



Hill International

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February 1, 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 011

Dear Mr. Masak:

CTA Construction Managers is submitting original copies of Change Order 011 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 **\$70,434.28**.

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,

A handwritten signature in black ink, appearing to read "Andy Vo", with a stylized flourish at the end.

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 #011: OCO #011

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:	1/17/2022	CREATED BY:	Robert Harrington (CTA Construction Managers, LLC)
CONTRACT STATUS:	Approved	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	01/31/2022
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:	\$70,434.28

DESCRIPTION:

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

1. PCO #120r1 - CE #153 - Various Concrete Repairs
2. PCO #124r1 - CE #157 - Plumping Pipe Insulation T&M
3. PCO #125 - CE #160 - Markerboard Trim and Semi-Recessed FE Cabinet
4. PCO #126 - CE #162 - RFI #248 - Drain Line Tie-In
5. PCO #127 - CE #163 - Field Bulletin #040 - Kirrane Water Fountain
6. PCO #128r1 - CE #164 - Field Bulletin #041 - Fitness Center Power Outlets
7. PCO #131 - CE #167 - RFI #249 - Lights Above Existing Units Fitness 100
8. PCO #132r1 - CE #168 - T&M Work Related to Electrical, Fire Alarm, and Fire Protection
9. PCO #133 - CE #169 - Field Bulletin #044 - Summer 2022 Exploratory Work
10. PCO #135 - CE #171 - Field Bulletin #043 - Irrigation Meter
11. PCO #134 - CE #170 - UPS to be Provided by Town
12. PCO #137 - CE #173 - Additional Setting Bed Material at Granite Pavers
13. PCO #138 - CE #003 - FB005 PR001 Epoxy Flooring for Corridor C005

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
120r1	CE #153 - Various Concrete Repairs		\$6,545.61
124r1	CE #157 - Plumping Pipe Insulation T&M		\$1,413.86
125	CE #160 - Markerboard Trim and Semi-Recessed FE Cabinet		\$1,843.61
126	CE #162 - RFI #248 - Drain Line Tie-In		\$12,164.77
127	CE #163 - Field Bulletin #040 - Kirrane Water Fountain		\$20,679.70
128r1	CE #164 - Field Bulletin #041 - Fitness Center Power Outlets		\$5,727.95
131	CE #167 - RFI #249 - Lights Above Existing Units Fitness 100		\$285.84
132r1	CE #168 - T&M Work Related to Electrical, Fire Alarm, and Fire Protection		\$13,006.13
133	CE #169 - Field Bulletin #044 - Summer 2022 Exploratory Work		\$5,001.66
134	CE #170 - UPS to be Provided by Town		(\$1,702.18)
135	CE #171 - Field Bulletin #043 - Irrigation Meter		\$7,061.23

137	CE #173 - Additional Setting Bed Material at Granite Pavers		\$1,593.90
138	CE #003 - FB005 PR001 Epoxy Flooring for Corridor C005		(\$3,187.80)
Total:			\$70,434.28

CHANGE ORDER LINE ITEMS:

PCO # 120r1: CE #153 - Various Concrete Repairs

#	Budget Code	Description	Amount
1	03-050.CTA Sub Concrete Subcontractor.CTA Sub	Proposed Change No. 4r5	\$2,659.43
2	03-050.CTA Sub Concrete Subcontractor.CTA Sub	Proposed Change No. 20	\$2,436.40
3	03-050.CTA Sub Concrete Subcontractor.CTA Sub	Proposed Change No. 24	\$1,064.16
Subtotal:			\$6,159.99
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$308.00
B&I (1.20% Applies to all line item types.):			\$77.62
Grand Total:			\$6,545.61

PCO # 124r1: CE #157 - Plumbing Pipe Insulation T&M

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$1,330.56
Subtotal:			\$1,330.56
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$66.53
B&I (1.20% Applies to all line item types.):			\$16.77
Grand Total:			\$1,413.86

PCO # 125: CE #160 - Markerboard Trim and Semi-Recessed FE Cabinet

#	Budget Code	Description	Amount
1	10-600.CTA Sub Partitions.CTA Sub	Markerboard Trim	\$1,435.00
2	10-600.CTA Sub Partitions.CTA Sub	Semi Recessed Cabinet	\$300.00
Subtotal:			\$1,735.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$86.75
B&I (1.20% Applies to all line item types.):			\$21.86
Grand Total:			\$1,843.61

PCO # 126: CE #162 - RFI #248 - Drain Line Tie-In

#	Budget Code	Description	Amount
1	31-100.CTA Sub Earthwork.CTA Sub		\$9,800.00
2	02-000.CTA Direct General.CTA Direct	3 days of police details at \$501.60 per day	\$1,504.80
Subtotal:			\$11,304.80
Direct Work OHP (15.00% Applies to CTA Direct.):			\$225.72
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$490.00
B&I (1.20% Applies to all line item types.):			\$144.25
Grand Total:			\$12,164.77

PCO # 127: CE #163 - Field Bulletin #040 - Kirrane Water Fountain

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder		\$14,421.78
2	16-100.FSB Electrical.Filed Sub Bidder		\$2,302.00
3	02-000.CTA Direct General.CTA Direct	4 hours cleaning at \$100 per hour	\$400.00
4	09-250.CTA Sub Gypsum Wallboard.CTA Sub	8 Hours Cutting and Patching at \$104.96 per hour	\$839.68

