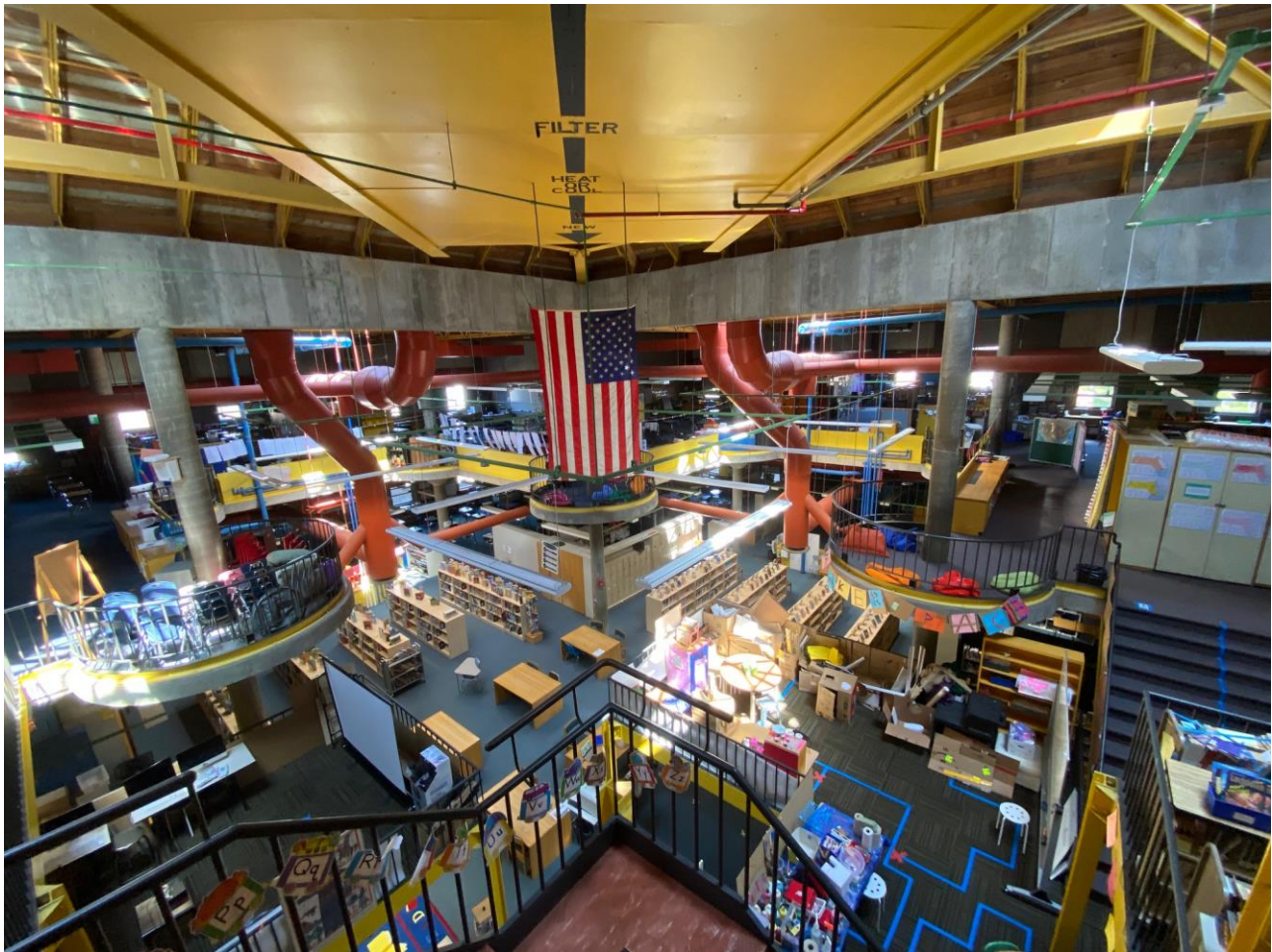


JOHN R. PIERCE SCHOOL

Brookline, MA



OPM Monthly Project Update Report

December 2021

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
-----------	-----------	-----------	-----------	----------------	---------------------	-----------------	-------------

During their November 8th meeting, the SBC voted to select the three-story option that attaches to the Historical Building as the preferred schematic for the John R. Pierce School. Ultimately, the SBC chose this plan for the following reasons:

Educational Programming –

- The 3-story layout should be better for fostering community, collaboration, and the cross-pollination of ideas between students and staff than a taller building.
- Grades 6 through 8 are in their own Middle School wing that limits daily vertical transitions to specials and other shared resources.
- Transition times in this plan are equitable compared to those in other Brookline schools.
- With the new addition of Pre-K to Pierce, this layout allows for smooth rolling drop off and pick up. The Pre-K will also be adjacent to the Pre-K - K playground.

Community Considerations –

- The 3-story design will also present a softer façade along School Street which the project aims to transform into a safer, more welcoming pedestrian experience.
- The Historical Building's function as a school will be maintained. It is one of the oldest school buildings in Massachusetts to continuously function as a school.

The majority of this building design is new construction with a new, above-ground connection to a fully renovated and accessible Historical Building. With the addition of an elevator, same-level connections between the historic and new buildings, new finishes, and upgraded building systems, the Historical Building will be designed to feel and function just like any other wing of the building.

During the month of November, the project team assembled the draft Preferred Schematic Report which was distributed to the SBC for review on December 7th with a final draft submitted to them on December 10th. The SBC reviewed the draft and provided comments prior to voting to approve the submission to the MSBA at their December 13th meeting. The team submitted the PSR to the MSBA on December 23rd, ahead of their December 28, 2021 deadline for the submission.

The project is currently on target to hit the following milestone dates:

- *06/15/21 (A) - Preliminary Design Program (PDP) Submission due to MSBA for staff review (submitted)*
- *12/23/21 (A) - Preferred Schematic Report (PSR) submitted to MSBA*
- *02/02/22 – Facilities Assessment Subcommittee (FAS) Meeting with MSBA*
- *03/02/22 - MSBA Board of Directors Meeting to approve Preferred Schematic Report*

-
- 06/22/22 – Schematic Design (SD) Report submitted to MSBA
 - 08/31/22 - MSBA Board of Directors Meeting for Project Scope & Budget
 - Town Meeting Vote & Debt Exclusion Override: September / October 2022

I. TASKS COMPLETED THROUGH DECEMBER 2021

The following tasks were completed in the month of December 2021:

- 12/1/21 Weekly Project Team Meeting with Staff
- 12/6/21 School Building Committee Meeting
- 12/7/21 Draft PSR provided to SBC for review
- 12/7/21 Project Team met with Engineering Dept to discuss property line boundary clarification
- 12/8/21 Leftfield submitted Monthly Report to Town and MSBA
- 12/8/21 Weekly Project Team Meeting with Staff
- 12/10/21 Final Draft of PSR submitted to SBC for review
- 12/13/21 School Building Committee Meeting – SBC voted to approve submission of PSR to MSBA
- 12/14/21 December Building Commission Meeting
- 12/15/21 Weekly Project Team Meeting with Staff
- 12/22/21 Weekly Project Team Meeting with Staff
- 12/23/21 Submitted Preferred Schematic Report to MSBA
- 12/28/21 Submitted FAS presentation to MSBA

II. TASKS PLANNED FOR JANUARY 2022

The following tasks are planned for the month of January 2022:

- 01/05/22 Weekly Project Team Meeting with Staff
- 01/11/22 January Building Commission Meeting
- 01/12/22 Weekly Project Team Meeting with Staff
- 01/13/22 School Building Committee Meeting
- 01/19/22 Weekly Project Team Meeting with Staff
- 01/26/22 Weekly Project Team Meeting with Staff

III. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$16,479.04 this month, which consisted of OPM fees related to the Preferred Schematic Report Phase services for the Feasibility Study and reimbursable services for printing costs for the PSR Submission.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated December 31, 2021.

IV. PROJECT SCHEDULE OVERVIEW

At the November 8, 2021 meeting, the SBC selected Option 3b-H, new construction that attaches to the Historic Building, as the preferred option to pursue into Schematic Design (SD). The Preferred Schematic Report (PSR), a report highlighting the single preferred solution and outlining the process taken to get to that solution, was submitted on December 23, 2021 to the MSBA for review. The MSBA will vote to move the project into Schematic Design at their March 2, 2022 Board of Directors (BOD) meeting. Prior to that meeting there will be a meeting with MSBA staff to ensure the package is complete and ready for approval. That meeting is tentatively scheduled for February 2, 2022.

