>Total Additional Service</b>	<b>\$11,210.00</b>

Please do not hesitate to contact me if you have any questions.

Sincerely,



MILLER DYER SPEARS INC.  
Margaret O. Clark, RA, LEED AP BD+C  
Senior Associate

Cc: W. Spears

Town Hall Garage and Library Garage Study

MDS						Base Additional Service
			Meeting Hours	Mtg. Prep Hours	Pres. Prep Hours	Hours
Meetings						
1	Site walkthrough		4			4
	Obtain all relevant existing condition drawing information available from the Town for both buildings.					4
2	Meetings w/ building department and fire departments		1			2
	Meeting prep and review of options to avoid added scope			4		4
	MAAB review					2
	Assist in room locations, if needed for support of systems.					2
	Preliminary Code implications of added systems					2
					Total Hours	18
						\$3,510
Allowance for scanning of existing condition drawings						\$500
Total MDS						\$4,010
GGD	GGD - Town Hall Garage and Library Garage Study				GGD	\$7,200
Sasaki?	Study adding a water service (or two), if needed. (NOT INCLUDED)					
	Site visit (NOT INCLUDED)					
Total						\$11,210





**GGD Consulting Engineers, Inc.**

375 Faunce Corner Road, Suite D  
Dartmouth, MA 02747

## REQUEST FOR ADDITIONAL SERVICES

L#90742

**DATE:** October 7, 2024 **ATTN:** Will Spears, AIA, LEED AP, MCPPO  
Principal

**TO:** Miller Dyer Spears Architects

**PROJECT:** Pierce School  
Brookline, MA **PRINCIPAL:** Dominick B. Puniello, PE  
*Town Hall Garage and Library  
Garage Study*

**GGD JOB #:** 875 021 00.00 **PROJ. MGR:** Dominick B. Puniello, PE

CLIENT TASK#

**FEE BASIS:** Lump Sum Fee

**ESTIMATED COST FOR CHANGES: \$7,200.00** ( Seven Thousand, Two Hundred Dollars)

TASK	FEE
Concept Design Narratives	\$6,000.00
Review of Smoke Exhaust Systems	\$1,200.00
<b>TOTAL</b>	<b>\$7,200.00</b>

### DESCRIPTION OF "ADDITIONAL SERVICES" REQUIRED:

Additional engineering services to perform a study of the existing Fire Protection and Fire Alarm systems at the Town Hall Garage and Library Garage.

We shall provide site visits to the Town Hall and Library to review the existing Fire Protection (FP) and Fire Alarm (FA) systems and provide a concept design narrative for a recommended approach to extend the existing Town Hall and Library FP and FA systems to their respective Garage areas in order to address recent concerns of the Brookline Fire Department that were documented during their review of the Pierce School project.

We will also review and advise about the latest condition of the Town Hall and Library Garage smoke exhaust systems.

**THE ABOVE ADDITIONAL WORK WILL NOT BE STARTED UNTIL WRITTEN AUTHORIZATION IS RECEIVED. REQUEST FOR ADDITIONAL SERVICE VALID FOR 90 DAYS.**

**ADDITIONAL SERVICES APPROVED BY:** \_\_\_\_\_

DATE:

SEND ☒ FOR OFFICE ONLY: ☐

CC: PRINCIPAL, PROJECT MGR., ACCOUNTING, CORRESPONDENCE



November 1, 2024

Ms. Lynn Stapleton  
101 Federal Street,  
Boston, MA 02110

Re: Pierce School – Additional 90% Construction Documents Scope Items and Park Mitigation

Dear Lynn,

As discussed with Adam Keane, MDS is submitting this proposal for expenses to be incurred by MDS in the form of the following additional services:

- Park Mitigation - Additional design, documentation, and construction administration of park improvements:
  - Slide area, including poured surfacing, hand holds, and granite scramble steps.
  - Poured surfacing - Additional poured surfacing and concrete curbing at existing northwest play structure.
  - See attached proposal from Sasaki.
- Additional 90% CDs Scope items.

See recommended items in the attached spreadsheet with added fee values, where applicable.

Note: Additional fees relative to potential, added street lighting, per DPW request, and added fire department items, per Fire Department requests, not specifically included in the Added Fee column in the attached spreadsheet will be or have been submitted separately.

For this additional scope, MDS proposes a lump sum fee as follows:

<b>Total Additional Services</b>	<b>\$59,294</b>
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Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Margaret O'Leary', is written over a light gray rectangular background.

MILLER DYER SPEARS INC.  
Margaret O. Clark, RA, LEED AP BD+C  
Senior Associate

Cc: W. Spears

Pierce School Design Development Value Engineering Options								5/16/2024 Draft
	90% CD #		90% AMF Pricing	90% Consigli Pricing	Recommended	Recommended Cost	Added Fee	Comments
ADD ALTERNATES								
	1	PV Panels	\$1,487,671	\$1,824,017	Add Alt	Add Alt		Infrastructure in base scope.
PRICE BREAKOUT								
	B1	Phosphorus removal scope. (Included)	523,925	\$657,050	in scope	in scope		Break out costs for DPW to be clarified.
ADD OPTIONS								
	60%CD-1	Lightspeed Topcoat assisted listening system at all classrooms - conduit and backbox only	34,595		Yes	\$34,595	\$0	Rough in only
	60%CD-2	Add Moisture Mitigation Allowance for new building (where not already carried).	716,081	\$516,240	No			Currently carrying high moisture adhesives in base scope.
	60%CD-3	Add Moisture mitigation and protective coating at historic basement floors (shot blast existing slabs).	\$59,949	\$81,607	No			Currently leaving patches exposed in the existing historic basement.
	60%CD-4	Add FTR cameras and supporting servers and licensing.	\$191,095	\$67,402	No			
	60%CD-7	Add 10'/classroom (x4) of base cabinets with counter in Kindergarten.	8,217	\$32,078	Yes	\$32,078	\$3,208	MDS fee 10%.
	90%CD-1	Add fire hydrant on Harvard Street.	14,753	\$43,186	Yes	\$43,186	\$0	See drawing 01C-CIVIL 2024-09-06 markup r1.pdf
	90%CD-2	Add 2 hr rated fire shutter at Washington Street garage entry.	71,695	\$62,140	Pending TOB			See drawing Added Fire Shutter and Door Scope Deletion at Garage.pdf. Note: For electrical we would need to provide an emergency power connection from the school building and a fire alarm connection to release the fire shutter upon a fire alarm activation. <b>To be taken with 90%CD-A2.</b>
	90%CD-3	Add dedicated zone control valve for window sprinklers	12,464	\$42,482	Yes	\$42,482	\$0	Note: INCLUDE A DEDICATED ZONE CONTROL VALVE ASSEMBLY ZONE FOR THE WINDOW SPRINKLERS. A FLOW SWITCH CAN BE INSTALLED ON THE DEDICATED BRANCH PIPE FOR THE WINDOW SPRINKLERS OFF THE FLOOR SPRINKLER ZONE FOR A DEDICATED ALARM LOCATION AT THE SPECIFIC PROTECTED WINDOW, WHICH WILL ELIMINATE ADDED PIPING TO EACH LOCATION. calculated per NFPA 13
	90%CD-4	Add 12 channels of wireless headset mics to multipurpose room		\$64,983	No			Assisted listening system is separate from this. Jamie also noted using +-25-30 of them, not 12.
	90%CD-5	Replace glazing in 14 window locationcs where the IGU spacers have failed		TBD	No			
	90%CD-5a	Replace glazing in remaining window locations where the IGU spacers have <u>not</u> failed. See 2007 shop drawings		TBD	No			
	90%CD-6	Replace sashes in 14 window locations where the IGU spacers have failed		\$76,255	Yes	\$76,255	\$2,200	Possible proprietary TBD. Kawneer no longer has the dies for the existing discontinued Tremco window. We may have to just replace glazing. \$2,000 Sasaki with MDS 10% markup.
	90%CD-7	Replace sashes in remaining window locations where the IGU spacers have <u>not</u> failed (proprietary) See 2007 shop drawings		\$126,860	Yes	\$126,860		
	90%CD-8	Add light box base and conduit to separate street lighting from Eversource		TBD	Pending TOB			Pending Consigli pricing. Fee will be identified separately, if pursued.
	90%CD-9	Add 12 street lights with light box base and conduit to separate street lighting from Eversource		TBD	Pending TOB			Pending Consigli pricing. Fee will be identified separately, if pursued.
	90%CD-9a	Alternatively add 1 street light at intersection?		TBD	Pending TOB			Pending Consigli pricing. Fee will be identified separately, if pursued.
	90%CD-10	Add improvements at Park slide (granite blocks, ropes, poured surfacing, and hand holds)			Yes	\$200,000	\$44,000	Park mitigation required by MEPA. Assumed construction value, based around Park & Rec estimate. \$40,000 Sasaki fee T&E with MDS 10% markup.
	90%CD-11	Replace wood chip surfacing with poured in place rubber surfacing and precast edging at existing play structure (+~2000sf)			Yes			
	90%CD-12	Add conduit and back boxes for 20 future EV stations		\$8,111	Yes	\$8,111	\$811	Required add by MEPA. Construction cost assumes doubling the conduit already included. 10% MDS fee.
	90%CD-13	Add waterproofing over existing garage (5,600SF)		\$200,480	Yes	\$200,480	\$5,500	Construction costs from SD estimate. \$5,000 Sasaki fee with MDS 10% markup.
	90%CD-14	Revised sewer location A		\$16,416	No			
	90%CD-15	Revised sewer location B		\$5,079	Yes	\$5,079	\$0	
	90%CD-16	Sanitary rework within 62 Harvard Street.		\$12,000	Yes	\$12,000	\$3,575	\$3,250 GGD fee with MDS 10% markup.
ARCHITECTURAL								
	60%CD-A6	Delete intumescent fire protection 078123 at tech lab beams and replace with applied fire protection 078100	(\$11,030)	(\$16,290)	No			
	60%CD-A7	Change Acoustic door, frame, and sidelites at MP room to standard door and sidelites in storefront	\$0	(\$50,522)	Yes	(\$50,522)	\$0	
	60%CD-A10	Delete MB-2 in corridors above cubbies. Replace with painted drywall.	(\$9,039)	(\$8,087)	No			
	90%CD-A1	Reduce under slab and permeter drainage per drawing markup provided.	(\$40,552)	(\$50,318)	No			Delete underslab drainage in blue area and perimeter drainage at blue dashed line. Substitute 12 inches of Structural Fill under the area shaded in blue with 3/4-inch crushed stone. See Pierce - Underslab and Perimeter Drainage.pdf. Lahlaf and STP confirm this is acceptable.
	90%CD-A2	Delete replacement of (7) rated doors and frames at garage to Town Hall	(\$33,090)	(\$45,036)	Pending TOB			<b>Must be taken with fire shutter add above.</b> See drawing Added Fire Shutter and Door Scope Deletion at Garage.pdf
	90%CD-A3	Substitute porcelain tile with epoxy grout at epoxy terrazzo locations. Assume \$16/SF material cost for the tile.	(\$107,599)	(\$88,186)	No			12x24 and 36x36 tile size assumed.
	90%CD-A4	Delete AV speakers and associated AV rack in Cafeteria.	(\$82,725)	(\$21,985)	No			
	90%CD-A5	Delete Cabinet at AV in Cafeteria	(\$827)	(\$3,208)	No			Has to be taken with A5.
	90%CD-A6	Delete cylinder cores to be owner provided.	(\$8,491)	(\$10,863)	Yes	(\$10,863)	\$0	
	90%CD-A7	Delete door and frame between platform and band.	(\$2,758)	(\$1,988)	Yes	(\$1,988)	\$0	

