

**WAKEFIELD PERMANENT BUILDING COMMITTEE**
**WAKEFIELD PUBLIC SAFETY MEETING MINUTES**

Date:	Thursday, May 06, 2021
Location:	Virtual "Zoom" Meeting
Time:	7:00pm
Prepared BY:	Shane Nolan – LeftField PM

Name		Present
Joseph B. Bertrand	Chair, Permanent Building Committee	✓
Timothy Demers	Permanent Building Committee	✓
Charles L. Tarbell	Permanent Building Committee	✓
Jason Cohen	Permanent Building Committee	✓
Janine R. Fabiano	Permanent Building Committee	✓
John McDonald	Permanent Building Committee	✓
Tom Galvin	Permanent Building Committee	✓
Marc Moccio	Permanent Building Committee	✓
Philip Renzi	Permanent Building Committee	✓
Nasos Phillips	Permanent Building Committee (non-voting)	✓
Wayne Hardacker	Permanent Building Committee (non-voting)	✓
Steven Skory	Chief, Wakefield Police Department	✓
Craig Calabrese	Deputy Chief, Wakefield Police Department	✓
Michael Sullivan	Chief, Wakefield Fire Department	✓
Tom Purcell	Deputy Chief, Wakefield Fire Department	✓
Lynn Stapleton	Leftfield Project Management	✓
Shane Nolan	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	x
Janet Slemenda	HKT Architects	✓
Any Dunlap	HKT Architects	x
Scott Woodward	HKT Architects	x
David Capaldo	Bond Building	✓
Greg Williamson	Bond Building	✓
Dario Santiago	Bond Building	x
Mike Beckley	Bond Building	x

I. Joe Bertrand opened the Public Safety portion of the meeting at approx. 7:00pm.

II. Shane Nolan presented the following Administrative Items

A. Meeting Minutes

The meeting minutes of the 04/29/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

*Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes dated 04/29/21 as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

**B. Invoices**

Four (4) invoices in the total amount of \$119,199.66 were presented for review and approval.

- 1) Leftfield LLC Invoice #6 dated 04/30/21 in the amount of \$10,000.00

*Chip Tarbell made a motion to approve the Leftfield invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

- 2) HKT Architects Invoice #4-022023 dated 05/05/21 in the amount of \$32,409.24

*Chip Tarbell made a motion to approve the HKT invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

- 3) HKT Architects Invoice #5-022023.1 dated 05/05/21 in the amount of \$59,864.00

*Chip Tarbell made a motion to approve the HKT invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

- 4) Bond Building Pre-Construction Invoice #1 dated 04/30/21 in the amount of \$16,926.42

*Chip Tarbell made a motion to approve the Bond Building invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

**C. Schematic Design Estimates – Value Engineering/Value Management**

Shane Nolan noted that Leftfield, HKT and Bond Building had worked since that last meeting to prepare and price a list of value management items to reduce the budget overage in the schematic design estimates. The team met with the Advisory Working Group yesterday (Wednesday) to review this list for presentation at this evening meeting.

Chip Tarbell asked that as the PBC go through the list, with individual items be categorized for potential inclusion as alternates so they are not eliminated and can be added back in as budget may allow.

David Capaldo and Shane Nolan presented the VE/VM list including values for each proposed item. Following review, items totaling \$1,007,169 were accepted. The following accepted items will remain in the project as alternates for the purposes of design and bidding.

- 1) Sallyport
- 2) RTU #1
- 3) RTU #3
- 4) AHU
- 5) HV-1
- 6) Apparatus apron repairs
- 7) Apparatus apron retaining wall repairs
- 8) Limestone detailing at exterior

The value of accepted items is approx. \$76,000 above the construction budget. Additional discussion followed on possible reductions in “soft cost” line items within the overall project budget. SN noted that he looked at the expected furniture needs for the new and renovated areas. SN proposed a reduction of \$100,000 to the furniture budget. This would mean reuse of some existing furniture. This reduction in the furniture budget and its transfer to construction budget line was accepted. The revised construction



budget will be \$6,815,000. This brings the reconciled schematic estimate with accepted VE/NM items \$24,610 below budget.

D. Overall Project Budget

Shane Nolan presented the overall project. Adjustments will be made to the Furniture and Construction items per above and presented at the next PBC meeting.

E. Upcoming Meetings

Shane Nolan presented a list of upcoming design meetings to be scheduled prior to the end of the design development phase.

III. Next Permanent Building Committee (Public Safety Building) was scheduled for June 10, 2021 at 7:00pm.

*Chip Tarbell made a motion to adjourn the meeting at 8:40pm. Seconded by Jason Cohen.*

*Approved unanimously.*

Attachments:

- 05/06/21 LPM Presentation
- 05/06/21 Accepted VE List

Town of Wakefield

# **PUBLIC SAFETY BUILDING**

## **RENOVATION AND UPGRADE**

**Permanent Building Committee Meeting**

**May 6, 2021**



# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## AGENDA:

### **1. Administrative Actions**

- Review of April 29<sup>th</sup>, 2021 Permanent Building Committee Meeting Minutes
- Review of April 2021 Invoices

### **2. Schematic Design Estimates**

#### **i. Value Management/Value Engineering**

### **3. Total Project Budget**

### **4. Upcoming Meetings**

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Approval of April 15<sup>th</sup>, 2021 PBC Meeting Minutes



