

WAKEFIELD PERMANENT BUILDING COMMITTEE	WAKEFIELD PUBLIC SAFETY MEETING MINUTES
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Date:	Thursday, November 10, 2022
Location:	Virtual "Zoom" Meeting
Time:	7:00pm
Prepared BY:	Timothy Baker – LeftField PM

Name		Present
Joseph B. Bertrand	Chair, Permanent Building Committee	✓
Charles L. Tarbell	Permanent Building Committee	✓
Jason Cohen	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	✓
Richard Conway	Permanent Building Committee	✓
Steven Skory	Chief, Wakefield Police Department	✓
Craig Calabrese	Deputy Chief, Wakefield Police Department	✓
Scott Reboulet	Wakefield Police Department	x
Rick Dinanno	Wakefield Police Department	x
Michael Sullivan	Chief, Wakefield Fire Department	x
Tom Purcell	Deputy Chief, Wakefield Fire Department	x
Joe Conway	Director of Public Works	✓
Lynn Stapleton	Leftfield Project Management	✓
Adam Keane	Leftfield Project Management	✓
Timothy Baker	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	x
Janet Slemenda	HKT Architects	x
Scott Woodward	HKT Architects	x
David Capaldo	Bond Building	✓
Jonathan Rossini	Bond Building	✓

1. Joe Bertrand opened the Wakefield Public Safety portion of the meeting at approximately 7:02 PM. A quorum was present. JB continued by introducing (2) two new members of the Permanent Building Committee: Richard Conway who gave a quick introduction of himself to the Committee. Wayne Hardacker, formally a non-voting member of the PBC, is now a full voting member of the PBC.
2. Public Participation
There was no public participation.

3. Administrative Items

A) Meeting Minutes

The meeting minutes of the 10/06/22 Permanent Building Committee: Wakefield Public Safety Meeting were presented for review.

Chip Tarbell made a motion to approve the Wakefield Public Safety Meeting Minutes as presented. Seconded by Jason Cohen. Motion was approved unanimously.

B) Invoices

Twelve (12) invoices in the total amount of \$1,010,655.95 for the Wakefield Public Safety Project were presented for review and approval.

- i) LeftField LLC Invoice #24 dated 10/31/22 in the amount of \$18,500.00 for OPM Services.
- ii) LeftField LLC Invoice #24 dated 10/31/22 in the amount of \$1,890.00 for Commissioning Services.
- iii) HKT Architects Invoice #22-022023 dated 11/04/22 in the amount of \$20,049.98 for Designer Services.
- iv) Bond Building Application for Payment #10 dated 10/31/22 in the amount of \$756,298.78 for October 2022 Construction Activities.
- v) Environments at Work Invoice #41399 dated 10/25/22 in the amount of \$2,818.00 for FF&E.
- vi) Environments at Work Invoice #41399 dated 10/25/22 in the amount of \$23,613.50 for FF&E.
- vii) All-Comm Technologies Invoice #39654 dated 10/14/22 in the amount of \$4,143.74 for Technology.
- viii) All-Comm Technologies Invoice #39654 dated 10/24/22 in the amount of \$163,733.87 for Technology.
- ix) All-Comm Technologies Invoice #39654 dated 10/24/22 in the amount of \$18,073.08 for Technology.
- x) Briggs Engineering Invoice #INV0222336 dated 10/29/22 in the amount of \$1,095.00 for Materials Testing & Inspections.
- xi) K Security Systems Invoice #16332 dated 06/10/22 in the amount of \$250.00 for Temporary Fire Alarm Shutdown.
- xii) Wayne Alarm Invoice #214299 dated 09/15/22 in the amount of \$190.00 for Temporary Fire Alarm Shutdown.

Chip Tarbell made a motion to approve LeftField LLC Invoice #24 dated 10/31/22 in the amount of \$18,500.00 for OPM Services.as presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve LeftField LLC Invoice #24 dated 10/31/22 in the amount of \$1,890.00 for Commissioning Services. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve HKT Architects Invoice #22-022023 dated 11/04/22 in the amount of \$20,049.98 for Designer Services. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve HKT Architects Invoice #21-022023 dated 10/04/22 in the amount of \$1,760.00 for Amendment #2 as presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve Bond Building Application for #10 dated 10/31/22 in the amount of \$756,298.78 for October 2022 Construction Activities. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve Environments at Work Invoice #41399 dated 10/25/22 in the amount of \$2,818.00 for FF&E as presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve Environments at Work Invoice #41399 dated 10/25/22 in the amount of \$23,613.50 as presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve All-Comm Technologies Invoice #39654 dated 10/14/22 in the amount of \$4,143.74 for Technology presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve All-Comm Technologies Invoice #39654 dated 10/24/22 in the amount of \$163,733.87 for Technology presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve All-Comm Technologies Invoice #39654 dated 10/24/22 in the amount of \$18,073.08 for Technology presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve Briggs Engineering Invoice #INV0222336 dated 10/29/22 in the amount of \$1,095.00 for Materials Testing & Inspections presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to K Security Systems Invoice #16332 dated 06/10/22 in the amount of \$250.00 for Temporary Fire Alarm Shutdown presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve Wayne Alarm Invoice #214299 dated 09/15/22 in the amount of \$190.00 for Temporary Fire Alarm Shutdown presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