Pierce School Design Development Value Engineering Options								5/16/2024 Draft
	90% CD #		90% AMF Pricing	90% Consigli Pricing	Recommended	Recommended Cost	Added Fee	Comments
STRUCTURAL								
HVAC								
ELECTRICAL								
	E1	Reconnect existing heat trace at historic building, rather than replace it.	\$11,582	no change	No			
SECURITY								
PLUMBING/FIRE PROTECTION								
	PFP1	Delete floor drains at eyewash TYP	(\$2,758)	(\$10,124)	No			
LANDSCAPE								
CIVIL/TRAFFIC								
Total Recommended Construction Cost						\$717,753		
Subtotal Fee							\$59,294	Sasaki, GGD, and MDS fees
							8.26%	% of construction cost for reference.



24 October 2024

Margaret Clark, RA, LEED AP BD+C, WELL AP, MCPPO  
Senior Associate  
Miller Dyer Spears Inc.  
40 Broad Street  
Boston, MA 02109

## **Re: John R. Pierce School - Amendment #18: Added Park Mitigation**

Sasaki Project Number: 08267.03U

Dear Margaret,

This Amendment (Amendment) is made by Miller Dyer Spears Inc. (Client) and Sasaki Associates, Inc. (Sasaki), parties to the Agreement dated 20 July 2023 (Agreement). The Agreement is amended as follows:

### **SCOPE OF ADDITIONAL SERVICES**

The Agreement Services are amended as outlined below.

The Town of Brookline has requested to add two items to the scope of work at the Pierce Playground as mitigation for the Article 97 / MEPA process to offset the value of the park lost to the subsurface geothermal wells. These items include the following:

1. Add granite blocks, rope, and handholds and rebuild surface around slide to deal with erosion issues and make it easier for the kids to climb back up the slope.
  - a. See area labeled IMPROVED SLIDE and highlighted blue on the attached Mitigation Measures at Park Site (Exhibit A).
  - b. The Town of Brookline will provide a concept sketch and some drawings of what they did at another location for reference.
  - c. Coordination with the Town of Brookline's landscape architect. No public meetings are required.
2. Replace wood chip surfacing at northwest play area with poured rubber play surfacing.
  - a. See area labeled PLAY SURFACING and highlighted orange on the attached Mitigation Measures at Park Site (Exhibit A).



- b. Existing play structure to remain (or be removed, stored, and reset, if installation of surfacing requires this).
- c. Coordination with the Town of Brookline’s landscape architect. No public meetings are required.

Sasaki will prepare Construction Documents for the added items to be included as an Addendum to the Pierce School Bid Documents set. Addendum will be issued by 20 December 2024. Bidding and Construction Administration services will be concurrent with the Basic Services scope.

**COMPENSATION**

**Labor Fee**

Sasaki will be compensated for the Additional Services as outlined in this Amendment on a time and expense basis with a not-to-exceed limit of \$40,000.00. Reimbursable Expenses are included in the fee.

Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement, the terms of the Agreement will prevail.

**Agreed and Accepted**

Intending to be legally bound hereby, the parties have executed this Amendment as of the Effective Date written above.

_____	_____
Authorized signature for:	Date
<b>Miller Dyer Spears, Inc.</b>	

_____	_____
Authorized signature for:	Date

# SASAKI

**Sasaki Associates, Inc.**

Exhibits

a. Mitigation Measures at Park Site Diagram

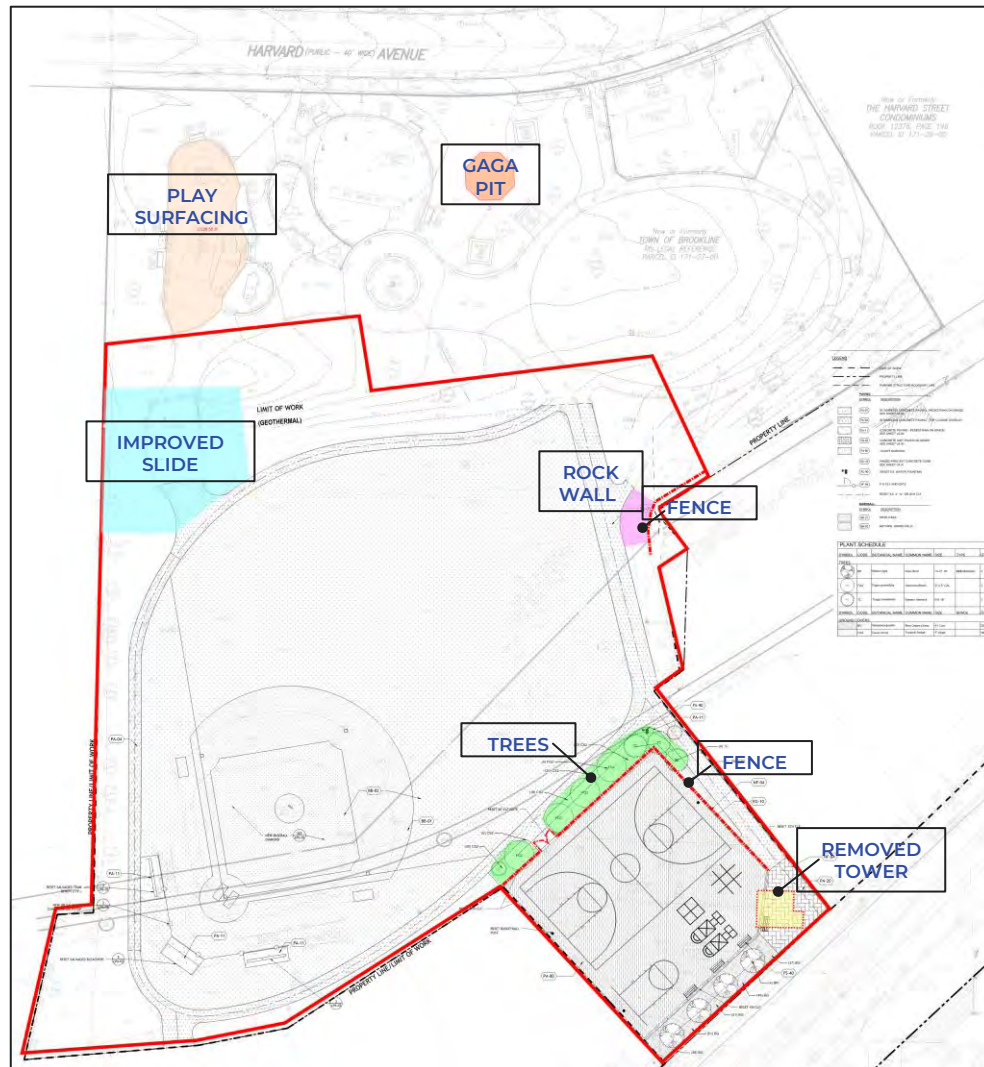
cc: contracts@sasaki.com

g:\08267.00\1.0\_management\1.3\_addservice\03 - article 97 mepa changes\sasaki amendment 18\_park mitigation.docx



