

<b>WAKEFIELD PERMANENT BUILDING COMMITTEE</b>	<b>WAKEFIELD PUBLIC SAFETY MEETING MINUTES</b>
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Date:	Thursday, August 12, 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)	x
Wayne Hardacker	Permanent Building Committee (non-voting)	✓
Steven Skory	Chief, Wakefield Police Department	✓
Craig Calabrese	Deputy Chief, Wakefield Police Department	✓
Scott Reboulet	Wakefield Police Department	x
Rick Dinanno	Wakefield Police Department	✓
Michael Sullivan	Chief, Wakefield Fire Department	x
Tom Purcell	Deputy Chief, Wakefield Fire Department	✓
Lynn Stapleton	Leftfield Project Management	✓
Shane Nolan	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	✓
Janet Slemenda	HKT Architects	✓
Scott Woodward	HKT Architects	x
David Capaldo	Bond Building	x
Dario Santiago	Bond Building	✓
Greg Williamson	Bond Building	✓
Justin Aubuchon	Bond Building	✓

I. Joe Bertrand opened the meeting at approx. 7:00pm.

II. Shane Nolan presented the following Administrative Items

A. Meeting Minutes

The meeting minutes of the 07/15/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

*Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes dated 07/15/21 as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

**B. Invoices**

Two (2) invoices in the total amount of \$29,320.62 were presented for review and approval.

- 1) Leftfield LLC Invoice #9 dated 07/31/21 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 #7-022023 dated 08/04/21 in the amount of \$19,320.62

*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.*

**III. Design Development Estimates**

Shane Nolan presented a side-by-side comparison of the reconciled Design Development estimates prepared by Bond Building and HKT/TCi:

- Bond Building      \$7,725,940
- HKT/TCi              \$7,699,403

SN then presented a side-by-side comparison of the Bond Building Schematic Design and Design Development estimates:

- Bond Building SD    \$6,798,009
- Bond Building DD    \$7,725,940

This represents an overage on the construction budget after the accepted value engineering value. When the construction estimates are adjusted to include the proposed alternates the total estimated cost increases to \$9,110,833.

Joe Bertrand asked what factors were causing the price to increase. SN noted that the bid market continues to be very volatile and there is concern over the small scale of the project and what effect this will have on sub-contractor interest when it comes to bidding. Justin Aubuchon added that the alternate increases include a more detailed understanding of what scope needed to be captured in the alternatives. JA confirmed that the total estimates are carrying an addition 3% for construction price escalation in anticipation of a December bid date and March construction start date.

Phillip Renzi asked about the price difference in the RTU and AHU alternates. JA confirmed the size has not changed however the sequencing of installation and the need for temporary rental units were driving the cost.

Chip Tarbell noted that the overages were not surprising given the circumstances and the extended period of time since the project budgets were originally established. CT suggested that the PBC approach the Town to seek additional funding and maintain the scope of work in the project. Janine Fabiano agreed. Town meeting is scheduled for November 6 (confirmed). If bids are received a week earlier than scheduled the PBC would be able to report actual bid, not estimates, at Town Meeting. SN will review the overall project budget and update based on pro-rating the contingencies. SN noted that FFE programming and pricing is ongoing and that appears to be within budget.

IV. Bond Building Additional Services – HVAC Testing & Balancing

Shane Nolan presented a proposal from Bond Building to carry out testing of existing HVAC system in the amount of \$31,192. Chip Tarbell felt this proposal was high. SN agreed but noted this is work that must be done. Bond approached 3 firms to do the work, 1 firm submitted a higher proposal, the other declined the invite to submit a proposal. SN noted that scope has already been reduced by the HVAC engineer and this is reflected in the proposal presented. The HVAC Engineer has reviewed the proposal and recommends acceptance. It was confirmed that the proposal does not include diagnostic of VAC units. The Town will provide someone to help with the control work associated with this testing.

*Chip Tarbell made a motion to approve the additional services with a not to exceed amount of \$31,000. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

Chip asked what budget line item this item would come from Sn suggested it be billed against the Commissioning budget.

V. Next Permanent Building Committee (Public Safety Building) was scheduled for September 9<sup>th</sup>, 2021 at 7:00pm.

