

School Building Committee Meeting

Tuesday, November 18, 2014

School Department
Conference Room, City Hall

8:30 AM

Agenda

1. Approval of Meeting Minutes from 10/14/14 SBC Meeting
2. Construction Documents Update
3. MSBA
 - Design Development Review Comments
 - Transition Meeting
 - Project Funding Agreement
4. SBC Motions/ Votes
 - Approval for JCJ Architecture Amendment #8
5. Invoice Approval
 - Joslin, Lesser + Associates Invoices
 - JCJ Architecture Invoices
 - Shawmut Design and Construction Invoices
6. Public Comment
7. Other Business
8. Upcoming Meetings/Activities
 - SBC Meetings – City Hall, School Department Conference Room, 8:30 a.m.
 - Proposed – December 16, 2014

Caleb Dustin Hunking School – Haverhill, MA

Meeting Minutes

<u>School Building Committee (SBC)</u>	Date:	October 14, 2014
	Location:	Haverhill City Hall, School Department Conference Room
	Time:	9:00 AM

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
<u>School Building Committee (Voting):</u>			<u>Joslin Lesser + Assocs.(JLA)</u>		
Mayor James J. Fiorentini	SBC	Y	Bill Cuniff	JLA	Y
Superintendent James F. Scully	SBC	Y	Jeffery Luxenberg	JLA	Y
Francis Bevilacqua	SBC	Y	Jennifer Gareau	JLA	Y
Jonathan Goldfield	SBC	Y	Stephanie Gilman	JLA	N
Orlando Pacheco	SBC	Y			
Michael Peugh	SBC	N	<u>JCJ Architecture (JCJ)</u>		
Robert Scatamacchia	SBC	N	James LaPosta	JCJ	N
Scott Wood	SBC	N	Doug Roberts	JCJ	Y
Ernest DiBurro	SBC	N	Jim Hoagland	JCJ	N
Andrew Vanni	SBC	Y			
<u>School Building Committee (Non-Voting):</u>			<u>Shawmut Design & Construction</u>		
Thomas Geary	SBC	Y	Tim Hurdelbrink	SDC	N
Principal Jared Fulgoni	SBC	Y	Bob Joubert	SDC	Y
			John Hartshorn	SDC	N
<u>Haverhill Public Schools (HPS)</u>			Sam Hanna	SDC	Y
Beverly Woodhouse	HPS	N			
Beverly Cassano	HPS	Y	<u>Public:</u>		
Donna Capodelupo	HPS	Y	Colin LePage	City Council	Y
Brandy Bercier	HPS	Y	Jonathan Letcher		N

Mayor James Fiorentini called the meeting to order at 9:00 a.m.:

1. Approval of Meeting Minutes from September 2, 2014 SBC Meeting:

The Mayor asked a question regarding the underground stormwater drainage system; JCJ explained that the system is designed to store rain water and release it into the City's storm water management system.

J. Goldfield noted that a typo in the meeting minutes should be corrected.

MOTION: made by J. Goldfield, seconded by J. Scully, and approved unanimously, to approve the September 2, 2014 SBC meeting minutes with revisions.

2. SBC Motions/Votes

JCJ Architecture Contract Amendment #7:

JLA explained JCJ Architecture Contract Amendment #7 to the Committee. The amendment is for additional site investigation – test pits and soil borings. For the record, the test pits and boring samples tests, for work performed in/around the underground storage tank, indicated clean soils. JLA noted that while the amendment was sent out to the SBC in advance of work being performed, and in advance of SBC approval at this meeting, authorization to proceed was given by JLA due to the time-sensitive nature of the work.

The Mayor asked why this work was not included in the original design services contract. JLA explained that the MSBA contract language specifically excludes including this work, because the work required in this particular category varies from project to project. JLA also added that the total project budget includes an extra/reimbursable line item for geotechnical work, under which this work will be coded. T. Geary noted that the DPW assisted with providing a backhoe and operator for this work, thereby lowering the overall cost to the project.

MOTION: J. Goldfield moved, seconded by J. Scully, to approve JCJ Architecture Amendment #7 for Phase II Environmental Consulting – Test Pits & Borings.

The Committee voted unanimously to authorize JCJ Architecture Amendment #7 for Phase II Environmental Consulting – Test Pits & Borings.