## EXHIBIT A

# Mitigation Measures at Park Site



- Improve slide area to address erosion issues  
\$63,614

- ~~■ Addition of new Gaga ball pit \$2,500 (NIC)~~
- Remove the tower of pedestrian bridge with pavers installed in its place \$20,000 (Base scope)
- Add seven trees \$12,350 (Base scope)
- Add fence along edges basketball court \$15,000 (Base scope)
- ~~■ Add two elementary school swings (replacing one tire swing and leaving one tire swing) (NIC) \$100~~
- Change wood chip surfacing to synthetic material \$10,000
- ~~■ Improve safety at rock wall to tree \$100 (NIC)~~
- ~~■ Add fence at Harvard Place \$4,500 (NIC)~~



November 1, 2024

Ms. Lynn Stapleton  
101 Federal Street,  
Boston, MA 02110

Re: Pierce School – Added Street Lighting and Related Impacts

Dear Lynn,

As discussed with Adam Keane, MDS is submitting this proposal for expenses to be incurred by MDS in the form of the following additional services:

- Additional street lighting infrastructure (including handholes, light bases, and conduit) to be coordinated with DPW provided light box, wiring, and thirteen street light fixtures. See attached proposed locations and fixture type from DPW.
- Redesign and associated meetings, coordination and documentation.

For this additional scope, MDS proposes the fees below:

Fee Proposal:

Vanasse & Associates, Inc. (Traffic)	\$7,500
Sasaki (Civil)	\$6,000
<u>GGD (Site Electrical)</u>	<u>\$4,500</u>
	\$18,000

**Total Additional Services** (incl. 1.1 MDS markup)      **\$19,800**

Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Margaret O. Clark', is written over a light gray rectangular background.

MILLER DYER SPEARS INC.  
Margaret O. Clark, RA, LEED AP BD+C  
Senior Associate

Cc: W. Spears

17 - Added Street Lighting and Related Impacts

				Fee
VAI				
	Meetings and Design			\$2,500
	Electrical/Lighting	\$1,200	-	\$2,500
	Drainage	\$1,500	-	\$2,500
		Subtotal VAI		\$7,500

GGD	Electrical infrastructure	Subtotal GGD	\$4,500
-----	---------------------------	--------------	---------

Sasaki				
	Meetings			
	Coordination with landscape and drainage systems			
	Documentation			
		Subtotal Sasaki		\$6,000

Subtotal \$18,000

Total with MDS markup x 1.1 \$19,800



**GGD Consulting Engineers, Inc.**

375 Faunce Corner Road, Suite D  
Dartmouth, MA 02747

## REQUEST FOR ADDITIONAL SERVICES

L#90981

**DATE:** October 22, 2024 **ATTN:** Margaret Clark, RA, LEED AP  
BD+C, WELL AP, MCPPO  
Senior Associate

**TO:** Miller Dyer Spears Architects

**PROJECT:** Pierce School  
Brookline, MA **PRINCIPAL:** David M. Pereira, PE

*Street Lighting Design*

**GGD JOB #:** 875 021 01.00 **PROJ. MGR:** David M. Pereira, PE

CLIENT TASK#

**FEE BASIS:** Lump Sum Fee

**ESTIMATED COST FOR CHANGES: \$4,500.00 (Four Thousand, Five Hundred Dollars)**

### DESCRIPTION OF "ADDITIONAL SERVICES" REQUIRED:

Additional electrical engineering consulting services to provide street lighting design as follows:

- Provide electrical infrastructure; conduit, pull boxes, wiring, and pole bases for twelve (12) fixtures and a control box for street lighting.
- No additional fee is required for Construction Administration (CA) services. CA services shall be performed per terms of our Basic Services Proposal.

**THE ABOVE ADDITIONAL WORK WILL NOT BE STARTED UNTIL WRITTEN AUTHORIZATION IS RECEIVED. REQUEST FOR ADDITIONAL SERVICE VALID FOR 90 DAYS.**

**ADDITIONAL SERVICES APPROVED BY:** \_\_\_\_\_

DATE:

SEND ☒ FOR OFFICE ONLY: ☐

CC: Kelsey Holmes, Miller Dyer Spears

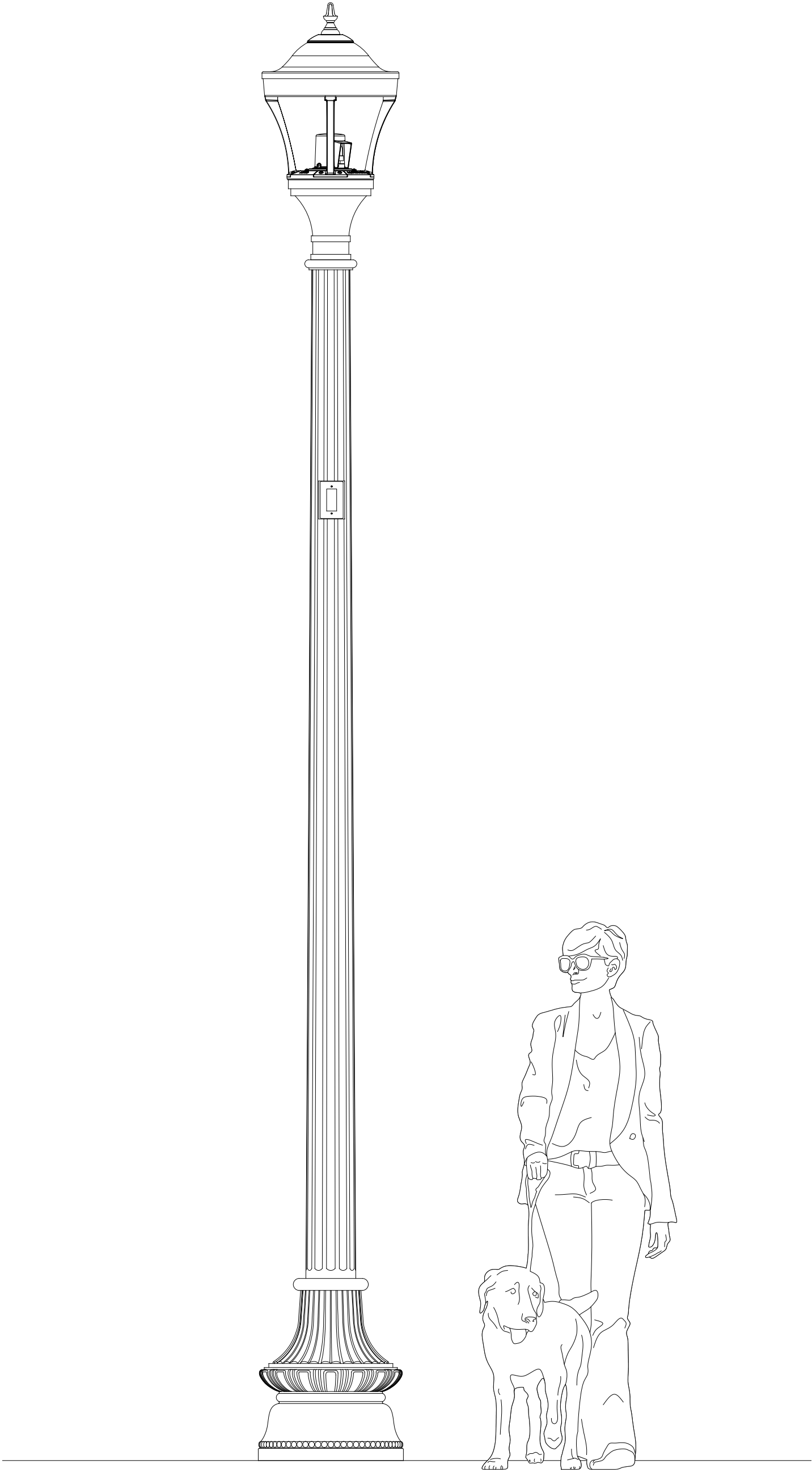
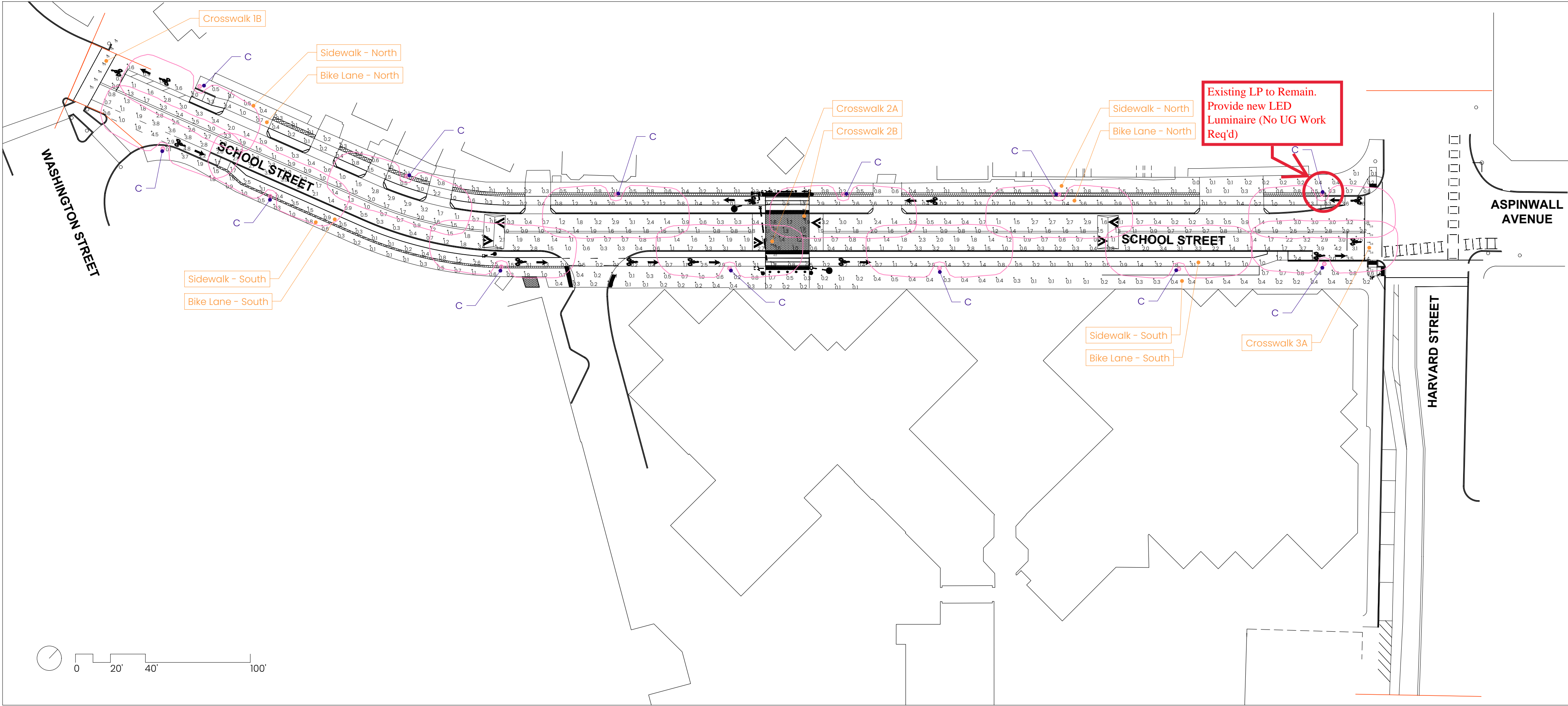
Luminaire Schedule										
Symbol	Label	Qty	Description	Arrangement	IES Class	CCT	MH	LF	Lumens	Watts
C	SI	1	King Luminaire K985 Post Top, 60W, T3	Single	Type II	3000K	14.5	0.900	5385	63.4