Once a preferred solution is approved by the MSBA BOD, the team moves into Schematic Design (SD) to further develop the solution. During SD, the project team will continue engaging the community, teachers, staff, and other stakeholders to ensure the design reflects the needs of the community. The plans will be developed and in May 2022, cost estimates will be prepared to determine the cost of the project.

The Project's target is to submit the SD report to the MSBA in June 2022, to ensure a spot on the August 2022 BOD meeting agenda. After the SD submission is approved by the MSBA, the project will need to secure funding through a vote at Town Meeting in September 2022 as part of the primary elections already slated to occur at that time. See attached Preliminary Project Schedule for more information.

V. CONTRACT AMENDMENTS/BUDGET TRANSFERS

Designer Contract Amendment No. 3 will be presented for approval at the January 11, 2022 Building Commission Meeting. Amendment 3 includes \$90,750.00 for a Traffic Analysis and \$44,000.00 for the Geothermal Due Diligence for an Amendment 3 total of \$134,750.00.

OPM Contract Amendment No. 2 will be presented for approval at the January 11, 2022 Building Commission Meeting. Amendment 1 is for \$1,084.04 for the printing of the PSR Submission.

A Budget Transfer of \$134,750.00 from the Other Contingency Budget to the A/E Feasibility Study/Schematic Design Budget for Designer Contract Amendment No. 3 and \$1,084.04 to the OPM Feasibility Study/Schematic Design Budget for OPM Contract Amendment No. 2. The transfers are noted on the Total Project Budget attached.

VIII. MBE / WBE PARTICIPATION

The Minority Business Enterprise (MBE) participation goal is 5.1% and for Women Business Enterprise (WBE) participation, the goal is 10%. Based on the Designer subcontracts awarded for the Feasibility Study/Schematic Design Phase, the percentage of fee for MBE is 8.4% and WBE is 35.9% for a combined total MBE/WBE participation of 44.3%. The percentages will be updated for the Design Development through Closeout Phases of the project.

IX. COMMUNITY OUTREACH

The Pierce School Building Project Website will be used throughout the project to keep the community up to date with the latest information. Approved meeting minutes and presentation materials will be posted to the website as well. To subscribe to project updates, please visit the website: <https://www.brookline.k12.ma.us/Page/2453>.

X. ATTACHMENTS

Monthly Invoice Summary, dated December 31, 2021
Designer Contract Amendment #3, dated January 11, 2022
OPM Contract Amendment #2, dated January 11, 2022
Total Project Budget Status Report, dated December 31, 2021
Monthly and Cumulative Cash Flow Reports, dated December 31, 2021
Preliminary Project Schedule, dated December 31, 2021

MEMORANDUM

To: Brookline Building Commission
 From: Lynn Stapleton, LeftField, LLC
 Date: January 11, 2022
 Re: John R. Pierce School – December 2021 Invoice Summary
 Cc: Jim Rogers, Jennifer Carlson, LeftField, LLC

Enclosed for approval and processing, please find the following invoices:

INVOICES						
ProPay Code	Vendor	Invoice #	Budget Category	Invoice Date	Description of Services	Invoice \$
0001-0000	LeftField, LLC	14	OPM –Feasibility Study/ Schematic Design	12/31/2021	OPM Feasibility Study Services: December 1 – 31, 2021	\$15,395.00
0001-0000	LeftField, LLC (BBP)	14 (852930)	OPM –Feasibility Study/ Schematic Design	12/31/2021	OPM Feasibility Study Services: Printing for PSR Submission	\$1,084.04
					Total for LeftField Invoice No. 14: (For Reference Only)	\$16,479.04
					TOTAL:	\$16,479.04

The invoices listed above are consistent with the approved Total Project Budget and to the best of our knowledge, are eligible for reimbursement from the Massachusetts School Building Authority. LeftField, LLC recommends that the invoices be approved and paid.

The December 2021 OPM Monthly Report will be electronically submitted to the MSBA and to the School Building Committee and Brookline School District by the required January 12, 2022 deadline. All invoices above will be included in the December 2021 Project Budget Report unless rejected by the School Building Committee.

If you have any questions, please feel free to contact the Lynn Stapleton, Owner's Project Manager, LeftField, LLC.



Building Commission
 Town of Brookline
 Town Hall
 333 Washington Street
 Brookline, MA 02445

Invoice Date: 12/31/21
 Invoice No: 14

FOR: Project Management Services
 John R. Pierce School
 50 School Street, Brookline, MA 02445

Professional Services from December 1 to December 31, 2021

OPM Services		Amount
12/31/21	Feasibility Study/Schematic Design Services:	\$ 15,395.00

Total Labor: \$ 15,395.00

Reimbursable Expenses					Amount
Reimbursables 12/01/21 - 12/31/21					
Date	Vendor	Invoice #	Amount	10% LeftField Fee	
12/28/2021	BBP	85293	\$985.49	\$98.55	\$1,084.04

Total Expenses: \$1,084.04

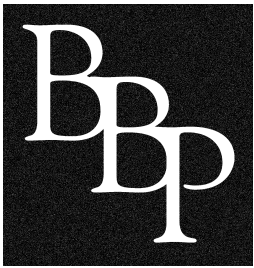
Total this Invoice: \$ 16,479.04

Contract Status	Budget	Previous	Current	Total To Date	Balance
Feasibility Study/Schematic Design Phase	\$325,000	\$230,925	\$15,395	\$246,320	\$78,680
Design Development Phase	\$0	\$0	\$0	\$0	\$0
Construction Documents Phase	\$0	\$0	\$0	\$0	\$0
Bid Phase	\$0	\$0	\$0	\$0	\$0
Construction Phase	\$0	\$0	\$0	\$0	\$0
Closeout Phase	\$0	\$0	\$0	\$0	\$0
OPM Services Total:	\$325,000	\$230,925	\$15,395	\$246,320	\$78,680
Reimbursable Expenses Total*:	\$20,884	\$5,500	\$1,084	\$6,584	\$14,300
Total Contract:	\$345,884	\$236,425	\$16,479	\$252,904	\$92,980

*OPM Contract Amendment No. 1 for independent cost estimating for PSR/SD

*OPM Contract Amendment No. 2 for printing PSR Submission

Please Remit Payment To:
 LeftField, LLC
 17 Highfield Lane
 Norwell, MA 02061



Invoice	
No: 85293	Date: 12/28/21

Sally Rogers
 Leftfield, LLC
 17 Highfield Lane
 Norwell MA 02061

SHIP TO:
 Emma Parish
 Massachusetts School Building Authority
 40 Broad Street
 Suite 500
 Boston MA 02109

Courier Service 12/28/2021 2 pm

Acct.No	Ordered by	Phone	P.O. No	Prepared by	Sales Rep	Ship By
8067	Jennifer Carlson	774.262.9448		Juni Gonzalez	House	Courier Service
Quantity	Description					Price
1	(1) Pierce Preferred Schematic Report; 4/4; Size: 8.5 x 11 & 11 x 17; 3396 pages; 3 Volumes in 3 Hole Binders; Drilling					913.40
<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 913.40 Shipping 15.00 Postage 0.00 Tax 57.09 TOTAL 985.49 Paid 0.00 BALANCE 985.49	
					Terms	Net 30 Days

10% LeftField: \$ 98.55
 Total: \$1,084.04

January 11, 2022

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

Re: John R. Pierce School Project
Designer Services Contract Amendment No. 3

Dear Mr. Guigli,

LeftField has reviewed Designer Contract Amendment No. 3 presented by Miller Dyer Spears, Inc. in their Proposals, dated January 3, 2022 and January 5, 2022, for a Traffic Analysis around the Pierce School and for a Geothermal Feasibility Study for the HVAC system for the Pierce School, respectively. The Traffic Analysis services are to be performed by MDS' Traffic Consultant Vanasse & Associates Inc. for \$82,500.00 including MDS' administrative costs of \$8,250.00 for a total of \$90,750.00. The Traffic Analysis was requested by the Brookline Transportation Board who has reviewed and approved Vanasse's Proposal. The Geothermal Feasibility Study services are to be performed by MDS' Geothermal Engineering Consultant CDM Smith for \$40,000.00 including MDS' administrative costs of \$4,000.00 for a total of \$44,000.00. The Geothermal due diligence is required to accurately estimate the costs for a Geothermal system for the Pierce School.

These services were previously discussed as being required and the fees presented are fair and reasonable for the services to be provided. LeftField therefore recommends that the Town of Brookline accept Designer Contract Amendment No. 3 for the total of \$134,750.00.

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

Sincerely,



Lynn Stapleton, AIA, LEED AP B D + C

Cc: Jim Rogers, LeftField, LLC
Jennifer Carlson, LeftField, LLC
Adam Keane, LeftField, LLC
Margret Clark, Miller Dyer Spears, Inc.