Approval to Submit the Design Development Report including estimate to MSBA:

JLA reviewed the Design Development (DD) timeline, noting that drawings were completed by September 12th, with documents going to Shawmut and VJ Associates immediately, so that both estimating teams could begin work on the estimates. Both teams, plus JLA, JCJ and representatives from the School Working Group (SWG) sat down to reconcile the budgets. A link to the final draft of the report was sent out to the SBC for review prior to the meeting. The SBC will vote today to submit the full report, including estimates, to the MSBA tomorrow. JCJ presented updates regarding site and floor plans.

JCJ explained that the project storm water detention system, designed for 100-yr storm events, will capture rain water and release it into City's storm water management system. Roof drains will also drain into the storm water detention system, to be slowly released to the City's system.



JCJ added that they had met with and received input from the Conservation Commission. J. Goldfield asked whether maintenance of the storm water detention tank would cost more than a typical water management system. JCJ explained that maintenance costs would be the same or similar, adding that the lifecycle costs have been analyzed, and that the system meets all EPA requirements and is designed to handle the water load from a 100 year storm. JCJ added that they were not aware of any similar system requiring replacement. JCJ was directed to involve Mr. Ward from the City's Waste Water Management team be involved going forward.

At last month's SBC meeting, the Committee expressed concern regarding a double height space within the building. JCJ showed the Committee a proposed solution for the area. The drawings show a glass storefront system with a handrail to replace the original design which had a hand rail that was proposed to be 6 inches higher than code required for safety reasons. The newly proposed solution would cost an additional \$33,500 compared to the original design, which would put the project over budget. After discussion, it was determined that the SBC would decide which option to pursue at a later date.

JCJ presented preliminary findings regarding the introduction of geothermal wells on-site. The system would need to be installed by the time building opens, which would be extremely difficult with the current phasing plan and limited space on-site during construction. The addition of geothermal wells to the project would cost an additional \$370,000 which would not be reimbursed by the MSBA. JCJ noted that the addition of geothermal wells may also delay the project. After researching the potential of geothermal wells for the Project, JCJ does not think that the Project supports geothermal well system at this time. JCJ will provide formal write-up of research.

JLA summarized project budget and cost reconciliation, and provided a handout that summarized both estimates. JLA added that the project team has worked hard to get the costs to be accurate and under budget.

Value Engineering opportunities were explained to the Committee. The list included 15 items, with varying levels of priority, with the recommended items being necessary and already included in the base project estimates, in order to meet the approved MSBA construction budget.

MOTION: J. Scully moved, seconded by J. Goldfield, to approve submittal of the Design Development Report to the MSBA on October 15, 2014.

The Committee voted unanimously to authorize submittal of the Design Development Report to the MSBA on October 15, 2014.

MOTION: J. Scully moved, seconded by J. Goldfield, to approve JCJ Architecture to proceed to Construction Document Phase.

The Committee voted unanimously to authorize JCJ Architecture to proceed to Construction Document Phase.

J. Goldfield confirmed that JLA will present the project budget at the next SBC meeting.

3. Invoice Approval-

MOTION: E. DiBurro moved, seconded by R. Scatamacchia, to approve the following invoices included in the August 2014 and September 2014 Invoice Packets:

- Joslin Lesser + Associates Invoice #17 for OPM Design Development Services performed in August 2014 - \$29,000.00
- Joslin Lesser + Associates Invoice #18 for OPM Design Development Services performed in September 2014 - \$29,000.00
- JCJ Architecture Invoice #15 (DD-3) for A/E Design Development Services performed in August 2014 - \$325,000.00
- JCJ Architecture Invoice #16 (DD-4) for A/E Design Development Services performed in September 2014 - \$250,275.00
- Shawmut Design & Construction Invoice #3 for CM Preconstruction Services performed in August 2014 - \$15,000.00
- Shawmut Design & Construction Invoice #4 for CM Preconstruction Services performed in September 2014 - \$15,000.00

