

**MEMORANDUM**

To: Kathleen Smith, City of Haverhill  
 From: William G. Cunniff - Joslin, Lesser + Associates, Inc.  
 Date: January 26, 2016  
 Re: Construction Contingency Approval: Caleb Dustin Hunking School  
 Cc: James F. Scully; Jeffery Luxenberg; Adam Sniegocki

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

**1) GMP Contingency Approval Request: Budget Transfer No. 10 (BT010):** This request to use GMP Contingency funds is necessary to respond to Proposal Request (PR) #005 issued by JCJ. This PR details the addition of light gauge metal framing and CMU veneer to replace the CMU blocks above the windows in the gym due dimension limitations caused by the structural steel location and depth.

GMP Contingency Use Request - Description of Work	Value \$
GMP Contingency request is necessary to add light gauge metal framing and CMU veneer to replace the CMU blocks above the windows in gym. The funds for this work will be allocated from the GMP Contingency budget line item.	\$ 5,905.00
	<b>\$ 5,905.00</b>

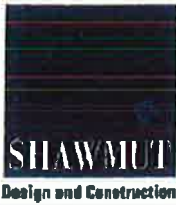
**2) GMP Contingency Approval Request: Budget Transfer No. 113 (BT113):** This request to use GMP Contingency funds is necessary to respond to Proposal Request (PR) #020 issued by JCJ. This PR details the addition of a fire rated soffit to allow for the fire damper to fit within the fire rated HVAC shaft.

GMP Contingency Use Request - Description of Work	Value \$
GMP Contingency request is necessary to add a fire rated soffit to allow for the fire damper to fit within the fire rated HVAC shaft. The funds for this work will be allocated from the Construction Contingency budget line item, to the Construction Change Order line item. A Budget Revision Request will follow.	\$ 1,516.00
	<b>\$ 1,516.00</b>

**3) Construction Contingency Approval Request: Change Request No. 054 (CR054):** This request to use Construction Contingency funds is necessary to respond to Proposal Request (PR) #015 issued by JCJ. This PR is to provide a theatrical lighting package for the stage area. The cost of this work was calculated as Time and Material and will be tracked by JLA/NV5 onsite representative.

Construction Contingency Use Request - Description of Work	Value \$
Construction Contingency request is to provide a theatrical lighting package for the stage area. The funds for this work will be allocated from the Construction Contingency budget line item, to the Construction Change Order line item. A Budget Revision Request will follow.	\$ 26,723.00
	<b>\$ 26,723.00</b>

The items listed above are consistent with the Total Project Budget and, to the best of our knowledge, are possibly eligible for reimbursement from the Massachusetts School Building Authority. Joslin, Lesser + Associates/NV5 recommends that these items be approved and paid. Note: If you have any questions, please feel free to contact the Owner's Project Manager, Joslin, Lesser + Associates/NV5.



## Change Request BT010

**To:** William Cunniff  
Joslin Lesser & Assoc  
44 Pleasant Street  
Watertown, MA 02472

**Date:** January 11, 2016  
**Project #:** 131411  
**Project:** MSBA - Haverhill Caleb Dustin MS

**Description:** PR 05 Masonry at Top of Gym Wall

Item Description	Amount
Additional LGMF and Sheathing at Window Heads per PR 05	\$5,905
Additional LGMF and Sheathing at Window Heads per PR 05	\$(5,905)
<b>Total:</b>	<b>\$0</b>

**Type:** Lump sum proposal  
**Schedule Impact:** This change will add 0 day(s) to the contract completion date.  
**Overtime:** Project OT Not Required  
**Notes:**

By: Katy Lillich, JCJ Architecture, Inc.

Date: 1-20-16

By: Bob Joubert, Shawmut Design & Construction

Date: 1/20/2016

By: Joseph Pollock, Shawmut Design & Construction

Date: 1/20/16

By: William Cunniff, Joslin Lesser & Assoc

Date: 1/20/16

## SUBCONTRACTOR CHANGE REQUEST

Caleb Dustin Hunking School		PROJ. NO. 131411	C.M. Shawmut Design & Construction
SDC PCI NUMBER: PR-05	DATE: 12/29/2015	PCI DESC. install metal framing and denglass at top of window heads west side of the GYM	
FIRM SUBMITTING CHANGE REQUEST: Angelini Plastering Inc			

## 1. DIRECT LABOR: SUBCONTRACTOR and/or SUB-SUBCONTRACTOR:

Use only Prevailing Wage Rates or Owner-Approved Wages and Rates:

If any work is performed by a lower tier sub, labor rates must be approved by the Owner prior to executing any changes, and those costs presented on a Sub-Subcontractor Change Request Form.

Trade	Classification (Foreman, Journeyman, Apprentice)	Total Hrs. Worked	These values shall be taken from the "Rate Approval Pricing Form", after its approval by the CM and Owner or the Prevailing Wage Table in the specifications.		
			Hourly Labor Rate (Base + Fringes); (Item I from Rate Approval Pricing Form OR Total Rate from PREVAILING WAGE RATE TABLE)	Total Labor Cost (Wages + Fringe only)	Total Labor Cost (Wages + Fringe only)
Carpenter	Foreman-MacLean	2.00	\$ 75.81	\$ 151.62	\$ 151.62
Carpenter	Journeyman-API	34.00	\$ 70.81	\$ 2,407.54	\$ 2,407.54
Taper	Foreman-Strout	0.00	\$ 72.37	\$ -	\$ -
Taper	Journeyman-API	0.00	\$ 69.87	\$ -	\$ -
Laborer	Foreman-Delaney	4.00	\$ 57.25	\$ 229.00	\$ 229.00
Total Base Wages			\$ 1,703.36		
TOTAL BASE and FRINGE DIRECT LABOR COSTS			\$		\$ 2,788.16

## 2. MATERIALS: SUBCONTRACTOR:

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
Track	44.00	LF	\$1.60	\$ 70.40
Studs	69.00	LF	\$1.56	\$ 107.64
Densglass	87.00	SQFT	\$0.58	\$ 50.46
2x10	45.00	LF	\$1.65	\$ 74.25
	0.00		\$ -	\$ -
	0.00		\$ -	\$ -
	0.00		\$ -	\$ -
TOTAL MATERIALS COST:				\$ 302.75

## 3. EQUIPMENT: SUBCONTRACTOR:

(For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
lift	32.00	hrs	\$ 55.00	\$ 1,760.00
			\$ -	\$ -
			\$ -	\$ -

SDC PCI NUMBER: PR-05		PCI DESC. install metal framing and denglass at top of window heads west side of the GYM	
DATE: 12/29/2015			
			\$ -
		TOTAL EQUIPMENT COST: \$ 1,760.00	