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 3

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 Proposals from Miller Dyer Spears Inc., dated January 3, 2022 and January 5, 2022, for Traffic Analysis services by their Traffic Consultant Vanasse & Associates Inc. and for Geothermal Feasibility Study services by their Geothermal Consultant CDM Smith, respectively.

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, effective as of January 11, 2022, 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. 3 for the total value of \$134,750.00. The Miller Dyer Spears’ Amendment for is based on Vanasse’s Proposal for \$90,750.00 including MDS mark-up, dated January 3, 2022, and CDM Smith’s Proposal for \$44,000.00 including MDS mark-up, dated January 3, 2022, as attached. 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.
2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services	Original Contract	Previous Amendments	Amount of This Amendment	Total of All Amendments
Feasibility Study/Schematic Design Phase	\$1,294,466	\$ 28,050	\$ 134,750	\$ 1,457,266
Design Development Phase	\$ 0	\$ 0	\$ 0	\$ 0
Construction Documents Phase	\$ 0	\$ 0	\$ 0	\$ 0
Bidding Phase	\$ 0	\$ 0	\$ 0	\$ 0
Construction Phase	\$ 0	\$ 0	\$ 0	\$ 0

Completion Phase	\$ 0	\$ 0	\$ 0	\$ 0
Total Fee	\$1,294,466	\$ 28,050	\$ 134,750	\$ 1,457,266

This Amendment is as requested by the Town to provide a Traffic Analysis around the Pierce School and to perform a Geothermal Feasibility Study for the Pierce School.

3. The Construction Budget shall be as follows:

Original Budget: \$ TBD

Amended Budget _____

4. The Project Schedule shall be as follows:

Original Schedule: Schematic Design Completion – 6/22/2022

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

DESIGNER:
MILLER DYER SPEARS, INC.

(print name)

(print name)

(print title)

(print title)

By: _____
(signature)

By: _____
(signature)

Date: _____

Date: January 11, 2022



January 3, 2022

Ms. Jennifer Carlson
101 Federal Street,
Boston, MA 02110

Re: Pierce School - Additional Service Request #4 Geothermal Study

Dear Jen,

As discussed, MDS is submitting this proposal for additional services for expenses to be incurred by MDS in the form of a geothermal study, including three possible well-field locations. The three options are 1) under the building, 2) in the drop off loop area at the end of Pierce Street, and 3) in the park area across School Street. It is our understanding that this is a typical reimbursable expense under the standard MSBA contract. See attached proposal from CDM Smith.

For this additional scope, MDS proposes the fees below:

Fee Proposal:

CDM Smith Geothermal Feasibility Study (lump sum) \$40,000

TOTAL CDM Smith with MDS coordination x 1.1= \$44,000

Please note that a test well and final well field design and documentation are not included. A proposal for those additional services will be provided at a later date.

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'.

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

Cc: W. Spears



75 State Street, Suite 701
Boston, Massachusetts 02109
tel: 617 452-6000

January 3, 2022

Ms. Margaret Clark
Senior Associate
MDS/Miller Dyer Spears Architects
40 Broad Street, Suite 103
Boston, MA 02109

Subject: Revised Proposal for Geothermal Feasibility Study
Pierce School Project, Brookline, Massachusetts

Dear Ms. Clark:

CDM Smith Inc. (CDM Smith) is pleased to submit this revised proposal to provide geothermal feasibility study for the proposed Pre-K to 8th grade Pierce School Project located in Brookline, Massachusetts. As requested, this proposal provides our approach, scope, and budget for a feasibility study on utilizing a ground source heat pump (GSHP) system to provide heating and cooling for the proposed school building. In addition, we have added a rough-order-of-magnitude cost estimate and time to the schedule to complete the site-specific test well program.

We understand that the project is currently at its early stage and the schematic design will start early in 2022. This feasibility study will need to be completed by April 2022. We understand that currently there are three possible location options that are considered for the potential geothermal well field. The three options are: 1) under the building, 2) in the drop off loop area at the end of Pierce Street, and 3) in the park area across the School Street.

Scope of Work

Based on our understanding of the overall project design at this moment, our scope of work for the feasibility study will include the following:

- CDM Smith will evaluate site-specific geologic conditions for the project site based on published information on geologic and hydrogeologic data, and boring logs or geotechnical reports that are available for the project.
- CDM Smith will review heating/cooling design parameters provided by the project team.
- CDM Smith will assess different types of GSHP system that are suitable for the project.
- CDM Smith will evaluate the three well field location options and other site restrictions established by the project team.



Ms. Margaret Clark

January 3, 2022

Page 2

- CDM Smith will provide construction logistics and schedule impacts of each well field location options that are considered.
- CDM Smith will provide construction costs with narrative for each of the three well field location options based on its feasibility. The construction costs will include well field installation consisting of vertical and horizontal piping, vaults or manifolds, associated excavation, and coordination cost to bring the geothermal piping to building mechanical room.
- CDM Smith will provide a recommendation for an appropriate type of the GSHP system and well field location for the project based on the evaluation or assessment and recommendations for a site-specific test well program.
- CDM Smith will provide a rough-order-of-magnitude cost estimate and time schedule to complete the site-specific test well program recommended in the feasibility study.
- CDM Smith will research and identify applicable environmental regulations and permitting requirements associated with the well field construction.
- CDM Smith will provide a technical memorandum to summarize the findings of the feasibility study.
- CDM Smith will attend up to two (2) coordination meetings to conduct this feasibility study.
- CDM Smith will attend one (1) cost estimate review meeting to reconcile the costs for different well field locations and/or GSHP system type.

Cost

The lump sum fee for the above scope of work is \$40,000.

CDM Smith has extensive experience in providing geothermal services including feasibility study, well field design and construction administration support. We understand that the project team is leaning towards the option for the well field location under the building in order to leave other options for other town buildings in the future. Of note, CDM Smith has completed and is currently working on many similar projects that require geothermal well field to be placed under buildings. We understand the design and construction challenges when placing well field under buildings and have experience in successfully addressing these challenges. We will work cooperatively and effectively with the project team to leverage our expertise to provide practical and effective geothermal engineering services that match the needs of the project.



Ms. Margaret Clark
January 3, 2022
Page 3

CDM Smith sincerely appreciates this opportunity to contribute to this exciting school development project. If you have any questions or require additional information, please do not hesitate to contact me at (617) 452-6586.

Very truly yours,

A handwritten signature in blue ink that reads "Robert Button". The signature is written in a cursive style with a large, stylized "R" and "B".

Robert O. Button, P.E.
Vice President
CDM Smith Inc.

cc: Jerry Wang, CDM Smith





January 3, 2022

Ms. Jennifer Carlson
101 Federal Street,
Boston, MA 02110

Re: Pierce School - Additional Service Request #3 Expanded Traffic Study

Dear Jen,

As discussed, MDS is submitting this proposal for additional services for expenses to be incurred by MDS in the form of an additional traffic study related to possible School Street revisions. It is our understanding that this is a typical reimbursable expense under the standard MSBA contract. See attached proposal from Vanasse & Associates inc.

For this additional scope, MDS proposes the fees below:

Fee Proposal:

1.0 Initial Investigations and Meetings	\$ 1,000 Lump Sum
2.0 School Street Modification Study	\$77,000 Lump Sum
<u>3.0 Project and Public Meetings</u>	<u>\$ 4,500 Hourly Not to Exceed T&M</u>
Total Vanasse Associates	\$82,500

TOTAL Vanasse & Associates with MDS coordination x 1.1 = **\$90,750**

Please note that a Pilot Study is not included. A proposal for those additional services will be provided at a later date.

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

Ref: 8791.1

January 3, 2022

Ms. Margaret Clark, RA, LEED AP BD+C, WELL AP, MCPPO
MDS/Miller Dyer Spears Architects
99 Chauncy Street, 8th Floor
Boston, MA 02111

Re: School Street Modification Study
Brookline, Massachusetts

Dear Margaret:

Vanasse & Associates, Inc. (VAI) is pleased to submit this proposal for providing Traffic Engineering and Transportation Planning Services in support of the proposed modifications to School Street connected with the revisions to the John R. Pierce School in Brookline, Massachusetts.

The enclosed Scope of Services describes the work elements for the phases of work. The results of our work effort will be summarized in a report submitted to you for review. We envision a multiple-element work program with the Town and propose to complete the Scope of Services as described for a fee of \$82,500 (including traffic counts and expenses), within a timeframe of eight to twelve (8-12) weeks. I have included 15 hours of meetings as an element as these will most likely be required to present the findings of the study scenarios. I have not yet estimated costs associated with the pilot study as discussed by the Town as the enclosed scope may undergo further adjustment.