Attachments:

- LeftField Presentation 08/12/21

Town of Wakefield

# **PUBLIC SAFETY BUILDING**

## **RENOVATION AND UPGRADE**

**Permanent Building Committee Meeting  
August 12, 2021**



# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## AGENDA:

### 1. Administrative Actions

- Review of July 15<sup>th</sup>, 2021 Permanent Building Committee Meeting Minutes (Public Safety Building)
- Review of July 2021 Invoices (Public Safety Building)
- Review of July 2021 Invoices (Wakefield Memorial High School)

### 2. Design Development estimates

### 3. Project Budget

### 4. Project Schedule

### 5. Other Business

- Additional Services Request; HVAC Existing Conditions Testing



# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Approval of July 15<sup>th</sup>, 2021 PBC Meeting Minutes (Public Safety Building)



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

Date:	Thursday, July 15, 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	✓
Scott Reboulet	Wakefield Police Department	✗
Rick Dinanno	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 Slemenda	HKT Architects	✗
Scott Woodward	HKT Architects	✓
David Capaldo	Bond Building	✗
Dario Santiago	Bond Building	✓

I. Joe Bertrand opened the Public Safety portion of the meeting at approx. 7:25pm.

II. Shane Nolan presented the following Administrative Items

#### A. Meeting Minutes

The meeting minutes of the 06/10/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

*Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes dated 06/10/21 as presented. Seconded by Phillip Renzi. On a roll call vote the motion was approved unanimously.*

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The meeting minutes of the 06/23/21 Permanent Building Committee: Wakefield Public Safety were presented for review.

*Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes dated 06/23/21 as presented. Seconded by Phillip Renzi. On a roll call vote the motion was approved unanimously.*

#### B. Invoices

Three (3) invoices in the total amount of \$42,970.00 were presented for review and approval.

1) Leftfield LLC Invoice #8 dated 06/30/21 in the amount of \$10,000.00

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

2) HKT Architects Invoice #6-022023 dated 07/02/21 in the amount of \$28,970.00

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

3) Bond Building Pre-Construction Invoice #2 dated 06/30/21 in the amount of \$4,000.00

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

#### III. Public Safety Building Update

Shane Nolan presented the current project budget. There have been no changes to the budget since it was last presented.

SN noted that the Design Development (DD) documents have been sent to the HKT's estimator, TCI and Bonds Building's estimators to prepare side by side construction estimates. Draft estimates are due back on July 30<sup>th</sup>. The estimates will be reconciled and presented to the PBC at the next meeting.

Chip Tarbell asked if the DD documents will be made available to PBC members. SN noted that a link to electronic copies was emailed to PBC members that afternoon. A hard copy of the drawing and specs have been provided in the Community Room at the Public Safety building. SN asked that any comments be returned by July 30<sup>th</sup>.

Shane Nolan gave an overview of the current project schedule. SN noted that the design schedule has not changed but the construction start date has been updated to reflect the later construction start date in March 2022. This will allow the construction team to review submittals and product data and order long lead equipment/materials before construction begins as discussed at the previous PBC meeting.

#### Trade Contractor Pre-Qualification

Shane Nolan gave an overview of Trade Contractor procurement under M.G.L. 149A. There are 18 trades that fall under the Trade Bid requirements. If these trades exceed the \$25,000 threshold they must be bid under the Trade Bid procurement laws. A pre-qualification sub-committee must be formed to oversee this process. The pre-qualification sub-committee will be made up of a minimum of 2 representatives of the Town (1 of whom may be the OPM), 1 representative of the designer and 1 representative of the construction manager. This procurement is a 2-step process. Step 1 is to prequalify trade contractors in each trade. This pre-qualification process is advertised publicly. Only trade contractors who meet the minimum requirements as set out in a Request for Qualifications will be invited to move onto Step 2. Step two involves issuing bid documents and obtaining sealed bid from pre-qualified trade contractors.

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#### Dispatch Furniture

Shane Nolan noted that Lt. Reboulet had been working with a Dispatch Furniture vendor, they now say they cannot provide the consoles for the Dispatch Space. SN and Lt Reboulet will reach out to other vendors to see if they can meet the Department's needs.

