

<b>WAKEFIELD PERMANENT BUILDING COMMITTEE</b>	<b>WAKEFIELD PUBLIC SAFETY MEETING MINUTES</b>
---	--

Date:	Thursday, December 8, 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	✗
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. Public Participation

There was no public participation.

2. Administrative Items

A) Meeting Minutes

The meeting minutes of the 11/10/22 Permanent Building Committee: Wakefield Public Safety Meeting were presented for review.

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

**B) Invoices**

Five (5) invoices in the total amount of \$797,476.10 for the Wakefield Public Safety Project were presented for review and approval.

- i) LeftField LLC Invoice #25 dated 11/30/22 in the amount of \$18,500.00 for OPM Services.
- ii) LeftField LLC Invoice #25 dated 11/3/22 in the amount of \$3,375.00 for Commissioning Services.
- iii) HKT Architects Invoice #22-022023 dated 12/02/22 in the amount of \$19,599.72 for Designer Services.
- iv) Bond Building Application for Payment #11 dated 11/30/22 in the amount of \$754,835.98 for November 2022 Construction Activities.
- v) Briggs Engineering Invoice #INV0222577 dated 11/26/22 in the amount of \$1,166.00 for Materials Testing & Inspections.

*Tom Galvin made a motion to approve LeftField LLC Invoice #25 dated 11/30/22 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.*

*Tom Galvin made a motion to approve LeftField LLC Invoice #25 dated 11/30/22 in the amount of \$3,375.00 Commissioning Services. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.*

*Tom Galvin made a motion to approve HKT Architects Invoice #22-022023 dated 12/02/22 in the amount of \$19,599.72 for Designer Services. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.*

*Tom Galvin made a motion to approve Bond Building Application for Payment #11 dated 11/30/22 in the amount of \$754,835.98 for November 2022 Construction Activities. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.*

*Tom Galvin made a motion to approve Briggs Engineering Invoice #INV0222577 dated 11/26/22 in the amount of \$1,166.00 for Materials Testing & Inspections presented. Seconded by Jason Cohen. On a roll call vote, the motion was approved unanimously.*

**C) Bond Change Order #10**

Bond presented Change Order #10 to the PBC for review and approval. This change order total is \$15.989.00 consisting of (15) fifteen PCOs:

• PCO-000b.1	Preconstruction - Amendment No.2 - Testing & Balancing - Credit to Wakefield	\$-25,500.00
• PCO-031	RFI 076 & 111 - Misc. GWB Revisions for Coordination	\$ 0.00
• PCO-052	RFI 123 - Dispatch DAC Units to EL2P	\$ 0.00
• PCO-053	CCD-05 - Electrical Modifications at Lobby	\$ 27,097.00

• PCO-065a	Hold 06 - Floor Prep & Flooring at Fire Admin Corridor	\$ 0.00
• PCO-065b	Hold 06 - Fire Department Chief's Floor Prep	\$ 0.00
• PCO-067	PR-015R2 - Additional Film at Windows & Doors	\$ 2,261.00
• PCO-067a	PR-015R2 - Tinting at Transaction Windows	\$ 0.00
• PCO-069	CCD-06 - Emergency Cell Release Button in Dispatch	\$ 4,442.00
• PCO-071	Flag Pole Sleeve, Install & Replacement Parts - Unbought Scope	\$ 0.00
• PCO-078	RFI 165 - Armory 236 - Leave Double Doors in Place	\$ -2,273.00
• PCO-082	RFI 152 - Dispatch Fire Alarm Splice Box & NAC Panel Relocation	\$ 6,629.00
• PCO-083	Roof Expansion Joint Material	\$ 0.00
• PCO-086	RFI 014R1 - Door 342A1 Frame & Wall Modifications	\$ 0.00
• PCO-089	RFI 135 - Exhaust Duct Fire Damper Requirements	\$ 2,942.00

The cost of Bond Change Order #10 is \$15,989.00 and will be taken from the GMP Contingency. CO-#011 has been reviewed and approved by Leftfield and HKT Architects. All PCO's have previously been approved.

