



Hill International

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March 3, 2022

Mr. Ray Masak, P.E.
Project Manager
Town of Brookline Building Department
333 Washington Street
Brookline, MA 02445

RE: Recommendation to approve CTA Change Order 012

Dear Mr. Masak:

CTA Construction Managers is submitting original copies of Change Order 012 for the Brookline High School Tappan Gym and 3rd Floor Renovation for acceptance by the Town of Brookline (ToB). Hill and WRA have previously reviewed, negotiated where applicable, and agree that all items listed in this Change Order are fair, reasonable for the described scope of work, and are compensable adjustments to the Lump Sum Contract. This change order is an additional cost total of **\$13,306.35**.

CTA has been solving the issues with the design team and ToB to minimize added time and complete the job. For these reasons we recommend acceptance of this change order.

Based on the above, Hill recommends to ToB approval of Change Order 011 to CTA Construction Managers lump sum contract.

Very truly yours,

Andy Vo, PMP, CCM, LEED AP, MCPPO
Sr. Project Manager

CTA Construction Managers
 400 Totten Pond Road
 Waltham, 02451
 Phone: (781) 786-6600

Project: 2020-02 - Brookline High School Tappan Gym and 3rd Floor
 Renovation
 115 Greenough St
 Brookline, Massachusetts 02445

Prime Contract Change Order #012: OCO #012

TO:	Town of Brookline 333 Washington Street, 3rd Floor Brookline, Massachusetts 02445	FROM:	CTA Construction Managers, LLC 400 Totten Pond Road, 2nd Floor Waltham, Massachusetts 02451
DATE CREATED:	2/25/2022	CREATED BY:	Robert Harrington (CTA Construction Managers, LLC)
CONTRACT STATUS:	Approved	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	03/02/2022
INVOICED DATE:		PAID DATE:	
SCHEDULE IMPACT:		EXECUTED:	No
		SIGNED CHANGE ORDER RECEIVED DATE:	
CONTRACT FOR:	1:Brookline High School Tappan Gym and 3rd Floor Renovation	TOTAL AMOUNT:	\$13,306.35

DESCRIPTION:

Per previous discussions with the OPM and the architect, the following PCO's have been approved and are included in this change order:

1. PCO #103r1 - CE #132 - RFI #197 and #223 - Water Proofing and Weep Holes
2. PCO #129r1 - CE #165 - Wood Bench Changes
3. PCO #139 - CE #176 - Concrete Footing at Paver Grates
4. PCO #140r1 - CE #178 - Concrete Demolition (Field Bulletin #044)
5. PCO #142r1 - CE #181 - Field Bulletin #047 - Fitness Center Soffit
6. PCO #144r1 - CE #183 - Miscellaneous Painting
7. PCO #145r1 - CE #184 - Relocate Outlet in C002
8. PCO #148r1 - CE #181 - Field Bulletin #047 - Fitness Center Soffit (HVAC)
9. PCO #149 - CE #189 - Repair Existing Plumbing Insulation
10. PCO #150 - CE #190 - RFI #002 - AED Devices to be Provided by Town
11. PCO #151 - CE #191 - Network Switch Provided by Town

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
103r1	CE #132 - RFI #197 and #223 - Water Proofing and Weep Holes		\$3,869.38
129r1	CE #165 - Wood Bench Changes		\$4,422.39
139	CE #176 - Concrete Footing at Paver Grates		\$3,187.80
140r1	CE #178 - Concrete Demolition (Field Bulletin #044)		\$2,600.84
142r1	CE #181 - Field Bulletin #047 - Fitness Center Soffit		\$7,145.57
144r1	CE #183 - Miscellaneous Painting		\$2,204.50
145r1	CE #184 - Relocate Outlet in C002		\$1,246.39
148r1	CE #181 - Field Bulletin #047 - Fitness Center Soffit (HVAC)		\$626.78
149	CE #189 - Repair Existing Plumbing Insulation		\$652.70
150	CE #190 - RFI #002 - AED Devices to be Provided by Town		(\$9,108.00)
151	CE #191 - Network Switch Provided by Town		(\$3,542.00)
Total:			\$13,306.35

CHANGE ORDER LINE ITEMS:

PCO # 103r1: CE #132 - RFI #197 and #223 - Water Proofing and Weep Holes

#	Budget Code	Description	Amount
1	07-100.FSB Damproofing and Waterproofing.Filed Sub Bidder		\$5,070.00
2	02-000.CTA Direct General.CTA Direct		\$(700.00)
3	02-000.CTA Direct General.CTA Direct	Excavation and Backfill 16 Columns (1 Man Day @ \$100 per Hour)	\$(800.00)
Subtotal:			\$3,570.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub .):			\$253.50
B&I (1.20% Applies to all line item types.):			\$45.88
Grand Total:			\$3,869.38

PCO # 129r1: CE #165 - Wood Bench Changes

#	Budget Code	Description	Amount
1	02-000.CTA Direct General.CTA Direct	Additional Cost Associated with Wood Bench Modifications	\$4,369.95
Subtotal:			\$4,369.95
Direct Work OHP (0.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub .):			\$0.00
B&I (1.20% Applies to all line item types.):			\$52.44
Grand Total:			\$4,422.39