Calculation Summary Table - Streets							
Label	CalcType	Units	Avg	Max	Min	avg/min	max/min
School Street	Illuminance	Fc	1.6	4.2	0.2	8.3	210

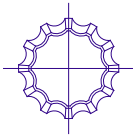
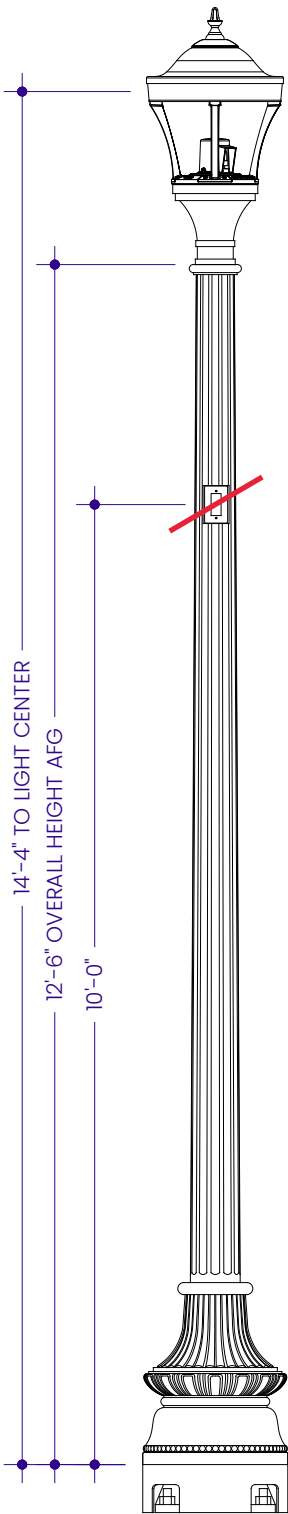
Calculation Summary Table - Bike Lanes							
Label	CalcType	Units	Avg	Max	Min	avg/min	max/min
Bike Lane - North	Illuminance	Fc	1.2	3.5	0.1	12.3	38.0
Bike Lane - South	Illuminance	Fc	1.5	4.8	0.1	14.8	48.0

Calculation Summary Table - Crosswalks							
Label	CalcType	Units	Avg	Max	Min	avg/min	max/min
Crosswalk 1B	Illuminance	Fc	0.2	0.2	0.1	1.6	2.0
Crosswalk 2A	Illuminance	Fc	2.7	4.0	0.5	5.4	8.0
Crosswalk 2B	Illuminance	Fc	2.9	4.5	0.4	7.2	8.3
Crosswalk 3A	Illuminance	Fc	3.2	3.8	2.2	1.4	1.7

Calculation Summary Table - Pedestrian Ways							
Label	CalcType	Units	Avg	Max	Min	avg/min	max/min
Sidewalk - North	Illuminance	Fc	0.4	1.0	0.0	N.A.	N.A.
Sidewalk - South	Illuminance	Fc	0.9	3.7	0.1	4.8	37.0

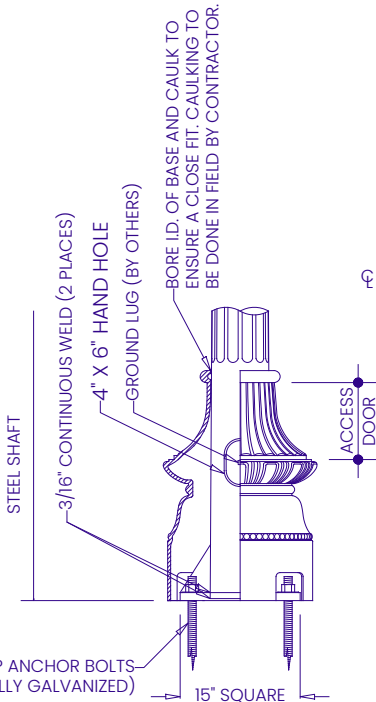






SECTION A-A

7 GAUGE STEEL  
12 FLAT FLUTE  
.14" / FT. TAPER  
N.T.S.



LUMINAIRE SPECIFICATIONS

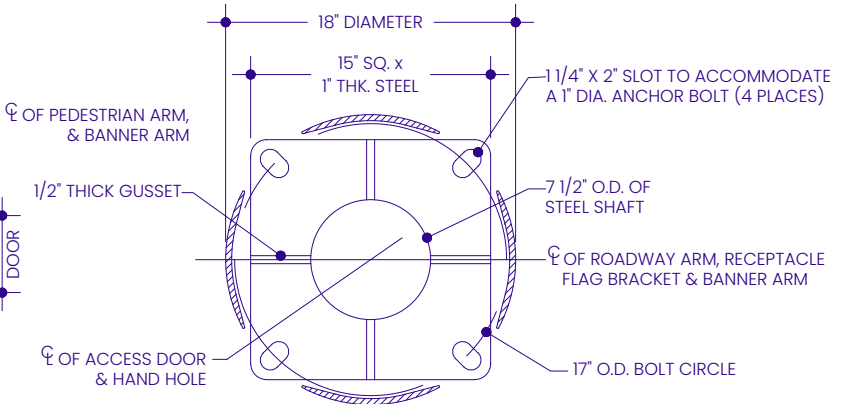
MANUFACTURER: KING LUMINAIRE  
CATALOG NO.: K596-P4NL-IES-WATTAGE(SSL)-7030  
-120:277-K31-PR-CCT-#1  
STYLE: K596  
DIMENSIONS: Ø17" x 32" TALL  
MATERIAL: CAST ALUMINUM  
IES CLASS: SEE CHART  
LIGHT SOURCE: SOLID STATE LIGHTING  
OPTICAL SYSTEM: FLAT ARRAY, NO LENS  
WATTAGE: SEE CHART (7030 SERIES)  
VOLTAGE: 120V  
CCT: 3000K  
POLE ADAPTOR: K31  
FINISH: GLOSS BLACK  
OPTIONS: - #1 FINIAL  
- TWISTLOCK RECEPTACLE  
- QUICK DISCONNECT

IES CLASS	SELECT ONE
III	<input type="checkbox"/>
V	<input type="checkbox"/>

WATTAGE	SELECT ONE
40	<input type="checkbox"/>
60	<input type="checkbox"/>
75	<input type="checkbox"/>

POLE SPECIFICATIONS

MANUFACTURER: SPRING CITY ELEC. MFG. CO.  
STYLE: CITY OF BOSTON II STEEL  
MATERIAL: 7 GAUGE, 12 FLAT FLUTE STEEL MONOTUBE CONSTRUCTION  
SHAFT: 1 PIECE (SLIP OVER), HEAVY WALL CAST IRON PER A.S.T.M. A48-83 CLASS 30  
BASE: 12'-6" Ø18"  
POLE HEIGHT: 12'-6"  
BASE DIA.: Ø18"  
ACCESS DOOR: LOCATED IN BASE TO COINCIDE WITH HANDHOLE IN STEEL  
SHAFT SECURED WITH TAMPER PROOF HEX SOCKET SECURITY MACHINE SCREWS  
TENON: Ø3 1/2" x 3 1/2" TALL (ABOVE DONUT)  
BOLT CIRCLE: Ø17"  
BOLT PROJECTION: 5" REQUIRED  
ANCHOR BOLTS: (4) Ø1" x 36" + 4" HOOK (FULLY GALVANIZED WITH 1 GALVANIZED NUT AND 1 GALVANIZED WASHER PER BOLT)  
FINISH: HOT DIP GALVANIZED THEN POWDER COATED, CLASSIC BLACK  
SHAFT: PRIME PAINT THEN FINISH PAINT, SHERWIN WILLIAMS ACROLON, CLASS BLACK  
BASE: ~~OF OR RECEPTACLE~~  
OPTIONS:



SECTION B-B

N.T.S.