C) Review of OPM Contract Amendment #2 – Commissioning Services

- OPM Contract Amendment #2 – Commissioning Services - \$20,134.00

Chip Tarbell made a motion to approve OPM Contract Amendment #2 in the amount of \$20,134.00 for Commissioning Services presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

D) Bond Change Order #9

Bond presented Change Order #9 to the PBC for review and approval. This change order total is \$149,209.00 consisting of (13) thirteen PCOs:

- PCO-044 - CCD-003R1 - Electrical Updates/Electrical Portion - \$10,440.00
- PCO-062a - RFI 140 - Rated Vision Kit for New Dispatch Door - \$267.00
- PCO-063 - PR-015 - Police Department Page Turn Electrical Requests - \$61,968.00
- PCO-039 - PR-0013R02 and RFI-0083 - Millwork Table and Area for Department Forms - \$2,608.00
- PCO-042- Contingency Draw - Addition Elevation Conflict - \$0.00
- PCO-042a - Hold 05 - Pile Cap Cut-Offs - Transfer to Construction Contingency - \$0.00
- PCO-047 - Contingency Draw - Temp. Signage Required for Phase 2A - \$0.00
- PCO-050 - RFI-127 - Added Blocking for Dedication Plaques - \$0.00
- PCO-056 - RFI 132 - Lobby Transaction Counters - \$0.00
- PCO-057 - Restricted Soil Disposal - \$18,682.00
- PCO-068 - RFI 143 - Addition Roof South Edge Detail - \$2,265.00
- PCO-075 - Allowance 03 - Additional Patching at Existing Walls - \$0.00
- PCO-029 - CCD-002 Power & Tel Data & E911 work for Dispatch Area - \$52,979.00

The cost of Bond Change Order #9 is \$149,209.00 and will be taken from the GMP Contingency. CO-#009 has been reviewed and approved by Leftfield and HKT Architects. All PCO's have previously been approved.

Chip Tarbell made a motion to approve Change Order #9 to the PBC for review and approval. This change order total is \$149,209.00 consisting of (13) thirteen PCOs as presented. The cost will be a GMP Contingency Drawdown. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

4. Budget Update

LS reviewed the current Total Project Budget which is included in the presentation attached to the meeting minutes. It was noted that the May commitments and expenditures were included in the Project Budget to indicate their impact on the budget. The Project has committed 96% of the Total Project Budget to date and has expended 56%. The remaining contingencies are as follows: Construction - \$87,633 and Owner - \$90,048 - for a total of 177,681. The total remaining balance of the GMP Contingency is \$311,085.

- Includes all October commitments and expenditures.
- Moved \$149,209 from Construction Contingency to fund CO-#009.
- Commissioning will be committed as expended.

- LS continued by further reviewing pending expenditures against the Construction and Owner Contingencies. Change Orders #1-9 have already incorporated (\$250,653) into the values below.

Remaining Owner's Contingencies

Construction:	\$ 87,633
Owner:	<u>\$ 90,048</u>
Total:	\$177,681

Pending:	\$ 34,048
Submitted:	\$ 29,266
Estimated Pending:	\$ 84,512
Remaining Total:	\$ 29,855

GMP Contingency

Original GMP Contingency	\$365,235
Approved Use:	<u>\$ 54,150</u>
Total:	\$311,085

Pending & Submitted:	\$ 8,972
Estimated Pending:	\$220,622
Remaining Total:	\$ 81,491

LF and Bond reviewed the PCO log with the PBC, which tracks potential pending change orders for the project. PCO values carried in the PCO log are estimated and are awaiting final pricing to be submitted and have not been submitted for approval. All pending PCO's are reviewed by the Project Team during the weekly Owner's Construction Meeting. *CT requested that the PCO log be included in the meeting packet for all future PBC meetings.*

5. Review location of Lobby Items

LF reviewed lobby items and their locations in the renovated lobby.

Lobby Items Located on Drawings:

- AED
- Town Map
- FD Phone
- PD Mail
- SHARPS Container
- MEDs Container
- PD Shield
- (E) Building Plaque
- (E) On this site Plaque

Remaining Items to be Located:

- PD Memorial
- FD Memorial
- Boy Scout Stand
- Smaller Plaques

- Police Accreditation Commission
- FBI National Academy

6. PBC/SBC Meeting Calendar

LF reviewed the PBC Meeting Calendar from now until June 2023. LF stated that unless a need arises for the Public Safety Building, then there will be no PSB items on the agenda and the next PBC meeting for the PSB will be December 08, 2022.

Dates in red are additional PBC Meeting dates that are required to meet the Wakefield MHS Project Schedule and MSBA deadlines. Meeting dates may be changes or added during critical decision-making times in the project.

Bond provided a phasing update with updated phasing schedule and area “turn-over” dates.

