


MEMORANDUM

To:  Kathy Smith, City of Haverhill
 From: William G. Cunniff - Joslin, Lesser + Associates, Inc.
 Date: December 22, 2015
 Re: Caleb Dustin Hunking School – JCJ Contract Amendment Approval Request
 Cc: James J. Fiorentini; James F. Scully; Robert DeFusco; Jeffery Luxenberg; Adam Sniegocki

Enclosed for approval, please find the following proposed commitment:

JCJ Amendment # 11 - represents the architectural and consultant design fees to produce detailed construction documents for the maintenance building, security guardhouse and a Guardian Indoor detection system. These additional design services will contain detailed building plans, including all utilities and structural aspects. These design fees are within the Total Project Budget, and monies will be re-allocated via a Budget Revision Request (BRR) from Owner Contingency to A/E Construction Documents, in order to reconcile the budget line items.

COMMITMENTS			
ProPay Code	Budget Category	Description of Services	Contract Value \$
0201-0500	Architecture & Engineering – Construction Contract Documents	Maintenance Building Design	\$ 27,390.00
0201-0500	Architecture & Engineering – Construction Contract Documents	Security Guardhouse Design	\$ 4,400.00
0201-0500	Architecture & Engineering – Construction Contract Documents	Guardian Indoor Detection System Design	\$ 5,764.00
	TOTAL:		\$ 37,554.00

The item listed above is consistent with the Total Project Budget. 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.

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 11

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 No. 1 on June 11, 2013, Amendment No. 2 on June 1, 2013; Amendment No. 3 on April 22, 2014; Amendment No. 4 on June 12, 2014; Amendment No. 5 on June 13, 2014; Amendment No. 6 on August 27, 2014; Amendment No. 7 on September 22, 2014; Amendment No. 8 on November 18, 2014; Amendment No. 9 on December 14, 2014; Amendment No. 10 on June 17, 2015.

WHEREAS, effective as of December 22, 2015 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:

HAVERHILL CALEB DUSTIN HUNKING MIDDLE SCHOOL Designer Amendment #11 Services Breakdown

COMPANY NAME	PROPOSED DESIGN SERVICES	DESIGN SERVICE APPLICATION	FEE
Garcia Galuska DeSousa	Mechanical, Electrical, Plumbing	Maintenance Building	\$ 9,000.00
Engineers Design Group	Structural	Maintenance Building	\$ 7,500.00
CDW Consultants	Civil	Maintenance Building	\$ 4,400.00
Copley Wolff Design Group	Landscape	Maintenance Building	\$ 4,000.00
JCJ Architecture	10% Administration Fee	Maintenance Building	\$ 2,490.00
CDW Consultants	Civil	Security Guardhouse	\$ 2,500.00
Garcia Galuska DeSousa	Mechanical, Electrical, Plumbing	Security Guardhouse	\$ 1,500.00
JCJ Architecture	10% Administration Fee	Security Guardhouse	\$ 400.00
R.G. Vanderweil Engineers	Technology Consultant	Indoor Detection System	\$ 5,240.00
JCJ Architecture	10% Administration Fee	Indoor Detection System	\$ 524.00
TOTAL			\$ 37,554.00

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 Documents	\$ 0.00	\$ 1,500,000.00	\$ 37,554.00	\$ 1,537,554.00
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	\$ 33,253.00	\$ 0.00	\$ 33,253.00
A&E Extra - HazMat	\$ 0.00	\$ 5,665.00	\$ 0.00	\$ 5,665.00
Total Fee	\$395,000.00	\$4,097,452.00	\$ 37,554.00	\$4,530,006.00

3. The Construction Budget shall be as follows:

Original Budget: \$ 49,998,830

Amended Budget: \$ 49,544,770

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: December 30, 2016 (Substantial Completion)

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

12.17.15

July 31, 2015 (Revised December 17, 2015)

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

Re: Caleb Dustin Hunking School
Haverhill, MA
Proposal for the Design of a Maintenance Building
JCJ Project No. B13020.01

Dear Mr. Cunniff 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 related to the design of a Maintenance Building likely to be located in the vicinity of the future athletic fields. The Owner's request for this added scope came in time for a \$300,000 line item for construction of this structure to be included within the Construction Manager's Guaranteed Maximum Price (GMP) presented and approved by the School Committee on July 21st. However, design and development of contract drawings for this maintenance building was not part of the design team's contracted scope of work. As provided under Section 8 of our Contract for Designer Services, JCJ submits this proposal for an Extra Service for this design effort.

At present we understand the Owner's conceptual program to include:

- A building that is approximately 24' x 30'
- Generally constructed from exterior materials similar to that of the school building
- Two (2) vehicle bays large enough to accommodate two (2) 1-1/2 ton trucks
- Additional concrete walks and pads to accommodate the proposed use
- Extension of utilities to the new structure including electric, water, natural gas, sewerage and communications
- Adjustments or amendments to the site drainage systems may be required to accommodate the roof drainage.