*Tom Galvin made a motion to approve Change Order #10 to the PBC for review and approval. This change order total is \$15,989.00 consisting of (15) fifteen 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.*

### 3. 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 63%. The remaining contingencies are as follows: Construction - \$72,035 and Owner - \$90,048 - for a total of 162,083. The total remaining balance of the GMP Contingency is \$230,677.

- Includes all November commitments and expenditures.
- Moved \$15,598 from Construction Contingency to fund CO-#010.
- LS continued by further reviewing pending expenditures against the Construction and Owner Contingencies. Change Orders #1-10 have already incorporated into the values below.

#### **Remaining Owner's Contingencies**

<b>Construction:</b>	<b>\$ 72,035</b>
<b>Owner:</b>	<b><u>\$ 90,048</u></b>
<b>Total:</b>	<b>\$162,083</b>
<b>Pending:</b>	<b>-\$ 10,928</b>
<b>Submitted:</b>	<b>-\$ 27,126</b>
<b>Estimated Pending:</b>	<b><u>-\$123,798</u></b>
<b>Remaining Total:</b>	<b>\$ 231</b>

#### **GMP Contingency**

Original GMP Contingency	\$365,235
Approved Use:	<u>-\$134,558</u>
<b>Total:</b>	<b>\$230,677</b>
Pending & Submitted:	\$ 49,260
Estimated Pending:	<u>-\$232,264</u>
<b>Remaining Total:</b>	<b>\$ 47,673</b>

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.*

#### 4. 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 January 12, 2023.

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.

- Vestibule      January 23, 2022 *(Allows Public Use of Lobby)*
- New Addition   February 3, 2023
- Sallyport      February 10, 2023
- Renovations    June 2023

#### 5. Construction Update

Bond continued by presenting their construction update, which can be found in the attached presentation. Construction completed installation of fencing around dumpster pad. Window installation commenced at the west side building addition. Crews reinstalled memorial plaques & signage in lobby areas. MEPFP rough continued in the existing building. Completed washing new north and west elevation exterior brick and CMU masonry. Installation of gypsum wallboard continued in the renovated areas of the existing building. Painters began priming/painting in the new building addition. Installation of masonry continued at sally port.

Bond continued by presenting their three-week look ahead schedule. Install doors & hardware in vestibule. Installation of masonry will continue at the sally port/renovation. Installation of metal wall studs and gypsum wallboard will continue in the existing building. MEPFP rough will continue in the existing building. Installation of roof blocking & AVB at sally port will commence. Installation of steel door frames for sally port storage rooms will occur. Installation of guardrail at the Fire Department retaining wall will complete.

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.

6. Next Permanent Building Committee for the Public Safety Building was scheduled for January 12, 2023, at 7:00pm.



Town of Wakefield

# **PUBLIC SAFETY BUILDING**

## **RENOVATION AND UPGRADE**

Permanent Building Committee Meeting  
December 13, 2022



## AGENDA:

### **1. Administrative Actions**

- Review of November 10, 2022 Permanent Building Committee Meeting Minutes
- Review of November 2022 Invoices
- Review of Construction Change Order No. 10
- Budget Update

### **2. Construction Update**

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

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Review of November 10, 2022 PBC Meeting Minutes