IV. Next Permanent Building Committee (Public Safety Building) was scheduled for August 15<sup>th</sup>, 2021 at 7:00pm.

#### Attachments:

- Leftfield Presentation 07/15/21

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# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions


Approval of July 2021 Invoices (Public Safety Building)

INVOICES				
Vendor	Invoice #	Invoice Date	Description of Services	Invoice Amount
LeftField	9	07/31/21	OPM Services July 1 – July 31, 2021	\$10,000.00
HKT Architects	7-022023	08/04/21	Designer Services - Basic July 1 – July 31, 2021	\$19,320.62
			<b>TOTAL:</b>	<b>\$29,320.62</b>

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Approval of July 2021 Invoices (Public Safety Building)



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

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

Invoice Date: 07/31/21  
Invoice No: 9

Professional Services from July 1 - July 31, 2021

OPM Basic Services	Amount
Basic Services	\$10,000
<b>Total Fees:</b>	<b>\$ 10,000.00</b>

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

Total this Invoice: \$ 10,000.00

	Budget	Previous	Current	Total To Date	Balance
OPM Basic Services					
Feasibility Study/Schematic Design	\$20,000	\$20,000	\$0	\$20,000	\$0
Design Development Phase	\$30,000	\$30,000	\$0	\$30,000	\$0
Construction Documents Phase	\$40,000	\$15,000	\$10,000	\$25,000	\$15,000
Bidding/Construction Phase	\$270,000	\$0	\$0	\$0	\$270,000
Close-out Phase	\$20,000	\$0	\$0	\$0	\$20,000
<b>OPM Basic Services Total:</b>	<b>\$380,000</b>	<b>\$65,000</b>	<b>\$10,000</b>	<b>\$75,000</b>	<b>\$305,000</b>


Reimbursable Services	Budget	Previous	Current	Total To Date	Balance
Reimbursable Expenses Total:	\$0	\$0	\$0	\$0	\$0

<b>Total Contract:</b>	<b>\$380,000</b>	<b>\$65,000</b>	<b>\$10,000</b>	<b>\$75,000</b>	<b>\$305,000</b>
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Please Remit Payment To:  
Leftfield, LLC  
17 Highfield Lane  
Norwell, MA 02061

APPROVED BY:

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



24 Roland Street, Suite 201 • Charlestown, MA 02129  
T: 617.776.6545 • F: 617.776.6678 • www.hktarchitects.com

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: July 1, 2021 through July 31, 2021

INVOICE NUMBER	INVOICE DATE	PAYMENT DUE DATE	OUR PROJECT NO.	BALANCE DUE
000007-022023	Aug 04, 2021	Sep 03, 2021	022023	<b>\$48,280.62</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	100.00%	\$89,853.00	0.00%	\$0.00	\$0.00
03 Design Development	15.68%	\$117,145.00	70.96%	\$83,131.64	75.60%	\$5,435.62	\$28,577.74
04 Construction Documents	24.93%	\$186,181.00	0.00%	\$0.00	7.46%	\$13,885.00	\$172,296.00
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
A1-Architectural	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	\$0.00
<b>100.00%</b>	<b>\$746,863.00</b>	<b>23.16%</b>	<b>\$172,984.64</b>	<b>2.59%</b>	<b>\$19,320.62</b>	<b>\$554,557.74</b>	

Invoice Total: **\$19,320.62**

Previous Balance: \$75,685.93

Payments Received: \$46,725.93

Account Balance: **\$48,280.62**

APPROVED  
Leftfield PM  
08/06/2021

Please make payments to HKT Architects, Inc.