In addition to the architectural design, this lump-sum proposal will include the services of our engineering consultants and the bulk of the additional service request is to cover their proposed services. A full description of their proposed scope is included within the attached copies of the individual proposals.

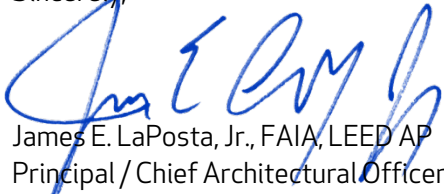
- Garcia Galuska DeSousa (Mech, Elec, Plumb) \$9,000
- Engineers Design Group (Structural) \$7,500
- CDW Consultants (Civil) \$4,400
- Copley Wolff Design Group \$4,000
- Architectural (\$7,750) Waived

This proposal request is for Twenty-Seven Thousand Three Hundred Ninety dollars which includes the allowed 10% administrative cost.

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

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
Daniel F.B. Ruiz, MCPPO, JCJ
File B13020.01 / 100-02A



CDW CONSULTANTS, INC.
CIVIL & ENVIRONMENTAL ENGINEERS

July 24, 2015

Mr. Daniel Ruiz
JCJ ARCHITECTURE
One State Street Suite 900
Boston, MA 02109

Re: Scope of Services in Support of Site Plan Approval
Civil Engineering Services
Maintenance Building at new Hunking School, Haverhill, MA

Dear Mr. Ruiz:

CDW Consultants, Inc. is pleased to submit this proposal for professional civil engineering services for site plan approval for a new maintenance building to be located on the site of the new Hunking School in Haverhill, MA. Our proposal includes a detailed Scope of Services, Schedule of Services, Fee for Services, Additional Services, Assumptions, and CDW Terms and Conditions.

SCOPE OF SERVICES

The following is a list of tasks to be performed under this Agreement:

Task 1. Site Plan Preparation

CDW will perform civil engineering services for the design of a new maintenance building to be located on the existing school site. The services will include the design for layout, grading, drainage and new utilities.

CDW will review the existing drainage calculations for the new Hunking School and determine if any new infiltration will be required for the new roof area of the maintenance building.

CDW will prepare a site plan showing the layout of the new maintenance building with site grading, drainage and new utilities to service the building.

Task 2. Construction Administration

CDW will review project submittals during the construction phase of the project. CDW will perform 1 site construction observation visit during the construction phase.

SCHEDULE OF SERVICES

Upon receipt of your written authorization to proceed, CDW will commence the work outlined in the SCOPE OF SERVICES. We will provide the services in a coordinated and expeditious manner to support the project deliverables and goals.



FEE FOR SERVICES

For this project as defined in SCOPE OF SERVICES, compensation shall be a lump sum fee of four thousand, four-hundred dollars (\$4,400.00) and will include the following tasks:

<u>Task 1. Site Plan Preparation</u>	<u>\$2,600</u>
<u>Task 2. Construction Administration</u>	<u>\$1,800</u>
Total Project Costs:	<u>\$4,400</u>

Application/permit fees are not included.

ADDITIONAL SERVICES

Additional services, if required and authorized in writing, will be billed at the following standard hourly rates:

Principal	\$140.00 per hour
Survey Crew (2 people)	\$140.00 per hour
Project Manager/PE	\$130.00 per hour
Professional Land Surveyor	\$120.00 per hour
Senior Designer/ Project Engineer	\$100.00 per hour
Surveyor-In-Training	\$90.00 per hour
Staff Designer	\$65.00 per hour

Direct costs associated with additional services will be billed at cost upon written approval.

ASSUMPTIONS

The following Assumptions are incorporated into this Agreement:

1. The plans will consist of a single plan showing layout, grading and drainage and new utilities.
2. No new specifications will be required. The existing specifications approved for the new Hunking School will be sufficient.
3. No new testing will be required for infiltration of the proposed roof area and/or any other new impervious area.
4. The new building footprint is approximately 24' x 30'.
5. No Notice of Intent will be required.

TERMS AND CONDITIONS

CDW Terms and Conditions are attached herein.



Please sign a copy of this Agreement. Retain a copy for your files and return the other to us, the receipt of which shall constitute Notice-to-Proceed. If you have any questions, please do not hesitate to contact us. We look forward to working with you on this important project. Thank you for considering CDW Consultants, Inc.

Very truly yours,
CDW CONSULTANTS, INC.