LeftField THE RIGHT CHOICE IN PROJECT MANAGEMENT		LeftField THE RIGHT CHOICE IN PROJECT MANAGEMENT		LeftField THE RIGHT CHOICE IN PROJECT MANAGEMENT		LeftField THE RIGHT CHOICE IN PROJECT MANAGEMENT		LeftField THE RIGHT CHOICE IN PROJECT MANAGEMENT	
<b>WAKEFIELD PERMANENT BUILDING</b>		<b>3. Administrative Items</b>		<i>Chip Tarbell made a motion to approve OPM C for Commissioning Services presented. Seconded unanimously.</i>		<ul style="list-style-type: none"><li>LS continued by further reviewing pending expenditures against Contingencies. Change Orders #1-9 have already incorporated</li></ul>		<ul style="list-style-type: none"><li>Police Accreditation Commission</li><li>FBI National Academy</li></ul>	
Date:	Thursday,	<b>A) Meeting Minutes</b>		<i>Chip Tarbell made a motion to approve HKT Arch amount of \$1,760.00 for Amendment #2 as presented. The motion was approved unanimously.</i>		<b>Remaining Owner's Contingencies</b>		<b>6. PBC/SBC Meeting Calendar</b>	
Location:	Virtual "Z"	The meeting minutes of the 10/06/22 Permanent Building Meeting were presented for review.		<i>Chip Tarbell made a motion to approve Bond Building amount of \$756,298.78 for October 2022 Const call vote, the motion was approved unanimously.</i>		Construction: \$ 87,633 Owner: \$ 90,048 <b>Total: \$177,681</b>		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.	
Time:	7:00pm	<i>Chip Tarbell made a motion to approve the Wakefield Seconded by Jason Cohen. Motion was approved unanimously.</i>		<b>D) Bond Change Order #9</b>		Pending: \$ 34,048 Submitted: \$ 29,266 Estimated Pending: \$ 84,512 <b>Remaining Total: \$ 29,855</b>		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.	
Prepared By:	Timothy F	<b>B) Invoices</b>		Bond presented Change Order #9 to the PBC for \$149,209.00 consisting of (13) thirteen PCOs:		<b>GMP Contingency</b>		Bond provided a phasing update with updated phasing schedule and area "turn-over" dates.	
<b>Name</b>		Twelve (12) invoices in the total amount of \$1,010,6 were presented for review and approval.		<ul style="list-style-type: none"><li>PCO-044 - CCD-003R1 - Electrical Updates;</li><li>PCO-062a - RFI 140 - Rated Vision Kit for N</li><li>PCO-063 - PR-015 - Police Department Pag</li><li>PCO-039 - PR-0013R02 and RFI-0083 - Mill \$2,608.00</li><li>PCO-042- Contingency Draw - Addition Ele</li><li>PCO-042a - Hold 05 - Pile Cap Cut-Offs - Tr</li><li>PCO-047 - Contingency Draw - Temp. Signi</li><li>PCO-050 - RFI-127 - Added Blocking for De</li><li>PCO-056 - RFI 132 - Lobby Transaction Cou</li><li>PCO-057 - Restricted Soil Disposal - \$18,68</li><li>PCO-068 - RFI 143 - Addition Roof South E</li><li>PCO-075 - Allowance 03 - Additional Patch</li><li>PCO-029 - CCD-002 Power &amp; Tel Data &amp; ES</li></ul>		Original GMP Contingency \$365,235 Approved Use: \$ 54,150 <b>Total: \$311,085</b>		<ul style="list-style-type: none"><li>Apparatus Bay November 11, 2022 (Allows Public Use of Lobby)</li><li>Fire Chief's Office November 17, 2022</li><li>Vestibule November 25, 2022 -</li><li>Sallyport January 23, 2023</li><li>New Addition April 5, 2023</li><li>Renovations June 2023</li></ul>	
Joseph B. Bertrand	Chair, Per	i) LeftField LLC Invoice #24 dated 10/31/22 in		<i>Chip Tarbell made a motion to approve Environ amount of \$23,613.50 as presented. Seconded, approved unanimously.</i>		Pending & Submitted: \$ 8,972 Estimated Pending: \$220,622 <b>Remaining Total: \$ 81,491</b>		<b>7. Construction Update</b>	
Charles L. Tarbell	Permaner	ii) LeftField LLC Invoice #24 dated 10/31/22 in		<i>Chip Tarbell made a motion to approve Environ amount of \$4,143.74 for Technology preser motion was approved unanimously.</i>		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 packet for all future PBC meetings.		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.	