November 4, 2024

Ms. Lynn Stapleton  
101 Federal Street,  
Boston, MA 02110

Re: Pierce School – Additional Add Alternate Historic Windows

Dear Lynn,

As discussed with Adam Keane, MDS is submitting this proposal for expenses to be incurred by MDS in the form of the following additional services:

- Add Alternate documentation and construction administration to increase the window scope at the historic building to replace all windows replaced in 2007 (added 64 windows). This would allow for non-proprietary windows that would meet current energy code requirements and obtain a full warranty.
  - MDS scope - Includes added demo exterior elevations, proposed exterior elevations, as well as additional construction administration time.
  - Sasaki scope - Includes added demo details, proposed details, window elevations, and window details, as well as additional construction administration time.

MDS/Sasaki lump sum \$20,000.

- Expanded hazardous materials monitoring, not to exceed \$7,500.

Assumptions and exclusions:

- No further Preservation Commission or Massachusetts Historical Commission involvement is required.
- The specialty round high windows would not be included.
- See attached Lockheed Windows markup of window to be added.

For this additional scope, MDS proposes a lump sum fee as follows:

MDS (documentation and construction administration)	\$5,000
Sasaki (documentation and construction administration)	\$15,000
<u>UEC (Hazardous Materials Monitoring) incl. MDS 1.1</u>	<u>\$8,250</u>

**Total Additional Services** **\$28,250**

Please do not hesitate to contact me if you have any questions.

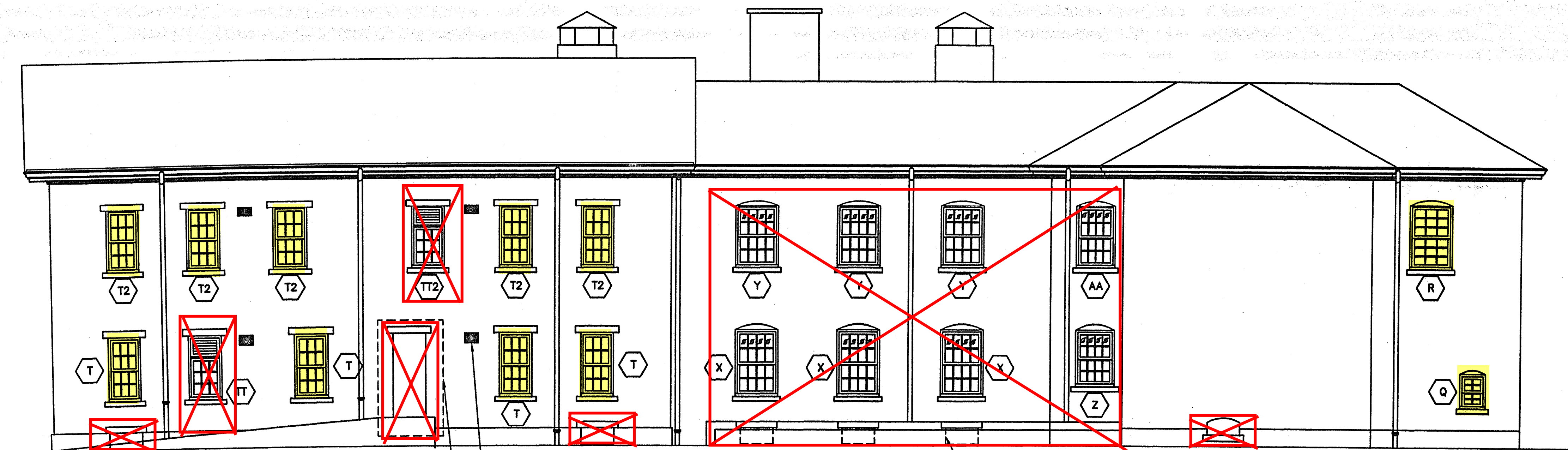
Sincerely,

A handwritten signature in blue ink, appearing to read "Margaret O. Clark". The signature is fluid and cursive, with the first name "Margaret" being more prominent and the last name "Clark" following in a similar style. The signature is positioned below the word "Sincerely,".

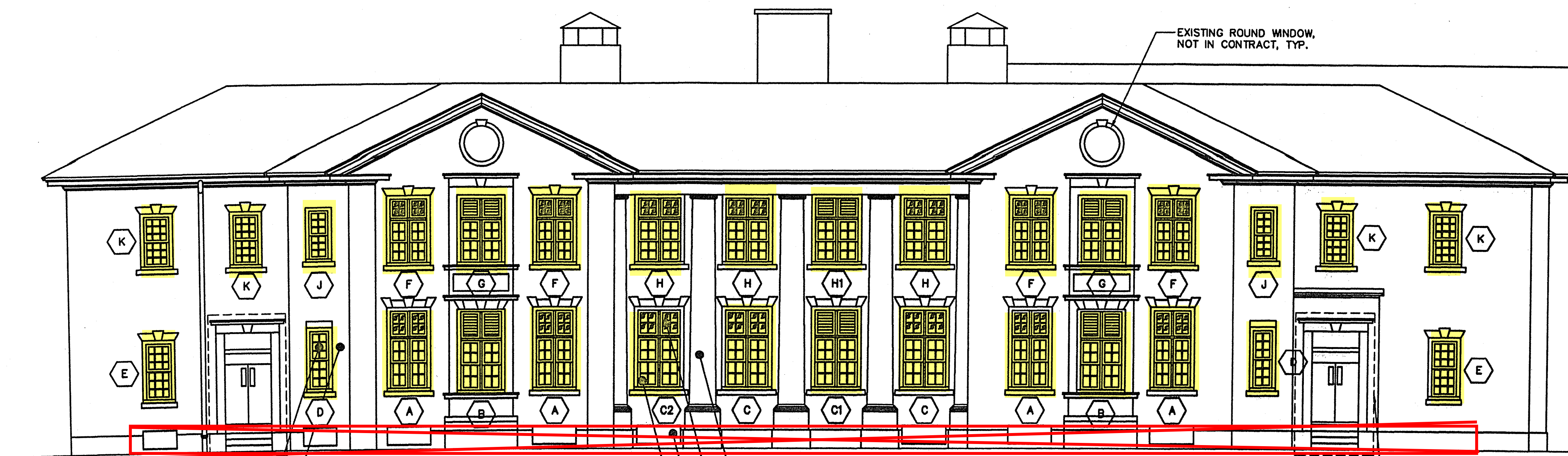
MILLER DYER SPEARS INC.  
Margaret O. Clark, RA, LEED AP BD+C  
Senior Associate