SDC PCI NUMBER: **PR-05**  
DATE: **12/29/2015**

PCI DESC. install metal framing and denglass at top of window heads west side of the GYM

4. LUMP SUM SERVICES PROVIDED TO SUBCONTRACTOR (Not Typical. Contact GC for Direction):

Description of Lump Sum Service - attach backup	Total
	\$ -
	\$ -
	\$ -
	\$ -
<b>TOTAL LUMP SUM SERVICES COST:</b>	<b>\$ -</b>

5. SUBTOTAL OF SUBCONTRACTOR'S DIRECT COSTS (ITEMS 1, 2, 3, and 4) **\$ 4,850.91**

6. SUBCONTRACTOR'S ALLOWED O&P MARK-UP ON ALLOWABLE DIRECT COSTS (10% OF ITEM 5) **10.00%** **\$ 485.09**

7. INSURANCE AND TAXES ON SUBCONTRACTOR BASE LABOR ONLY:

Total Base Wages Subject to Insurance and Taxes from Item 1 above \$ 1,703.36  
Insurance & Taxes Rate (30%, or as approved on "RATE APPROVAL PRICING FORM") **30.00%**

**TOTAL COST INSURANCE AND TAXES ON LABOR \$ 511.01**

8. **TOTAL COST OF WORK PERFORMED BY SUBCONTRACTOR (ITEMS 5, 6, and 7) : \$ 5,847.01**

9. **TOTAL COST OF WORK PERFORMED BY SUB-SUBCONTRACTOR(S) (Item 7 on attached Sub-Sub Form):**

10. **\*\* ALLOWABLE MARKUP ON SUB-SUBCONTRACTOR'S WORK (By Contract, 10% of Item 5 on attached Sub-Sub Form)**

11. **TOTAL COST OF WORK INCLUDED IN THIS CHANGE REQUEST (ITEMS 9+10) : \$ 5,847.01**

12. SUBCONTRACTOR BOND

Approved bond premium percentage x item 11.

**1.00%** x **ITEM 11:** **\$ 58.47**

13. **TOTAL CHANGE PROPOSAL AMOUNT, including bond cost \$ 5,905.00**

Additional Notes:

Change proposals must include a cover letter on company letterhead identifying the PCI number, a description of the scope of work and the total cost of the Change Request.

**\*\* By Contract, the maximum aggregate mark-up allowed on direct allowable costs is 10%, and may be shared between Sub and Sub-Subs, where**



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## Work Changes Proposal Request

**PROJECT** *(Name and address):*  
Caleb Dustin Hunking School  
98 Winchester Street  
Haverhill, MA 01835

**PROPOSAL REQUEST NUMBER:** 005

**DATE OF ISSUANCE:** 07/13/2015

**OWNER:** ☐

**ARCHITECT:** ☐

**CONSULTANT:** ☐

**CONTRACTOR:** ☐

**FIELD:** ☐

**OTHER:** ☐

**OWNER** *(Name and address):*  
City of Haverhill  
Four Summer Street, Room 100  
Haverhill, MA 01830

**CONTRACT FOR:** General Construction

**CONTRACT DATE:**

**FROM ARCHITECT** *(Name and address):*  
JCJ Architecture  
One State Street, Suite 900  
Boston, MA 02109

**ARCHITECT'S PROJECT NUMBER:**  
B130200.00

**TO CONTRACTOR** *(Name and address):*  
Shawmut Design & Construction  
560 Harrison Avenue  
Boston, MA 02118

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Within Zero (0) days, the Contractor must submit this proposal or notify the Architect, in writing, of the date on which proposal submission is anticipated.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**


**DESCRIPTION** *(Insert a written description of the Work):*

Where the depth of CMU coursing as prescribed by structural typical detail 7/S-003 is not attainable due to the limited dimension between the underside of roof steel beams and the top of masonry openings, delete the 12" CMU over the window and ADD LGMF framing. ADD 4" CMU veneer, supported by a loose lintel as scheduled on detail 12/S-004. Coordinate locations with ARCH dwgs and submit shop drawings for review by the design team prior to fabrication.

**ATTACHMENTS** *(List attached documents that support description):*

n/a

**REQUESTED BY THE ARCHITECT:**

  
(Signature)

Katy Lillich  
(Printed name and title)





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## Work Changes Proposal Request

**PROJECT** *(Name and address):*

Caleb Dustin Hunking School  
98 Winchester Street  
Haverhill, MA 01835

**PROPOSAL REQUEST NUMBER:** 005

**DATE OF ISSUANCE:** 7/16/15

**OWNER:** ☐

**ARCHITECT:** ☐

**CONSULTANT:** ☐

**CONTRACTOR:** ☐

**FIELD:** ☐

**OTHER:** ☐

**OWNER** *(Name and address):*

City of Haverhill  
Four Summer Street, Room 100  
Haverhill, MA 01830

**CONTRACT FOR:** General Construction

**CONTRACT DATE:**

**FROM ARCHITECT** *(Name and address):*

JCJ Architecture  
One State Street, Suite 900  
Boston, MA 02109

**ARCHITECT'S PROJECT NUMBER:**  
B130200.00

**TO CONTRACTOR** *(Name and address):*

Shawmut Design & Construction  
560 Harrison Avenue  
Boston, MA 02118

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Within Zero (0) days, the Contractor must submit this proposal or notify the Architect, in writing, of the date on which proposal submission is anticipated.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**


**DESCRIPTION** *(Insert a written description of the Work):*

Where the depth of CMU coursing as prescribed by structural typical detail 7/S-003 is not attainable due to the limited dimension between the underside of roof steel beams and the top of masonry openings, delete the 12" CMU over the window and ADD LGMF framing. ADD 4" CMU veneer, supported by a loose lintel as scheduled on detail 12/S-004. Coordinate locations with ARCH dwgs and submit shop drawings for review by the design team prior to fabrication.