We are prepared to initiate work and complete the enclosed effort after receipt of the signed agreement. Written authorization must be received before work can begin. If you are in agreement with the attached Scope of Services and terms and conditions of the Agreement, please countersign the document and return it to our office.

We look forward to continuing to assist you with this project. If you should have any questions regarding this agreement or the enclosed materials, please feel free to contact me.

Sincerely,

VANASSE & ASSOCIATES, INC.



Scott W. Thornton, P.E.
Principal

Enclosures: Scope and Fee
Count Map

AGREEMENT FOR PROFESSIONAL SERVICES

BETWEEN

VANASSE & ASSOCIATES, INC.

AND

MDS/MILLER DYER SPEARS ARCHITECTS

JANUARY 3, 2022

This Agreement is composed of Part I and Part II. Part I includes details of the services to be performed, client-furnished information, timing of the services, and compensation. Part II (attached) contains the Terms and Conditions of Agreement, which are the general terms of the engagement between MDS/Miller Dyer Spears Architects, hereinafter called the CLIENT, and Vanasse & Associates, Inc. (VAI).

PART I

PROJECT DESCRIPTION

VAI will provide Traffic Engineering and Transportation Planning Services to the CLIENT for the proposed modifications to School Street connected with the revisions to the John R. Pierce School in Brookline, Massachusetts. The study area will be limited to the roadways in the vicinity of the project sites as defined herein.

SCOPE OF SERVICES

1.0 Initial Investigations (Enclosed)

VAI will provide the following initial investigation services:

- Meet with Town Staff and School Building Committee to review project and requirements for the study.
- Meet with Todd Kirrane, Town Transportation Administrator, to review transportation issues and scope of traffic study.

2.0 School Street Modification Study (Enclosed)

VAI will review impacts associated with the following four conditions for School Street:

1. School Street Closure Scenario
2. Temporary Closure of School Street 7am-3pm Scenario
3. School Street one-way EB Scenario
4. School Street one-way WB Scenario



- Gather physical and operating information for area roadways, which includes:
 - Traffic volumes
 - Pedestrian volumes
 - Bicycle volumes
 - Roadway geometrics
 - Sight Distances at proposed crossing locations on School Street
 - Traffic operating parameters

- Compile manual turning movement and vehicle classification counts for a two-hour weekday morning (7:00 to 9:00 AM) period, a four-hour weekday afternoon (2:00 to 6:00 PM) period, and a two-hour Saturday midday (11:00 AM to 1:00 PM) period at the following intersections:
 1. Brookline Ave at Washington Street*
 2. High Street at Washington Street*
 3. Davis Ave at Washington Street and Harvard Street at Kent Street*
 4. Harvard Street at Pierce Street*
 5. Linden Pl at Harvard Street*
 6. Holden Street at Pierce Street*
 7. Pierce Street drop-off area*
 8. School Street at Aspinwall Ave and Harvard Street*
 9. Saint Paul Street at Aspinwall Ave
 10. Harvard Street at Harvard Ave
 11. Auburn Street at Park Street
 12. Harvard Ave at Park Street
 13. Park Street at Washington Street
 14. School Street at Pierce School driveway*
 15. School Street at loading area*
 16. Cypress Street at Washington Street and School Street*
 17. Garage access/exit at Washington Street
 18. Thayer Street at Washington Street*
 19. Holden Street at Washington Street
 20. Cypress Street at Davis Ave*
 21. Boylston Street at Cypress Street*

These locations are shown on Figure 1 with locations where partial data exists marked with an * as above.

- It is anticipated that the Town of Brookline will provide VAI with access to StreetLight traffic-volume data and existing traffic count data as available.

- Collect Automatic Traffic Recorder (ATR) data for a one-week period on School Street in the vicinity of the school driveways to compile daily traffic flow and vehicle speeds by hour over an extended period including a Saturday.

- Collect crash data for the study area intersections and School Street for the most recent 5-year period from Brookline Police Department and MassDOT databases.

- If required, provide adjustments to traffic volumes to account for effects of the COVID-19 pandemic.





Legend:

- Signalized Study Intersection
- Unsignalized Study Intersection
- * Partial Traffic Count Data Available
- X Automatic Traffic Recorder Count Location

Figure 1
Study Area Intersections

- The existing traffic volumes will be adjusted to average-month conditions based on historical traffic counts and data available through the Town.
- Estimate future No-Build traffic volumes from historical traffic counts and from information on recently approved or proposed projects. Increases in background traffic growth will then be established and applied to the existing traffic flow networks to develop the No-Build traffic-volume networks.
- Superimpose traffic generated by the proposed school onto the base condition network (No-Build) to develop the Build condition traffic-volume network for each analysis period (weekday morning and weekday afternoon). Existing school count data and trip-generation data available from Institute of Transportation Engineers (ITE)¹ data will be reviewed and used as appropriate. The following analysis conditions will be examined:
 - Existing conditions – 2022
 - Opening year conditions without modifications (2027 No-Build)
 - Opening year conditions with modifications (2027 Build)
 - i. Closing School Street Scenario 1
 - ii. Temporary Closure of School Street 7:00 AM – 3:00 PM Scenario 2
 - iii. School Street one-way EB Scenario 3
 - iv. School Street one-way WB Scenario 4

These time frames and scenarios are understood as those identified and requested by the School Building Committee and Traffic Division of Brookline DPW.

- Assess volume-to-capacity ratios and level of service for existing and future conditions. The traffic analysis will be based on the existing street system and any planned roadway improvements. The extent and nature of any system deficiencies will also be identified.
- Identify traffic calming measures and/or pedestrian/bicycle improvements for School Street. Potential modifications include provision of a separated bike path, bike lanes, and a raised crosswalk/speed table among others. Provide concept plans as appropriate.
- Provide clear height recommendations and review sight distance considerations associated with a proposed bridge over School Street.
- Review impact of garage entrance changes including the following:
 - Direct access to Harvard Street for all school users (may involve turn/access restrictions)
 - Washington Street garage access for all Town Hall staff

Sight distance, driveway operations and configuration, turn/access restrictions, impacts to existing roadway travel, parking, and bike lanes as well as sidewalk impacts to be reviewed as part of this element.

- Prepare a draft report summarizing the results of the analysis for CLIENT review and comment.

¹*Trip Generation*, 11th Edition; Institute of Transportation Engineers; Washington, DC; 2021.



- Prepare a final report, upon CLIENT review and approval of the draft, which incorporates pertinent comments for use in submitting in the local approval process.
- In addition to the above labor compensation, VAI shall be reimbursed for expenditures made specifically for the project, such as printing and reprographics, travel and subsistence, data collection, telephone charges, shipping, postage, and courier service charges, purchase of maps and similar documents, etc. These expenses will be billed on a percentage completed basis.

2.1 Pilot Study (To be provided upon review and acceptance of scope)

3.0 Project and Public Meetings (Enclosed)

VAI will participate in project team meetings and/or public presentations with local and state officials as requested by the CLIENT. Services include preparation, travel, attendance and supporting graphics. Meeting costs will be billed on a time and materials basis with a total of approximately 15 hours of meetings included in this proposal.

CLIENT-FURNISHED INFORMATION

It is understood that VAI will perform services under the sole direction of the CLIENT. In the performance of these services, VAI will coordinate its efforts with other project team members and other consultants, as required. The CLIENT shall provide VAI with project-related technical data including, but not limited to, the following:

- Future School Layout(s)
- Garage access locations
- Loading requirements for service vehicles
- Parking facilities and parking requirements of school
- Survey data of School Street

VAI will rely upon the accuracy and completeness of CLIENT-furnished information in connection with the performance of services under this Agreement.

SCHEDULE

VAI will require eight to twelve (8-12) weeks to prepare the Study for CLIENT review. This schedule begins on the date written authorization to proceed is received. The schedule is also subject to timely delivery of information promised by the CLIENT and is exclusive of CLIENT and local review of interim products. If the CLIENT requests that work under this Agreement be stopped, the schedule and fee are subject to re-negotiation when written authorization to proceed is received.