WAKEFIELD PERMANENT BUILDING COMMITTEE		WAKEFIELD PUBLIC SAFETY MEETING MINUTES
Date:	Thursday, April 29, 2021	
Location:	Virtual "Zoom" Meeting	
Time:	7:00pm	
Prepared BY:	Shane Nolan – Leftfield PM	
Name		Present
Joseph B. Bertrand	Chair, Permanent Building Committee	✓
Timothy Demers	Permanent Building Committee	✗
Charles L. Tarbell	Permanent Building Committee	✓
Jason Cohen	Permanent Building Committee	✓
Janine R. Fabiano	Permanent Building Committee	✓
John McDonald	Permanent Building Committee	✓
Tom Galvin	Permanent Building Committee	✓
Marc Moccio	Permanent Building Committee	✓
Philip Renzi	Permanent Building Committee	✓
Wayne Hardacker	Permanent Building Committee (non-voting)	✓
Steven Skory	Chief, Wakefield Police Department	✓
Craig Calabrese	Deputy Chief, Wakefield Police Department	✓
Michael Sullivan	Chief, Wakefield Fire Department	✓
Tom Purcell	Deputy Chief, Wakefield Fire Department	✗
Lynn Stapleton	Leftfield Project Management	✓
Shane Nolan	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	✓
Janet Stamenda	HKT Architects	✓
Any Dunlap	HKT Architects	✗
Scott Woodward	HKT Architects	✓
David Capaldo	Bond Building	✓
Greg Williamson	Bond Building	✓
Dario Santiago	Bond Building	✓
Mike Beckley	Bond Building	✓

I. Joe Bertrand opened the Public Safety portion of the meeting at approx. 7:10pm.

II. Shane Nolan presented the following Administrative Items

#### A. Meeting Minutes

The meeting minutes of the 04/15/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

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Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes dated 04/15/21 as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.

#### B. Schematic Design Estimates

Shane Nolan provided a comparison overview of the schematic design estimates. Two estimates were prepared, one by HKT/TCI and one by Bond Building. These estimates were reviewed, and a lengthy reconciliation meeting occurred on 04/26. After the reconciliation meeting each estimate was revised and reissued. The delta between the reconciled estimates is \$137,879 or 1.75%. This is within an acceptable range at schematic design level.

The reconciled schematic estimate is \$7,873,009 (including pre-construction services), this is above the construction budget of \$6,715,000 by \$1,158,009. Factors contributing to this were discussed.

Chip Tarbell and Philip Renzi asked about the various contingencies included in the project. SN advised as to the difference between the contingencies inside the construction value (design contingency, CM contingency and escalation) and the project contingencies outside the construction value (owners contingency and construction contingency).

Philip Renzi asked about out of scope items that had been identified. SN confirmed that out of scope items such as the caulking and sealants on the Fire Department side have not been included in the cost estimates. The alternate foundation system reviewed at a recent meeting is not included in the construction estimate but was priced as a potential saving. This will be recommended as part of a value engineering/value management exercise.

SN provided a list of potential items that will be presented as part of an exercise to reduce the construction cost and bring the project back within budget. The design and construction team are still working on pricing for these items and will be presented at the next PBC meeting. It was confirmed the list is not in any particular order of priority. It was also discussed that some of these could potentially be included in the project as add alternates. The VE/VM items will be reviewed at a Working Group meeting on Wednesday and presented to the PBC on Thursday.

#### C. Overall Project Budget

Shane Nolan presented the overall project budget including the updated expenditures to date. Chip Tarbell requested that the overall budget be reviewed with a view to reducing some of the budget line items to help reduce the construction overage.

III. Next Permanent Building Committee was scheduled for May 6, 2021 at 7:00pm.

Chip Tarbell made a motion to adjourn the meeting at 7:50pm. Seconded by Jason Cohen. Approved unanimously.

Attachments:

- 04/29/21 LPM Presentation

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# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

Approval of April 2021 Invoices

INVOICES				
Vendor	Invoice #	Invoice Date	Description of Services	Invoice Amount
LeftField	6	04/30/21	OPM Services April 1 - April 30, 2021	\$10,000.00
HKT Architects	4-022023	05/05/21	Designer Services - Basic Apr 1 – Apr 30, 2021	\$32,409.24
HKT Architects	5-022023.1	05/05/21	Designer Services – Supplemental Apr 1 – Apr 30, 2021	\$59,864.00
Bond Building	Pre Const #1	04/30/21	Pre Constriction Services Apr 1 – Apr 30, 2021	\$16,926.42
			<b>TOTAL:</b>	<b>\$119,199.66</b>



Joseph B. Bertrand  
 Permanent Building Committee Chair  
 Town of Wakefield  
 1 Lafayette Street  
 Wakefield, MA 01880

Invoice Date: 4/30/21  
 Invoice No: 6

FOR: Owner's Project Management Services  
 Wakefield Public Safety Renovations/Addition Project  
 1 Union Street, Wakefield MA 01880