Jason Cohen	Permaner	iii) HKT Architects Invoice #22-022023 dated 11		<i>Chip Tarbell made a motion to approve All-Comm the amount of \$163,733.87 for Technology pres: the motion was approved unanimously.</i>		<b>5. Review location of Lobby Items</b>		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.	
John McDonald	Permaner	iv) Bond Building Application for Payment #10 c		<i>Chip Tarbell made a motion to approve All-Comm the amount of \$18,073.08 for Technology pres: the motion was approved unanimously.</i>		LF reviewed lobby items and their locations in the renovated		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.	
Tom Galvin	Permaner	v) Environments at Work Invoice #41399 dated		<i>Chip Tarbell made a motion to approve Briggs t the amount of \$1,095.00 for Materials Testing . On a roll call vote, the motion was approved un</i>		<b>Lobby Items Located on Drawings:</b>		<b>8. Next Permanent Building Committee for the Public Safety Building was scheduled for December 08, 2022, at 7:00pm.</b>	
Marc Moccio	Permaner	vi) Environments at Work Invoice #41399 dated		<i>Chip Tarbell made a motion to approve Wayne amount of \$190.00 for Temporary Fire Alarm Si roll call vote, the motion was approved unanim</i>		<ul style="list-style-type: none"><li>AED</li><li>Town Map</li><li>FD Phone</li><li>PD Mail</li><li>SHARPS Container</li><li>MEDs Container</li><li>PD Shield</li><li>(E) Building Plaque</li><li>(E) On this site Plaque</li></ul>			
Philip Renzi	Permaner	vii) All-Comm Technologies Invoice #39654 date		<b>4. Budget Update</b>		<b>Remaining Items to be Located:</b>			
Wayne Hardacker	Permaner	viii) All-Comm Technologies Invoice #39654 date		The cost of Bond Change Order #9 is \$149,209 #009 has been reviewed and approved by Left been approved.		<ul style="list-style-type: none"><li>PD Memorial</li><li>FD Memorial</li><li>Boy Scout Stand</li><li>Smaller Plaques</li></ul>			
Richard Conway	Permaner	ix) All-Comm Technologies Invoice #39654 date		<i>Chip Tarbell made a motion to approve K Security Syster \$250.00 for Temporary Fire Alarm Shutdown pr the motion was approved unanimously.</i>					
		x) Briggs Engineering Invoice #INV022336 dat		<i>Chip Tarbell made a motion to approve Wayne amount of \$190.00 for Temporary Fire Alarm Si roll call vote, the motion was approved unanim</i>					
Steven Skory	Chief, Wa	xi) K Security Systems Invoice #16332 dated 06,		<b>3. Review of OPM Contract Amendment #2 – Com</b>					
Craig Calabrese	Deputy Cl	Fire Alarm Shutdown.		<ul style="list-style-type: none"><li>OPM Contract Amendment #2 – Comm</li></ul>					
Scott Reboulet	Wakefielc	xii) Wayne Alarm Invoice #214299 dated 09/15/							
Rick Dinanno	Wakefielc	Alarm Shutdown.							
Michael Sullivan	Chief, Wa								
Tom Purcell	Deputy Cl								
Joe Conway	Director c								
Lynn Stapleton	Leftfield F								
Adam Keane	Leftfield F								
Timothy Baker	Leftfield F								
Jim Rogers	Leftfield F								
Janet Siemenda	HKT Archi								
Scott Woodward	HKT Archi								
David Capaldo	Bond Buil								
Jonathan Rossini	Bond Buil								
<b>1. Joe Bertrand opened the Wakefield quorum was present. JB continue Committee: Richard Conway whc formally a non-voting member of</b>		<i>Chip Tarbell made a motion to approve LeftField LLC \$18,500.00 for OPM Services.as presented. Seconded was approved unanimously.</i>							
<b>2. Public Participation</b>		<i>Chip Tarbell made a motion to approve LeftField LLC \$1,890.00 for Commissioning Services. Seconded by, approved unanimously.</i>							
There was no public participator		<i>Chip Tarbell made a motion to approve HKT Architect amount of \$20,049.98 for Designer Services. Seconded was approved unanimously.</i>							



# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### *Review of November 2022 Invoices*

INVOICES					
Budget Category	Vendor	Invoice #	Date	Amount	Balance After Invoice
Owner Project Manager	LeftField	25	11/30/22	\$ 18,500.00	\$ 75,500.00
Commissioning Services	LeftField	25	11/30/22	\$ 3,375.00	\$ 14,869.00
<b>Total:</b>	<b>OPM Services</b>			<b>\$ 21,875.00</b>	
Architect/Engineer: Basic Service	HKT Architects	23-022023	12/02/22	\$ 19,599.72	\$ 135,559.71
<b>Total:</b>	<b>A/E Services</b>			<b>\$ 19,599.72</b>	
Construction Costs	Bond Building	11	11/30/22	\$ 754,835.98	\$ 3,812,813.68
<b>Total:</b>	<b>Construction Costs</b>			<b>\$ 754,835.98</b>	
Materials Testing & Inspections	Briggs Engineering	INV0222577	11/26/22	\$ 1,166.00	\$ 15,993.25
<b>Total:</b>	<b>Misc. Project Costs</b>			<b>\$ 1,166.00</b>	
		<b>TOTAL:</b>		<b>\$ 797,476.70</b>	

## 1. Administrative Actions

### *Review of Bond Building Construction Change Order No. 10*

---

The Contract is hereby changed by the following approved Potential Change Orders / Change Order Requests:

SOV-010 - Approved PCO's through November 2022

<u>Item</u>	<u>Description</u>	<u>Amount</u>
PCO-000b.1	Preconstruction - Amendment No.2 - Testing & Balancing - Credit to Wakefield	-25,500.00
PCO-031	RFI 076 & 111 - Misc. GWB Revisions for Coordination	0.00
PCO-052	RFI 123 - Dispatch DAC Units to EL2P	0.00
PCO-053	CCD-05 - Electrical Modifications at Lobby	27,097.00
PCO-065a	Hold 06 - Floor Prep & Flooring at Fire Admin Corridor	0.00
PCO-065b	Hold 06 - Fire Department Chief's Floor Prep	0.00
PCO-067	PR-015R2 - Additional Film at Windows & Doors	2,261.00
PCO-067a	PR-015R2 - Tinting at Transaction Windows	0.00
PCO-069	CCD-06 - Emergency Cell Release Button in Dispatch	4,442.00
PCO-071	Flag Pole Sleeve, Install & Replacement Parts - Unbought Scope	0.00
PCO-078	RFI 165 - Armory 236 - Leave Double Doors in Place	-2,273.00
PCO-082	RFI 152 - Dispatch Fire Alarm Splice Box & NAC Panel Relocation	6,629.00
PCO-083	Roof Expansion Joint Material	0.00
PCO-086	RFI 014R1 - Door 342A1 Frame & Wall Modifications	0.00
PCO-089	RFI 135 - Exhaust Duct Fire Damper Requirements	2,942.00
<b>Total This Change Order:</b>		<b>\$15,598.00</b>

---

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### Budget Update

Budget Committed: 96%

Budget Expended: 63%

### Remaining Contingencies

Construction: \$ 72,035

Owner: \$ 90,048

Total: \$162,083

GMP Contingency: \$230,677

- Includes all November commitments and expenditures.
- Moved \$15,598 from Construction Contingency to fund CO 10