APPROVED BY:

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

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# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions


Approval of July 2021 Invoices (Wakefield Memorial High School)

INVOICES				
Vendor	Invoice #	Invoice Date	Description of Services	Invoice Amount
LeftField	3	07/31/21	OPM Services July 1 – July 31, 2021	\$15,000.00
			TOTAL:	\$15,000.00

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Approval of July 2021 Invoices (Wakefield Memorial High School)



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

Invoice Date: 7/31/21  
Invoice No: 3

FOR: Owner's Project Management Services  
Wakefield Memorial High School Project  
60 Farm Street, Wakefield, MA 01880

Professional Services from July 1, 2021 to July 31, 2021

OPM Services	Amount
07/31/21 - Invoice Amount per Fee Proposal	
Feasibility Study Phase	\$ 15,000.00
Total Labor:	\$ 15,000.00

Reimbursable Expenses	Amount
Reimbursables 07/01/21 - 07/31/21	\$0.00
Total Expenses:	\$0.00

Total this Invoice: \$ 15,000.00

Contract Status	Budget	Previous	Current	Total To Date	Balance
Feasibility/Schematic Design Phase	\$375,000	\$22,000	\$15,000	\$37,000	\$338,000
Design Development Phase	\$0	\$0	\$0	\$0	\$0
Construction Documents Phase	\$0	\$0	\$0	\$0	\$0
Bidding Phases	\$0	\$0	\$0	\$0	\$0
Construction Phase	\$0	\$0	\$0	\$0	\$0
Close-out Phase	\$0	\$0	\$0	\$0	\$0
OPM Services Total:	\$375,000	\$22,000	\$15,000	\$37,000	\$338,000
Reimbursable Expenses Total:	\$0	\$0	\$0	\$0	\$0
Total Contract Expenditure:	\$375,000	\$22,000	\$15,000	\$37,000	\$338,000

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

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 2. Design Development Estimates Comparison

	BBC DD Estimate	HKT/TCi DD Estimate	DELTA	DELTA %
<b>SITEWORK</b> (Hazmat, Demolition, Site Improvements, Utilities, Paving, Landscaping)	\$593,561	\$577,491	\$16,070	2.71%
<b>CONSTRUCTION COST</b> (Foundations, Structure, Exteriors, Interiors, Finishes, Equipment, FP & MEP)	\$5,191,874	\$5,112,562	\$79,312	1.53%
<b>SUBTOTAL</b>	<b>\$5,785,435</b>	<b>\$5,690,053</b>	<b>\$95,382</b>	<b>1.65%</b>
<b>CONTINGENCIES</b> (Design Contingency, CM Contingency, Escalation)	\$761,132	\$842,674	-\$100,513	-13.21%
<b>SUBTOTAL</b>	<b>\$6,546,567</b>	<b>\$6,551,698</b>	<b>-\$5,131</b>	<b>-0.08%</b>
<b>GENERAL CONDITIONS/GENERAL REQUIREMENTS</b> (CM Staff, Site Offices, Temp Services & Utilities, Safety, CM & S/C Bonds & Insurance)	\$969,938	\$953,649	\$16,289	1.68%
<b>CM FEE</b>	\$141,730	\$126,350	\$15,380	10.85%
<b>PRE-CONSTRUCTION</b>	\$67,705	\$67,705	\$0	0.00%
<b>TOTAL CONSTRUCTION COST</b>	<b>\$7,725,940</b>	<b>\$7,699,403</b>	<b>-\$26,537</b>	<b>-0.34%</b>

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 2. Schematic Design and Design Development Estimates Comparison

	BBC SD Estimate	BBC DD Estimate	DELTA	DELTA %
<b>SITEWORK</b> (Hazmat, Demolition, Site Improvements, Utilities, Paving, Landscaping)	\$666,937	\$593,561	-\$73,376	-11.00
<b>CONSTRUCTION COST</b> (Foundations, Structure, Exteriors, Interiors, Finishes, Equipment, FP & MEP)	\$5,052,676	\$5,191,874	\$139,198	-2.75%
<b>SUBTOTAL</b>	<b>\$5,719,613</b>	<b>\$5,785,435</b>	<b>\$65,822</b>	<b>1.15%</b>
<b>CONTINGENCIES</b> (Design Contingency, CM Contingency, Escalation)	\$897,178	\$761,132	\$136,046	-15.16%
<b>SUBTOTAL</b>	<b>\$6,616,791</b>	<b>\$6,546,567</b>	<b>-\$70,224</b>	<b>-1.06%</b>
<b>GENERAL CONDITIONS/GENERAL REQUIREMENTS</b> (CM Staff, Site Offices, Temp Services & Utilities, Safety, CM & S/C Bonds & Insurance)	\$970,448	\$969,938	-\$510	-0.05%
<b>CM FEE</b>	\$143,064	\$141,730	-\$1,334	-0.93%
<b>PRE-CONSTRUCTION</b>	\$67,706	\$67,706	\$0	0.00%
<b>TOTAL CONSTRUCTION COST</b>	<b>\$7,798,009</b>	<b>\$7,725,940</b>	<b>-\$72,069</b>	<b>-0.92%</b>
<b>ACCEPTED VALUE ENGINEERING</b>	<b>(\$1,007,169)</b>	<b>\$0</b>		
<b>REVISED TOTAL CONSTRUCTION COST</b>	<b>\$6,790,840</b>	<b>\$7,725,940</b>	<b>\$935,100</b>	<b>13.77%</b>
<b>CONSTRUCTION BUDGET</b>	<b>\$6,815,000</b>	<b>\$6,815,000</b>		
<b>VARIANCE WITH CONSTRUCTION BUDGET</b>	<b>(\$24,160)</b>	<b>\$910,940</b>		