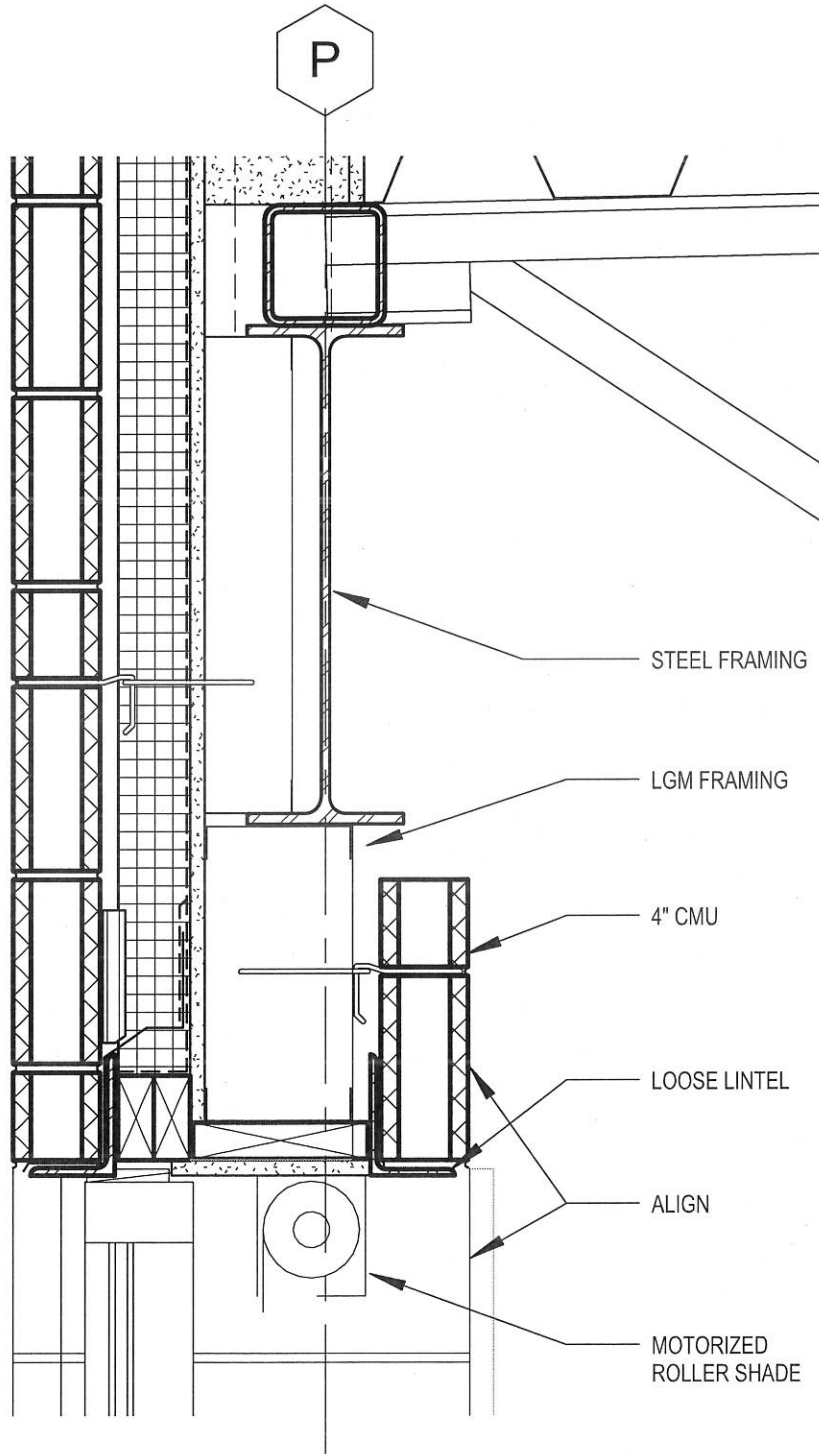
**ATTACHMENTS** *(List attached documents that support description):*

SK-005

**REQUESTED BY THE ARCHITECT:**

  
(Signature)

Katy Lillich  
(Printed name and title)



REFER TO 1/A-321

**JCJ**ARCHITECTURE

38 PROSPECT STREET  
HARTFORD, CT 06103  
860.247.9226

CALEB DUSTIN HUNKING SCHOOL

DRAWING REFERENCE: SK-005

DATE: 7/16/15

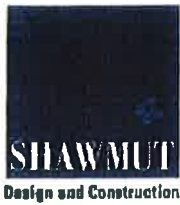
PROJECT: B13020.01

DRAWN: KKL

SCALE: 1 1/2" = 1'-0"

**PR-5**





## Change Request BT113

To: William Cunniff  
Joslin Lesser & Assoc  
44 Pleasant Street  
Watertown, MA 02472

Date: January 11, 2016  
Project #: 131411  
Project: MSBA - Haverhill Caleb Dustin MS

Description: Install Fire Rated Soffit for Fire Damper per RFI 216

Item Description	Amount
Install Fire Rated Soffit for Fire Damper per RFI 216	\$1,516
Install Fire Rated Soffit for Fire Damper per RFI 216	\$(1,516)
Total:	\$0

Type: Lump sum proposal  
Schedule Impact: This change will add 0 day(s) to the contract completion date.  
Overtime: Project OT Not Required  
Notes:

By: Katy Lillich, JCJ Architecture, Inc.

Date: 1/20/16

By: Bob Joubert, Shawmut Design & Construction

Date: 1/20/2016

By: Joseph Pollock, Shawmut Design & Construction

Date: 1/20/16

By: William Cunniff, Joslin Lesser & Assoc

Date: 1/20/16

**SUBCONTRACTOR CHANGE REQUEST**

Lower-tier Subs, Use SUB- SUBCONTRACTOR Form, NOT this form	
Caleb Dustin Hunking School	Shawmut Design & Construction
PROJ. NO. 131411	C.M.
SDC PCI NUMBER: 12/21/2015	RFI-216-CR-059
DATE: 12/21/2015	
FIRM SUBMITTING CHANGE REQUEST: Angelini Plastering Inc	

BT 113

**1. DIRECT LABOR: SUBCONTRACTOR and/or SUB-SUBCONTRACTOR:**

Use only Prevailing Wage Rates or Owner-Approved Wages and Rates  
If any work is performed by a lower tier sub, labor rates must be approved by the Owner prior to executing any changes, and those costs presented on a Sub-Subcontractor Change Request Form.