Cc: W. Spears

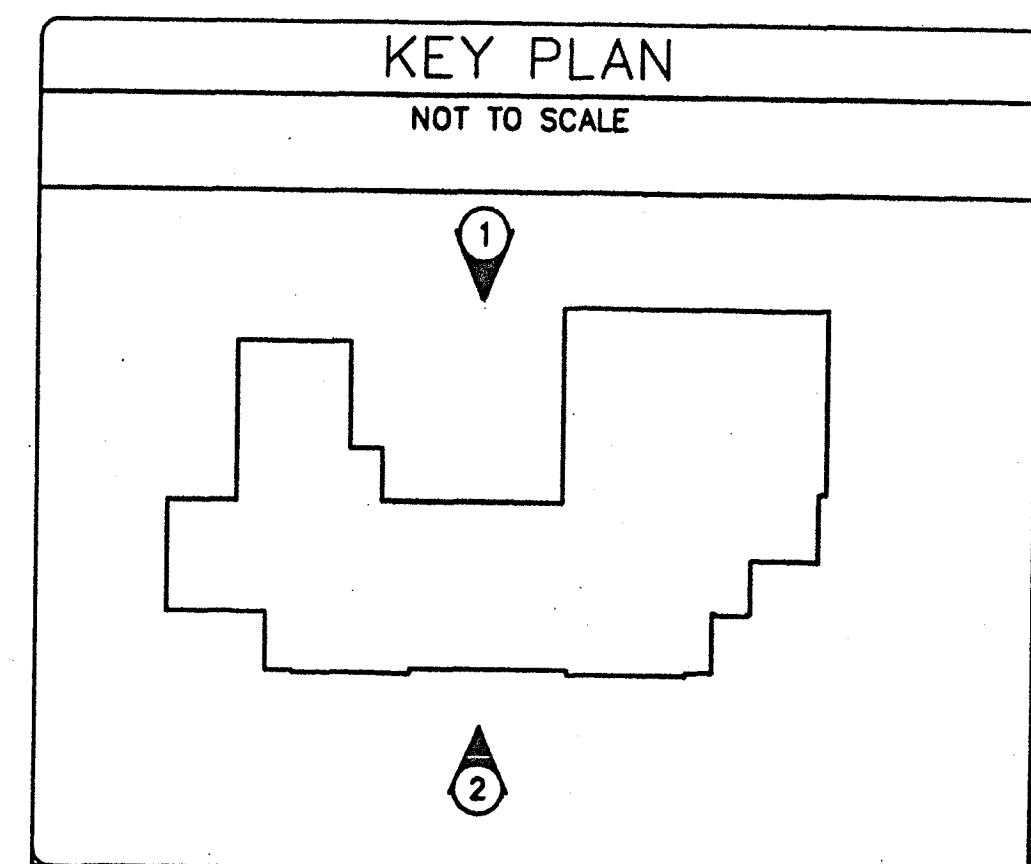




1 ELEVATION



2 ELEVATION

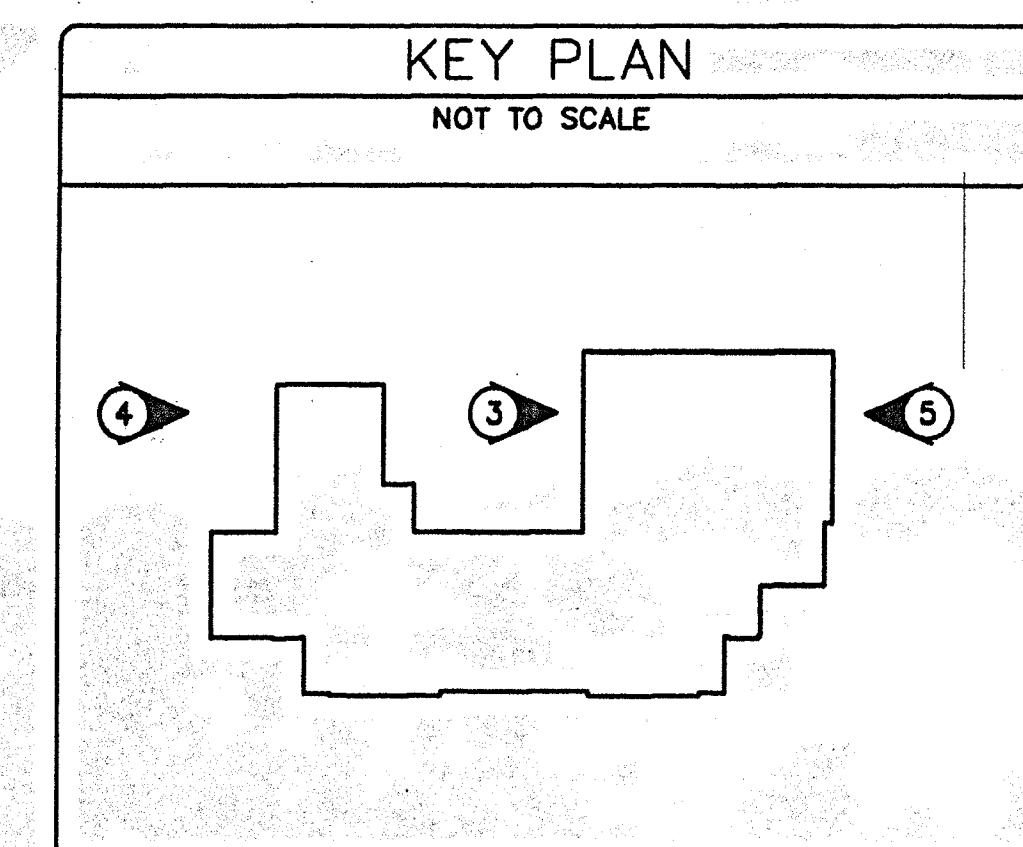
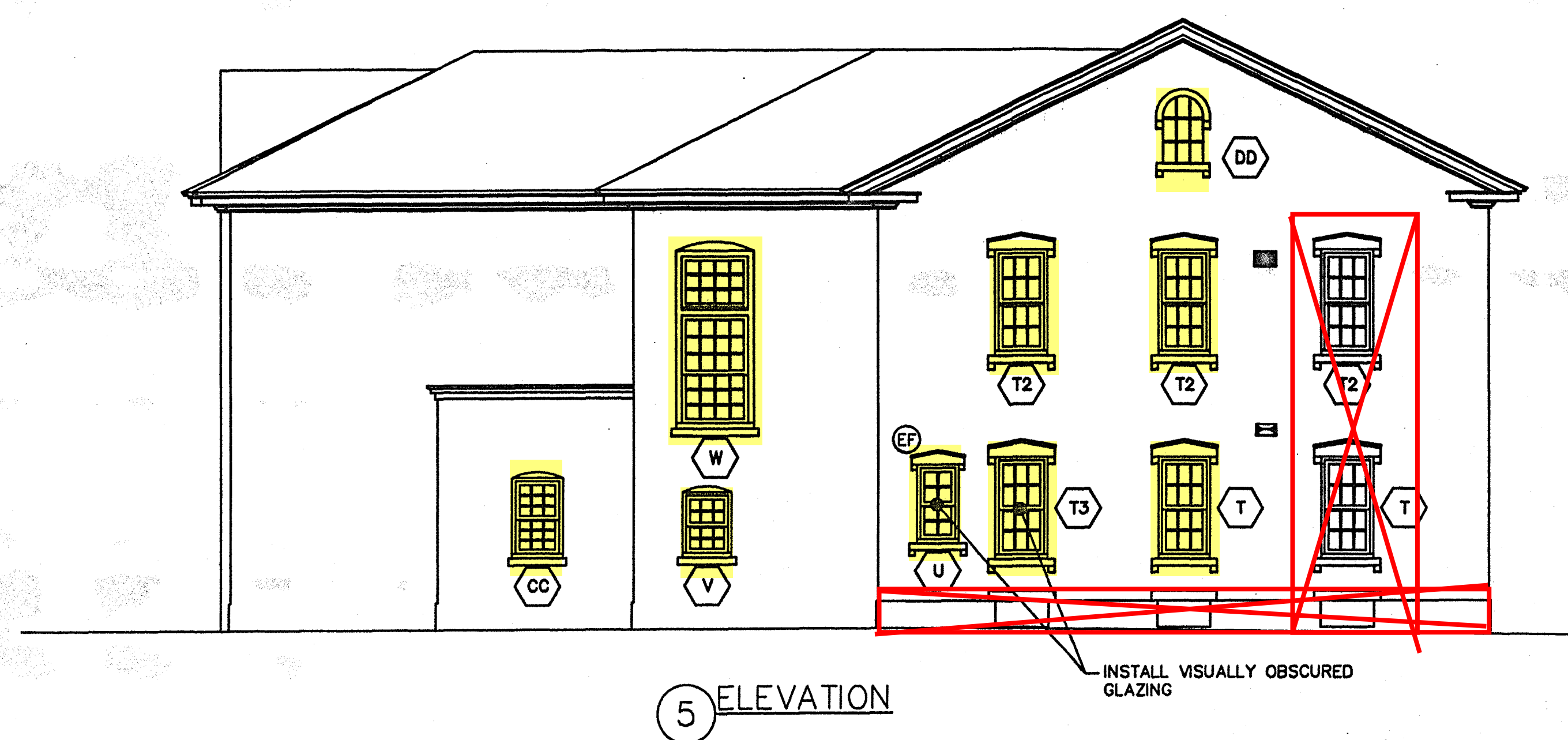
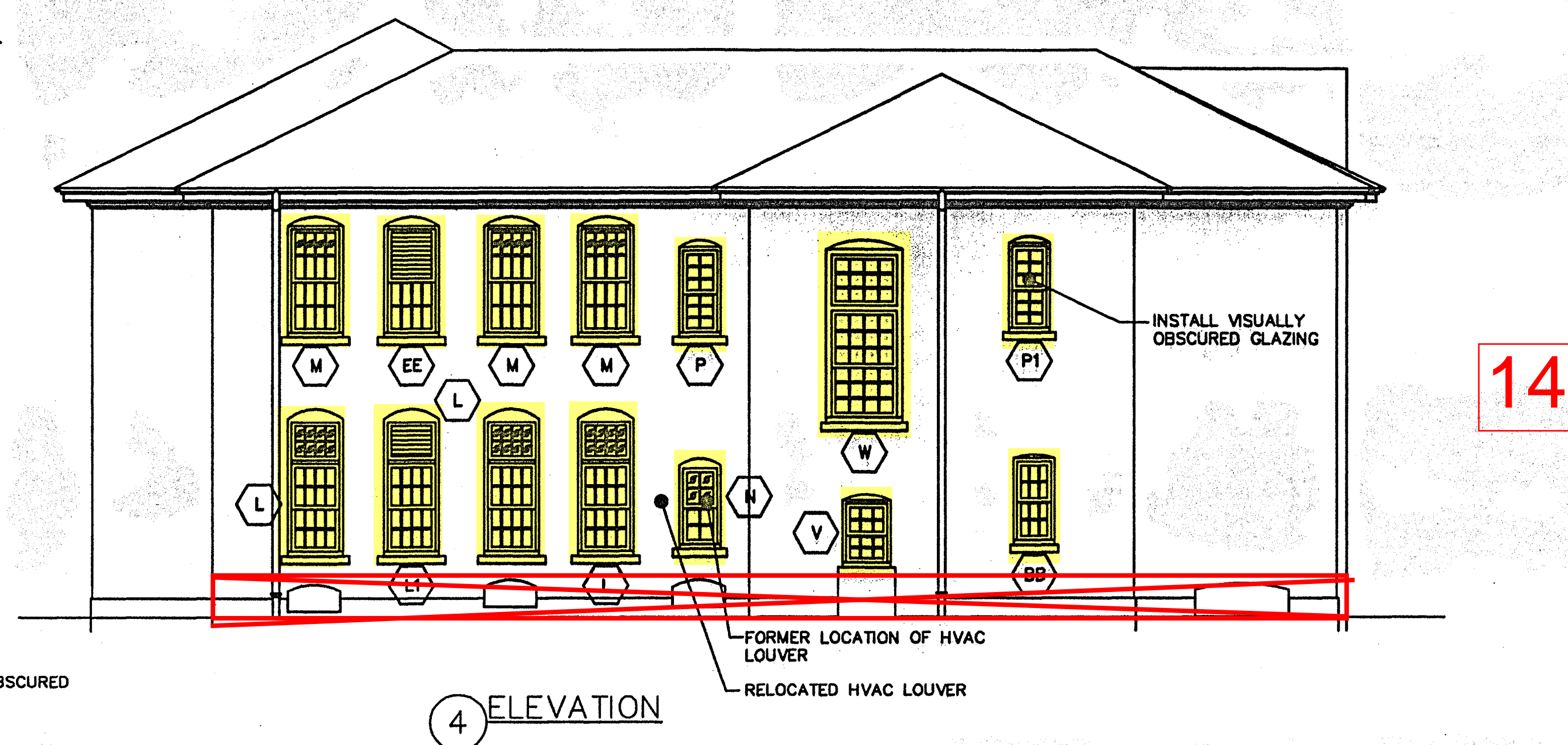
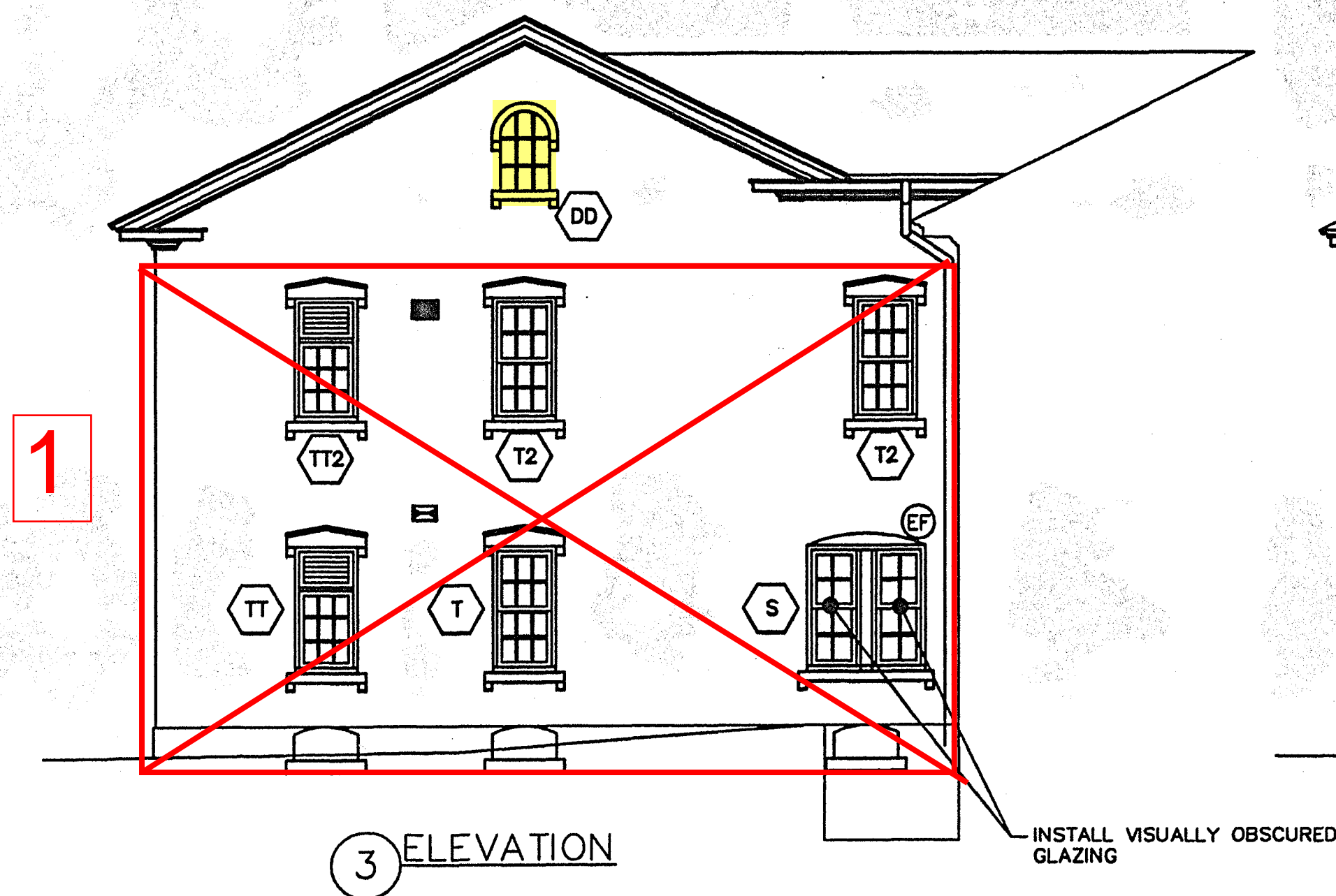