The Committee voted unanimously to authorize payment of Joslin Lesser + Associates Invoice #17 for OPM Design Development Services in the amount of \$29,000.00 to Joslin Lesser + Associates, Joslin Lesser + Associates Invoice #18 for OPM Design Development Services in the amount of \$29,000.00 to Joslin Lesser + Associates, JCJ Architecture Invoice #15 (DD-3) for A/E Design Development Services in the amount of \$325,000.00 to JCJ Architecture, JCJ Architecture Invoice #16 (DD-4) for A/E Design Development Services in the amount of \$250,275.00 to JCJ Architecture, Shawmut Design & Construction Invoice #3 for CM Preconstruction Services in the amount of \$15,000.00 to Shawmut Design & Construction, and Shawmut Design & Construction Invoice #4 for CM Preconstruction Services in the amount of \$15,000.00 to Shawmut Design & Construction.

4. Public Comment

C. LePage asked if JCJ could provide him with a write up on the geothermal investigation.

5. Other Business

The Mayor asked to add membership to the agenda for the next SBC meeting.

9. Upcoming Meetings and Activities

- 11/18/14 – SBC Meeting


MOTION made, seconded and approved unanimously to adjourn the meeting.

Prepared by: Jennifer Gareau, Joslin, Lesser + Associates

-End of Minutes-

MEMORANDUM

To: Jane Johnson, Budget and Grants Analyst, City of Haverhill

From:  William G. Cunniff - Joslin, Lesser + Associates, Inc.

Date: November 18, 2014

Re: Caleb Dustin Hunking School – JCJ Contract Commitment Approval Request

Cc: James J. Fiorentini; James F. Scully; Jeffery Luxenberg; Jennifer Gareau

Enclosed for approval, please find the following proposed commitment:

JCJ Amendment # 8 represents the cost to perform additional A & E geotechnical services. A proposal from the geotechnical engineer, LGCI, was received by JCJ Architecture, requesting that additional soil borings be performed within the finalized school building footprint. The reasoning behind the request was that the initial borings performed during the feasibility study phase captured a building footprint area that ultimately changed through design development, so the additional borings are necessary to give a more accurate representation of underground soil conditions across the final footprint area. We find the cost and the scope of work for the requested services to be fair and reasonable. This budget line item included a value of \$ 25,000, against which this proposed additional commitment of \$ 8,283 would leave \$ 547 remaining on this line item. This additional design services request is consistent with the approved Total Project Budget, and these services are eligible costs in accordance with the basis for the total facilities grant. Therefore, we recommend that the City of Haverhill sign and execute Amendment # 8.

COMMITMENTS			
ProPay Code	Budget Category	Description of Services	Contract Value \$
0204-0300	A&E – Extra/Reimbursable Services	Geotechnical – Additional Test Pits & Borings	\$ 8,283.00
	TOTAL:		\$8,283.00

The item listed above is consistent with the Total Project Budget and, to the best of our knowledge, is eligible for reimbursement from the Massachusetts School Building Authority. Joslin, Lesser + Associates recommends that this commitment be approved. If you have any questions, please feel free to contact the Owner's Project Manager, Joslin, Lesser + Associates, Inc.



Project Management

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 7

WHEREAS, the City of Haverhill (“Owner”) and JCJ Architecture, PC (the “Designer”) (collectively, the “Parties”) entered into a Contract for Designer Services for the Caleb Dustin Hunking School Project (Project No. 201201280035) on May 14, 2013 (the “Contract”);

WHEREAS, the Parties executed Amendment #1 on June 11, 2013, Amendment # 2 on June 1, 2013; Amendment # 3 on April 22, 2014; Amendment No. 4 on June 12, 2014; Amendment # 5 on June 13, 2014; Amendment # 6 August 27, 2014; Amendment # 7 September 22, 2014;

WHEREAS, effective as of November 18, 2014 the Parties wish to further amend the Contract:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes the Designer to perform the following additional services in accordance with Article 8, Section 1:

Proposed Services: Additional Geotechnical Borings

Proposed Fee: \$ 8,283.00

2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services	Original Contract	Previous Amendments	Amount of This Amendment	After This Amendment
Feasibility Study Phase	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Schematic Design Phase	\$245,000.00	\$0.00	\$0.00	\$245,000.00
FS/SD Site- Environmental	\$ 0.00	\$ 68,564.00	\$ 0.00	\$ 68,564.00
Design Development Phase	\$ 0.00	\$ 1,000,000.00	\$ 0.00	\$ 1,000,000.00
Construction Doc Phase	\$ 0.00	\$ 1,500,000.00	\$ 0.00	\$ 1,500,000.00
Bidding Phase	\$ 0.00	\$ 150,000.00	\$ 0.00	\$ 150,000.00
Construction Phase	\$ 0.00	\$ 1,150,000.00	\$ 0.00	\$ 1,150,000.00
Completion Phase	\$ 0.00	\$ 165,000.00	\$ 0.00	\$ 165,000.00
Site Survey- Wetlands	\$0.00	\$ 24,970.00	\$ 0.00	\$24,970.00
A&E Extra - Geotechnical	\$0.00	\$ 16,170.00	\$ 8,283.00	\$ 24,453.00
Total Fee	\$395,000.00	\$4,074,704.00	\$8,283.00	\$4,477,987.00

3. The Construction Budget shall be as follows:

Original Budget: \$ 49,998,830

Amended Budget:

4. The Project Schedule shall be as follows:

Original Schedule: January 24, 2014 (Completion of Feasibility Study/ Schematic Design Phase); April 30, 2015 (Completion of Construction Documents Phase)

Amended Schedule: May 31, 2014 (Completion of Feasibility Study/ Schematic Design Phase)

Original Schedule: March 1, 2017 (Substantial Completion)

Amended Schedule:

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER:

James J. Fiorentini
(print name)

Mayor, City of Haverhill
(print title)

By _____
(signature)

Date _____

DESIGNER:

James E. LaPosta, Jr.
(print name)

President, JCJ Architecture, PC
(print title)

By _____
(signature)

Date _____

November 4, 2014

Caleb Dustin Hunking School Building Committee
c/o Joslin, Lesser + Associates
Mr. Jeffrey Luxenberg
44 Pleasant Street
Watertown, MA 02472

Re: Caleb Dustin Hunking School
Haverhill, MA
Proposal for Surveying
JCJ Project No. B13020.01

Dear Mr. Luxenberg and Members of the School Building Committee:

On behalf of the School Building Committee (SBC) and at the request of their Owner's Project Manager, Joslin Lesser + Associates, JCJ Architecture (JCJ) is submitting this proposal for additional services to be conducted by the Owner's Geotechnical engineer. The previous submission by the Geotechnical engineer included a preliminary or draft geotechnical report. The initial boring and subsurface investigation was conducted at a time when the proposed building's footprint was not finally settled. With that effort now complete the Geotech has strongly recommended that an additional day's worth of borings be conducted within the proposed building's footprint to confirm the Geotech's initial assumptions. Attached, you will find their proposal for services outlining the specific tasks. Broadly this includes soil borings, final Geotechnical report and review of the drawings and specifications.

As provided under Section 8 of our Contract for Designer Services, JCJ is pleased to submit this proposal for an Extra Service for site surveying services. The full anticipated scope of services is outlined within their attached proposal dated October 17, 2014.

Work will begin immediately upon receipt of authorization to proceed with this scope of services.

The fee for this scope of work will be a lump sum of Eight Thousand Two Hundred Eighty-Three Dollars and 00 cents. (\$8,283.00). This figure includes our mark-up as provided for by Section 8 of our agreement.

Please contact our office with any questions.

Sincerely,



James E. LaPosta, Jr., FAIA, LEED AP
Principal / Chief Architectural Officer

Attachment

Cc: Douglas K. Roberts, AIA, JCJ
File B13020.01 / 100-02A



October 17, 2014

Daniel F. B. Ruiz, MCPPO
JCJ Architecture, P.C.
319 A Street, Studio 4A
Boston, MA 02210
Phone: (617) 532-6608
Fax: (617) 532-6601
E-mail: DRuiz@jcj.com

**Re. Proposal Geotechnical Services
Proposed Hunking Middle School
Haverhill, Massachusetts
LGCI Proposal No. 14064**

Dear Mr. Ruiz:

Lahlaf Geotechnical Consulting, Inc. (LGCI) appreciates the opportunity to submit this proposal to provide geotechnical services for the proposed Hunking Middle School in Haverhill, Massachusetts. This proposal is based on information you provided to us in your e-mail dated October 8, 2014 and during our phone conversation on October 9, 2014.