- | | |
|-----------------------|---|
| • Apparatus Bay | November 11, 2022 (<i>Allows Public Use of Lobby</i>) |
| • Fire Chief’s Office | November 17, 2022 |
| • Vestibule | November 25, 2022 - |
| • Sallyport | January 23, 2023 |
| • New Addition | April 5, 2023 |
| • Renovations | June 2023 |

7. Construction Update

Bond continued by presenting their construction update and three-week look ahead schedule, which can be found in the attached presentation. Construction completed re-setting granite curbing. Installation of CMU block on building addition exterior. Demolition in existing building is ongoing. The new records room was turned over from Bond to Police personnel. Installation of granite pavers at flagpole area is complete. Insulating pipe and fittings in boiler room is complete. Crews completed paving half of Fire Department apparatus bay driveway. Installers completed half of concrete apron at Fire Department apparatus bays.

Bond continued by reviewing anticipated future work to begin next week. Installation glycol in heating system. Masons will begin installing brick masonry on building addition exterior. Installation of flag poles and light poles. Installation of walk off-mat in vestibule. Crews will complete installation of storefront glass at vestibule. Installation of the second half of the concrete apron at Fire Department apparatus bays. Installation of roof steel at sally port addition. Crews will start installation of gypsum wallboard in the building addition and will Pave the second half of Fire Department apparatus bay driveway.

All Construction Updates can be found on the town’s websites, as well as, on the Police and Fire webpages. It has also been shared on the Town’s Facebook page.

8. Next Permanent Building Committee for the Public Safety Building was scheduled for December 08, 2022, at 7:00pm.

Town of Wakefield

PUBLIC SAFETY BUILDING

RENOVATION AND UPGRADE

Permanent Building Committee Meeting
November 10, 2022



AGENDA:

1. Administrative Actions

- Review of October 6, 2022 Permanent Building Committee Meeting Minutes
- Review of October 2022 Invoices
- Review of OPM Contract Amendment No. 2
- Review of Construction Change Order No. 9
- Budget Update

2. Construction Update

- Phasing Update
- Construction Progress
- Look-Ahead Construction Schedule

WAKEFIELD PUBLIC SAFETY | OPM REPORT

1. Administrative Actions

Review of October 6, 2022 PBC Meeting Minutes



WAKEFIELD PERMANENT BUILDING COMMITTEE		WAKEFIELD
Date:	Thursday, October 06, 2022	
Location:	Virtual "Zoom" Meeting	
Time:	7:00pm	
Prepared BY:	Timothy Baker – LeftField PM	
Name		
Joseph B. Bertrand	Chair, Permanent Building Committee	
Timothy Demers	Permanent Building Committee	
Charles L. Tarbell	Permanent Building Committee	
Jason Cohen	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	
Scott Reboulet	Wakefield Police Department	
Rick Dinanno	Wakefield Police Department	
Michael Sullivan	Chief, Wakefield Fire Department	
Tom Purcell	Deputy Chief, Wakefield Fire Department	
Joe Conway	Director of Public Works	
Lynn Stapleton	LeftField Project Management	
Adam Keane	LeftField Project Management	
Timothy Baker	LeftField Project Management	
Jim Rogers	LeftField Project Management	
Janet Slemenda	HKT Architects	
Scott Woodward	HKT Architects	
David Capaldo	Bond Building	
Jonathan Rossini	Bond Building	

1. Joe Bertrand opened the Wakefield Public Safety portion of the meeting and a quorum was present.

2. Public Participation
There was no public participation.

3. Administrative Items
A) Meeting Minutes

The meeting minutes of the 09/06/22 Permanent Building Committee Meeting were presented for review.

Chip Tarbell made a motion to approve the Wakefield Public Safety Building Minutes. Motion was approved unanimously.

B) Invoices

Five (5) invoices in the total amount of \$978,370.87 for review and approval.

- Leftfield LLC Invoice #23 dated 09/30/22 in the amount of \$1,760.00 for Amendment #2 as presented. The motion was approved unanimously.
- HKT Architects Invoice #21-022023 dated 10/04, services.
- HKT Architects Invoice #21-022023 dated 10/04, Amendment #2.
- Bond Building Application for Payment #9 dated September 2022 Construction Activities.
- Briggs Engineering Invoice #INV0221919 dated October 2022 Materials Testing & Inspections.

Chip Tarbell made a motion to approve Leftfield LLC Invoice #23 in the amount of \$1,760.00 as presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve HKT Architects Invoice #21-022023 in the amount of \$18,117.50 for basic services as presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve HKT Architects Invoice #21-022023 in the amount of \$1,760.00 for Amendment #2 as presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve Bond Building Application for Payment #9 in the amount of \$937,137.37 for September 2022 Construction Activities. On a roll call vote, the motion was approved unanimously.

Chip Tarbell made a motion to approve Briggs Engineering Invoice #INV0221919 in the amount of \$2,856.00 for Materials Testing & Inspection. On a roll call vote, the motion was approved unanimously.