**Professional Services from April 1 - April 30, 2021**

<b>OPM Basic Services</b>	<b>Amount</b>
Basic Services	\$10,000

**Total Fees: \$ 10,000.00**

<b>Reimbursable Expenses</b>	<b>Amount</b>
Reimbursables	\$0.00

**Total Reimbursable Expenses: \$0.00**

**Total this Invoice: \$ 10,000.00**

<b>OPM Basic Services</b>	<b>Budget</b>	<b>Previous</b>	<b>Current</b>	<b>Total To Date</b>	<b>Balance</b>
Feasibility Study/Schematic Design	\$20,000	\$20,000	\$0	\$20,000	\$0
Design Development Phase	\$30,000	\$15,000	\$10,000	\$25,000	\$5,000
Construction Documents Phase	\$40,000	\$0	\$0	\$0	\$40,000
Bidding/Construction Phase	\$270,000	\$0	\$0	\$0	\$270,000
Close-out Phase	\$20,000	\$0	\$0	\$0	\$20,000
<i>OPM Basic Services Total:</i>	<i>\$380,000</i>	<i>\$35,000</i>	<i>\$10,000</i>	<i>\$45,000</i>	<i>\$335,000</i>

<b>Reimbursable Services</b>	<b>Budget</b>	<b>Previous</b>	<b>Current</b>	<b>Total To Date</b>	<b>Balance</b>
<i>Reimbursable Expenses Total:</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>

<b>Total Contract:</b>	<b>\$380,000</b>	<b>\$35,000</b>	<b>\$10,000</b>	<b>\$45,000</b>	<b>\$335,000</b>
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**Please Remit Payment To:**  
 LeftField, LLC  
 17 Highfield Lane  
 Norwell, MA 02061



**MONTHLY INVOICE****BILL TO**

**Joseph B. Bertrand**  
**Permanent Building Committee Chair**  
**Town of Wakefield**  
**1 Lafayette Street**  
**Wakefield, MA 01880**

**Project Description: Wakefield Public Safety Building**

Professional Services: April 1, 2021 through April 30, 2021

INVOICE NUMBER	INVOICE DATE	PAYMENT DUE DATE	OUR PROJECT NO.	BALANCE DUE
000004-022023	May 05, 2021	Jun 04, 2021	022023	<b>\$73,471.61</b>

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
02 Schematic Design	12.03%	\$89,853.00	72.22%	\$64,889.47	91.58%	\$17,395.80	\$7,567.73
03 Design Development	15.68%	\$117,145.00	0.00%	\$0.00	12.82%	\$15,013.44	\$102,131.56
04 Construction Documents	24.93%	\$186,181.00	0.00%	\$0.00	0.00%	\$0.00	\$186,181.00
05 Bidding	5.85%	\$43,690.00	0.00%	\$0.00	0.00%	\$0.00	\$43,690.00
06 Construction Administration	41.51%	\$309,994.00	0.00%	\$0.00	0.00%	\$0.00	\$309,994.00
Amendment #1 - CM Selection	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	\$0.00
	<b>100.00%</b>	<b>\$746,863.00</b>	<b>8.69%</b>	<b>\$64,889.47</b>	<b>4.34%</b>	<b>\$32,409.24</b>	<b>\$649,564.29</b>

**Invoice Total: \$32,409.24****Previous Balance: \$61,889.47****Payments Received: \$20,827.10****Account Balance: \$73,471.61**

Please make payments to HKT Architects, Inc.

**APPROVED**  
**Leftfield PM**  
**05/06/2021**

**APPROVED BY:**

Joseph Bertrand/Chip Tarbell  
Chairman/Secretary  
Permanent Building Committee  
Date:

**MONTHLY INVOICE****BILL TO**

**Joseph B. Bertrand**  
**Permanent Building Committee Chair**  
**Town of Wakefield**  
**1 Lafayette Street**  
**Wakefield, MA 01880**

**Project Description: Wakefield Public Safety Building Supplemental Services**

Professional Services: April 1, 2021 through April 30, 2021

INVOICE NUMBER	INVOICE DATE	PAYMENT DUE DATE	OUR PROJECT NO.	BALANCE DUE
000005-022023.1	May 05, 2021	Jun 04, 2021	022023.1	<b>\$67,327.60</b>

	Fee Summary		Previously Invoiced		Current Invoice		Remaining
	%	Stipulated	% phase Completed	Amount Billed	% complete	Value of Completed	Amount remaining
Pre-Design	3.73%	\$6,536.00	100.00%	\$6,536.00	0.00%	\$0.00	\$0.00
Survey	5.49%	\$9,629.00	0.00%	\$0.00	100.00%	\$9,629.00	\$0.00
Geotechnical Engineering	10.37%	\$18,186.00	100.00%	\$18,186.00	0.00%	\$0.00	\$0.00
Hazardous Materials	2.85%	\$5,000.00	80.00%	\$4,000.00	0.00%	\$0.00	\$1,000.00
Laser Scanning, Point Cloud and 3D Model	28.09%	\$49,255.00	4.30%	\$2,120.00	100.00%	\$47,135.00	\$0.00
Stormwater Management	5.25%	\$9,205.00	0.00%	\$0.00	0.00%	\$0.00	\$9,205.00
Value Engineering	2.68%	\$4,700.00	0.00%	\$0.00	0.00%	\$0.00	\$4,700.00
Reconciliation	3.54%	\$6,200.00	0.00%	\$0.00	50.00%	\$3,100.00	\$3,100.00
Hydrant Flow Test	1.00%	\$1,750.00	0.00%	\$0.00	0.00%	\$0.00	\$1,750.00
Building Envelope	12.29%	\$21,550.00	0.00%	\$0.00	0.00%	\$0.00	\$21,550.00
Envelope - Drone	0.63%	\$1,100.00	0.00%	\$0.00	0.00%	\$0.00	\$1,100.00
Envelope - Boom Lift Inspection	2.93%	\$5,146.00	0.00%	\$0.00	0.00%	\$0.00	\$5,146.00
Envelope - Exploratory Demolition	9.00%	\$15,776.00	0.00%	\$0.00	0.00%	\$0.00	\$15,776.00
Envelope - Roof Scan	2.51%	\$4,400.00	0.00%	\$0.00	0.00%	\$0.00	\$4,400.00
Envelope - Water Testing	3.66%	\$6,426.00	0.00%	\$0.00	0.00%	\$0.00	\$6,426.00
FFE	5.99%	\$10,500.00	0.00%	\$0.00	0.00%	\$0.00	\$10,500.00
	<b>100.00%</b>	<b>\$175,359.00</b>	<b>17.59%</b>	<b>\$30,842.00</b>	<b>34.14%</b>	<b>\$59,864.00</b>	<b>\$84,653.00</b>