PROJECT: PIERCE PRIMARY SCHOOL		P.O. BOX 166	
ARCHITECT: GALE ASSOCIATES, INC.		ROUTE 100	
GENERAL CONTRACTOR: LOCKHEED WINDOW CORP.		PASCOAG, RI 02859	
JOB NO. P		TEL: (401) 568-3061	
DRAWN: M.F.	DATE: 1-5-07		
SCALE: N/A			
SHEET			
BE1 or BE2			

LOCKHEED WINDOW CORP.

ATTENTION: PLEASE READ  
Lockheed Window Corp. prepared these drawings for the exclusive use of the client. These drawings are not to be used for any other purpose without the written consent of Lockheed Window Corp. The client is responsible for obtaining all necessary permits and for providing all information required for the proper construction of the building. Lockheed Window Corp. is not responsible for any errors or omissions in these drawings and/or specifications.





PROJECT: PERCE PRIMARY SCHOOL		P.O. BOX 1166	
ARCHITECT: GALE ASSOCIATES, INC.		ROUTE 100	
GENERAL CONTRACTOR: LOCKHEED WINDOW CORP.		PASCOAG, RI 02859	
JOB NO. P		TEL: (401) 568-3061	
DRAWN: M.F.		DATE: 1-9-07	
SCALE: N/A		SHEET	
BE2 of BE2		REV. DATE DESCRIPTION	





November 4, 2024

Ms. Lynn Stapleton  
101 Federal Street,  
Boston, MA 02110

Re: Pierce School – Added SEIR Scope

Dear Lynn,

As discussed with Adam Keane, MDS is submitting this proposal for expenses to be incurred by MDS in the form of the following additional services:

- Additional unexpected complexity of SEIR scope.

See attached proposal from BSC Group.

For this additional scope, MDS proposes a not to exceed fee as follows:

Fee Proposal:	
BSC Group	\$33,445.00
MDS markup x 1.1	<u>\$3,344.50</u>

<b>Total Additional Services</b>	<b>\$36,789.50</b>
----------------------------------	--------------------

Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Margaret O. Clark', is written over a light blue rectangular background.

MILLER DYER SPEARS INC.  
Margaret O. Clark, RA, LEED AP BD+C  
Senior Associate

Cc: W. Spears



Engineers  
Environmental Scientists  
Software Developers  
Landscape Architects  
Planners  
Surveyors

BSC Group Inc.  
1 Mercantile Street, Suite 610 Worcester, MA 01608  
617-896-4300  
[www.bscgroup.com](http://www.bscgroup.com)

November 4, 2024

MDS Architects  
Margaret Clark  
William Spears  
40 Broad Street, Suite 103  
Boston, MA 02109

RE: Pierce School Redevelopment Project

Dear Will and Margaret,

BSC Group, Inc. (BSC) respectfully submits this Change Order request for the subject project to address out of scope work, changed conditions, and additional scope of work that were not a component of our proposal dated May 20, 2024 and contract between our companies finalized on June 28, 2024.