Joanne Scannell
Associate Principal

AGREED AND ACCEPTED:

BY: _____

Title: _____

Date: _____

STATEMENT OF TERMS AND CONDITIONS

The terms and conditions set forth are incorporated by reference, in the Proposal for Services attached herein to the attached named Client ("Client"). This proposal contains clauses that limit Company's liability to Client and require Client to indemnify Company for some claims and damages. The Proposal should be reviewed carefully, and Client may choose to consult with an attorney. CDW Consultants, Inc. ("Company") and Client agree as follows:

Section 1. **Services**

a) **Services.** Company shall provide Client with the "Services" set forth in the Proposal for Services ("Proposal") with respect to the property identified in the Proposal ("the Site"), under the terms and conditions set forth herein. Company's Services will be performed on behalf of and solely for the exclusive use of Client for the purposes set forth in the Proposal and for no other purpose. Client acknowledges that Company's Services require decisions which are based upon judgmental considerations stemming from limited data and time and budgetary constraints imposed by Client rather than upon scientific certainties. Client, in accepting Company's Proposal, acknowledges the inherent risks to Client and its property associated with the work described in the Proposal. Company shall perform Services in accordance with generally accepted practices of like professionals undertaking similar services under like or identical circumstances. Company reserves the right to refuse to undertake Services on behalf of any project or on behalf of any prospective Client. Client acknowledges that other qualified persons and entities are available to carry out the proposed Services.

b) **Limitation of Services.** Client agrees that such Services shall be rendered without any other warranty, expressed or implied, and subject to all other limitations herein contained. Company shall be responsible only for such injury, loss or damage as is caused by the negligence or willful misconduct of Company, its employees, agents or representatives.

c) **Confidentiality of Services Rendered.** Company will not disclose information regarding the Proposal, Company's Services or its Report except 1) to Client, or 2) parties designated by Client. Information which is in the public domain or which is provided to the Company by third parties is excepted from the foregoing undertaking. This provision shall also be binding on Company, its agent, staff, consultant, contractors, and subcontractors.

Section 2. **Billing and Payment**

a) Client will pay Company for Services performed in accordance with rates and charges set forth in the Proposal. Invoices for Company's Services will be submitted on a periodic basis, or upon completion of Services, as Company shall elect. All invoices will be due and payable on receipt. Invoice balances remaining unpaid for thirty (30) days after invoice date will bear interest from invoice date at 1.5 percent per month or at the maximum lawful interest rate, if such lawful rate is less than 1.5 percent per month. If Client fails to pay any invoice in full within thirty (30) days after invoice date, Company may, at any time, and without waiving any other rights or claims against Client and without thereby incurring any liability to Client, elect to terminate performance of Services upon ten (10) days prior written notice by Company to Client. Notwithstanding any termination of Services by Company for non-payment of invoices, or for reasons set forth in Section 5, Client shall pay Company in full for all Services rendered by Company to the date of termination of Services plus all interest, termination costs and expenses incurred by Company and related to such termination. Client shall be liable to reimburse Company for all costs and expenses of collection, including reasonable attorneys' fees. Company's non-exercise of any rights or remedies, whether specified herein or otherwise provided by law, shall not be deemed a waiver of any such rights or remedies, nor preclude Company from the exercise under this instrument, or at law.

Section 3) **Right of Entry**

Client hereby grants to Company or represents and warrants (if the Site is not owned by Client) that permission has been duly granted for a Right of Entry from time to time, by Company, its agents, staff,

consultants, and contractors or subcontractors, upon the Site for the purpose of performing and with the right to perform all acts, studies, and research, including without limitation the making of test boring and other soil compilings, pursuant to the Scope of Services. Should Client not own the Site, Client warrants and represents by acceptance of the Proposal that it has authority and permission of Site Owner and any site occupant to grant Company this right of entry. Company may require evidence of such authority in a form reasonably satisfactory to Company.

Section 4. Documents.

All reports, boring logs, field data, field notes, laboratory test data, calculations, estimates and other documents, data or information prepared by Company as instruments of Services, shall remain the sole property of Company. All reports and other work preparation by Company for Client shall be utilized solely for the intended purposes and Site described in the Proposal. Company will retain all pertinent documents for a period of three (3) years following submission of Company's final report to Client. Such documents will be available to Client upon request at Company's office during office hours on reasonable notice, and copies will be furnished by Company to Client for the total cost of retrieval and reproduction of same, when the Client requests and upon total payment by Client of reasonable cost of retrieval.

Section 5. Unforeseen and Unanticipated Occurrences

If during performance of Services, any unforeseen conditions or occurrences are encountered which, in the judgement of Company, significantly affect or may affect the Services or the recommended scope of Services, Company will promptly notify Client thereof. Subsequent to that notification Client and Company agree to pursue one of the following options:

a) The original scope of Services may be modified to the mutual satisfaction of the parties, and the estimate of charges, including budget estimates and fees, revised to include study of the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated herein;

b) Company shall have the right to suspend its work immediately and terminate the work described in the Proposal, effective on the date specified by Company in writing. Client shall remain liable for and shall pay all fees and charges incurred under the provisions of the Proposal through the date of termination, notwithstanding Client and Company not having reached a new, mutually satisfactory, revision of their agreement.