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 2. Schematic Design and Design Development Estimates Comparison with Alternates

	BBC Schematic Estimate	BBC DD Estimate
<b>TOTAL CONSTRUCTION COST</b>	<b>\$7,798,009</b>	<b>\$7,725,940</b>
<b>ACCEPTED VALUE ENGINEERING</b>	<b>(\$1,007,169)</b>	<b>\$0</b>
<b>REVISED TOTAL CONSTRUCTION COST</b>	<b>\$6,790,840</b>	<b>\$7,725,940</b>
Alternate #1 – Sallyport	\$228,734	\$325,256
Alternate #2 – AHU #1	\$88,559	\$281,809
Alternate #3 – AHU #3	\$62,100	\$236,394
Alternate #4A – H&V Unit	\$54,280	\$138,000
Alternate #4B – AHU #1	\$75,325	\$200,000
Alternate #5 – Apparatus Apron	\$21,955	\$95,940
Alternate #6 – Apparatus Retaining Wall	\$19,964	67,541
Alternate #7 – Limestone in lieu of Precast	\$28,681	\$39,953
<b>TOTAL COST OF ALTERNATES</b>	<b>\$579,598</b>	<b>\$1,384,893</b>
<b>REVISED TOTAL CONSTRUCTION COST (including Alternates)</b>	<b>\$7,370,438</b>	<b>\$9,110,833</b>
<b>CONSTRUCTION BUDGET</b>	<b>\$6,815,000</b>	<b>\$6,815,000</b>
<b>VARIANCE WITH CONSTRUCTION BUDGET (including Alternates)</b>	<b>\$555,438</b>	<b>\$2,295,833</b>



# 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>\$6,815,000</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>\$545,300</b>
<b>CONTINGENCY</b> (Owners and Construction Contingency)	<b>\$747,478</b>
<b>TOTAL PROJECT</b>	<b>\$9,600,000</b>

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 4. Design Schedule

### Design Development

- Develop Design Development Documents
- Design Development Estimate
- PBC Review & Approval of DD Estimate

**May 3 – July 9**

May 3 – July 9

Complete

July 12 – August 3

Ongoing

August 12

Ongoing

### Construction Documents

- Develop 60% Construction Documents
  - 60% Construction Documents Estimate
  - PBC Review & Approval of 60% CD Estimate
- 100% Construction (Bid) Documents

**July 12 – October 01**

July 12 – Aug 20

Ongoing

Aug 23 – Sept 3

Sept 9

Aug 23 – Oct 15

### Pre-Qualification of Trade Contractors

**August 18 – September 23**

### Bidding

**October 20 – November 10**

### Review Bids & Prepare GMP

**November 10 – November 18**

### PBC Approval/Execute (interim) GMP/Release Subs Contracts

**November 18**

### Notice to Proceed – Begin Construction

**March 14, 2022**

### Construction (Phased)

**12 months**

## 5. Other Business/Discussion

### 5.1 Additional Service Request: HVAC Pre Construction Testing

**BOND**

Building

August 11, 2021  
Mr. Shane Nolan  
Leftfield LLC.  
101 Federal Street  
Boston, MA 02110

RE: Wakefield Public Safety – Preconstruction – Additional Services – HVAC Testing & Balancing

Dear Shane,

Bond Building Construction is pleased to submit pricing for the Testing and Balancing of the Wakefield Public Safety Building. The following bid results are based on the scope outline by HKT Architects Inc.