BSC, the Company, provides the following information to explain the basis for and present the requested additional budget authorization.

## **1.0 Explanation of Factors**

Within the MEPA regulations, the process for completion of the MEPA review involves preparation of an introductory document that allows for agency, public and MEPA staff review and input into the environmental review process for the project. This is the Environmental Notification Form. With the increased EJ considerations promulgated as changes to the regulations in 2022, projects involving EJ communities are required to complete a more thorough and robust environmental review that incorporates more input into an Expanded ENF (EENF). Depending on the outcome of the review of the EENF, the Secretary of Environmental Affairs issues a Certificate that says the MEPA review is complete, that a Single EIR is required to address comments in the EENF Certificate, or that a Draft and Final EIR will be required.

An assumption used in the original pricing for the EIR preparation was that since the project has primarily positive benefits to the environment and residents of Brookline, the EENF Certificate would have minimal requirements for what was to be addressed in the Single EIR. As seen in the EENF Certificate and documented in the comment matrix that has been

prepared, there is considerably more than a limited set of items to be addressed. BSC does recognize that some EENF Certificate requirements are simple to address or incorporate, but the overall content will be greater than anticipated in our original budget estimate and hence the effort to prepare and file the SEIR will be greater than originally budgeted.

## **2.0 SCOPE OF SERVICES CHANGES**

### **Single EIR Preparation and Support**

In estimating a budget for preparation of an EIR, months in advance of the meeting and prior to the submission and review of the ENF, it is necessary to estimate what is the likely content of the ENF Certificate, which is itself dependent on an unknown number and content of future input from agencies, the public and stakeholder groups. The ENF Certificate will then dictate the amount of work required to prepare and submit an EIR. Based on early public meetings with very low attendance, held before budgeting for preparation of the EIR, it was a reasonable assumption to make that EIR preparation would be relative simple. On this basis, what appeared to be a relatively non-controversial project, the Pierce School Redevelopment Project, was assumed to potentially receive a low number of comments on the EENF, perhaps 12 to 24, that would then be incorporated into in the EENF Certificate

Months after BSC's budget had been approved the EENF Certificate came out on August 30, 2024 with seventy-three comments, albeit a handful are administrative in nature. This is requiring more effort on the project team's behalf, as well as more effort for BSC in preparing our responses to assigned comments as well as in managing the preparation and submittal of the Single EIR. Material written by and prepared by other team members will have to be reviewed for adequacy and likely require effort to work it into the SEIR document. As already stated, with an original estimate to complete the EIR at \$7,500, the assumption was that the EENF certificate would have a minimal number of comments to be addressed. Our revised cost is based on the increased number of comments that will need to be addressed and a larger more complex SEIR to prepare. The components of the effort to prepare the SEIR are broken down in the cost table below.

Even at the writing of this request, BSC has not received all the input into the SEIR from other team members, and is having to estimate the effort to review and incorporate this information, without knowing the amount or quality of the remaining information. Knowing



something about the nature of the comments and the anticipated response, we have made a reasonable and responsible estimate of this effort.

Reviewing charges to the project as of October 15, 2024, BSC completed Phase 1 work with a budget surplus of \$785, and Phase 2 is \$3,324 over budget.

To provide an understanding of expenditures relative to the prior approved tasks and budgets, see Table 1.

Table 1. Project Budget versus Spent

<b>Phase 1</b>	<b>Budget</b>	<b>Spent</b>	<b>Balance</b>
<i>Env Permitting and Approvals Report</i>	8800	8747	53
<i>Team Meetings, Coordination</i>	4000	3810	190
<i>Article 97 and MEPA roadmap</i>	6200	5976	224
<i>Article 97 Disposition consultation</i>	2400	2082	318
<b>Phase 1 total</b>	<b>21400</b>	<b>20615</b>	<b>785</b>
<b>Phase 2</b>			
<i>Article 97 Disposition consultation</i>	8800	5651	3149
<i>Team Meetings, Coordination</i>	3000	3397	-397
<i>MEPA Pre-filing mtg and Coord.</i>	6200	5047	1153
<i>Early MEPA tasks: RFI and Lit Review</i>	6000	5741	259
<i>Community mtgs/EJ Coordination</i>	6000	5946	54
<i>EENF prep</i>	15000	12356	2644
<i>EIR prep</i>	7500	16238	-8738
<i>MEPA public mtg &amp; Site visit</i>	1400	4509	-3109
<i>Respond to comments, recording, admin</i>	4000	3124	876
<b>Phase 2 Total</b>	<b>57900</b>	<b>62009</b>	<b>-4109</b>
<b>Project Total</b>	<b>79300</b>	<b>82624</b>	<b>-3324</b>

The requested budget with this Change Order is anticipated to cover the overage as of October 15, 2024 of \$3,324, and the one remaining task requiring additional budget authorization. To understand the components of the EIR preparation tasks, BSC considered the component elements of the effort to complete the EIR task, and provides a more refined breakdown in Table 2 below. BSC does not consider these to be fixed costs per element, merely a best estimate and we reserve the ability to charge hours with flexibility between these elements. BSC will continue to manage the budget and billing for the EIR task as a single line item.

This Change Order cost estimate assumes that the SEIR Certificate will not require preparation of a Supplemental EIR, and closes the MEPA review process. This requested budget only includes 4 hours of time to incorporate information that comes out of the October 30<sup>th</sup>, Public Forum, which at this time could include an unknown number of active participants with an unknown amount of additional information that should be incorporated into the SEIR. This requested budget only includes 4 hours for any MEPA staff requests for



additional information or analyses to be provided, during their review of the SEIR and prior to issuance of the SEIR Certificate.

### **Additional Community Meeting/EJ Coordination**

The EENF Certificate requires that another public meeting be held during the SEIR preparation period since comments were received from a community member on the EENF that outreach had been insufficient. The requirement for this meeting was not known at the time of the original proposal and cost estimate and is out of scope. The information obtained from this meeting is to be taken into consideration in the SEIR preparation. Depending on the turnout and response from those involved in the meeting, further work may be required to capture and address this input in the SEIR. Time was spent researching organizations to directly notify of the meeting, including those located or potentially serving the community in Boston located within the 1-mile radius EJ boundary (mandated by MEPA). This research included obtaining the necessary contact information to support a group email blast. A team meeting was held to discuss the approach for notifications and content of the notification. There will then be time necessary to prepare the presentation for the meeting as well as attend the meeting, which will be in person for project personnel. We are including a budgetary estimate of 16 hours for this task. BSC assumes that production of display materials and advertisement and distribution of public notices about the project meeting are assumed to be the responsibility of others.

### **3.0 COST ESTIMATE TO COMPLETE THE MEPA PROCESS**

BSC has evaluated our work completed to date and the work effort necessary to complete the MEPA review process, and have identified the increased costs, as shown in the table below.

<b>TASK</b>	<b>Labor Hours</b>	<b>Labor Cost</b>
<b>SEIR PREPARATION</b>		
<i>Create Comment Matrix</i>	8	\$1,447
<i>Draft SEIR Outline</i>	8	\$1,447
<i>BSC's assigned sections/comments</i>	52	\$9,112
<i>Incorporate other's assigned sections/comments</i>	32	\$5,599
<i>Draft</i>	52	\$9,638
<i>SEIR community meeting</i>	16	\$3,691
<i>Finalize and Submit</i>	26	\$5,063
<i>Review SEIR Certificate</i>	3	\$775
<b>TOTAL</b>	<b>197</b>	<b>\$33,445</b>

### **4.0 FEE FOR SERVICES**

BSC has estimated a budget of Thirty-Three Thousand Four Hundred and Forty-Five Dollars (**\$33,445**) for the services described in Section 1.0 of this Agreement and proposes to provide these services on an hourly basis in accordance with the BSC Fee Schedule already in place. This budget estimate and Change Order request will be executed under the existing contract for this project, between MDS and BSC Group.



5.0 GENERAL CONSIDERATIONS

- BSC will perform all services in a timely manner, but it is agreed between the parties that BSC cannot be responsible for delays occasioned by factors or parties beyond its control, nor by factors which could not reasonably have been foreseen at the time this Change Order was prepared and executed. Delays of this nature shall extend the completion date.
- BSC’s submittals will depend on the timely receipt of any required information from other project team members and/or the Client.
- During the performance of the services described within this Change Order request, the Scope of Services, and compensation, therefore, may be adjusted by mutually agreed upon Amendments to the Agreement and this Change Order.

Please execute two (2) copies of this Change Order request and return one (1) copy with an original signature for our records. BSC welcomes the opportunity to continue to provide professional services for this project.

Sincerely,  
**BSC GROUP, INC.**

A handwritten signature in blue ink that reads "Paul D. Martin".

Paul D. Martin  
Sr. Associate

**AGREED AND ACCEPTED BY:**  
**MDS**

**APPROVED BY:**  
**BSC GROUP, INC.**

A handwritten signature in blue ink that reads "Paul D. Martin".

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Paul D. Martin

\_\_\_\_\_  
Title

Sr. Associate

November 4, 2024

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date