COMPENSATION

VAI will perform the Scope of Services as outlined in this Agreement for up to \$82,500 as follows:

<u>Element</u>	<u>Tasks</u>	<u>Fee</u>	<u>Schedule</u>	<u>Payment Method</u>
1.0	Initial Investigations and Meetings	\$ 1,000	2 Weeks	Lump Sum
2.0	School Street Modification Study	77,000	8-12 Weeks	Lump Sum
2.1	Pilot Study	--	To be provided	
3.0	Project and Public Meetings	<u>4,500</u>	As Required	T&M
TOTAL Elements 1.0, 2.0, and 3.0		\$82,500		

SERVICES NOT INCLUDED

The following services may be required at a future date but are not included in this Agreement at this time:

- Additional study area intersections
- Preparation of any detailed engineering design

When services are required in these areas, or areas not previously described, we will prepare a proposal or amendment, at the CLIENT's request, that contains the Scope of Services, fee, and schedule required to complete the additional items.



CLIENT CONFIRMATION AND AUTHORIZATION

MDS/Miller Dyer Spears Architects agrees with and accepts this proposal for professional services. MDS/Miller Dyer Spears Architects also agrees with the Terms and Conditions of Agreement, which is attached, and acknowledges this as being received. Together these constitute the entire agreement between Vanasse & Associates, Inc., and MDS/Miller Dyer Spears Architects.

MDS/Miller Dyer Spears Architects certifies that funds or financing are available to meet their financial commitments and maintain the payment schedule under the terms and conditions of this Agreement.

Agreed and Accepted for:

MDS/MILLER DYER SPEARS ARCHITECTS

Total Contract Amount: \$82,500

	Element	Fee
Authorized Agent Signature	1.0	\$ 1,000
Title	2.0	77,000
	2.1	--
	3.0	<u>4,500</u>
Name (Please Print)	TOTAL	\$82,500
Date		

VANASSE & ASSOCIATES, INC.

Authorized Agent Signature

Principal
Title

Scott. W. Thornton, P.E.
Name

January 3, 2022
Date



PART II

VANASSE & ASSOCIATES, INC. (VAI) TERMS AND CONDITIONS OF AGREEMENT

The engagement of Vanasse & Associates, Inc. (VAI) by CLIENT is under the following terms and conditions and is an integral part of the collective Agreement between CLIENT and VAI.

1. The fee estimate for the proposed Scope of Services, attached hereto as Part I and incorporated herein by reference, is valid for sixty (60) days from the date of the proposal.
2. Full and timely payment of all amounts due and owing to VAI is the sole responsibility of CLIENT and MDS will pay invoices, when paid by the Town of Brookline.
3. The CLIENT may terminate this Agreement at any time by giving VAI ten (10) days written notice. In such event, all finished or unfinished documents prepared by VAI shall at the option of the CLIENT become the CLIENT's property, subject to the Terms and Conditions of paragraph 12 of this Agreement. In the event of termination, VAI will be paid for all services performed up to the date of termination, including those expenditures necessary for the orderly termination of work, and all costs of settling or discharging outstanding obligations incurred by VAI with respect to the terminated services and work under this Agreement.
4. All time schedules set forth in Part I shall commence upon receipt of a signed Agreement and a retainer in the amount set forth below. All retainer amounts will be applied to the final invoice. A RETAINER OF \$0.00 IS REQUIRED BEFORE WORK CAN COMMENCE UNDER THE AGREEMENT.
5. VAI is not obligated to perform any services not explicitly set forth in Part I. Should CLIENT request that VAI perform any services in addition to those explicitly set forth in Part I, VAI may, in its sole discretion, agree to perform such additional services. Before VAI will begin performance of any such additional services, VAI and CLIENT must enter into a written agreement regarding the scope of, and the compensation to be paid for, such additional services.
6. VAI will render invoices monthly. MDS will pay invoices, when paid by the Town of Brookline.
7. Should it become necessary to utilize legal or other resources to collect any or all monies rightfully due for services rendered under this Agreement, VAI shall be entitled to full reimbursement of all such costs, including reasonable attorney's fees, as part of this Agreement.
8. Invoice payments must be kept current for work to continue. If CLIENT fails to pay any invoice due and per above, VAI may, in its sole discretion and without waiving any other claim or right against CLIENT, pursue, without limitation, any course of action available at law or in equity, and/or any one or more of the following courses of action:
 - (a) Suspend all services under this Agreement until CLIENT has paid all amounts due and owing VAI and/or any of its Consultants or Subcontractors;



PART II (Continued)

**VANASSE & ASSOCIATES, INC. (VAI)
TERMS AND CONDITIONS OF AGREEMENT**

- (b) Withhold any documents prepared by VAI and/or any of its Consultants or Subcontractors pursuant to this Agreement from CLIENT and/or any third-party;
- (c) Notify any third-party to which any documents prepared by VAI and/or any of its Consultants or Subcontractors pursuant to this Agreement of CLIENT's failure to pay all amounts due and owing to VAI;
- (d) Request the immediate return of all documents prepared by VAI and/or any of its Consultants or Subcontractors under this Agreement from CLIENT and/or any third-party; and/or
- (e) Deliver a statement to any one or more persons it selects withdrawing support for any documents prepared by VAI and/or any of its Consultants or Subcontractors under this Agreement.

In the event that CLIENT fails to pay VAI, CLIENT agrees to return all documents furnished to it by VAI under this Agreement within fifteen (15) days of a request for such made by VAI.

9. VAI agrees to carry the following insurance during the term of this Agreement: Workers' Compensation, General Liability, Professional Liability, and Comprehensive Automobile Liability. VAI shall maintain during the performance of this Agreement insurance coverage as follows:

General Liability

\$2,000,000 per occurrence

\$4,000,000 aggregate for products and completed operations

\$4,000,000 general aggregate

Automobile Liability

\$1,000,000 per accident for bodily injury and property damage

Umbrella Liability

\$5,000,000 per occurrence and aggregate

Employer's Liability

\$1,000,000 per accident for bodily injury or disease

Worker's Compensation

Statutory

Professional Liability

\$2,000,000 per claim and aggregate limit

Insurance coverage shall be provided by a company or companies licensed to do business in the State of Massachusetts. Such insurance shall name the CLIENT as additional insured.

Certificates of Insurance will be furnished upon request. If the CLIENT requires insurance coverage or limits in excess of VAI's normal policies, and it is available, CLIENT agrees to reimburse VAI for such additional expenses.



PART II (Continued)

**VANASSE & ASSOCIATES, INC. (VAI)
TERMS AND CONDITIONS OF AGREEMENT**

10. VAI agrees, to the fullest extent permitted by law, to indemnify and hold harmless CLIENT, its officers, directors and employees (collectively, the CLIENT) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by VAI's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom VAI is legally liable.

CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless VAI, its officers, directors, employees and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the CLIENT's negligent acts in connection with the Project and the acts of its contractors, subcontractors or consultants or anyone for whom the CLIENT is legally liable.

Neither the CLIENT nor VAI shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

11. VAI shall not be responsible for any damages arising from failure to perform, or delay in the performance of, services identified in Part I which failure or delay arises out of causes beyond VAI's control or without negligence on the part of VAI. VAI shall not be responsible for any consequential damages, including, without limitation, any delay or expense arising out of the exercise by VAI or any right provided to VAI under this Agreement, including, without limitation, the rights to suspend services, withhold documents, and withdraw support as described in paragraph 8. VAI's liability under this Agreement is limited to the total of all fees paid to VAI by CLIENT under this Agreement.
12. All documents including, without limitation, all Drawings and Specifications, prepared by VAI and/or any of its Consultants or Subcontractors pursuant to this Agreement are the property of VAI; provided, however, that CLIENT shall have full ownership of all documents, including without limitation, all Drawings and Specifications, prepared by VAI and/or any of its Consultants or Subconsultants under this Agreement once CLIENT has paid for the same.

VAI does not represent that any documents prepared by VAI and/or any of its Consultants or Subcontractors pursuant to this Agreement are suitable for use in connection with any extension of the current Project or any other project.

If CLIENT uses any such documents in violation of this paragraph, CLIENT shall:

- (a) Be liable for, and indemnify and hold harmless VAI from, all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from such use, and
- (b) In addition to paying all invoices due and owing for services provided under this Agreement, pay VAI the amount of the fee estimate set forth in Part I as liquidated damages presenting a reasonable estimate of the compensation to which VAI would be entitled for generating documents for such use.



PART II (Continued)

**VANASSE & ASSOCIATES, INC. (VAI)
TERMS AND CONDITIONS OF AGREEMENT**

13. This Agreement may only be modified in writing and signed by CLIENT and VAI. No act or failure to act by VAI waives any rights provided to VAI under this Agreement or by operation of law.
14. This Agreement constitutes the entire agreement between CLIENT and VAI regarding the services specified in Part I. In entering into this Agreement, CLIENT has not relied upon any warranties, representations, or statements not set forth herein. No verbal warranties, representations, or statements shall be considered a part of this Agreement or a basis upon which CLIENT relied in entering into this Agreement.