**Invoice Total:****\$59,864.00****Previous Balance:****\$25,539.50****Payments Received:****\$18,075.90****Account Balance:****\$67,327.60**

Please make payments to HKT Architects, Inc.

**APPROVED BY:**

Joseph Bertrand/Chip Tarbell  
Chairman/Secretary  
Permanent Building Committee  
Date:

**APPROVED**  
**Leftfield PM**  
**05/06/2021**

## APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: Town of Wakefield  
Permanent Building Committee  
1 Lafayette Street  
Wakefield, MA 01880  
Attn: Joe Bertrand  
FROM CONTRACTOR: Bond Building  
Construction Inc.  
10 Cabot Road  
Medford, MA 02155

PROJECT: Wakefield Public  
Safety Building

APPLICATION NO: 01 Pre Con

INVOICE DATE: 4/30/2021

PERIOD TO: 4/30/2021

PROJECT NOS: 1-21-028

Distribution to:

☒ OWNER  
☒ ARCHITECT  
☒ CONTRACTOR

CONTRACT FOR:

CONTRACT DATE:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 67,705.68
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 67,705.68
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 16,926.42
5. RETAINAGE:
  - a. 0 of Completed Work \$ 0.00  
(Column D + E on G703)
  - b. % of Stored Material \$  
(Column F on G703)Total Retainage (Lines 5a + 5b or  
Total in Column I of G703) \$ 0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 16,926.42
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$
8. CURRENT PAYMENT DUE \$ 16,926.42
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 50,779.26

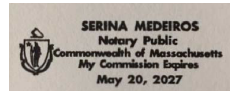
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Bond Building Construction, Inc.

By: [Signature] Date: 5-4-2021

State of: Massachusetts County of: Middlesex  
Subscribed and sworn to before me this 4th day of May, 2021  
Notary Public: Serina Medeiros  
My Commission expires: May 20th, 2027



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED .....\$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)  
ARCHITECT:

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

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

APPROVED BY:

Joseph Bertrand/Chip Tarbell  
Chairman/Secretary  
Permanent Building Committee  
Date:

APPROVED  
Leftfield PM  
05/06/2021

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 01 Pre Con

APPLICATION DATE: 4/30/2021

PERIOD TO: 4/30/2021

ARCHITECT'S PROJECT NO:

A	B	C			C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	ORIGINAL SCHEDULED VALUE	Budget Transfer	Owner PCCOs	REVISED SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (If Variable Rate)
						FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Preconstruction											
	SD Estimate, Document Review, and Planning	16,926.42			16,926.42		16,926.42		16,926.42	100%	0.00	
	DD Estimate, Document Review, and Planning	18,201.02			18,201.02				-	0%	18,201.02	
	CD Estimate, Document Review, and Planning	21,550.11			21,550.11				-	0%	21,550.11	
	Bidding	11,028.13			11,028.13		0.00		-	0%	11,028.13	
	CUMULATIVE TOTALS	67,705.68	-		67,705.68	0.00	16,926.42	0.00	16,926.42	25%	50,779.26	0.00

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 2. Schematic Design Estimates