Trade	Classification (Foreman, Journeyman, Apprentice)	Total Hrs. Worked	These values shall be taken from the "Rate Approval Pricing Form", after its approval by the CM and Owner or the Prevailing Wage Table in the specifications.		
			Hourly Labor Rate (Base + Fringes); (Item I from Rate Approval Pricing Form OR Total Rate from PREVAILING WAGE RATE TABLE)	Total Labor Cost (Wages + Fringe only)	Base Wage Rate for Ins/Taxes (Item D from Rate Approval Pricing Form, or Base Rate from PREVAILING WAGE RATE TABLE)
Carpenter	Foreman-MacLean	1.00	\$ 75.81	\$ 75.81	\$ 48.11
Carpenter	Journeyman-API	12.00	\$ 70.81	\$ 849.72	\$ 43.11
Taper	Foreman-Strout	1.00	\$ 72.37	\$ 72.37	\$ 44.95
Taper	Journeyman-API		\$ 69.87	\$ -	\$ 42.45
Laborer	Foreman-Delaney	2.00	\$ 57.25	\$ 114.50	\$ 35.35
			Total Base Wages	\$ 681.08	
			<b>TOTAL BASE and FRINGE DIRECT LABOR COSTS</b>		<b>\$ 1,112.40</b>

**2. MATERIALS: SUBCONTRACTOR:**

(For extensive material lists, attach detailed backup and enter as a lump sum below)

Material Description	Qty	Unit	Cost Per Unit	Total
CH track	14 LF		\$0.62	\$ 8.68
CH Studs	16 LF		\$0.95	\$ 15.20
Core Board	31 SQFT		\$0.61	\$ 18.91
Drywall	61 Sqft		\$0.30	\$ 18.30
fastners	98 pcs		\$ 0.05	\$ 4.90
			\$ -	\$ -
			\$ -	\$ -
TOTAL MATERIALS COST:			\$	65.99

**3. EQUIPMENT: SUBCONTRACTOR:**

(For extensive equipment lists, attach detailed backup and enter as a lump sum below)

Equipment Description	Qty	Unit	Cost Per Unit	Total
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -

C:\Users\jcloutier\AppData\Local\Temp\Bluebeam Software50974458.xls

SDC PCI NUMBER:   
DATE: 12/21/2015

PCI DESC. RFI-216-CR-059

4. LUMP SUM SERVICES PROVIDED TO SUBCONTRACTOR (Not Typical. Contact GC for Direction):

Description of Lump Sum Service - attach backup	Total
	\$ -
	\$ -
	\$ -
	\$ -
TOTAL LUMP SUM SERVICES COST:	\$ -

5. SUBTOTAL OF SUBCONTRACTOR'S DIRECT COSTS (ITEMS 1, 2, 3, and 4)

\$ 1,178.39

6. SUBCONTRACTOR'S ALLOWED O&P MARK-UP ON ALLOWABLE DIRECT COSTS (10% OF ITEM 5)

\$ 117.84

7. INSURANCE AND TAXES ON SUBCONTRACTOR BASE LABOR ONLY:

Total Base Wages Subject to Insurance and Taxes from Item 1 above \$ 681.08  
Insurance & Taxes Rate (30%, or as approved on "RATE APPROVAL PRICING FORM") 30.00%

TOTAL COST INSURANCE AND TAXES ON LABOR \$ 204.32

8. TOTAL COST OF WORK PERFORMED BY SUBCONTRACTOR (ITEMS 5, 6, and 7) : \$ 1,500.55

9. TOTAL COST OF WORK PERFORMED BY SUB-SUBCONTRACTOR(S) (Item 7 on attached Sub-Sub Form):

10. \*\* ALLOWABLE MARKUP ON SUB-SUBCONTRACTOR'S WORK (By Contract, 10% of Item 5 on attached Sub-Sub Form)

11. TOTAL COST OF WORK INCLUDED IN THIS CHANGE REQUEST (ITEMS 9+10) : \$ 1,500.55

12. SUBCONTRACTOR BOND

Approved bond premium percentage x item 11.

1.00% x ITEM 11: \$ 15.01

13. TOTAL CHANGE PROPOSAL AMOUNT, including bond cost \$ 1,516.00

Additional Notes:

Change proposals must include a cover letter on company letterhead identifying the PCI number, a description of the scope of work and the total cost of the Change Request.

\*\* By Contract, the maximum aggregate mark-up allowed on direct allowable costs is 10%, and may be shared between Sub and Sub-Subs, where





## Request for Information RFI216

Project # 131411

MSBA - Haverhill Caleb Dustin MS

RFI #: RFI216

Date Created: November 25, 2015

**To:**

Katy Lillich  
JCJ Architecture, Inc.  
1 State Street  
Boston MA, 02109

**From:**

Andrew LaRosa  
Shawmut Design & Construction  
560 Harrison Avenue  
Boston MA, 02118

**Subject**

Fire Rated Shaft Wall Soffit

**Source**

**Cost Impact**

Potentially

**Amount**

\$TBD

**Schedule Impact**

Potentially

**Days**

TBD

**Question**

Date Required: December 02, 2015

Please see the attached marked up, 3D coordination drawings. The duct shaft to the east of bathrooms A208 and A308 calls for a fire damper to be installed where the duct penetrates the duct shaft wall. Due to the clearance needed by the fire damper, it will be installed outside of the shaft wall currently shown on the drawings.

In order to keep the fire damper within the fire rated shaft, a fire rated soffit will need to be installed to enclose the fire damper within the shaft. This fire rated soffit will have a horizontal segment that extends above the ceiling and a vertical segment that rises up the the decking of the floor above (see attached sketch). This is being proposed on the second floor, west side of the duct shaft.

**Suggestion**

**Answer**

Date Answered: ,

This solution, as discussed on site, is acceptable. Verify as-built shaft dimensions. Soffit depth determined by depth required for fire damper and should be held tight to sides of duct.