Subcontractors	Bid Amount
Design Flow Associates, LLC	\$35,100
THB Company, Inc.	\$27,000
Milharmer	\$(Declined)

We propose the following budgets be included:

- Bond Building Construction, Inc. Supervision for 24 Hours @119.41 / hr. = \$2,866.00
- Bond Building Construction, Inc. Project Management for 8 Hours @80.00 / hr. = \$640.00
- Fee – 2.25%: \$686.00

We recommend an award to THB Company, Inc. in the amount of \$27,000 with the full budget total of \$31,192.00.

Notes:

- 1 - Work to be scheduled to occur in September
- 2 – Town of Wakefield will provide a controls contractor/personnel to operate the controls at all times while the testing is on-going.
- 3 – It is understood that CORI checks are not required for this work.

We appreciate this opportunity to present the budget for this scope. If you have any questions, please feel free to call. As always, we are available to meet at your convenience.

Sincerely,



Dario Santiago  
Project Manager

**BOND Building  
Construction, Inc.**

10 Cabot Road, Suite 300  
Medford, MA 02155

phone 617.387 3400

web bond-building.com



ACCEPTED:

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Architect

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date





July 22, 2021

## REVISED - QUOTATION

**Project:** Wakefield Public Safety Survey

Quotation # Q-11671-21-R

David Capaldo  
Bond Building Construction, Inc.  
10 Cabot Road, Suite 300  
Medford, MA 02155

Dear David Capaldo,

I would like to thank you for giving THB Company the opportunity to quote on the above-mentioned project. THB Company will provide the following services:

### **Complete Air & Water Air Survey**

**Straight Time Price** \$ 27,000

**Premium Time Price** \$ 34,000

Any Additional work required will be billed on a time and material bases.

**Straight time hourly rate.** \$ 170

**Premium time hourly rate.** \$ 207

This price is based on GGD's response to our RFI Dated 7-14-2020.

THB Co, will do a complete air survey of the Rooftop & Air Handling Equipment as well as EX Fans and water coils at the units.

Take a Balometer reading at all RGD's and tabulate them per box on the as shown on the drawings. THB Co is excluding all the VAV boxes, we will not be diagnosing any issues with the box or determining the box position. And we will not be correcting for ductwork changes that are not reflected on the drawings, this work can be added into the price, if necessary, at a cost of \$7,000.

THB Co will read total GPM and obtain all Pump operating data.

The Above work will require support from a control contractor to override equipment as needed.

If you have any questions regarding the enclosed information, please do not hesitate to call. I can be reached at 781-944-7800.

Thomas Boussy

A handwritten signature in dark ink, appearing to read 'T. Boussy', with a stylized flourish at the end.

President  
THB Company, Inc.



# TOWN OF WAKEFIELD

## PERMANENT BUILDING COMMITTEE

### NOTICE OF MEETING

August 12<sup>th</sup>, 2021 | 7:00 p.m.

Via Zoom: <https://us02web.zoom.us/j/87274370639?pwd=cTA5YlRWZWZWNmWkpNZ0o2eHkwSVdrUT09>

Consistent with the Governor's orders extending certain provisions of the Open Meeting Law every effort will be made to allow the public to view and/or listen to the meeting in real time. Persons who wish to do so are invited to click on the following link <https://us02web.zoom.us/j/87274370639?pwd=cTA5YlRWZWZWNmWkpNZ0o2eHkwSVdrUT09>. If you do not have a camera or microphone on your computer you may use the following dial in number: 1-312-626-6799 Meeting ID 872 7437 0639 Passcode 517694. Please only use dial in or computer and not both, as audio feedback will distort the meeting. This meeting will be audio and video recorded.

### Item 1 | Call to Order

### Item 2 | Public Safety Building

A. Administrative Actions.

B. Design Development Estimate Review.

### Item 3 | Matters Not Anticipated for Agenda

### Item 4 | Adjournment