**Potential Value Engineering/Value Management Options:**

Wakefield Public Safety Bldg  
Town of Wakefield  
Schematic Design

Current Drawing Budget: \$ 7,798,009 Bond's Value

4/27/2021

Item No.	Item Description	COW	MU Allowed	Target Value	Date Added	Decision Deadline		Pending		Accepted		Declined	Possible Alternate	Can be added Later	To Do	Bond's Comments / Schedule Impact	Architect's Comments / Design Impact	Owner Comments / Facilities Impact
1	Eliminate Sallyport-Not in base bid	\$ (198,899)	15.0%	\$ (228,734)	4/29/21		x	\$ (228,734)		\$ -		\$ -	Yes					
2	Eliminate replacement of RTUs- 1	\$ (77,000)	15.0%	\$ (88,550)	4/29/21		x	\$ (88,550)		\$ -		\$ -	Yes					
3	Upsize of RTUs- 2- ilo of 10000cfm, will be 17000cfm	\$ 30,000	15.0%	\$ 34,500	5/5/21		x	\$ 34,500										
4	Eliminate replacement of RTUs- 3	\$ (54,000)	15.0%	\$ (62,100)	4/29/21		x	\$ (62,100)					Yes					
5	Eliminate replacement of AHU	\$ (65,500)	15.0%	\$ (75,325)	4/29/21		x	\$ (75,325)		\$ -		\$ -	Yes					
6	Eliminate repairs to apparatus apron	\$ (19,091)	15.0%	\$ (21,955)	4/29/21		x	\$ (21,955)		\$ -		\$ -						
7	Eliminate repairs to retaining wall	\$ (17,360)	15.0%	\$ (19,964)	4/29/21		x	\$ (19,964)										
8	Alternate foundation (piles) scheme ilo of over excavation	\$ (95,000)	15.0%	\$ (109,250)	4/29/21		x	\$ (109,250)		\$ -		\$ -						
9	Lobby wood paneling- reduce 50%	\$ (16,000)	15.0%	\$ (18,400)	4/29/21		x	\$ (18,400)		\$ -		\$ -						
10	Chair rail -Eliminate	\$ (15,000)	15.0%	\$ (17,250)	4/29/21		x	\$ (17,250)		\$ -		\$ -						
11	Lab casework- Minimize lab casework and use working surface- Possible reuse existing?	\$ (10,000)	15.0%	\$ (11,500)	4/29/21		x	\$ (11,500)		\$ -		\$ -						
12	Slab dampproofing- Eliminate	\$ (16,000)	15.0%	\$ (18,400)	4/29/21		x	\$ (18,400)		\$ -		\$ -						
13	Eliminate bullet resistant storefront	\$ (11,700)	15.0%	\$ (13,455)	4/29/21		x	\$ (13,455)		\$ -		\$ -						
14	Eliminate bullet resistant partitions (100%)	\$ (78,200)	15.0%	\$ (89,930)	4/29/21			\$ -		\$ -		\$ -						
15	Eliminate bullet resistant partitions (60%) Can't be combined with #12	\$ (46,920)	15.0%	\$ (53,958)	4/29/21		x	\$ (53,958)		\$ -		\$ -						
16	Eliminate bullet resistant partitions (40%)-Cant be combined with #12 or #13	\$ (31,280)	15.0%	\$ (35,972)	4/29/21			\$ -		\$ -		\$ -						
17	Eliminate storage closet 106	\$ (3,500)	15.0%	\$ (4,025)	4/29/21		x	\$ (4,025)		\$ -		\$ -						
18	Eliminate stair infill 225A	\$ (4,550)	15.0%	\$ (5,233)	4/29/21		x	\$ (5,233)		\$ -		\$ -						
19	Eliminate Fume Hood-Possible reuse existing	\$ (8,500)	15.0%	\$ (9,775)	4/29/21		x	\$ (9,775)		\$ -		\$ -						
20	Eliminate replacement of institutional FP heads at cells	\$ (4,560)	15.0%	\$ (5,244)	4/29/21		x	\$ (5,244)		\$ -		\$ -						
21	Reduce # of roof drains from 10 to 4	\$ (10,200)	15.0%	\$ (11,730)	4/29/21		x	\$ (11,730)		\$ -		\$ -						
22	Reduce concrete OT to \$10,000	\$ (15,000)	15.0%	\$ (17,250)	4/29/21		x	\$ (17,250)		\$ -		\$ -						
23	Move CCTV cameras to FFE	\$ (62,700)	15.0%	\$ (72,105)	4/29/21		x	\$ (72,105)		\$ -		\$ -						
24	Move exterior camera to FFE	\$ (9,000)	15.0%	\$ (10,350)	5/5/21		x	\$ (10,350)										
25	Concrete sidewalk ilo of pavers	\$ (13,500)	15.0%	\$ (15,525)	4/29/21		x	\$ (15,525)		\$ -		\$ -						
26	No limestone detailing at the brick work	\$ (24,940)	15.0%	\$ (28,681)	4/29/21		x	\$ (28,681)		\$ -		\$ -						
27	Kitchen equipment shift to Owner's FFE	\$ (5,000)	15.0%	\$ (5,750)	4/29/21		x	\$ (5,750)		\$ -		\$ -						
28	Eliminate wall tiles- (Tiles on wet walls only)	\$ (14,428)	15.0%	\$ (16,592)	4/29/21		x	\$ (16,592)		\$ -		\$ -						
29	Reduce roof protection	\$ (8,750)	15.0%	\$ (10,063)	5/5/21		x	\$ (10,063)										
30	Slab work @ women's restroom	\$ (5,050)	15.0%	\$ (5,808)	5/5/21		x	\$ (5,808)										
31	Eliminate SAFP in addition	\$ (8,451)	15.0%	\$ (9,719)	5/5/21		x	\$ (9,719)										
32	Reduce rigging cost for mechanical units	\$ (15,000)	15.0%	\$ (17,250)	5/5/21		x	\$ (17,250)										
33	Eliminate sidewalks rental	\$ (3,000)	15.0%	\$ (3,450)	5/5/21		x	\$ (3,450)		\$ -		\$ -						
TOTALS:		\$ (938,079)		\$ (1,078,791)				\$ (952,889)		\$ -		\$ -						