C) Bond Change Order #8

Bond presented Change Order #8 to the PBC for review and approval. The cost will be a GMP Contingency Drawdown of \$23,014.00 consisting of (4) four PCOs:

- PCO-065 PR-002 - Hold 06 - Floor Prep & Patching Et
- PCO-062 RFI 140 - Dispatch Door & Frame 111 B - Re

- PCO-044a Hold Drawdown - CCD-003R1 - Electrical Upd.
- PCO-025 Contingency Draw - Gravel - Unbought Scope -

The cost of Bond Change Order #9 is \$23,014.00 and will be #007 has been reviewed and approved by Leftfield and HKT

Chip Tarbell made a motion to approve Change Order #8 to change order total is \$23,014.00 consisting of (4) four PCOs Contingency Drawdown. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.

D) Review of Time-Sensitive PCO - PCO No. 063

- PCO No. 063 – PR-015R1 – Police Department Page Turn

This PCO is the result of the Project Team's Electrical Page Turn Department. This is being brought before the PBC ahead of due to the time sensitive nature of the works to meeting criteria above the individual potential change order dollar amount without full committee approval. This PCO includes item such as anticipated to be purchased by the Town for the Project and electrical contractor, locations of electrical outlets not being smaller square revisions to the electrical drawings. The Total cost is \$61,968.00 and is comprised of:

- Wayne J. Griffin Electric, Inc. COR 010 dated 10/03, Page Turn Electrical Modifications throughout Build Breakdowns - \$57,970.00
- Bond Building Construction, Inc. – 5.00% Fee - \$2,856.00
- Bond Building Construction, Inc. – 1.10% General Liability
- Bond Building Construction, Inc. – 0.75% Payment

CT also noted that with approval of PCO No. 063 – PR-015R1 tonight, then the project will incur a 10-14 day time extension because it will lead to the work being out of sequence with the project.

Chip Tarbell made a motion for Bond Construction to proceed with PR-015R1 to the PBC for review and approval with the condition additional time for the work to be completed. This PCO total as presented. The cost will be a GMP Contingency Drawdown. On a roll call vote, the motion was approved unanimously.

Budget Update

LS reviewed the current Total Project Budget which includes meeting minutes. It was noted that the May commitments on the Project Budget to indicate their impact on the budget. The Project Budget to date and has expended 48%. The remaining - \$236,842 and Owner - \$96,084 - for a total of \$332,926. The Contingency is \$285,154.

- Includes all September commitments and expenditures
- Moved \$1,760 funds from Owner's contingency to FF&E
- Moved \$23,014 from Construction Contingency to full

LF and Bond reviewed the PCO log with the PBC, which tracks project. PCO values carried in the PCO log are estimated and have not been submitted for approval. All pending PCO's the weekly Owner's Construction Meeting. CT requested that the packet for all future PBC meetings.

Final Approval of Dedication Plaque

LS continued by reviewing the mockup of the dedication plaque at the end of this week. Items to review:

- Location of Dedication Plaque—Main Lobby
- Size Recommended—20" w. x 40" h.
- Final Text Recommended

PBC/SBC Meeting Calendar

LF reviewed the PBC Meeting Calendar from now until June 2023. The Public Safety Building, then there will be no PSB items on the PSB will be November 10, 2022, unless a need arises for the agenda for the October 20, 2022 PBC meeting.

Dates in red are additional PBC Meeting dates that are required by the Schedule and MSBA deadlines. Meeting dates may be change times in the project.

LF, HKT, Bond, and members of the PBC held a "page turn" meeting request from the police departments and to correct any coordination (Furniture, Fixtures, & Equipment) room layouts.

The date for turnover of the dispatch area from Bond back to October 18, 2022.

Construction Update

Bond continued by presenting their construction update and three-week look ahead schedule, which can be found in the attached presentation. The new public lobby has been cleaned and ready for punchlist. New boiler room pumps were for the scheduled boiler room start date of 10/11/2022. At the beginning of September, concrete slabs were in place in the new addition allowing for exterior framing, sheathing, and rough to begin. Exterior framing and sheathing completed by the end of September. Waterproofing is currently underway for window and masonry installation. Sidewalks have graded ahead of concrete placement. Interior framing at addition and Mechanical, Electrical, Plumbing, and fire protection rough are ongoing. Demolition for the new passthrough between the addition and existing building are ongoing. Piles, grade beams, and the concrete slab have been placed at the Sallyport. Demolition of the existing doors and the interior are ongoing.

All Construction Updates can be found on the town's websites, as well as, on the Police and Fire webpages. It has also been shared on the Town's Facebook page.

Next Permanent Building Committee for the Public Safety Building was scheduled for November 10, 2022, at 7:00pm.