Description	Revised 11/24/2021	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd 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	\$ 380,000	100%	\$ 304,500	80%	\$ 75,500
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%	\$ 214,500	79%	\$ 55,500
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
<b>SUB-TOTAL</b>	<b>\$ 410,000</b>	<b>\$ 3,520</b>	<b>\$ 413,520</b>	<b>\$ 386,570</b>	<b>94%</b>	<b>\$ 311,070</b>	<b>80%</b>	<b>\$ 102,450</b>
<b>ARCHITECTURE &amp; ENGINEERING</b>								
A/E Basic Services	\$ 753,399	\$ -	\$ 753,399	\$ 746,863	99%	\$ 629,750	84%	\$ 123,649
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%	\$ 200,251	65%	\$ 109,743
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%	\$ -
<b>SUB-TOTAL</b>	<b>\$ 922,222</b>	<b>\$ 36,589</b>	<b>\$ 958,811</b>	<b>\$ 952,275</b>	<b>103%</b>	<b>\$ 768,393</b>	<b>81%</b>	<b>\$ 190,417</b>
<b>CONSTRUCTION COSTS</b>								
Pre-Construction	\$ 99,493	\$ -	\$ 99,493	\$ 99,493	100%	\$ 71,127	71%	\$ 28,366
Construction	\$ 9,517,087	\$ 266,251	\$ 9,783,338	\$ 9,767,740	100%	\$ 5,834,083	60%	\$ 3,949,255
<b>SUB-TOTAL</b>	<b>\$ 9,616,580</b>	<b>\$ 266,251</b>	<b>\$ 9,882,831</b>	<b>\$ 9,867,233</b>	<b>103%</b>	<b>\$ 5,905,210</b>	<b>60%</b>	<b>\$ 3,977,621</b>
<b>MISCELLANEOUS PROJECT COSTS</b>								
Utility Company Fees	\$ 30,000	\$ -	\$ 30,000	\$ -	0%	\$ -	0%	\$ 30,000
Testing Services	\$ 30,000	\$ -	\$ 30,000	\$ 14,007	47%	\$ 14,007	47%	\$ 15,993
Commissioning	\$ 20,134	\$ -	\$ 20,134	\$ 5,265	26%	\$ 5,265	0%	\$ 14,869
Other Project Costs	\$ 50,000	\$ -	\$ 50,000	\$ 2,195	4%	\$ 2,195	4%	\$ 47,805
<b>SUB-TOTAL</b>	<b>\$ 130,134</b>	<b>\$ -</b>	<b>\$ 130,134</b>	<b>\$ 21,467</b>	<b>16%</b>	<b>\$ 21,467</b>	<b>0%</b>	<b>\$ 108,667</b>
<b>FURNISHINGS &amp; EQUIPMENT</b>								
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
<b>SUB-TOTAL</b>	<b>\$ 545,300</b>	<b>\$ 7,321</b>	<b>\$ 552,621</b>	<b>\$ 439,742</b>	<b>81%</b>	<b>\$ 313,917</b>	<b>0%</b>	<b>\$ 238,704</b>
<b>CONTINGENCY</b>								
Construction Contingency	\$ 338,286	\$ (266,251)	\$ 72,035	\$ -	0%	\$ -	0%	\$ 72,035
Owner's Contingency	\$ 137,478	\$ (47,430)	\$ 90,048	\$ -	0%	\$ -	0%	\$ 90,048
<b>SUB-TOTAL</b>	<b>\$ 475,764</b>	<b>\$ (313,681)</b>	<b>\$ 162,083</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 162,083</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$ 12,100,000</b>	<b>\$ (0)</b>	<b>\$ 12,100,000</b>	<b>\$ 11,667,286</b>	<b>96%</b>	<b>\$ 7,320,058</b>	<b>63%</b>	<b>\$ 4,779,942</b>

# WAKEFIELD PUBLIC SAFETY | OPM REPORT

## 1. Administrative Actions

### *Budget Update*

#### Remaining Owner's Contingencies

Construction:	\$ 72,035
Owner:	<u>\$ 90,048</u>
<b>Total:</b>	<b>\$162,083</b>
Pending:	-\$ 10,928
Submitted:	-\$ 27,126
Estimated Pending:	<u>-\$123,798</u>
<b>Remaining Total:</b>	<b>\$ 231</b>