KKL 11/25/15

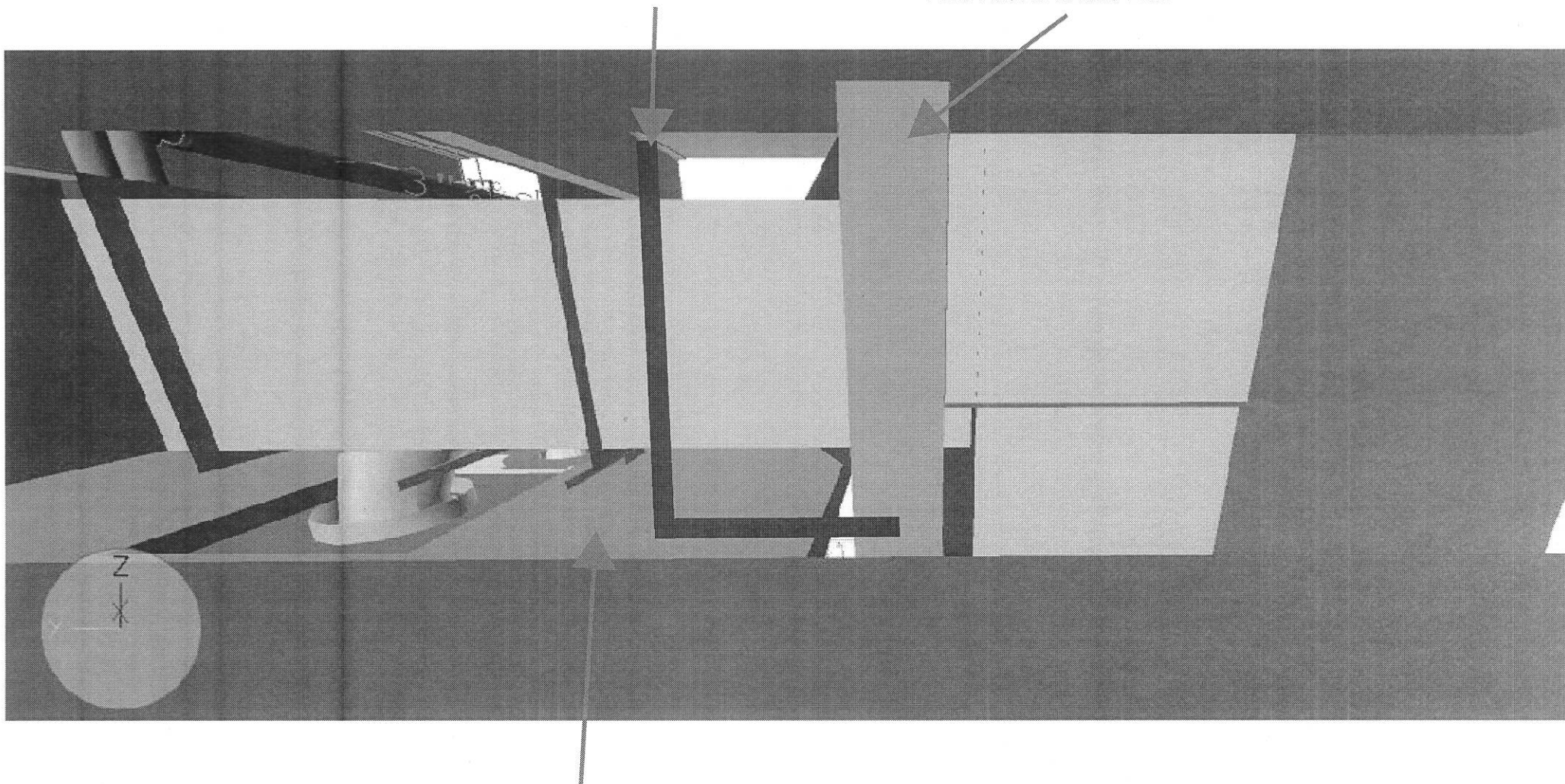
Cc: Company Name

Contact Name

## Second floor A208 shaft wall

Proposed fire rated soffit

Fire rated shaft wall



Drywall ceiling

# AIA<sup>®</sup> Document G709<sup>™</sup> – 2001

## **Work Changes Proposal Request**

**PROJECT (Name and address):**

Caleb Dustin Hunking School  
98 Winchester Street  
Haverhill, MA 01835

**PROPOSAL REQUEST NUMBER:** 020**DATE OF ISSUANCE:** 01/21/2016**OWNER:** ☐**ARCHITECT:** ☐**CONSULTANT:** ☐**CONTRACTOR:** ☐**FIELD:** ☐**OTHER:** ☐**OWNER (Name and address):**

City of Haverhill  
Four Summer Street, Room 100  
Haverhill, MA 01830

**CONTRACT FOR:** General Construction**CONTRACT DATE:** May 14, 2013**FROM ARCHITECT (Name and address):**

JCJ Architecture  
One State Street, Suite 900  
Boston, MA 02109

**ARCHITECT'S PROJECT NUMBER:**  
B130200.00**TO CONTRACTOR (Name and address):**

Shawmut Design & Construction  
560 Harrison Avenue  
Boston, MA 02118

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Within Zero (0) days, the Contractor must submit this proposal or notify the Architect, in writing, of the date on which proposal submission is anticipated.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**


**DESCRIPTION (Insert a written description of the Work):**

Provide fire rated shaft as enlargement to shaft to accommodate damper clearance per response to RFI 216, attached.

**ATTACHMENTS (List attached documents that support description):**

RFI 216

**REQUESTED BY THE ARCHITECT:**

  
\_\_\_\_\_  
(Signature)

Katy Lillich  
\_\_\_\_\_  
(Printed name and title)





## Request for Information RFI216

Project # 131411  
MSBA - Haverhill Caleb Dustin MS

RFI #: RFI216

Date Created: November 25, 2015

**To:**

Katy Lillich  
JCJ Architecture, Inc.  
1 State Street  
Boston MA, 02109

**From:**

Andrew LaRosa  
Shawmut Design & Construction  
560 Harrison Avenue  
Boston MA, 02118

**Subject**

Fire Rated Shaft Wall Soffit

**Source**

**Cost Impact**

Potentially

**Amount**

\$TBD

**Schedule Impact**

Potentially

**Days**

TBD

**Question**

Date Required: December 02, 2015

Please see the attached marked up, 3D coordination drawings. The duct shaft to the east of bathrooms A208 and A308 calls for a fire damper to be installed where the duct penetrates the duct shaft wall. Due to the clearance needed by the fire damper, it will be installed outside of the shaft wall currently shown on the drawings.

In order to keep the fire damper within the fire rated shaft, a fire rated soffit will need to be installed to enclose the fire damper within the shaft. This fire rated soffit will have a horizontal segment that extends above the ceiling and a vertical segment that rises up the the decking of the floor above (see attached sketch). This is being proposed on the second floor, west side of the duct shaft.

**Suggestion**

**Answer**

Date Answered: ,

This solution, as discussed on site, is acceptable. Verify as-built shaft dimensions. Soffit depth determined by depth required for fire damper and should be held tight to sides of duct.  
KKL 11/25/15