WAKEFIELD PUBLIC SAFETY | OPM REPORT

1. Administrative Actions

Review of October 2022 Invoices

INVOICES					
Budget Category	Vendor	Invoice #	Date	Amount	Balance After Invoice
Owner Project Manager	LeftField	24	10/31/22	\$ 18,500.00	\$ 94,000.00
Commissioning Services	LeftField	24	10/31/22	\$ 1,890.00	\$ 18,244.00
Total:	OPM Services			\$ 20,390.00	
Architect/Engineer: Basic Service	HKT Architects	22-022023	11/04/22	\$ 20,049.98	\$ 155,159.43
Total:	A/E Services			\$ 20,049.98	
Construction Costs	Bond Building	10	10/31/22	\$ 756,298.78	\$ 4,567,649.66
Total:	Construction Costs			\$ 756,298.78	
FFE	Environments at Work	41397	10/25/22	\$ 2,818.00	\$ 205,981.86
FFE	Environments at Work	41399	10/25/22	\$ 23,613.50	\$ 185,186.36
Total:	FFE			\$ 26,431.50	
Technology	All-Comm Technologies	37654	10/14/22	\$ 4,143.74	\$ 232,106.26
Technology	All-Comm Technologies	37694	10/24/22	\$ 163,733.87	\$ 68,372.39
Technology	All-Comm Technologies	37695	10/24/22	\$ 18,073.08	\$ 50,299.31
Total:	Technology & Communications			\$ 185,950.69	
Materials Testing & Inspections	Briggs Engineering	INV0222336	10/29/22	\$ 1,095.00	\$ 17,159.25
Other Project Costs	K Security Systems	16332	06/10/22	\$ 250.00	\$ 47,995.00
Other Project Costs	Wayne Alarm	214299	09/15/22	\$ 190.00	\$ 47,805.00
Total:	Misc. Project Costs			\$ 1,535.00	
		TOTAL:		\$ 1,010,655.95	

WAKEFIELD PUBLIC SAFETY | OPM REPORT

1. Administrative Actions

Review of OPM Contract Amendment No. 2

Fee for Basic Services:	Original Contract	Previous Amendments	Amount This Amendment	After This Amendment
Feasibility Study/Schematic Design Phase	\$20,000	\$0	\$0	\$20,000
Design Development Phase	\$30,000	\$0	\$0	\$30,000
Construction Document Phase	\$40,000	\$0	\$0	\$40,000
Bidding Phase	\$0	\$0	\$0	\$0
Construction Phase	\$270,000	\$0	\$0	\$0
Completion Phase	\$20,000	\$0	\$0	\$20,000
Additional Services	\$0	\$3,520	\$0	\$3,520
Commissioning	\$0	\$0	\$20,134.00	\$20,134.00
Total Fee	\$380,000	\$3,520	\$20,134.00	\$403,654.00

1. Administrative Actions

Review of Bond Building Construction Change Order No. 9

The Contract Is hereby changed by the following approved Potential Change Orders / Change Order Requests:		
SOV-009 - Approved PCO's through October 2022		
Item	Description	Amount
PCO-044	CCD-003R1 Electrical Updates - Electrical Portion	10,440.00
PCO-062a	RFI 140 - Rated Vision Kit for New Dispatch Door	267.00
PCO-063	PR-015 - Police Department Page Turn Electrical Requests	61,968.00
PCO-039	PR-0013R02 and RFI-0083 - Millwork Table and Area for Department Forms	2,608.00
PCO-042	Contingency Draw - Addition Elevation Conflict	0.00
PCO-042a	Hold 05 - Pile Cap Cut-Offs - Transfer to Construction Contingency	0.00
PCO-047	Contingency Draw - Temp. Signage Required for Phase 2A	0.00
PCO-050	RFI-127 - Added Blocking for Dedication Plaques	0.00
PCO-056	RFI 132 - Lobby Transaction Counters	0.00
PCO-057	Restricted Soil Disposal	18,682.00
PCO-068	RFI 143 - Addition Roof South Edge Detail	2,265.00
PCO-075	Allowance 03 - Additional Patching at Existing Walls	0.00
PCO-029	CCD-002 Power & Tel Data & E911 work for Dispatch Area	52,979.00
Total This Change Order:		\$149,209.00

WAKEFIELD PUBLIC SAFETY | OPM REPORT

1. Administrative Actions

Budget Update

Budget Committed: 96%

Budget Expended: 56%

Remaining Contingencies

Construction: \$ 87,633

Owner: \$ 90,048

Total: \$177,681

GMP Contingency: \$311,085

- Includes all October commitments and expenditures.
- Moved \$149,209 from Construction Contingency to fund CO 9
- Will commit as expended on Commissioning