Project Description and Background

The site is located at 98 Winchester Street in Haverhill, Massachusetts. The proposed project consists of constructing a new school and demolishing the existing school to allow for the construction of new athletic fields. We understand that the project is in the design development phase.

LGCI previously performed subsurface explorations at the site consisting of nine (9) test pits and twelve (12) soil borings, and submitted the results in a preliminary geotechnical report dated August 9, 2013. Our report contained preliminary recommendations for foundation design and construction. Our exploration locations were based on a preliminary design concept that assumed that the new building will not have a basement and will be located in the existing athletic fields. We understand that the proposed building location has been finalized and the proposed building will be located in the athletic fields. Only four (4) of our previous borings and two (2) test pits are located within the footprint of the proposed building. These borings and test pits indicated up to 2.3 feet of surficial topsoil and about 2 feet of fill. Borings at other locations at the site indicated deeper fill and buried organic soil.

You indicated to us that the Earth Moving Specification will be prepared by the project civil engineer.

The purpose of our services is to perform additional explorations within the proposed building footprint, to revise and resubmit our geotechnical report, and review the geotechnical aspect of the structural drawings and the Earth Moving Specifications.

Proposed Scope of Work

1. Utility Location – We will mark the boring locations in the field and we will contact the utility clearance agency (Dig Safe Systems, Inc.) and the Town of Haverhill to assist the owner in locating underground utilities at the site. The borings will be marked by taping distances from existing landmarks. We have assumed that a plan showing the existing utilities at the site will be made available to us before we mark the exploration locations.

We request that a representative of the school observe our marked boring locations to clear them for private utilities. LGCI will not assume responsibility for damage to unmarked or mismarked underground features.

2. Soil Borings – We will engage a drilling subcontractor for one day to advance up to six (6) borings. Since there was no significant variation in the natural soil in our previous borings and test pits performed within the footprint of the proposed building, we propose advancing the additional borings to depths of 10 to 12 feet to explore the thickness of the topsoil and fill within areas of the proposed building not previously explored.

The drilling subcontractor will perform standard penetration tests (SPT) and will obtain split-spoon samples at 5-foot intervals and at perceived strata changes. The boreholes will be backfilled with the drill cuttings. If we observe an environmental condition, we will halt the drilling and we will notify you. Excess soil cuttings will be left at the site.

Please note that the drillers will exercise care to reduce the potential for disturbance to the existing field. However, minor ruts will be visible along the travel path of the ATV rig.

3. Geotechnical Field Engineer to Observe Borings – We will provide a field engineer at the site to coordinate and observe the borings, collect soil samples, and prepare field logs.
4. Geotechnical Report – We will prepare and submit our report electronically. The report will include:
 - Summary of the subsurface investigation methods used;
 - Description of the subsurface conditions;
 - LGCI's boring and test pit logs from both exploration phases;
 - Plan showing approximate boring and test pit locations;
 - Depth to refusal, if encountered;
 - Groundwater data;
 - Laboratory test results (from the preliminary phase);



**Proposal Geotechnical Services
Proposed Hunking Middle School
Haverhill, Massachusetts
LGCI Proposal No. 14064**

- Minimum soil cover for frost protection of footings;
 - Recommendations for allowable net bearing pressures for shallow foundations;
 - Recommendations for alternate foundations, if needed;
 - Estimated total and differential settlement;
 - Seismic design recommendations in accordance with the *Massachusetts State Building Code, Eighth Edition*;
 - Recommendations for lateral earth pressures for retaining wall design, if applicable;
 - Recommendations for subgrade preparation and backfill including removal of unsuitable soils, compaction requirements; and
 - Construction considerations, including suitability of reusing onsite materials as backfill, removal of unsuitable materials, dewatering, and rock blasting, if needed.
5. Review the Earth Moving Specifications – We will review the Earth Moving Specifications prepared by others and we will provide comments in a latter. We have budgeted four (4) hours for this task
6. Review Drawings – We will review the geotechnical aspect of the foundation and civil drawings and we will provide comments in a latter. We have budgeted eight (8) hours for this task.