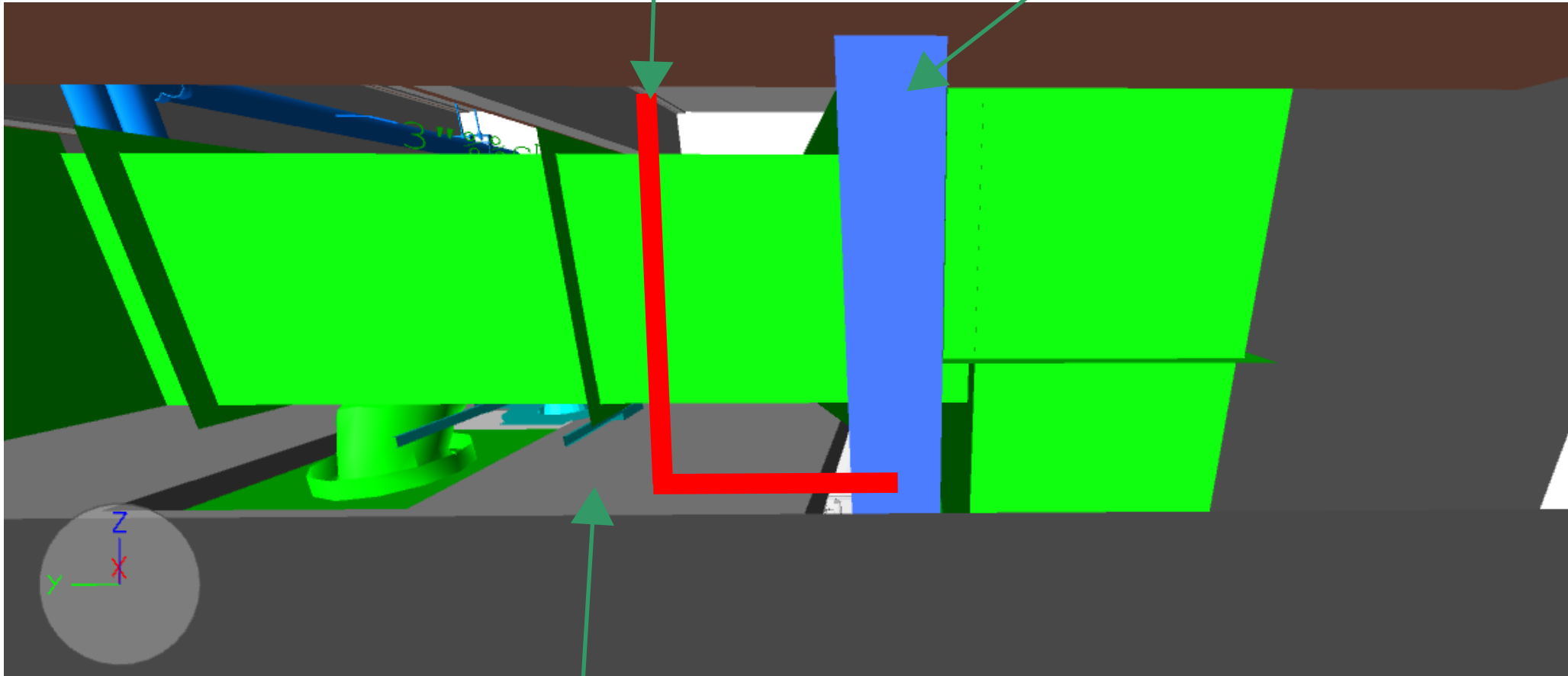
Cc: Company Name

Contact Name

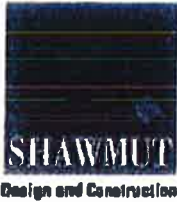
## Second floor A208 shaft wall

Proposed fire rated soffit

Fire rated shaft wall



Drywall ceiling



## Change Request CR054

To: William Cunniff  
Joslin Lesser & Assoc  
44 Pleasant Street  
Watertown, MA 02472

Date: December 21, 2015  
Project #: 131411  
Project: MSBA - Haverhill Caleb Dustin MS

Description: Provide Theatrical Lighting per PR #015

Item Description	Amount
Provide Theatrical Lighting per PR #015	\$25,170
Fee	\$1,107
GL Insurance	\$200
Builder's Risk	\$47
Bond	\$199
Total:	\$26,723

Type: Lump sum proposal  
Schedule Impact: This change will add 0 day(s) to the contract completion date  
Overtime: Project OT Not Required  
Notes:

By: William Cunniff, Joslin Lesser & Assoc

By: Bob Joubert, Shawmut Design & Construction

By: Kaly Lillich, JCJ Architecture Inc.

Date: 1/20/16

Date: 1/20/2016

Date: 1-20-16

**CONSTRUCTION MANAGER CHANGE ORDER SUMMARY SHEET**

PROJECT#: 131411 - Hunking School  
 CR#: 054  
 DESCRIPTION: Provide Theatrical Lighting per PR #15  
 DATE: 01/04/16  
 REFERENCE: PR-015  
 CONSTRUCTION MANAGER: Shawmut Design and Construction

SECTION I - SUBCONTRACTORS	Direct Costs	Non-Direct Costs	Total Costs
LeVangie Electric	\$ 22,146.36	\$ 3,024.00	\$ 25,170
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTALS	\$ 22,146.36	\$ 3,024.00	\$ 25,170.00

SECTION II - CM MARK-UPS			Total Costs
Subcontract Direct Costs		\$ 22,146.36	
CM Fee on Direct Costs Only	5.00%	\$ 1,107.00	
Subcontract Non-Direct Costs		\$ 3,024.00	
			\$ 26,277
General Liability Insurance	0.76%	\$ 200.00	
Builder's Risk	0.18%	\$ 47.00	
			\$ 26,524
Payment and Performance Bond	0.75%	\$ 199.00	
TOTAL CHANGE ORDER AMOUNT:			\$ 26,723

# LEVANGIE ELECTRIC CO. INC.

59 OLD WEBSTER ST.  
HANOVER, MA. 02339  
Phone 781 792-4900 ext 311  
Fax 781 871-2891

December 21, 2015

SHAWMUT DESIGN & CONSTRUCTION  
560 HARRISON AVE.  
BOSTON, MA. 02118  
ATTN: ROBERT JOUBERT

RE: CALEB DUSTIN HUNKING SCHOOL  
SUBJECT: PR#015

Dear Robert,

As per your request, we herewith submit our quote in the amount listed below for electric changes detailed in the above referenced PRF#015. Please refer to the breakdown listed below and the attached quote.

MATERIALS					\$ 632.64
LIGHTING QUOTE					\$ 18,500.00
BASE RATE	\$ 46.13 /HR	X	40.42 /HR		\$ 1,864.57
HEALTH & PENSION	\$ 28.43 /HR	X	40.42 /HR		\$ 1,149.14
SUBTOTAL					\$ 22,146.36
OVERHEAD/ PROFIT	10%				\$ 2,214.64
LABOR BURDEN	30%				\$ 559.37
SUBTOTAL					\$ 24,920.36
BOND PREMIUM	1.00%				\$ 249.20
TOTAL THIS CHANGE					\$ 25,170.00

Please issue a written change order if we are to proceed with this change.