Description	Revised 11/24/2021	Authorized Changes	Revised Total Budget	Total Committed	% Cmt'd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend
ADMINISTRATION								
Legal Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Owner's Project Manager	\$ 380,000	\$ -	\$ 380,000	\$ 380,000	100%	\$ 286,000	75%	\$ 94,000
Schematic Design	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	100%	\$ 20,000	100%	\$ -
Design Development	\$ 30,000	\$ -	\$ 30,000	\$ 30,000	100%	\$ 30,000	100%	\$ -
Construction Documents	\$ 40,000	\$ -	\$ 40,000	\$ 40,000	100%	\$ 40,000	100%	\$ -
Bidding/Construction Administration	\$ 270,000	\$ -	\$ 270,000	\$ 270,000	100%	\$ 196,000	73%	\$ 74,000
Closeout	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	100%	\$ -	0%	\$ 20,000
Reimbursable & Other Services	\$ -	\$ 3,520	\$ 3,520	\$ 3,520	100%	\$ 3,520	100%	\$ -
Advertising and Printing	\$ 5,000	\$ -	\$ 5,000	\$ 3,050	61%	\$ 3,050	100%	\$ 1,950
Permitting	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Owner's Insurance	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -
Other Administrative Costs	\$ 25,000	\$ -	\$ 25,000	\$ -	0%	\$ -	0%	\$ 25,000
SUB-TOTAL	\$ 410,000	\$ 3,520	\$ 413,520	\$ 386,570	94%	\$ 292,570	76%	\$ 120,950
ARCHITECTURE & ENGINEERING								
A/E Basic Services	\$ 753,399	\$ -	\$ 753,399	\$ 746,863	99%	\$ 610,150	82%	\$ 143,249
Feasibility/Schematic Design	\$ 89,853	\$ -	\$ 89,853	\$ 89,853	100%	\$ 89,853	100%	\$ -
Design Development	\$ 117,145	\$ -	\$ 117,145	\$ 117,145	100%	\$ 117,145	100%	\$ -
Construction Documents	\$ 186,181	\$ -	\$ 186,181	\$ 186,181	100%	\$ 178,811	96%	\$ 7,370
Bidding	\$ 43,690	\$ -	\$ 43,690	\$ 43,690	100%	\$ 43,690	100%	\$ -
Construction Administration	\$ 309,994	\$ -	\$ 309,994	\$ 309,994	100%	\$ 180,651	58%	\$ 129,343
Extra and Reimbursable Services	\$ 168,823	\$ 36,589	\$ 205,412	\$ 205,412	122%	\$ 138,644	67%	\$ 66,768
Other Reimbursable Costs	\$ 28,391	\$ -	\$ 28,391	\$ 21,855	77%	\$ 12,521	57%	\$ 15,870
HazMat Engineering & Monitoring	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	100%	\$ 4,000	80%	\$ 1,000
Geotechnical & Geo-environmental	\$ 18,186	\$ -	\$ 18,186	\$ 18,186	100%	\$ 18,186	100%	\$ -
Survey	\$ 9,629	\$ -	\$ 9,629	\$ 9,629	100%	\$ 9,629	100%	\$ -
Building Envelope Consultant	\$ 54,398	\$ -	\$ 54,398	\$ 54,398	100%	\$ 3,850	7%	\$ 50,548
Scanning Services	\$ 49,255	\$ -	\$ 49,255	\$ 49,255	100%	\$ 49,255	100%	\$ -
FFE Design	\$ 10,500	\$ -	\$ 10,500	\$ 10,500	100%	\$ 4,614	44%	\$ 5,886
Amendment 2 -	\$ -	\$ 36,589	\$ 36,589	\$ 36,589	100%	\$ 36,589	100%	\$ -
SUB-TOTAL	\$ 922,222	\$ 36,589	\$ 958,811	\$ 952,275	103%	\$ 748,794	79%	\$ 210,017
CONSTRUCTION COSTS								
Pre-Construction	\$ 99,493	\$ -	\$ 99,493	\$ 99,493	100%	\$ 71,127	71%	\$ 28,366
Construction	\$ 9,517,087	\$ 250,653	\$ 9,767,740	\$ 9,767,740	100%	\$ 5,079,247	52%	\$ 4,688,493
SUB-TOTAL	\$ 9,616,580	\$ 250,653	\$ 9,867,233	\$ 9,867,233	103%	\$ 5,150,374	52%	\$ 4,716,859
MISCELLANEOUS PROJECT COSTS								
Utility Company Fees	\$ 30,000	\$ -	\$ 30,000	\$ -	0%	\$ -	0%	\$ 30,000
Testing Services	\$ 30,000	\$ -	\$ 30,000	\$ 12,841	43%	\$ 12,841	43%	\$ 17,159
Commissioning	\$ 20,134	\$ -	\$ 20,134	\$ 1,890	9%	\$ 1,890	0%	\$ 18,244
Other Project Costs	\$ 50,000	\$ -	\$ 50,000	\$ 2,195	4%	\$ 2,195	4%	\$ 47,805
SUB-TOTAL	\$ 130,134	\$ -	\$ 130,134	\$ 16,926	13%	\$ 16,926	0%	\$ 113,208
FURNISHINGS & EQUIPMENT								
Furnishings & Equipment	\$ 309,050	\$ 7,321	\$ 316,371	\$ 253,791	80%	\$ 127,967	0%	\$ 188,405
Technology & Communications	\$ 236,250	\$ -	\$ 236,250	\$ 185,951	79%	\$ 185,951	0%	\$ 50,299
SUB-TOTAL	\$ 545,300	\$ 7,321	\$ 552,621	\$ 439,742	81%	\$ 313,917	0%	\$ 238,704
CONTINGENCY								
Construction Contingency	\$ 338,286	\$ (250,653)	\$ 87,633	\$ -	0%	\$ -	0%	\$ 87,633
Owner's Contingency	\$ 137,478	\$ (47,430)	\$ 90,048	\$ -	0%	\$ -	0%	\$ 90,048
SUB-TOTAL	\$ 475,764	\$ (298,083)	\$ 177,681	\$ -	0%	\$ -	0%	\$ 177,681
TOTAL PROJECT BUDGET	\$ 12,100,000	\$ (0)	\$ 12,100,000	\$ 11,662,745	96%	\$ 6,522,581	56%	\$ 5,577,419
FUNDING SOURCES								
June 2020 Town Meeting	\$ 9,600,000							
November 2021 Town Meeting	\$ 2,500,000							
DPW HVAC Supplement	\$ 54,063							
TOTAL PROJECT FUNDING	\$ 12,154,063			\$ 11,662,745		Uncommitted Amount		\$ 491,318