LGCI's scope of services does not include an environmental assessment for the presence or absence of wetlands or analytical testing for hazardous or toxic materials in the soil, surface water, groundwater, or air, on or below or around this site, or mold in the soil or in any structure at the site. Any statements regarding odors, colors, or unusual or suspicious items or conditions are strictly for the information of the client.

Please note that we have not included in this proposal a scope or budget for attending meetings, preparing specifications, or providing construction services. LGCI would be pleased to perform these services when needed. Recommendations for unsupported slopes, stormwater management, erosion control, pavement design, and detailed cost or quantity estimates are not included in our scope of work.

Proposed Schedule

Assuming that there are no delays with site access or other factors such as permitting, LGCI will begin scheduling the work upon receiving authorization in the form of a signed copy of this proposal. Our drilling subcontractor can mobilize to the site within about two weeks after the authorization to proceed is received, or after the exploration locations are cleared for utilities, whichever occurs last. We will provide our draft boring logs and preliminary recommendations within one week of the completion our explorations. Our geotechnical report will be submitted within about two weeks of the completion of our explorations.



**Proposal Geotechnical Services
Proposed Hunking Middle School
Haverhill, Massachusetts
LGCI Proposal No. 14064**

Project Fee

LGCI will perform the scope of work described above for the lump sum of **\$7,530**. A breakdown of our fee is shown below.

1	Stake Locations of Explorations	\$600
2	Soil Borings, including M/D and Prevailing Wages for Drillers	\$3,190
3	Geotechnical Field Engineer	\$920
4	Geotechnical Report	\$1,500
5	Review Specifications	\$440
6	Review Drawings	\$880
		\$7,530

LGCI would be pleased to attend a meeting at your office or at the site to discuss the recommendation in our preliminary report. Our meeting will be billed at the rates shown below.

Meetings and other services, if required, will be performed on a time and expenses basis using the following rates: \$87/hour for a field engineer, \$95/hour for a geotechnical field engineer, \$117/hour for a senior geotechnical engineer/principal, \$0.57/mile for travel. Other expenses will be billed at cost plus 15 percent.

No services beyond those described above would be provided without your prior knowledge and approval. If site conditions or your needs require a change in the scope of work, we will prepare for your approval a change order request that summarizes the changes to the project scope and fee. The fee is based on the following additional conditions:

- Only one mobilization of drilling equipment is required.
- LGCI will coordinate access to the site with you. We have assumed that our explorations will be performed for full 8-hour shifts during normal working hours.
- Work on weekends and holidays, if requested, will be billed at a premium.
- A source of water is made available to our drillers during the field work.
- We have assumed that the project is subject to the prevailing wage requirement.
- Our costs and fees indicated in this proposal are valid for a period of six months from the date of the proposal. Our unit rates will be increased by 4 percent per year after the first 6 months following the date of this proposal.

Terms and Conditions

We propose to perform our work in accordance with the terms of our existing agreement dated June 19, 2013. Your acceptance of this proposal by signing and returning one complete copy will form our agreement for these services, and will serve as written authorization to proceed with the described scope of work.



**Proposal Geotechnical Services
Proposed Hunking Middle School
Haverhill, Massachusetts
LGCI Proposal No. 14064**

LGCI trusts that the above proposal will be sufficient to meet your needs. If this proposal is acceptable, please sign and return a complete copy of this proposal to LGCI. If you have any questions, please call us at (978) 330-5912.

Sincerely,

LAHLAF GEOTECHNICAL CONSULTING, INC.



Abdelmadjid M. Lahlaf, Ph.D., P.E.
Principal Engineer

Enclosures: LGCI's Standard Conditions for Engagement

Agreed to by (please type name): _____ **on (date):** _____


Company Name: _____

Signature: _____



MEMORANDUM

To: Jane Johnson, Budget and Grants Analyst, City of Haverhill

From:  William G. Cuniff - Joslin, Lesser + Associates, Inc.

