

**CONTRACT FOR PROJECT MANAGEMENT SERVICES  
AMENDMENT NO. 8**

**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 BidDocsOnline invoices; 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**, effective as of July 13, 2021, 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 pay for BidDocsOnline to provide online bid services and printing for the amount of \$25,940.92, 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:	\$34,015.00	\$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

Driscoll School Project  
Town of Brookline, MA

Construction Phase:	\$ 0	\$1,989,628.00	\$ 0	\$1,989,628.00
Completion Phase:	\$ 0	\$ 50,010.00	\$ 0	\$ 50,010.00
Advertising & Printing	\$ 0	\$ 588.59	\$ 0	\$ 588.59
Reimbursable Services	\$ 0	\$ 41,030.00	\$ 25,940.92	\$ 66,970.92
Cost Estimates	\$ 0	\$ 42,900.00	\$ 0	\$ 42,900.00
<b>Total Fee</b>	<b>\$34,015.00</b>	<b>\$3,266,608.59</b>	<b>\$ 25,940.92</b>	<b>\$3,326,564.51</b>

This Amendment is for online bid services and printing.

3. The Construction Budget shall be as follows:

Original Budget: \$ 92,909,563  
Amended Budget \$93,823,333

4. The Project Schedule shall be as follows:

Original Schedule: (Building; Site) January 2023; August 2023  
Amended Schedule: January 2024; August 2024

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 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)

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

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


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

Driscoll School Project  
Town of Brookline, MA

**OWNER'S PROJECT MANAGER:**  
LEFTFIELD, LLC

James F. Rogers, Jr.  
(print name)

Principal  
(print title)

By:   
(signature)

Date: July 13, 2021



July 13, 2021

Mr. Tony Guigli  
Project Manager  
Town of Brookline  
Building Department  
333 Washington Street  
Brookline, MA 02445

Re: Michael Driscoll School Project  
Proposed Fee for Online Bid and Printing Services  
OPM Contract Amendment No. 8

Dear Mr. Guigli:

**LEFTFIELD**'s fee proposal for managing and providing the online bid services and printing as outlined below. The fee proposal is supported by the attached invoices from BidDocsOnline.

<u>Consultant</u>	<u>Task</u>	<u>Fee</u>	<u>Total</u>
BidDocsOnline	Online Bid Services and Printing	\$25,940.92	\$25,940.92
		<b>Total:</b>	<b>\$26,490.92</b>

The fee for BidDocsOnline will be transferred from the Advertising & Printing Budget Line to the "OPM Reimbursable Services" Budget Line. The costs for BidDocsOnline's services will be a direct bill and is supported by the attached invoices.

We intend to bill as a lump sum as invoices are received from the consultants. The scope of OPM services for the tasks indicated will be provided for the fee indicated and will be as defined by Article 8 - Basic Services in the Contract for Project Management Services.

**Additional Services**

Extra Services are as defined in Article 9 of the Contract at the hourly rates provided in the contract, which may be adjusted annually in January of each year.

main: 617-737-6400 fax: 617-217-2001  
225 franklin street, 26<sup>th</sup> floor, boston, ma 02110

**owner project manager**  
*owner representative* construction audits  
cost forecasting **capital budgeting**

The Owners Project Manager shall be reimbursed for all other related additional costs, at cost plus ten percent (10%). No additional services will be provided without written authorization in advance of the work.

**Reimbursable Expenses**

All reimbursable expenses (i.e. communication, printing, travel, ordinary office supplies) are included in the above lump sum prices.

We look forward to continuing to work with the Town of Brookline on the Michael Driscoll School.

Sincerely,



James F. Rogers



April 26, 2021

Ms. Jennifer Carlson (jcarlson@leftfieldpm.com)  
**LeftField**  
 225 Franklin Street, 26th Floor  
 Boston, MA 02110

**Town of Brookline - Driscoll School**  
**BDO Invoice #214888-1**

Project Posting:	Cost	Per Unit	Quantity	Total
Electronic Posting Basic Services:	\$350.00	/ Project	X 1 =	\$350.00
Electronic Bidding Services:	\$350.00	/ Project	X 1 =	\$350.00
Additional Drawings:	\$2.00	/ Drawing	X 548 =	\$1,096.00
Additional Addenda:	\$50.00	/ Addenda	X 2 =	\$0.00