Sincerely,



John P. O'Neil

TOTAL EQUIPMENT COST:

# DATA

10

**Keynote Electric Co., Inc.**

Description of Lump Sum Service - attach backup	Total
	\$ -
	\$ -
	\$ -
	\$ -
<b>TOTAL LUMP SUM SERVICES COST:</b>	\$ -

\$ 22,146.36

10.00%	\$ 2714.61
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Total Base Wages Subject to Insurance and Taxes from Item 1 above	5	1,864.50
Insurance & Taxes Rate 1.30% or as approved on "RICHTEST FOR CHANGE ORDER PRICING" form 1		30.00%

TOTAL COST INSURANCE AND TAXES ON LABOR	\$ 559.37
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TOTAL COST OF WORK PERFORMED BY SUBCONTRACTOR (ITEMS 5, 6, and 7):	\$ 24,920.36
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9. TOTAL COST OF WORK PERFORMED BY SUB-SUBCONTRACTORS (Item 7 on attached Sub-Sub Form):

10. **\*\* ALLOWABLE MARKUP ON SUB-SUBCONTRACTOR'S WORK (By Contract, 10% of Item 5 on attached Sub-Sub Form)** \_\_\_\_\_

11. TOTAL COST OF WORK INCLUDED IN THIS CHANGE REQUEST (ITEMS 9+10) : \$ 24,920.30

12. SUBCONTRACTOR BOND	8 ITEM 11:	5
Approved bond premium percentage x item 11:	1.00%	2.3976

TOTAL CHANGE PROPOSAL AMOUNT, including bond cost	\$ 25,170.00
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ADDITIONAL NOTES

Change proposals must include a cover letter on company letterhead identifying the PCL number, a description of the scope of work and the total cost of the Change Request.

<sup>42</sup> By Contract, the maximum aggregate mark-up allowed on direct allowable costs is 10%, and may be shared between Sub and Sub-Subs, where applicable.



Job Name: Caleb Dustin Hunking School

Column 1	Column 2	Column 3	Column 4	Column 5
PR#015	base bid	base bid	Combined	ALL

### Items+ByProducts

Item #	Item Name	QUANTITY	Mtl Price	MAT. EXT.	Labor	LABOR EXT.
<b>Category: Cost Code FIXTURES &amp; LIGHTING</b>						
5,780	TRACK FIXTURE HEAD	18.00	\$0.00	\$0.00	0.560	10.08
60,012	TRACK 8'	5.00	\$0.00	\$0.00	2.000	10.00
60,015	CONTROLLER	1.00	\$0.00	\$0.00	2.000	2.00
60,021	TOUCHPAD	1.00	\$0.00	\$0.00	1.700	1.70
<b>Totals for Cost Cod</b>				<b>\$0.00</b>		<b>23.78</b>

<b>Category: Cost Code BRANCH RACEWAY</b>						
830	EMT 3/4	80.00	\$0.59 E	\$47.50	0.070 E	5.60
892	EMT 3/4 STL SET SCRE	9.60	\$0.27	\$2.62	0.042	0.40
947	EMT 3/4 ONE HOLE ST	9.60	\$0.30	\$2.91	0.028	0.27
<b>Totals for Cost Cod</b>				<b>\$53.04</b>		<b>6.27</b>

<b>Category: Cost Code HARDWARE</b>						
1,385	KINDORF B905-2A-10 C	0.40	\$18.84 E	\$7.54	0.800	0.32
2,707	RAWL 7525 14X1 PLST	9.60	\$0.05	\$0.50	0.024	0.23
2,724	SCREWS 10X3/4 PAN H	9.60	\$0.06	\$0.55	0.014	0.13
<b>Totals for Cost Cod</b>				<b>\$8.58</b>		<b>0.68</b>

<b>Category: Cost Code WIRE</b>						
56	THHN-12-BLACK-STRA	416.00	\$0.12	\$51.02	0.005	2.29
<b>Totals for Cost Cod</b>				<b>\$51.02</b>		<b>2.29</b>

<b>Category: Cost Code MISC.</b>						
6,839	TESTING/COORDINATI	2.00	\$0.00	\$0.00	1.200	2.40
6,840	CLEAN UP HOUR	1.00	\$0.00	\$0.00	1.000	1.00
6,867	LIFT WEEK	1.00	\$520.00 E	\$520.00	4.000	4.00
<b>Totals for Cost Cod</b>				<b>\$520.00</b>		<b>7.40</b>

Totals:

<b>\$632.64</b>	<b>40.42</b>
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### Report Totals:

### Items+ByProducts

MAT. EXT.	LABOR EXT.
\$632.64	40.42

[illegible]



# AIA<sup>®</sup> Document G709<sup>™</sup> – 2001

## Work Changes Proposal Request

**PROJECT** *(Name and address):*

Caleb Dustin Hunking School  
98 Winchester Street  
Haverhill, MA 01835

**PROPOSAL REQUEST NUMBER:** 015

**DATE OF ISSUANCE:** 11/11/2015

**OWNER:** ☐

**ARCHITECT:** ☐

**CONSULTANT:** ☐

**CONTRACTOR:** ☐

**FIELD:** ☐

**OTHER:** ☐

**OWNER** *(Name and address):*

City of Haverhill  
Four Summer Street, Room 100  
Haverhill, MA 01830

**CONTRACT FOR:** General Construction

**CONTRACT DATE:** May 14, 2013

**FROM ARCHITECT** *(Name and address):*

JCJ Architecture  
One State Street, Suite 900  
Boston, MA 02109

**ARCHITECT'S PROJECT NUMBER:**  
B130200.00

**TO CONTRACTOR** *(Name and address):*

Shawmut Design & Construction  
560 Harrison Avenue  
Boston, MA 02118

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Within Zero (0) days, the Contractor must submit this proposal or notify the Architect, in writing, of the date on which proposal submission is anticipated.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

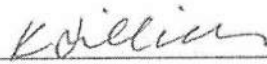
**DESCRIPTION** *(Insert a written description of the Work):*

Provide proposal for theatrical lighting as described in the attached sketches.