#	Budget Code	Description	Amount
5	09-900.FSB Paints and Coatings.Filed Sub Bidder	8 Hours Painting at \$100.34 per Hour	\$802.72
6	02-000.CTA Direct General.CTA Direct	4 Hours Supervision at \$125 per Hour	\$500.00
7	02-000.CTA Direct General.CTA Direct	Debris Disposal	\$100.00
Subtotal:			\$19,366.18
Direct Work OHP (15.00% Applies to CTA Direct.):			\$150.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$918.31
B&I (1.20% Applies to all line item types.):			\$245.21
Grand Total:			\$20,679.70

PCO # 128r1: CE #164 - Field Bulletin #041 - Fitness Center Power Outlets

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder		\$4,250.00
2	09-900.FSB Paints and Coatings.Filed Sub Bidder		\$921.46
3	02-000.CTA Direct General.CTA Direct	2 Hours Cleaning at \$100 per Hour	\$200.00
Subtotal:			\$5,371.46
Direct Work OHP (15.00% Applies to CTA Direct.):			\$30.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$258.57
B&I (1.20% Applies to all line item types.):			\$67.92
Grand Total:			\$5,727.95

PCO # 131: CE #167 - RFI #249 - Lights Above Existing Units Fitness 100

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder		\$269.00
Subtotal:			\$269.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$13.45
B&I (1.20% Applies to all line item types.):			\$3.39
Grand Total:			\$285.84

PCO # 132r1: CE #168 - T&M Work Related to Electrical, Fire Alarm, and Fire Protection

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder	CO 27	\$3,503.00
2	16-100.FSB Electrical.Filed Sub Bidder	CO 28	\$539.00
3	16-100.FSB Electrical.Filed Sub Bidder	CO 29	\$1,616.00
4	16-100.FSB Electrical.Filed Sub Bidder	CO 30	\$5,082.00
5	15-300.FSB Fire Protection Piping.Filed Sub Bidder	CO #117	\$521.58
6	15-300.FSB Fire Protection Piping.Filed Sub Bidder	CO #118	\$558.49
7	09-250.CTA Sub Gypsum Wallboard.CTA Sub	Cutting and Patching Related to Systems CO 27 (4 hours at \$104.96 per hour)	\$419.84
Subtotal:			\$12,239.91
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$612.00
B&I (1.20% Applies to all line item types.):			\$154.22
Grand Total:			\$13,006.13

PCO # 133: CE #169 - Field Bulletin #044 - Summer 2022 Exploratory Work

#	Budget Code	Description	Amount
1	04-200.FSB Masonry Units.Filed Sub Bidder	Removal of (6) Bricks on Third Floor	\$1,707.00

#	Budget Code	Description	Amount
2	31-100.CTA Sub Earthwork.CTA Sub	Excavation, Backfill, and Repair (2) Locations. Includes Labor and Materials	\$3,000.00
Subtotal:			\$4,707.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$235.35
B&I (1.20% Applies to all line item types.):			\$59.31
Grand Total:			\$5,001.66

PCO # 134: CE #170 - UPS to be Provided by Town

#	Budget Code	Description	Amount
1	16-100.FSB Electrical.Filed Sub Bidder	UPS Credit	\$(1,682.00)
Subtotal:			\$(1,682.00)
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.):			\$(20.18)
Grand Total:			\$(1,702.18)

PCO # 135: CE #171 - Field Bulletin #043 - Irrigation Meter

#	Budget Code	Description	Amount
1	15-100.FSB Plumbing.Filed Sub Bidder	Field Bulletin #043 (Assumes Normal Working Hours)	\$6,645.24
Subtotal:			\$6,645.24
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$332.26
B&I (1.20% Applies to all line item types.):			\$83.73
Grand Total:			\$7,061.23

PCO # 137: CE #173 - Additional Setting Bed Material at Granite Pavers

#	Budget Code	Description	Amount
1	02-900.CTA Sub Landscaping.CTA Sub		\$1,500.00
Subtotal:			\$1,500.00
Direct Work OHP (15.00% Applies to CTA Direct.):			\$0.00
Subcontractor OHP (5.00% Applies to Filed Sub Bidder and CTA Sub.):			\$75.00
B&I (1.20% Applies to all line item types.):			\$18.90
Grand Total:			\$1,593.90

PCO # 138: CE #003 - FB005 PR001 Epoxy Flooring for Corridor C005

#	Budget Code	Description	Amount
1	09-600.FSB Flooring.Filed Sub Bidder		\$(3,150.00)
Subtotal:			\$(3,150.00)
B&I (1.20% Applies to all line item types.):			\$(37.80)
Grand Total:			\$(3,187.80)

The original (Contract Sum)	\$7,821,340.00
Net change by previously authorized Change Orders	\$701,029.71
The contract sum prior to this Change Order was	\$8,522,369.71
The contract sum will be increased by this Change Order in the amount of	\$70,434.28
The new contract sum including this Change Order will be	\$8,592,803.99
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



2/1/2022

SIGNATURE

DATE

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



1/31/22

SIGNATURE

DATE