1. Administrative Actions

Budget Update

Remaining Owner’s Contingencies

Construction:	\$ 87,633
Owner:	<u>\$ 90,048</u>
Total:	\$177,681

Pending:	\$ 34,048
Submitted:	\$ 29,266
Estimated Pending:	\$ 84,512

Remaining Total: \$ 29,855

GMP Contingency

Original GMP Contingency	\$365,235
Approved Use:	<u>\$ 54,150</u>
Total:	\$311,085

Pending & Submitted:	\$ 8,972
Estimated Pending:	\$220,622

Remaining Total: \$ 81,491

- Change Orders 1-9 already incorporated:
\$250,653

WAKEFIELD PUBLIC SAFETY | OPM REPORT

1. Administrative Actions

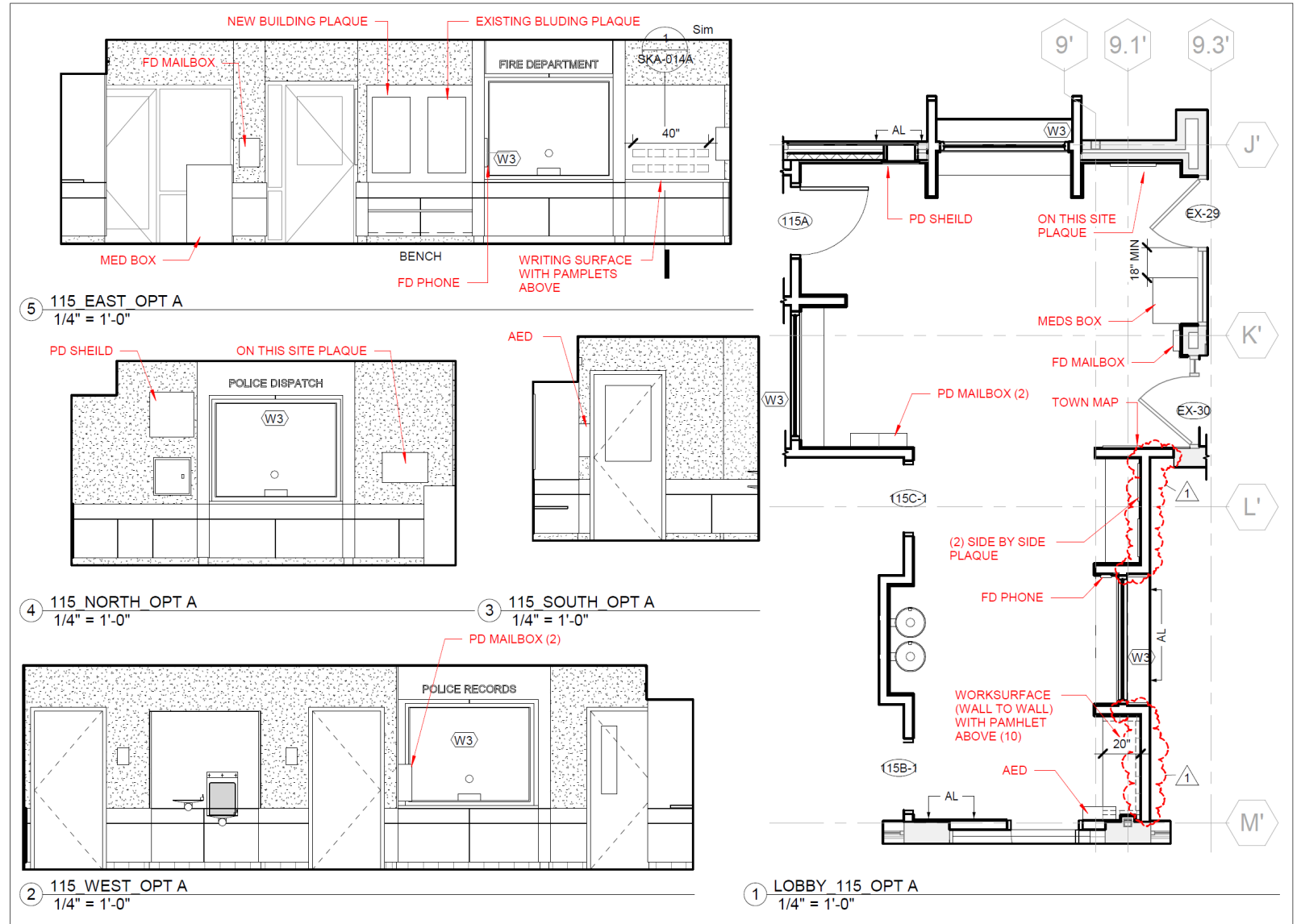
Locations of Lobby Items

Lobby Items Located on Drawings:

- AED
- Town Map
- FD Phone
- PD Mail
- SHARPS Container
- MEDs Container
- PD Shield
- (E) Building Plaque
- (E) On this site Plaque

Remaining Items to be Located:

- PD Memorial
- FD Memorial
- Boy Scout Stand
- Smaller Plaques
 - Police Accreditation Commission
 - FBI National Academy



1. Administrative Actions

Meeting Calendar

2022 - 2023
PERMANENT BUILDING COMMITTEE MEETINGS

- Next PBC Meeting for the Public Safety Building is December 8

JUNE JULY	16 14	JANUARY	12
AUGUST	2 11 25	FEBRUARY	9
SEPTEMBER	8 22?	MARCH	9
OCTOBER	6 20	APRIL	6
NOVEMBER	10	MAY	11
DECEMBER	8	JUNE	8

2. Phasing Update

Current Status of the Phasing Plan and Schedule

- Vestibule November 25, 2022
(Allows Public Use of Lobby)
- Apparatus Bay November 11, 2022
- Fire Chief's Office November 17, 2022
- Sallyport January 23, 2023
- New Addition April 5, 2023
- Renovations June 2023

WAKEFIELD PUBLIC SAFETY | BOND REPORT

2. Construction Update *Construction Progress*

BOND



2. Construction Update *Construction Progress*

BOND



WAKEFIELD PUBLIC SAFETY | BOND REPORT

2. Construction Update *Construction Progress*



BOND

2. Construction Update

Construction Progress

BOND



2. Construction Update Look-Ahead Schedule

WEEK BEGINNING: MONDAY 10/31/2022	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
	10/31	11/1	11/2	11/3	11/4	11/5	11/6	11/7	11/8	11/9	11/10	11/11	11/12	11/13	11/14	11/15	11/16	11/17	11/18	11/19	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27
Lobby 2A																												
Records dept moves into new space.																												
Finish floor tile and millwork panels after storefront install. TBD																												
Boiler Room																												
Install Insulation/ Leftfield Punch Items																												
Form/place DHW Pad-Demo old section.																												
Install New DHW heater with FLU's																												
Vestibule 1B																												
Install panels S3 and lobby entry door pending hardware																												
US Drywall Finishes exterior soffits																												
Kapiloff installs glass/ blank off panels.																												
Install Coping Cap at Roof																												
Install sheetrock, millwork, flooring, final paint																												
Install HVAC, FP, Electric Finishes																												
New Addition 1B																												
MEP Roughs																												
Plumbing Inspector sign off																												
Building Inspector sign off																												
Install GWB-minus existing façade wall.																												
Tape/mud GWb																												
Mason installs block, precast, and veneers																												
FD Side West																												
Install pavers																												
Spread loam and seed																												
Weld caps to bollards,sand, polish.																												
Install Flag poles/finish pavers,TBD																												
Sallyport																												
Install roof steel																												
Install Roof Blocking																												
Install Roofing																												
Exterior wall at Records Room																												
Install GWB, tape, Mud, expansion joints.																												
Finish paint																												
Dumpster Pad/Fence																												
Underground plumbing Inspection																												
Back fill plumbing/install bollard sleeves/grade for dumpster pad																												
Install binder coat around sallyport to dumpster pad																												
Place concrete for new dumpster pad, sidewalk, and curbs																												
Install fence																												

2. Construction Update

Look-Ahead Schedule

WEEK BEGINNING: MONDAY 10/31/2022	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
	10/31	11/1	11/2	11/3	11/4	11/5	11/6	11/7	11/8	11/9	11/10	11/11	11/12	11/13	11/14	11/15	11/16	11/17	11/18	11/19	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27
Retaining wall at FD																												
Install new Precast Cap.TBD																												
Install guardrail. TBD Lead time 4 to 6 weeks.																												
Sallypoort Interior																												
Install two double door frames for new storage closets. TBD																												
Mason in fills block walls. TBD																												
Phase 2B																												
Demo																												
Install new framing																												
Install MEP, FP																												
FD Apparatus Bay																												
Demo/grade South side																												
Install half of concrete apron																												
Pave South side.																												
Demo/grade North side																												
Install 2nd half of concrete apron																												
Pave binder to dumpster pad/ finish pave North side.																												
Install Line striping. TBD																												
FD Chiefs Office. Week of 11/14																												
Remove furniture/demo old carpet tiles																												
Flash prep floor																												
Install flooring																												
Replace furniture																												