current budget \$ 7,798,009  
current less Accepted VM \$ 7,798,009

## WAKEFIELD PUBLIC SAFETY | OPM REPORT

### 3. Project Budget:

<b>ADMINISTRATION</b> (Owners Project Manager, Advertising, Printing, Owners Insurance, Misc. Admin. Costs)	<b>\$410,000</b>
<b>ARCHITECTURE AND ENGINEERING</b> (Architectural and Engineering Costs, Supplemental & Reimbursable Services)	<b>\$922,222</b>
<b>PRE-CONSTRUCTION &amp; CONSTRUCTION</b> (CM Pre-Construction (if applicable), Construction Costs)	<b>\$6,715,000</b>
<b>MISC. PROJECT COST</b> (Utility Costs, 3 <sup>rd</sup> Party Testing & Inspections, 3 <sup>rd</sup> Party Commissioning, Other Project Costs)	<b>\$160,000</b>
<b>FURNITURE FIXTURES AND EQUIPMENT</b> (Office & Other Misc. Furniture, Dispatch Furniture, Communications Equipment, Building Security)	<b>\$645,300</b>
<b>CONTINGENCY</b> (Owners and Construction Contingency)	<b>\$747,478</b>
<b>TOTAL PROJECT</b>	<b>\$9,600,000</b>



**Total Project Budget Status Report**

Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmt'd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend
<b>ADMINISTRATION</b>								
Legal Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Owner's Project Manager	\$ 380,000	\$ -	\$ -	\$ 380,000	100%	\$ 35,000	9%	\$ 345,000
Schematic Design	\$ 20,000	\$ -	\$ -	\$ 20,000	100%	\$ 20,000	100%	\$ -
Design Development	\$ 30,000	\$ -	\$ -	\$ 30,000	100%	\$ 15,000	50%	\$ 15,000
Construction Documents	\$ 40,000	\$ -	\$ -	\$ 40,000	100%	\$ -	0%	\$ 40,000
Bidding	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Construction Administration	\$ 270,000	\$ -	\$ -	\$ 270,000	100%	\$ -	0%	\$ 270,000
Closeout	\$ 20,000	\$ -	\$ -	\$ 20,000	100%	\$ -	0%	\$ 20,000
Cost Estimates	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Reimbursable & Other Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Advertising and Printing	\$ 5,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 5,000
Permitting	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Owner's Insurance	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Other Administrative Costs	\$ 25,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 25,000
<b>SUB-TOTAL</b>	<b>\$ 410,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 380,000</b>	<b>93%</b>	<b>\$ 35,000</b>	<b>9%</b>	<b>\$ 375,000</b>
<b>ARCHITECTURE &amp; ENGINEERING</b>								
A/E Basic Services	\$ 753,399	\$ -	\$ -	\$ 753,399	100%	\$ 71,425	9%	\$ 681,974
Feasibility/Schematic Design	\$ 96,389	\$ -	\$ -	\$ 96,389	100%	\$ 71,425	74%	\$ 24,964
Design Development	\$ 117,145	\$ -	\$ -	\$ 117,145	100%	\$ -	0%	\$ 117,145
Construction Documents	\$ 186,181	\$ -	\$ -	\$ 186,181	100%	\$ -	0%	\$ 186,181
Bidding	\$ 43,690	\$ -	\$ -	\$ 43,690	100%	\$ -	0%	\$ 43,690
Construction Administration	\$ 309,994	\$ -	\$ -	\$ 309,994	100%	\$ -	0%	\$ 309,994
Closeout	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Other Basic Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Extra and Reimbursable Services	\$ 168,823	\$ -	\$ -	\$ 168,823	100%	\$ 24,306	14%	\$ 144,517
Other Reimbursable Costs	\$ 21,855	\$ -	\$ -	\$ 21,855	100%	\$ -	0%	\$ 21,855
HazMat Engineering & Monitoring	\$ 5,000	\$ -	\$ -	\$ 5,000	100%	\$ 4,000	80%	\$ 1,000
Geotechnical & Geo-environmental	\$ 18,186	\$ -	\$ -	\$ 18,186	100%	\$ 18,186	100%	\$ -
Survey	\$ 9,629	\$ -	\$ -	\$ 9,629	100%	\$ -	0%	\$ 9,629
Building Envelope Consultant	\$ 54,398	\$ -	\$ -	\$ 54,398	100%	\$ -	0%	\$ 54,398
Scanning Services	\$ 49,255	\$ -	\$ -	\$ 49,255	100%	\$ 2,120	4%	\$ 47,135
FFE Design	\$ 10,500	\$ -	\$ -	\$ 10,500	100%	\$ -	0%	\$ 10,500
<b>SUB-TOTAL</b>	<b>\$ 922,222</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 922,222</b>	<b>100%</b>	<b>\$ 95,731</b>	<b>10%</b>	<b>\$ 826,491</b>
<b>CONSTRUCTION COSTS</b>								
Pre-Construction	\$ 65,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 65,000
Construction	\$ 6,650,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 6,650,000
Change Orders	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
<b>SUB-TOTAL</b>	<b>\$ 6,715,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 6,715,000</b>
<b>MISCELLANEOUS PROJECT COSTS</b>								
Utility Company Fees	\$ 30,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 30,000
Testing Services	\$ 30,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 30,000
Commissioning	\$ 50,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 50,000
Other Project Costs	\$ 50,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 50,000
<b>SUB-TOTAL</b>	<b>\$ 160,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 160,000</b>
<b>FURNISHINGS &amp; EQUIPMENT</b>								
Furnishings & Equipment	\$ 409,050	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 409,050
Technology & Communications	\$ 236,250	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 236,250
<b>SUB-TOTAL</b>	<b>\$ 645,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 645,300</b>
<b>CONTINGENCY</b>								
Construction Contingency	\$ 610,000	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 610,000
Owner's Contingency	\$ 137,478	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ 137,478
<b>SUB-TOTAL</b>	<b>\$ 747,478</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 747,478</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$ 9,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,302,222</b>	<b>14%</b>	<b>\$ 130,731</b>	<b>1%</b>	<b>\$ 9,469,269</b>
<i>(sum of all sub-totals above)</i>								