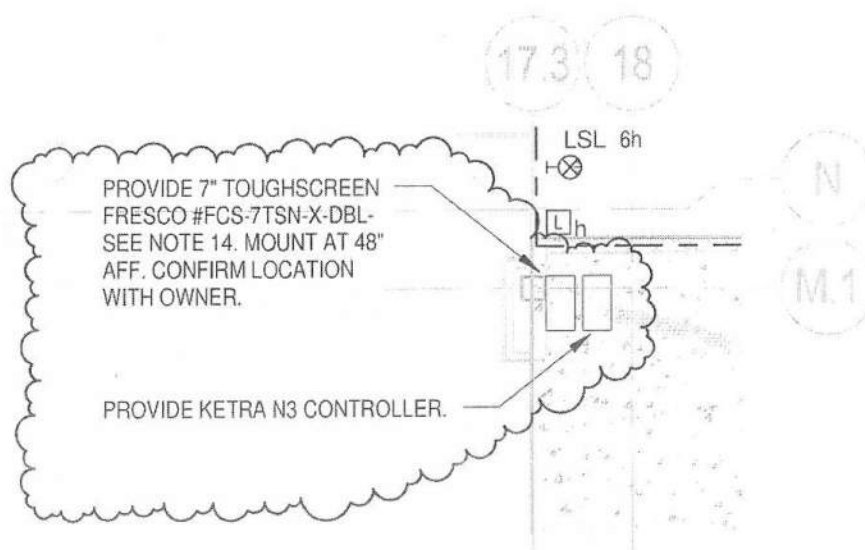
**ATTACHMENTS** *(List attached documents that support description):*

SKE-5 & SKE-6

**REQUESTED BY THE ARCHITECT:**

  
*(Signature)*

Katy Lillich  
*(Printed name and title)*



### GENERAL LIGHTING NOTES

13. REFER TO ARCHITECTURAL DRAWINGS FOR CEILING TYPES & CEILING HEIGHTS. LIGHT FIXTURES TRIMS SHALL MATCH CEILING TYPE.

14. PROVIDE FACTORY START-UP FOR PERFORMANCE LIGHTING & OWNER TRAINING. SUBMIT SHOP DRAWINGS OF ALL EQUIPMENT INCLUDING INTEGRATED SYSTEM SCHEMATIC.

**JCJ**ARCHITECTURE

38 PROSPECT STREET  
HARTFORD, CT 06103  
860.247.9226

FIRST FLOOR AREA B- LIGHTING  
REVISIONS

CALEB DUSTIN HUNKING SCHOOL

DRAWING REFERENCE:

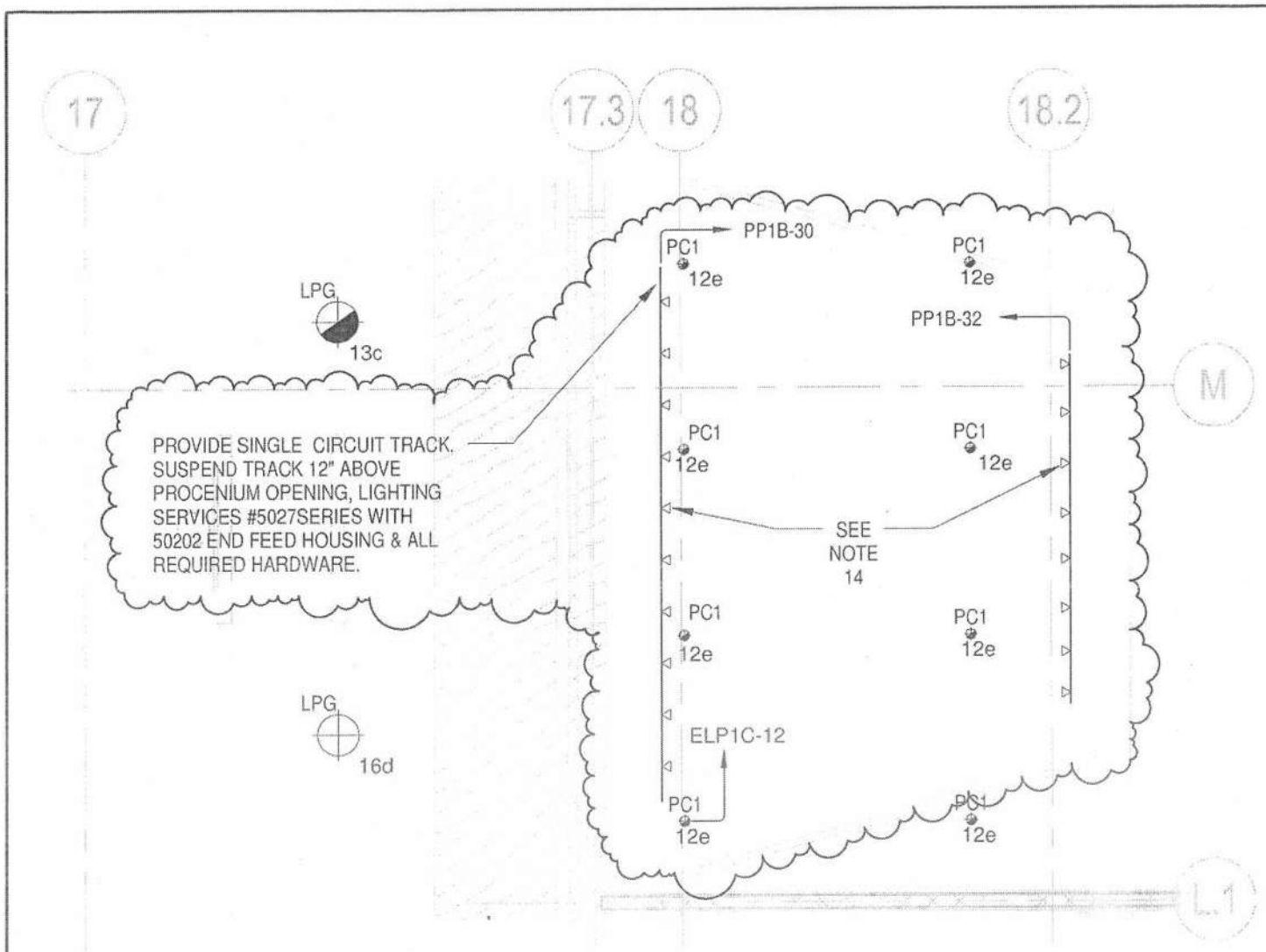
DATE: 10/29/15

PROJECT: B13020.01

DRAWN: DH

SCALE: 1/8" = 1'-0"

**SKE-05**



### GENERAL LIGHTING NOTES

13. REFER TO ARCHITECTURAL DRAWINGS FOR CEILING TYPES & CEILING HEIGHTS. LIGHT FIXTURES TRIMS SHALL MATCH CEILING TYPE.
14. PROVIDE (18) TRACK FIXTURES, LIGHTING SERVICES #LN38-2G-B-BARNDORCIN. PROVIDE KETRA #S38-09-A-T-FL-1-E26-BK LAMP FOR EACH FIXTURE.

**JCJ**ARCHITECTURE

38 PROSPECT STREET  
HARTFORD, CT 06103  
860.247.9226

SECOND FLOOR AREA B - LIGHTING  
REVISIONS

CALEB DUSTIN HUNKING SCHOOL

DRAWING REFERENCE:

DATE: 10/29/15

PROJECT: B13020.01

DRAWN: DH

SCALE: 1/8" = 1'-0"

**SKE-06**