**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 John R. Pierce Elementary School Project (Project Number 201800460040) on November 10, 2020, “Contract”; and

WHEREAS, the scope of this work is summarized in the attached BBP Invoice No. 85293, dated December 28, 2021, for printing for Printing Services as outlined.

WHEREAS, Contract amendment No. 1 was approved by the Town of Brookline on October 12, 2021; and

WHEREAS, effective as of January 11, 2022, 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 perform printing services for the amount of \$1,084.04, 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:

Fee for Basic Services	Original Contract	Previous Amendments	Amount of This Amendment	After This Amendment
Feasibility Study/Schematic Design Phase:	\$325,000	\$ 19,8000	\$ 1,084.04	\$ 345,884.04
Design Development Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Construction Documents Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Bidding Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Construction Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Completion Phase:	\$ 0	\$ 0	\$ 0	\$ 0
Total Fee	\$325,000	\$ 19,800	\$ 1,084.04	\$ 345,884.04

This Amendment is for printing services for the Preferred Schematic Report Submission.

3. The Construction Budget shall be as follows:

Original Budget: \$ TBD

Amended Budget: _____

4. The Project Schedule shall be as follows:

Original Schedule: (Building; Site) Schematic Design Completion – 6/22/2022

Amended Schedule: Schematic Design Completion – 8/31/2022

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)

(print title)

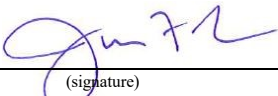
By: _____
(signature)

Date: _____

OWNER'S PROJECT MANAGER:
LEFTFIELD, LLC

James F. Rogers, Jr.
(print name)

Principal
(print title)

By: 
(signature)

Date: January 11, 2022



January 11, 2022

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

Re: John R. Pierce School Project
Fee Proposal for Printing Services - OPM Contract Amendment No. 2

Dear Mr. Guigli,

Attached is the cost for printing services for the John R. Pierce School Preferred Schematic Report PSR Submission. MSBA requested a hard copy of the PSR. This work was performed by BBP and paid by LeftField.

Fee

In accordance with Article 10 - Reimbursable Expenses of the OPM Contract, the services associated with this proposal are to be invoiced on a lump sum basis, plus 10%, as specified in Article 10, Paragraph 10.1.

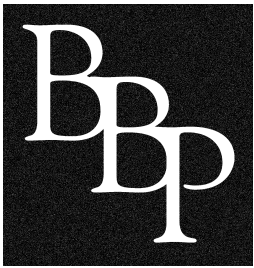
BBP (Invoice attached)	\$ 985.49
<u>LeftField 10% Administration Fee</u>	<u>\$ 98.55</u>
Total	\$ 1,084.04

Should you have any questions regarding this proposal, please contact me.

Sincerely,

Lynn Stapleton, AIA, LEED AP B D + C

Cc: Jim Rogers, LeftField, LLC
Jennifer Carlson, LeftField, LLC
Margaret Clark, Miller Dyer Spears



Invoice	
No: 85293	Date: 12/28/21

Sally Rogers
 Leftfield, LLC
 17 Highfield Lane
 Norwell MA 02061

SHIP TO:
 Emma Parish
 Massachusetts School Building Authority
 40 Broad Street
 Suite 500
 Boston MA 02109

Courier Service 12/28/2021 2 pm

Acct.No	Ordered by	Phone	P.O. No	Prepared by	Sales Rep	Ship By
8067	Jennifer Carlson	774.262.9448		Juni Gonzalez	House	Courier Service
Quantity	Description					Price
1	(1) Pierce Preferred Schematic Report; 4/4; Size: 8.5 x 11 & 11 x 17; 3396 pages; 3 Volumes in 3 Hole Binders; Drilling					913.40
<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 913.40 Shipping 15.00 Postage 0.00 Tax 57.09 TOTAL 985.49 Paid 0.00 BALANCE 985.49 Terms Net 30 Days

10% LeftField: \$ 98.55
 Total: \$1,084.04

Total Project Budget Status Report

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
FEASIBILITY STUDY AGREEMENT										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 100,000	\$ 245,884	\$ 345,884	\$ 345,884	100%	\$ 252,904	73%	\$ 92,980	*FSA 1, 4, 5
0002-0000	A&E Feasibility Study/Schematic Design	\$ 950,000	\$ 507,266	\$ 1,457,266	\$ 1,457,266	100%	\$ 546,641	38%	\$ 910,625	*FSA 1, 2, 3, 5
0003-0000	Environmental & Site	\$ 150,000		\$ 150,000	\$ 8,192	5%	\$ 8,192	5%	\$ 141,808	
0004-0000	Other	\$ 800,000	\$ (753,150)	\$ 46,850	\$ -	0%	\$ -	0%	\$ 46,850	*FSA 1, 2, 3, 4, 5
	SUB-TOTAL	\$ 2,000,000	\$ -	\$ 2,000,000	\$ 1,811,342	91%	\$ 807,737	40%	\$ 1,192,263	
ADMINISTRATION										
0101-0000	Legal Fees	\$ -	\$ -	\$ -	\$ -				\$ -	
	Owner's Project Manager	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0400	Design Development	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0500	Construction Documents	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0600	Bidding	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0700	Construction Administration	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0800	Closeout	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0900	Extra Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-1000	Reimbursable Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-1100	Cost Estimates	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0103-0000	Advertising & Printing	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0104-0000	Permitting	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0105-0000	Owner's Insurance	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0199-0000	Other Administrative Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
Architectural & Engineering										
	A/E Basic Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0400	Design Development	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0500	Construction Documents	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0600	Bidding	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0700	Construction Administration	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0800	Closeout	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-9900	Other Basic Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	Extra/Reimbursable Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0203-9900	Other Reimbursables	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0200	HazMat (incl. monitoring)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0300	Geotechnical/Geo-Environmental	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0400	Site Survey & Site Requirements	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0500	Wetlands	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-1200	Traffic Studies	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
SITE ACQUISITION										
0301-0000	Land/Bldg. Purchase/Associated Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	

Total Project Budget Status Report

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
PRE CONSTRUCTION COSTS										
0501-0000	CMR Pre-Con Services	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
CONSTRUCTION COSTS										
0502-0001	Construction Budget	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0508-0000	Change Orders	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
ALTERNATES										
0506-0000				\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
OTHER PROJECT COSTS										
0507-0000	Construction Contingency	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	Miscellaneous Project Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0601-0000	Utility Company Fees	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0602-0000	Testing Services	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0699-0000	Other Project Costs	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
	Furnishings and Equipment	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0701-0000	Furnishings	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0702-0000	Equipment	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0703-0000	Technology Equipment	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
0801-0000	Owner's Contingency	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
TOTAL PROJECT BUDGET		\$ 2,000,000	\$ -	\$ 2,000,000	\$ 1,811,342	91%	\$ 807,737	40%	\$ 1,192,263	

FUNDING SOURCES	Max w/ Contingency	Max w/o Contingency	Project Budget	Scope Items Excluded	Contingencies	Basis of Total Facilities Grant	Reimbursement Rate
Maximum State Share	\$ 645,200	\$ 645,200					
Local Share	\$ 1,354,800	\$ 1,354,800					
SUB-TOTAL	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000	32.26%

CONSTRUCTION COST ESTIMATES	Date	Estimator	Amount	SF	Cost Per SF
PSR Cost Estimate	09/17/21	AM Fogarty	\$146,388,307	305,740	\$478.80
CM SD Cost Estimate					#DIV/0!

Feasibility Study Agreement Budget Transfers:

FSA BRR 01	11/30/2020	Transfer \$225,000 from Other Contingency to OPM Feasibility Study/Schematic Design to fund OPM Base Contract for Feasibility Study/Schematic Design.
FSA BRR 01	2/9/2021	Transfer \$344,466 from Other Contingency to A/E Feasibility Study/Schematic Design to fund A/E Base Contract for Feasibility Study/Schematic Design.
FSA BRR 02	8/10/2021	Transfer \$1,650 from Other Contingency to A/E Feasibility Study/Schematic Design to fund survey of interior slab deflection.
FSA BRR 03	9/14/2021	Transfer \$26,400 from Other Contingency to A/E Feasibility Study/Schematic Design to fund surveys of Garages A, B, D and E.
FSA BRR 04	10/12/2021	Transfer \$19,800 from Other Contingency to OPM Feasibility Study/Schematic Design to fund cost estimating services for PSR and SD.