**Sub Total \$1,796.00**

**Printing Costs:**

Drawings / Specifications	Size	Quantity (sheets)	Total	Unit	Unit Cost	Cost
Sheet Size 30" x 42" (9 SF)	9	X 648 =	5832	SF	\$0.095	\$554.04
Binding	1	X 3 =	3	EA	\$1.00	\$3.00
Page Size 8 1/2" x 11"	1	X 3978 =	3978	EA	\$0.05	\$198.90
3-Post Binding	1	X 3 =	3	EA	\$2.50	\$7.50
Cost Per Set						\$763.44
Number of Sets*						X 14

**Sub Total \$10,688.16**

**Additional Printing Costs:**

	Cost	Quantity (sheets)	Quantity	Total
Half Size Sets	\$250.00	/ Half Size Set	X 11 =	\$2,750.00
Additional Full Size Set (Landscape, Civil, Irrigation - 45 dwgs)	\$40.00	/ Full Size Set	X 1 =	\$40.00
Additional Specifications	\$206.40	/ Specification	X 6 =	\$1,238.40

**Sub Total \$4,028.40**

**Addenda Printing Costs: CLIENTS ONLY**

	Cost	Quantity (sheets)	Quantity	SAVINGS	Total
Addendum #1 (8 1/2 x 11) - 37+37@11x17 (27 Planholders)	\$12.95	/ Addendum	X 8 =	\$647.50	\$103.60
Addendum #1 (30 x 42) - 56 drawings (27 Planholders)	\$47.88	/ Addendum	X 2 =	\$2,394.00	\$95.76
Addendum #1 (15 x 21) - 56 drawings	\$19.60	/ Addendum	X 11 =		\$215.60
Addendum #2 (8 1/2 x 11) - 60+16@11x17 (58 Planholders)	\$7.80	/ Addendum	X 8 =	\$452.40	\$62.40
Addendum #2 (30 x 42) - 18 drawings (58 Planholders)	\$15.39	/ Addendum	X 2 =	\$892.62	\$30.78
Addendum #2 (15 x 21) - 8 drawings	\$6.30	/ Addendum	X 11 =		\$69.30
Addendum #3 (8 1/2 x 11) - 1 page (59 Planholders)	\$0.05	/ Addendum	X 8 =	\$2.95	\$0.40
Addendum #4 (8 1/2 x 11) - 25+7@11x17 (59 Planholders)	\$3.35	/ Addendum	X 8 =	\$197.65	\$26.80
Addendum #4 (30 x 42) - 8 drawings (59 Planholders)	\$6.84	/ Addendum	X 2 =	\$403.56	\$13.68
Addendum #4 (15 x 21) - 8 drawings	\$2.80	/ Addendum	X 11 =		\$30.80
Addendum #5 (8 1/2 x 11) - 137+15@11x17 (62 Planholders)	\$11.35	/ Addendum	X 8 =	\$703.70	\$90.80
Addendum #5 (30 x 42) - 55 drawings (62 Planholders)	\$47.03	/ Addendum	X 2 =	\$2,915.86	\$94.06
Addendum #5 (15 x 21) - 55 drawings	\$19.25	/ Addendum	X 11 =		\$211.75
Addendum #6 (8 1/2 x 11) - 30+18@11x17 (64 Planholders)	\$6.90	/ Addendum	X 8 =	\$441.60	\$55.20
Addendum #6 (30 x 42) - 21 drawings (64 Planholders)	\$17.96	/ Addendum	X 2 =	\$1,149.44	\$35.92
Addendum #6 (15 x 21) - 21 drawings	\$7.35	/ Addendum	X 11 =		\$80.85

**Sub Total \$10,201.28 \$1,217.70**

**Mailing and Handling Costs:**

	Cost	Per Unit	Quantity	SAVINGS	Total
Owner Paid Mailings:	\$65.00	/ Set	X 9 =		\$585.00
Addendum #1 Shipping (UPS) on 3/2 - CLIENTS ONLY	\$15.50	/ Addendum	X 9 =	\$775.00	\$139.50
Addendum #2 Shipping (UPS) on 3/4 - CLIENTS ONLY	\$15.50	/ Addendum	X 9 =	\$899.00	\$139.50
Addendum #3 Shipping (UPS) on 3/5 - CLIENTS ONLY	\$9.50	/ Addendum	X 9 =	\$560.50	\$85.50
Addendum #4 Shipping (UPS) on 3/8 - CLIENTS ONLY	\$12.50	/ Addendum	X 9 =	\$737.50	\$112.50
Addendum #5 Shipping (UPS) on 3/11 - CLIENTS ONLY	\$15.50	/ Addendum	X 9 =	\$961.00	\$139.50
Addendum #6 Shipping (UPS) on 3/15 - CLIENTS ONLY	\$15.50	/ Addendum	X 9 =	\$992.00	\$139.50