# WAKEFIELD PUBLIC SAFETY | OPM REPORT

3. Upcoming Public Safety Meetings:

Advisory Working Group:	Town Regulatory Departments	May 19, 2:00PM
Advisory Working Group:	Room Layouts and Finishes	June 2, 2:00PM
Advisory Working Group:	Building Exterior Civil & Landscaping Phasing & Logistics	June 16, 2:00PM
Advisory Working Group:	MEP & FP Phasing & Logistics	June 30; 2:00PM

**Permanent Building Committee Meetings:** **TBD**

## Value Management

**Town of Wakefield**

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**\$ 7,798,009**

Meeting 05/06/21

Owner Comments /

Item No.	Item Description	COW	MU Allowed	Target Value	Date Added	Priority		Pending		Accepted		Declined	Approved as Alternate	Can be added Later	Bond's Comments / Schedule Impact	Architect Comments / Design Impact	Owner Comments / Facilities Impact
1	Eliminate Sallyport-Not in base bid	\$ (198,899)	15.0%	\$ (228,734)	4/29/21	High		\$ -	X	\$ (228,734)		\$ -	Yes				
2	Eliminate replacement of RTU- 1	\$ (77,000)	15.0%	\$ (88,550)	4/29/21	Low		\$ -	X	\$ (88,550)		\$ -	Yes				
3	Upsize of RTUs- 2- ilo of 10000cfm, will be 17000cfm	\$ 30,000	15.0%	\$ 34,500	5/5/21	N/A		\$ -	X	\$ 34,500		\$ -			Add due to upizing after SD estimate completed		
4	Eliminate replacement of RTU- 3	\$ (54,000)	15.0%	\$ (62,100)	4/29/21	Low		\$ -	X	\$ (62,100)		\$ -	Yes				
5	Eliminate replacement of AHU	\$ (65,500)	15.0%	\$ (75,325)	4/29/21	Low		\$ -	X	\$ (75,325)		\$ -	Yes				
6	Eliminate replacement of HV-1 (Repairs by Town)	\$ (47,200)	15.0%	\$ (54,280)	5/6/21	N/A		\$ -	X	\$ (54,280)		\$ -	Yes				
7	Reduce rigging cost for mechanical units	\$ (15,000)	15.0%	\$ (17,250)	5/5/21	N/A		\$ -	X	\$ (17,250)		\$ -					
8	Eliminate repairs to apparatus apron	\$ (19,091)	15.0%	\$ (21,955)	4/29/21	High		\$ -	X	\$ (21,955)		\$ -	Yes	Yes			
9	Eliminate repairs to retaining wall	\$ (17,360)	15.0%	\$ (19,964)	4/29/21	High		\$ -	X	\$ (19,964)		\$ -	Yes				
10	Alternate foundation (piles) scheme ilo of over excavation	\$ (95,000)	15.0%	\$ (109,250)	4/29/21	N/A		\$ -	X	\$ (109,250)		\$ -					
11	No limestone detailing at the brick work	\$ (24,940)	15.0%	\$ (28,681)	4/29/21	High		\$ -	X	\$ (28,681)		\$ -	Yes				
12	Lobby wood paneling- reduce 50%	\$ (16,000)	15.0%	\$ (18,400)	4/29/21	N/A		\$ -	X	\$ (18,400)		\$ -					
13	Chair rail -Eliminate	\$ (15,000)	15.0%	\$ (17,250)	4/29/21	N/A		\$ -	X	\$ (17,250)		\$ -					
14	Lab casework- Minimize lab casework and use working surface- Possible reuse existing?	\$ (10,000)	15.0%	\$ (11,500)	4/29/21	N/A		\$ -	X	\$ (11,500)		\$ -					
15	Slab dampproofing- Eliminate	\$ (16,000)	15.0%	\$ (18,400)	4/29/21	N/A		\$ -	X	\$ (18,400)		\$ -					
16	Eliminate bullet resistant storefront - (add tint)	\$ (11,700)	15.0%	\$ (13,455)	4/29/21	N/A		\$ -	X	\$ (13,455)		\$ -					
17	Eliminate bullet resistant partitions (100%)	\$ (78,200)	15.0%	\$ (89,930)	4/29/21	N/A		\$ -		\$ -	X	\$ (89,930)			Not available if #18 or #19 accepted		
18	Eliminate bullet resistant partitions (60%) Can't be combined with #12	\$ (46,920)	15.0%	\$ (53,958)	4/29/21	N/A		\$ -	X	\$ (53,958)		\$ -					
19	Eliminate bullet resistant partitions (40%) -Can't be combined with #12 or #13	\$ (31,280)	15.0%	\$ (35,972)	4/29/21	N/A		\$ -		\$ -	X	\$ (35,972)			Not available if #17 or #18 accepted		
20	Eliminate storage closet 106	\$ (3,500)	15.0%	\$ (4,025)	4/29/21	N/A		\$ -	X	\$ (4,025)		\$ -					
21	Eliminate stair infill 225A	\$ (4,550)	15.0%	\$ (5,233)	4/29/21	N/A		\$ -	X	\$ (5,233)		\$ -					
22	Eliminate Fume Hood-Possible reuse existing	\$ (8,500)	15.0%	\$ (9,775)	4/29/21	N/A		\$ -	X	\$ (9,775)		\$ -					
23	Eliminate replacement of institutional FP heads at cells	\$ (4,560)	15.0%	\$ (5,244)	4/29/21	N/A		\$ -	X	\$ (5,244)		\$ -					
24	Reduce # of roof drains from 10 to 4	\$ (10,200)	15.0%	\$ (11,730)	4/29/21	N/A		\$ -	X	\$ (11,730)		\$ -					
25	Reduce concrete OT to \$10,000	\$ (15,000)	15.0%	\$ (17,250)	4/29/21	N/A		\$ -	X	\$ (17,250)		\$ -					
26	Move CCTV cameras to FFE	\$ (62,700)	15.0%	\$ (72,105)	4/29/21	N/A		\$ -	X	\$ (72,105)		\$ -					
27	Move exterior camera to FFE	\$ (9,000)	15.0%	\$ (10,350)	5/5/21	N/A		\$ -	X	\$ (10,350)		\$ -					
28	Concrete sidewalk ilo of pavers	\$ (13,500)	15.0%	\$ (15,525)	4/29/21	N/A		\$ -	X	\$ (15,525)		\$ -					
29	Kitchen equipment shift to Owner's FFE	\$ (5,000)	15.0%	\$ (5,750)	4/29/21	N/A		\$ -	X	\$ (5,750)		\$ -					
30	Reduce wall tiles in bathrooms- (Tiles on wet walls only)	\$ (14,428)	15.0%	\$ (16,592)	4/29/21	N/A		\$ -	X	\$ (16,592)		\$ -					
31	Reduce roof protection	\$ (8,750)	15.0%	\$ (10,063)	5/5/21	N/A		\$ -	X	\$ (10,063)		\$ -					
32	Slab work @ women's restroom	\$ (5,050)	15.0%	\$ (5,808)	5/5/21	N/A		\$ -	X	\$ (5,808)		\$ -					
33	Eliminate SAFF in addition	\$ (8,451)	15.0%	\$ (9,719)	5/5/21	N/A		\$ -	X	\$ (9,719)		\$ -					
34	Eliminate sidewalks rental	\$ (3,000)	15.0%	\$ (3,450)	5/5/21	N/A		\$ -	X	\$ (3,450)		\$ -					
					</												