PCO # 139: CE #176 - Concrete Footing at Paver Grates

#	Budget Code	Description	Amount
1	02-900.CTA Sub Landscaping.CTA Sub		\$3,000.00
Subtotal:			\$3,000.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub .):			\$150.00
B&I (1.20% Applies to all line item types.):			\$37.80
Grand Total:			\$3,187.80

PCO # 140r1: CE #178 - Concrete Demolition (Field Bulletin #044)

#	Budget Code	Description	Amount
1	31-100.CTA Sub Earthwork.CTA Sub	Chipping, Removal, Disposal, Repair and Replace	\$1,900.00
2	02-000.CTA Direct General.CTA Direct	(4) Hours Supervision at \$125.00 per Hour	\$500.00
Subtotal:			\$2,400.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$75.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub .):			\$95.00
B&I (1.20% Applies to all line item types.):			\$30.84
Grand Total:			\$2,600.84

PCO # 142r1: CE #181 - Field Bulletin #047 - Fitness Center Soffit

#	Budget Code	Description	Amount
1	15-300.FSB Fire Protection Piping.Filed Sub Bidder	CO #119 - Add Heads within Fitness Center	\$1,230.00
2	09-900.FSB Paints and Coatings.Filed Sub Bidder	Paint Exposed Ceiling, Walls and MEPs	\$1,789.04
3	16-100.FSB Electrical.Filed Sub Bidder	Secure Wiring After Soffit is Removed	\$1,077.00
4	02-000.CTA Direct General.CTA Direct	Remove Soffit (2 Men, 1 Day @ \$100 per hours)	\$1,600.00
5	02-000.CTA Direct General.CTA Direct	Cleaning (1 Man, 4 Hours @ \$100 per Hour)	\$400.00

#	Budget Code	Description	Amount
6	02-000.CTA Direct General.CTA Direct	Cutting and Patching (1 Man, 4 Hours @ \$100 per Hour)	\$400.00
Subtotal:			\$6,496.04
Direct Work OHP (15.00% Applies to CTA Direct.):			\$360.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$204.80
B&I (1.20% Applies to all line item types.):			\$84.73
Grand Total:			\$7,145.57

PCO # 144r1: CE #183 - Miscellaneous Painting

#	Budget Code	Description	Amount
1	09-900.FSB Paints and Coatings.Filed Sub Bidder	21.2 Hours Painting @ \$97.86 per Hour	\$2,074.63
Subtotal:			\$2,074.63
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$103.73
B&I (1.20% Applies to all line item types.):			\$26.14
Grand Total:			\$2,204.50

PCO # 145r1: CE #184 - Relocate Outlet in C002

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder	Relocated Outlet	\$981.00
2	09-900.FSB Paints and Coatings.Filed Sub Bidder	Paint New Conduit and Touch Up (1 Hours at \$97.86 per Hour)	\$97.86
3		Cleaning (1 Hour at \$100 per Hour)	\$100.00
Subtotal:			\$1,178.86
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$53.94
B&I (1.20% Applies to all line item types.):			\$13.59
Grand Total:			\$1,246.39

PCO # 148r1: CE #181 - Field Bulletin #047 - Fitness Center Soffit (HVAC)

#	Budget Code	Description	Amount
1	15-700.FSB Heating, Venting and Air Conditioning.Filed Sub Bidder	Patching of Existing Ductwork Insulation	\$589.86
Subtotal:			\$589.86
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$29.49
B&I (1.20% Applies to all line item types.):			\$7.43
Grand Total:			\$626.78

PCO # 149: CE #189 - Repair Existing Plumbing Insulation

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$614.25
Subtotal:			\$614.25
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$30.71
B&I (1.20% Applies to all line item types.):			\$7.74
Grand Total:			\$652.70

PCO # 150: CE #190 - RFI #002 - AED Devices to be Provided by Town

#	Budget Code	Description	Amount
1	10-600.CTA Sub Partitions.CTA Sub	Credit for AED Devices	\$(9,000.00)
Subtotal:			\$(9,000.00)
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (0.00% Applies to Filed Sub Bidder and CTA Sub.):			\$0.00
B&I (1.20% Applies to all line item types.):			\$(108.00)
Grand Total:			\$(9,108.00)

PCO # 151: CE #191 - Network Switch Provided by Town

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder	Network Switch Deletion	\$(3,500.00)
Subtotal:			\$(3,500.00)
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (0.00% Applies to Filed Sub Bidder and CTA Sub.):			\$0.00
B&I (1.20% Applies to all line item types.):			\$(42.00)
Grand Total:			\$(3,542.00)

The original (Contract Sum)	\$7,821,340.00
Net change by previously authorized Change Orders	\$771,463.99
The contract sum prior to this Change Order was	\$8,592,803.99
The contract sum will be increased by this Change Order in the amount of	\$13,306.35
The new contract sum including this Change Order will be	\$8,606,110.34
The contract time will not be changed by this Change Order.	

WRA Team (William Rawn Associates)

10 Post Office Sq. Suite 1010
Boston, Massachusetts 02109



03/03/2020

SIGNATURE

DATE

Andrew Jonic AIA - Sr Associate

Town of Brookline

333 Washington Street, 3rd Floor
Brookline, Massachusetts 02445

SIGNATURE

DATE

CTA Construction Managers, LLC

400 Totten Pond Road, 2nd Floor
Waltham, Massachusetts 02451



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SIGNATURE

DATE