Total Project Budget Status Report

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
<i>Feasibility Study Agreement Budget Transfers (Continued):</i>										
FSA BRR 05	1/11/2022									Transfer \$1134,750.00 from Other Contingency to A/E Feasibility Study/Schematic Design to fund Traffic Analysis and Geothermal Due Diligence and \$1,084.04 to OPM Feasibility Study/Schematic Design to printing costs for the PSR Submission.

Remaining Budget **\$323,408**

Anticipated Uses:

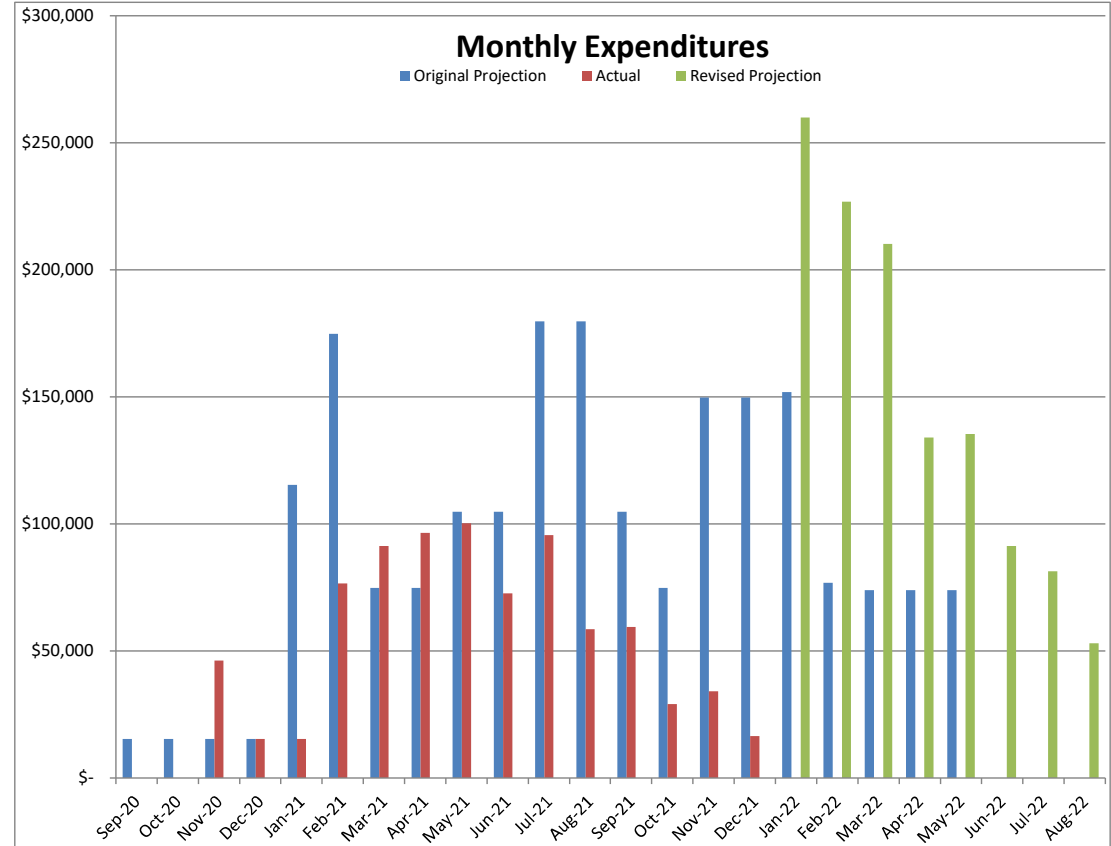
Brookline Bldg Dept. Admin	\$47,636	To Date
Brookline Bldg Dept. Admin	\$52,364	Projected
Traffic Studies	\$90,750	MDS Amendment #3
Geothermal Due Diligence	\$44,000	MDS Amendment #3
Property Due Diligence	\$15,000	(may be able to fund Town Counsel through TOB funds)
Additional Site Survey	\$15,000	(only req'd if internal block property lines not established)
Test Well for Geothermal	\$0	to be completed in DD
District Energy approach	\$0	further conversation needed
CM Precon/SD Estimate	<u>\$60,000</u>	

Total Anticipated **\$324,750**

Remaining Budget **-\$1,342**

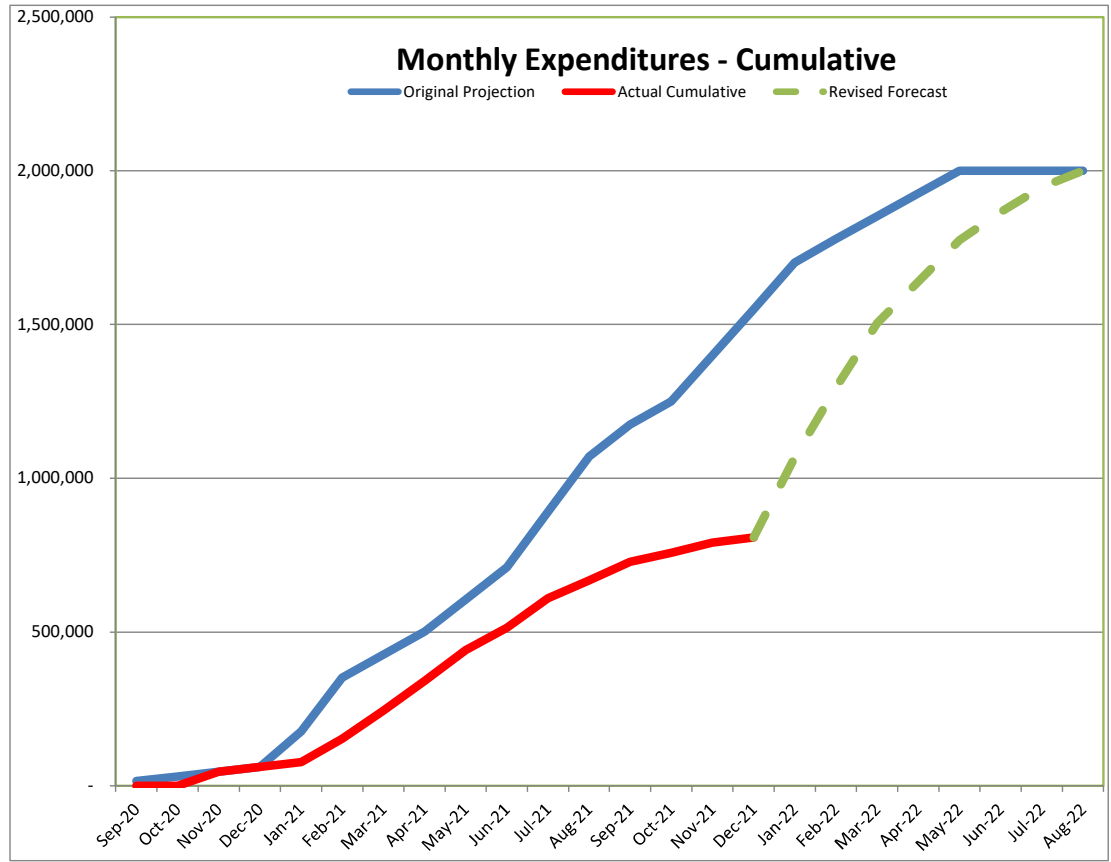
Monthly Cash Flow

Date	Original Projection	Actual	Revised Projection
Sep-20	\$ 15,395	\$ -	
Oct-20	\$ 15,395	\$ -	
Nov-20	\$ 15,395	\$ 46,185	
Dec-20	\$ 15,395	\$ 15,395	
Jan-21	\$ 115,395	\$ 15,395	
Feb-21	\$ 174,770	\$ 76,627	
Mar-21	\$ 74,770	\$ 91,349	
Apr-21	\$ 74,770	\$ 96,521	
May-21	\$ 104,770	\$ 100,208	
Jun-21	\$ 104,770	\$ 72,736	
Jul-21	\$ 179,770	\$ 95,641	
Aug-21	\$ 179,770	\$ 58,536	
Sep-21	\$ 104,770	\$ 59,452	
Oct-21	\$ 74,770	\$ 29,059	
Nov-21	\$ 149,770	\$ 34,155	
Dec-21	\$ 149,770	\$ 16,479	
Jan-22	\$ 151,875		\$ 260,000
Feb-22	\$ 76,875		\$ 226,850
Mar-22	\$ 73,935		\$ 210,145
Apr-22	\$ 73,935		\$ 134,058
May-22	\$ 73,935		\$ 135,395
Jun-22	\$ -		\$ 91,339
Jul-22	\$ -		\$ 81,400
Aug-22	\$ -		\$ 53,076
Total:	\$ 2,000,000	\$ 807,737	\$ 1,192,263