Date: November 12, 2014

Re: October 2014 Invoice Summary: Caleb Dustin Hunking School

Cc: James F. Scully; Jeffery Luxenberg; Jennifer Gareau

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

INVOICES (Payments)					
ProPay Code	Vendor	Invoice #	Budget Category	Description of Services	Invoice
0102-0500	JLA	19	OPM – Construction Documents	OPM Services Construction Documents October 2014	\$ 30,500.00
0201-0400	JCJ	5	A/E Design Development	A/E Services – Design Development – October 2014	\$ 50,000.00
0201-0500	JCJ	5	A/E Construction Documents	A/E Services Construction Documents October 2014	\$ 214,500.00
0501-0000	SDC	5	CM Preconstruction	CM Preconstruction Services October 2014	\$ 15,000.00
TOTAL:					\$310,000.00

The items listed above are consistent with the Total Project Budget and, to the best of our knowledge, are eligible for reimbursement from the Massachusetts School Building Authority. Joslin, Lesser + Associates recommends that these items be approved and paid. Note: The October 2014 Monthly Report, which will include the Total Project Budget, will be electronically distributed to the MSBA on November 12, 2014, and to the City of Haverhill on November 12, 2014. If you have any questions, please feel free to contact the Owner's Project Manager, Joslin, Lesser + Associates, Inc.

INVOICE

PERIOD
October 1 - 31, 2014

PROJECT
Haverhill Caleb Dustin Hunking School

Make all checks payable to **Joslin, Lesser + Associates, Inc.**

Project Management

invoice

October 31, 2014

Project No: B13020.01

Invoice No: 000000005

City of Haverhill
c/o Joslin, Lesser & Associates, Inc
44 Pleasant Street
Watertown, MA 02472

Project B13020.01 Caleb Dustin Hunking School
Professional Services from October 1, 2014 to October 31, 2014

Phase 00 General

Fee

Billing Phase	Fee	Percent Complete	Earned	Current Fee Billing
Preliminary Studies	150,000.00	100.00	150,000.00	0.00
Schematic Design	245,000.00	100.00	245,000.00	0.00
Amd #1 Geotechnical Investigation	15,334.00	100.00	15,334.00	0.00
Amd #2 Phase I Preliminary Site Asmt	5,280.00	100.00	5,280.00	0.00
Amd #2 Haz Bldg Materials Investigation	26,950.00	100.00	26,950.00	0.00
Amd #2 Updated Wetlands Survey	3,300.00	100.00	3,300.00	0.00
Amd #3 Traffic Engineering Svcs	16,500.00	100.00	16,500.00	0.00
Amd #4 LEED Registration	1,200.00	100.00	1,200.00	0.00
Amd # 5 Design Development	1,000,000.00	100.00	1,000,000.00	50,000.00
Amd # 5 Construction Documents	1,500,000.00	14.30	214,500.00	214,500.00
Amd #5 Bidding	150,000.00	0.00	0.00	0.00
Amd #5 Construction Administration	1,150,000.00	0.00	0.00	0.00
Amd # 5 Completion	165,000.00	0.00	0.00	0.00
Total Fee	4,428,564.00		1,678,064.00	264,500.00

Previous Fee Billing 1,413,564.00

Total Fee

264,500.00

Total this Phase

\$264,500.00

Total this Invoice

\$264,500.00

OK WJ
JLA 11/7/14

**Builders and
Construction Managers**

Shawmut Design and Construction
560 Harrison Avenue
Boston, MA 02118
Telephone 617.622.7000
Facsimile 617.622.7001

INVOICE

Preconstruction Invoice #5

To: City of Haverhill
4 Summer Street, Room 100
Haverhill, MA 01830

Re: Caleb Dustin Hunking School

SDC Job # 131411
Date: October 31, 2014

Attn: Mr. William G. Cunniff
Joslin, Lesser + Associates, Inc.
44 Pleasant Street
Watertown, MA 02472
Proj #: MSBA 201201280035

DESCRIPTION OF WORK: Preconstruction Services for the construction of the
Dustin Hunking School - Haverhill Massachusetts



Preconstruction Services	Contract Value	Previously Billed	Billed this Period	Billed to Date
004-000 Schematic Design Preconstruction Services	\$ 40,000	\$ 40,000	\$ -	\$ 40,000
004-000 Design Phase Preconstruction Services	\$ 150,000	\$ 45,000	\$ 15,000	\$ 60,000

OK WJ
JLA 11/6/14

TOTAL AMOUNT DUE this Invoice: **\$15,000**

Comments:

October 2014 - billed @ \$15,000/month per contract

James DiMatteo
Shawmut Design and Construction

11/4/14
Date:

cc: File