**Sub Total \$4,925.00 \$1,341.00**

\*12 planholder sets + JF (1 half) + Gilbane (1 full, 5 half, 3 specs) +  
 LeftField (AK, 1 half, 1 spec) + LeftField (JC, 1 half) + RH (1 half, 1 spec) +  
 Town (1 full, 1 spec) + DPW (Civil, Landscape, Irrigation Dwgs only, 1 spec) +  
 MC (1 half) + CE (1 half, 1 spec)

Sales Amount	\$19,071.26
Misc. Charges	\$0.00
Sales Tax Exempt	\$0.00
<b>Grand Total</b>	<b>\$19,071.26</b>

Payment Received (credit plan deposits)\*\* \$0.00

\*\*Return period curtailed due to state of emergency; all plan deposits returned.

**BALANCE DUE \$19,071.26**

SAVINGS: School saved \$41989 in printing costs  
 with 55 electronic planholders and \$15126 in addenda printing and  
 shipping costs with electronic bidding (no hard copy addenda).  
**TOTAL SAVINGS OF \$57115**

P.O. Box 51, Groton, MA 01450  
 Phone (978) 888-3350 Fax (978) 449-0469  
 www.biddocsonline.com

*Lana J. Yamborke*

April 26, 2021  
Town of Brookline - Driscoll School

Plan Deposit

\$400.00

<u>COMPANY NAME</u>	<u>ADDRESS</u>	<u>CITY</u>	<u>STATE</u>	<u>ZIP</u>	<u>SET</u>	<u>PAYMENT METHOD</u>	<u>RETURN STATUS</u>
V & G Iron Works Inc	1500 Shawsheen St	Tewksbury	MA	01876	12	Pay By Credit Card	CREDIT FOR RETURN
Heritage Restoration	170 Pleasant Street	Rockland	MA	02370	11	Pay By Credit Card	CREDIT FOR RETURN
Grasseschi Plumbing & Heating Inc.	1299 Grafton Street	Worcester	MA	01604	10	Pay By Credit Card	CREDIT FOR RETURN
Folan Waterproofing & Construction Co. Inc.	795 Washington Street	South Easton	MA	02375	9	Pay by Certified Check	CREDIT FOR RETURN
Bello Painting Co Inc	585 East St	East Weymouth	MA	02189	8	Pay by Certified Check	CREDIT FOR RETURN
Greenwood Industries	640 Lincoln St	Worcester	MA	01605	7	Pay by Certified Check	LOW BIDDER
Chapman Waterproofing Company	620 South Street	Holbrook	MA	02343	6	Pay By Credit Card	LOW BIDDER
Joseph Cohn & Son Tile & Terrazzo LLC	50 Devine Street	North Haven	CT	06473	5	Pay By Credit Card	CREDIT FOR RETURN
New Generation Painting Inc.	1R Newbury St.	Peabody	MA	01960	4	Pay By Credit Card	CREDIT FOR RETURN
Dandis Contracting Inc - WBE	1020 Turnpike St	Canton	MA	02021	3	Pay By Credit Card	CREDIT FOR RETURN
Stanley Roofing Co. Inc.	42 Mitchell Rd	Ipswich	MA	01938	2	Pay By Credit Card	CREDIT FOR RETURN
LeVangie Electric Co. Inc.	59 Old Webster Street	Hanover	MA	02339	1	Pay By Credit Card	CREDIT FOR RETURN

**TOTAL RETURNED SETS** 2  
**TOTAL OUTSTANDING SETS** 0  
**TOTAL PLAN DEPOSITS TO RETURN** \$0.00



June 28, 2021

Ms. Jennifer Carlson (jcarlson@leftfieldpm.com)  
**LeftField**  
 225 Franklin Street, 26th Floor  
 Boston, MA 02110

cc: LStapleton@leftfieldpm.com

**Town of Brookline - Driscoll School REBID**  
**BDO Invoice #215034-1**

Project Posting:	Cost	Per Unit	Quantity	Total
Electronic Posting Basic Services:	\$350.00	/ Project	X 1 =	\$350.00
Electronic Bidding Services:	\$350.00	/ Project	X 1 =	\$350.00
Additional Drawings:	\$2.00	/ Drawing	X 525 =	\$1,050.00
Additional Addenda:	\$50.00	/ Addenda	X 0 =	\$0.00
3-Day Rush Posting:	\$200.00	/ Posting	X 0 =	\$0.00
<b>Sub Total</b>				<b>\$1,750.00</b>