Cumulative Cash Flow

Date	Original Projection	Actual Cumulative	Revised Forecast
Sep-20	15,395	\$ -	
Oct-20	30,790	\$ -	
Nov-20	46,185	\$ 46,185	
Dec-20	61,580	\$ 61,580	
Jan-21	176,975	\$ 76,975	
Feb-21	351,745	\$ 153,602	
Mar-21	426,515	\$ 244,951	
Apr-21	501,285	\$ 341,472	
May-21	606,055	\$ 441,680	
Jun-21	710,825	\$ 514,416	
Jul-21	890,595	\$ 610,056	
Aug-21	1,070,365	\$ 668,593	
Sep-21	1,175,135	\$ 728,044	
Oct-21	1,249,905	\$ 757,103	
Nov-21	1,399,675	\$ 791,258	
Dec-21	1,549,445	\$ 807,737	\$ 807,737
Jan-22	1,701,320		\$ 1,067,737
Feb-22	1,778,195		\$ 1,294,587
Mar-22	1,852,130		\$ 1,504,732
Apr-22	1,926,065		\$ 1,638,791
May-22	2,000,000		\$ 1,774,186
Jun-22	2,000,000		\$ 1,865,524
Jul-22	2,000,000		\$ 1,946,924
Aug-22	2,000,000		\$ 2,000,000
Total:	\$ 2,000,000	\$ 807,737	\$ 2,000,000



**JOHN R. PIERCE SCHOOL
PRELIMINARY PROJECT SCHEDULE
Preferred Schematic Report Phase
December 31, 2021**

ID	Task Name	Start	Finish	2019				2020				2021				2022				2023				2024				2025				2026				2027				2028
				Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	Eligibility Period	Mon 6/3/19	Wed 8/12/20	Eligibility Period																																				
2	MSBA Invitation to Eligibility Period	Mon 6/3/19	Mon 6/3/19	MSBA Invitation to Eligibility Period																																				
3	Initial Compliance Certification	Thu 12/12/19	Thu 12/12/19	Initial Compliance Certification																																				
4	Study Enrollment Certification	Fri 12/13/19	Wed 3/25/20	Study Enrollment Certification																																				
5	MSBA Invitation to Conduct Feasibility Study	Wed 4/15/20	Wed 4/15/20	MSBA Invitation to Conduct Feasibility Study																																				
6	City Appropriation of Funds for Feasibility Study	Mon 5/11/20	Mon 5/11/20	City Appropriation of Funds for Feasibility Study																																				
7	Execution of Feasibility Study Agreement	Tue 5/12/20	Wed 8/12/20	Execution of Feasibility Study Agreement																																				
8	OPM Selection	Thu 4/16/20	Tue 11/10/20	OPM Selection																																				
9	OPM RFS Process	Thu 4/16/20	Thu 5/28/20	OPM RFS Process																																				
10	OPM RFS Advertisement (Submit - Appears)	Fri 5/29/20	Thu 6/4/20	OPM RFS Advertisement (Submit - Appears)																																				
11	OPM Proposals Due	Thu 6/18/20	Thu 6/18/20	OPM Proposals Due																																				
12	OPM Proposals Review, Interviews, Ranking, Submittal to MSBA & Negotiations with OPM	Thu 6/18/20	Wed 7/8/20	OPM Proposals Review, Interviews, Ranking, Submittal to MSBA & Negotiations with OPM																																				
13	OPM Fee Proposal & Contract Submitted	Thu 7/9/20	Fri 7/17/20	OPM Fee Proposal & Contract Submitted																																				
14	MSBA OPM Panel Presentation	Mon 9/14/20	Mon 9/14/20	MSBA OPM Panel Presentation																																				
15	MSBA OPM Approval Letter	Tue 9/15/20	Tue 9/15/20	MSBA OPM Approval Letter																																				
16	Execute OPM Contract	Tue 11/10/20	Tue 11/10/20	Execute OPM Contract																																				
17	Designer Selection	Wed 9/16/20	Wed 3/10/21	Designer Selection																																				
18	Prepare & Submit Draft Designer RFS to MSBA	Wed 9/16/20	Thu 9/24/20	Prepare & Submit Draft Designer RFS to MSBA																																				
19	MSBA Designer RFS Review Period	Fri 9/25/20	Wed 9/30/20	MSBA Designer RFS Review Period																																				
20	Final Designer RFS to MSBA	Thu 10/1/20	Thu 10/1/20	Final Designer RFS to MSBA																																				
21	Designer RFS Advertisement (Submit - Appears)	Thu 10/1/20	Wed 10/7/20	Designer RFS Advertisement (Submit - Appears)																																				
22	Select Local Representatives for DSP	Tue 10/6/20	Tue 10/6/20	Select Local Representatives for DSP																																				
23	Designer Proposals Due	Wed 11/4/20	Wed 11/4/20	Designer Proposals Due																																				
24	Review Designer Proposals and Check References	Thu 11/5/20	Wed 11/11/20	Review Designer Proposals and Check References																																				
25	Submit DSP Materials to DSP	Thu 11/12/20	Thu 11/12/20	Submit DSP Materials to DSP																																				
26	Designer Selection Panel (DSP) Meeting	Tue 12/1/20	Tue 12/1/20	Designer Selection Panel (DSP) Meeting																																				
27	DSP Interview	Tue 12/15/20	Tue 12/15/20	DSP Interview																																				
28	Negotiate and Approve Designer Contract/NTP	Wed 12/16/20	Tue 1/26/21	Negotiate and Approve Designer Contract/NTP																																				
29	MSBA Project Kick-Off Meeting	Thu 2/4/21	Thu 2/4/21	MSBA Project Kick-Off Meeting																																				
30	Send Contract and BRR to MSBA	Wed 3/10/21	Wed 3/10/21	Send Contract and BRR to MSBA																																				
31	Preliminary Design Program (PDP)	Mon 12/14/20	Tue 7/20/21	Preliminary Design Program (PDP)																																				
32	Designer Work Plan/Existing Conditions Drawings/Files Research/Review	Mon 12/14/20	Mon 2/1/21	Designer Work Plan/Existing Conditions Drawings/Files Research/Review																																				
33	Develop Preliminary Design Program	Tue 2/2/21	Mon 6/14/21	Develop Preliminary Design Program																																				
34	SBC Vote to Submit PDP	Mon 6/14/21	Mon 6/14/21	SBC Vote to Submit PDP																																				
35	Submit PDP Submission to MSBA (Min. 10 Weeks Prior to PSR)	Tue 6/15/21	Tue 6/15/21	Submit PDP Submission to MSBA (Min. 10 Weeks Prior to PSR)																																				
36	MSBA PDP Review Period	Wed 6/16/21	Tue 7/6/21	MSBA PDP Review Period																																				
37	Respond to MSBA PDP Review Comments	Wed 7/7/21	Tue 7/20/21	Respond to MSBA PDP Review Comments																																				
38	Preferred Schematic Report (PSR)	Wed 6/16/21	Wed 3/2/22	Preferred Schematic Report (PSR)																																				
39	Develop Preferred Schematic Schematic Report	Wed 6/16/21	Wed 11/17/21	Develop Preferred Schematic Schematic Report																																				
40	Prepare and Submit Project Notification to Mass Historical Commission and Receive MHC Response	Wed 12/8/21	Tue 1/4/22	Prepare and Submit Project Notification to Mass Historical Commission and Receive MHC Response																																				
41	SBC Vote to Submit PSR	Mon 12/13/21	Mon 12/13/21	SBC Vote to Submit PSR																																				
42	Submit PSR Submission to MSBA	Tue 12/28/21	Tue 12/28/21	Submit PSR Submission to MSBA																																				
43	MSBA PSR Review Period	Tue 12/28/21	Mon 1/17/22	MSBA PSR Review Period																																				
44	Respond to MSBA PSR Review Comments	Tue 1/18/22	Mon 1/31/22	Respond to MSBA PSR Review Comments																																				
45	Facilities Assessment Subcommittee (FAS) Presentation (1/19 or 2/2)	Wed 1/19/22	Wed 2/2/22	Facilities Assessment Subcommittee (FAS) Presentation (1/19 or 2/2)																																				
46	Address FAS Comments	Thu 2/3/22	Thu 2/10/22	Address FAS Comments																																				
47	MSBA Board Vote on PSR & Approval to Move to Schematic Design	Wed 3/2/22	Wed 3/2/22	MSBA Board Vote on PSR & Approval to Move to Schematic Design																																				
48	Schematic Design (SD)	Thu 3/3/22	Wed 8/31/22	Schematic Design (SD)																																				