#### GMP Contingency

Original GMP Contingency	\$365,235
Approved Use:	<u>-\$134,558</u>
<b>Total:</b>	<b>\$230,677</b>
Pending & Submitted:	\$ 49,260
Estimated Pending:	<u>-\$232,264</u>
<b>Remaining Total:</b>	<b>\$ 47,673</b>

- Change Orders 1-10 already incorporated:  
\$266,251

## 1. Administrative Actions

*Meeting Calendar*

2022 - 2023  
PERMANENT BUILDING COMMITTEE MEETINGS

- Next PBC Meeting for the Public Safety Building is January 12, 2023

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 January 23, 2022  
*(Allows Public Use of Lobby)*
- New Addition February 3, 2023
- Sallyport February 10, 2023
- Renovations June 2023

# WAKEFIELD PUBLIC SAFETY | BOND REPORT

## 2. Construction Update *Construction Progress*

BOND





## 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 12/05/2022	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
	11/28	11/29	11/30	12/1	12/2	12/3	12/4	12/5	12/6	12/7	12/8	12/9	12/10	12/11	12/12	12/13	12/14	12/15	12/16	12/17	12/18	12/19	12/20	12/21	12/22	12/23	12/24	12/25
Lobby 2A																												
Install Memorabilia																												
Install Remaining Millwork Panels																												
Install Glazing Film at Transaction Windows																												
Install Entry Door. Week of TBD Tentative week of 1-16																												
Boiler Room																												
Install New DHW Heater with Flues																												
Shutdown of Water for DHWH Tie-In																												
Vestibule 1B																												
Install Millwork																												
Install Walk-Off Mat																												
Touch Up Paint																												
Install Roof Expansion, Metal																												
Install Doors and Hardware. TBD Tentative week of 1-16																												
New Addition 1B																												
Prime/1st Coat Walls Minus Shafts/Existing Façade/Doorways																												
Abatement at Passthroughs																												
Install ACT Grid																												
Install Flooring																												
Acid Wash Exterior Masonry																												
Install W-1 and W-2 Windows																												
Seal Exterior Windows																												
Window Testing 12-27																												
Install GWB Returns to Windows/Tape & Mud																												
Install Millwork Sills to Windows																												
Install Expansion Joint/EF-14 Curb/ Short-Side Roof Blocking.																												
FD Side West																												
Install Flag Poles																												
Finish Paver Cuts Around Poles																												
Sallyport																												
Mason Installs Block Wall																												
Install Supporting Roof Angles																												
Install AVB																												
Install Roof Blocking																												
Install Roof																												

## 2. Construction Update

### Look-Ahead Schedule

WEEK BEGINNING: MONDAY 12/05/2022	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
	11/28	11/29	11/30	12/1	12/2	12/3	12/4	12/5	12/6	12/7	12/8	12/9	12/10	12/11	12/12	12/13	12/14	12/15	12/16	12/17	12/18	12/19	12/20	12/21	12/22	12/23	12/24	12/25
<b>Exterior Wall at Records Room</b>																												
Install Expansion Joints																												
<b>Dumpster Pad/Fence</b>																												
Place Concrete for New Dumpster Pad, Sidewalk, and Curbs																												
Install Dumpster Enclosure & Fence																												
Finish Paving in Spring - Binder Completed																												
<b>Retaining Wall at Fire Department</b>																												
Install Guardrail. (est. WE 12/30/2022)																												
<b>Sallyport Interior</b>																												
Install Two Double Door Frames for New Storage Closets																												
Mason Infill Block Walls																												
<b>Phase 2B - New Roll Call</b>																												
Install MEPFP																												
Plumbing Inspection																												
Electrical Inspection																												
Install GWB																												
Tape, Mud & Sand																												
Prime, First Coat of Paint																												
Install ACT Grid																												
<b>Fire Department Apparatus Bay</b>																												
Sand/Paint ETR Bollards TBD																												