Printing Costs:	Size	Quantity (sheets)	Total	Unit	Unit Cost	Cost
Drawings / Specifications						
Sheet Size 30" x 42" (9 SF)	9	X 625 =	5625	SF	\$0.095	\$534.38
Binding	1	X 3 =	3	EA	\$1.00	\$3.00
Page Size 8 1/2" x 11"	1	X 3730 =	3730	EA	\$0.05	\$186.50
3-Post Binding	1	X 3 =	3	EA	\$2.50	\$7.50
Cost Per Set						\$731.38
Number of Sets*						7
<b>Sub Total</b>						<b>\$5,119.66</b>

Addenda Printing Costs: CLIENTS ONLY	Cost	Quantity (sheets)	Quantity	SAVINGS	Total
Addendum #1 (8 1/2 x 11) - 17 pages (20 Planholders)	\$0.85	/ Addendum	X 0 =	\$17.00	\$0.00
Addendum #2 (8 1/2 x 11) - 78+3@11x17 (37 Planholders)	\$4.95	/ Addendum	X 0 =	\$183.15	\$0.00
Addendum #2 (30 x 42) - 24 drawings (37 Planholders)	\$20.52	/ Addendum	X 0 =	\$759.24	\$0.00
Addendum #3 (8 1/2 x 11) - 70 pages (40 Planholders)	\$3.50	/ Addendum	X 0 =	\$140.00	\$0.00
Addendum #3 (30 x 42) - 2 drawings (40 Planholders)	\$1.71	/ Addendum	X 0 =	\$68.40	\$0.00
<b>Sub Total</b>				<b>\$1,167.79</b>	<b>\$0.00</b>

Mailing and Handling Costs:	Cost	Per Unit	Quantity	SAVINGS	Total
Owner Paid Mailings:	\$75.00	/ Set	X 0 =		\$0.00
Addendum #1 Shipping (UPS) on 4/23 - CLIENTS ONLY	\$12.50	/ Addendum	X 0 =	\$250.00	\$0.00
Addendum #2 Shipping (UPS) on 5/5 - CLIENTS ONLY	\$15.50	/ Addendum	X 0 =	\$573.50	\$0.00
Addendum #3 Shipping (UPS) on 5/10 - CLIENTS ONLY	\$10.50	/ Addendum	X 0 =	\$420.00	\$0.00
<b>Sub Total</b>				<b>\$1,243.50</b>	<b>\$0.00</b>

*7 planholder sets	Sales Amount	\$6,869.66
	Misc. Charges	\$0.00
	Sales Tax Exempt	\$0.00
	Grand Total	\$6,869.66

Payment Received (credit plan deposits)\*\* \$0.00  
**BALANCE DUE \$6,869.66**

\*\*Return period curtailed due to state of emergency; all plan deposits returned.

SAVINGS: School saved \$25598 in printing costs with 35 electronic planholders and \$2411 in addenda printing and shipping costs with electronic bidding (no hard copy addenda).

*Lana J. Yankovsk*



June 28, 2021

Plan Deposit

\$400.00

Town of Brookline - Driscoll School REBID

<u>COMPANY NAME</u>	<u>ADDRESS</u>	<u>CITY</u>	<u>STATE</u>	<u>ZIP</u>	<u>SET</u>	<u>PAYMENT METHOD</u>	<u>RETURN STATUS</u>
Folan Waterproofing & Construction Co. Inc.	795 Washington Street	South Easton	MA	02375	7	Pay by Certified Check	CREDIT FOR RETURN
Heritage Restoration	170 Pleasant Street	Rockland	MA	02370	6	Pay by Certified Check	CREDIT FOR RETURN
Chapman Waterproofing Company	620 South Street	Holbrook	MA	02343	5	Pay By Credit Card	CREDIT FOR RETURN
Stanley Roofing Co. Inc.	42 Mitchell Rd	Ipswich	MA	01938	4	Pay By Credit Card	CREDIT FOR RETURN
Joseph Cohn & Son Tile & Terrazzo LLC	50 Devine Street	North Haven	CT	06473	3	Pay By Credit Card	CREDIT FOR RETURN
Greenwood Industries	640 Lincoln St	Worcester	MA	01605	2	Pay by Certified Check	CREDIT FOR RETURN
LeVangie Electric Co. Inc.	59 Old Webster Street	Hanover	MA	02339	1	Pay By Credit Card	CREDIT FOR RETURN

<b>TOTAL RETURNED SETS</b>	0
<b>TOTAL OUTSTANDING SETS</b>	0
<b>TOTAL PLAN DEPOSITS TO RETURN</b>	\$0.00