**\$ 7,798,009**

**\$ 6,790,840**

\$ 6,815,000 \* Includes \$100,000 transfer from FFE (PBC 05/06/21)

\$ 24,160 Under Budget

<b>WAKEFIELD PERMANENT BUILDING COMMITTEE</b>	<b>WAKEFIELD MEMORIAL HIGH SCHOOL</b>
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Date:	Thursday, May 06, 2021
Location:	Virtual "Zoom" Meeting
Time:	7:00pm
Prepared BY:	Shane Nolan – LeftField PM

Name		Present
Joseph B. Bertrand	Chair, Permanent Building Committee	✓
Timothy Demers	Permanent Building Committee	✓
Charles L. Tarbell	Permanent Building Committee	✓
Jason Cohen	Permanent Building Committee	✓
Janine R. Fabiano	Permanent Building Committee	✓
John McDonald	Permanent Building Committee	✓
Tom Galvin	Permanent Building Committee	✓
Marc Moccio	Permanent Building Committee	✓
Philip Renzi	Permanent Building Committee	✓
Nasos Phillips	Permanent Building Committee (non-voting)	✓
Wayne Hardacker	Permanent Building Committee (non-voting)	✓
Lynn Stapleton	Leftfield Project Management	✓
Shane Nolan	Leftfield Project Management	✓
Linda Liporto	Leftfield Project Management	x
Jim Rogers	Leftfield Project Management	x

- I. Joe Bertrand opened the Wakefield Memorial High School portion of the meeting at approx. 8:30pm.
- II. Wakefield Memorial High School Public Forum #1  
 Joe Bertrand noted that a virtual public forum will be held on May 17<sup>th</sup>, at 7pm. LeftField will give an overview of the project to date and the MSBA process going forward.
- III. Designer Request for Services (RFS)  
 The Designer RFS was distributed to members of the PBC by email prior to this evening's meeting. The RFS was also sent to John Spinello, Towns Insurance Representative and Tom Mullen, Town Counsel for review. JS reviewed with no comments/edits. Awaiting review response from TM. Once it is reviewed by TM it will be submitted to MSBA for their internal review.  
  
*Chip Tarbell made a motion to approve the Designer RFS pending review of Tom Mullen, Town Counsel and MSBA. Seconded by Jason Cohen.*  
*On a roll call motion was approved unanimously.*
- IV. Next Permanent Building Committee – Wakefield Memorial High School will be scheduled as necessary.  
  
*Chip Tarbell made a motion to adjourn the meeting at 8:40pm. Seconded by Jason Cohen.*  
*Approved unanimously.*