Section 6. Public Responsibility

The Company is not in control of the Site. Company does not undertake to report to any Federal, state, county or local public agencies having jurisdiction over the subject matter any conditions existing at the Site from time to time which may present a potential danger to public health, safety or the environment except to the extent required by law. Client, by acceptance of the Proposal, agrees that Client will comply with all applicable Federal, state, and municipal reporting requirements.

Section 7. Hazardous Materials

As of the date of this Agreement, Client agrees that Company has neither created nor contributed to the creation of any hazardous materials, pollutants, asbestos, or other potentially dangerous substance that is now or may be in the future discovered or introduced at the Site. Company hereby states, and Client acknowledges by acceptance of the Proposal, that Company may be unable to obtain insurance at reasonable cost for claims arising out of the investigation, assessment or evaluation of hazardous materials or pollutants or the detection, abatement, removal or replacement of products, materials or processes containing asbestos.

Section 8. Limitation of Professional Liability

a) **Company Obligation for Successful Claim.** In recognition of the risks, rewards and benefits of the

subject project available to the Client and the risks and total fee for the Company, the Company and the Client have agreed that the Company's total liability to the Client for any and all injuries, claims, losses, expenses or claims expenses, including claims by Client against Company for indemnification and/or contribution due to third party claims against Client, arising out of this agreement from any cause or causes shall not exceed the Company's aggregate fee for Services rendered on the subject project. Such causes include but are not limited to Company's alleged breach of contract, breach of warranty, strict liability, or negligent acts, errors or omissions.

b) **Consequential Damages.** Under no circumstances shall Company be liable to Client for any consequential damages, including but not limited to loss of use or rental, loss of profit or cost of any financing however caused including Company's fault or negligence.

c) **Client Obligation for Unsuccessful Claim.** In the event that Client makes a claim against Company, at law or otherwise for any alleged error, omission, or act arising out of the performance of Company's Services, and Client fails to prove such claim upon final adjudication, then Client shall pay all costs incurred by Company in defending itself against the claim, including, without limitation, court costs, and other claim-related expenses, including, without limitation, costs, fees, and expenses of experts.

Section 9. Delays

In providing the referenced Services absent any negligence or willful misconduct on the part of the Company, its employees or agents, the Company shall not be responsible for delays.

Section 10. Amendment of Agreement

These printed Terms and Conditions cannot be modified orally or by any course of conduct. Any modification must be acknowledged in writing by Company. These conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document issued by Client. Client shall not assign any aspect of the agreement between Client and Company except upon the prior written consent of Company.

Section 11. Choice of Laws/Jurisdiction

The agreement between Company and Client as set forth in the Proposal and in these Terms and Conditions shall be governed by and enforceable in accordance with the laws of the Commonwealth of Massachusetts. Any dispute resulting in legal action shall be adjudicated within the jurisdiction of the Commonwealth of Massachusetts.

Section 12. Severability

In the event that any provisions of this agreement shall be deemed invalid or unenforceable, the other provisions herein shall remain in full force and effect and binding upon the parties hereto.

END

Caleb Dustin Hunking Middle School - Haverhill, MA

JCJ Architecture

Copley Wolff Design Group, Inc.

Proposal for Landscape Architectural Services

Maintenance Building Addition

CWDG will update the current Addendum 4 landscape documents to incorporate a proposed maintenance building and associated hardscape planting and fencing. Updates will be based on the updated site plan and building location provided by the civil engineer.

		PRINCIPAL	PM	LA
1	Update materials plans		4	4
2	Update planting plans		4	4
3	Update details		4	
4	Coordinate with civil and site electrical design		6	
5	Provide drawings for permitting/ conservation commission		2	
6	Team meetings (assume 1)		2	
	Total Hours	0	22	8
	Hourly Rate	\$225	\$160	\$100
	Subtotal	\$0	\$3,520	\$800
Total Maintenance Building Addition Phase		\$4,320		
EXPENSES				
	Printing	\$400		
	Travel	\$50		
Total Expenses		\$450		

Landscape Architects & Planners



FEE SUMMARY

Maintenance Building Addition	\$4,320
Subtotal	\$4,320
Expenses	\$450
<hr/>	
Total	\$4,770

WORK NOT INCLUDED

- 1 Design packages not identified in this proposal
- 2 Building location, roadway and parking layout, profile, grading and drainage
- 3 Storm water management and all drainage features including basins and bio-swales
- 4 Site preparation plans, demolition plans and erosion control plans
- 5 Structural engineering
- 6 Lighting design, CWDG will assist with fixture selection
- 7 Site survey and other existing conditions information
- 8 Site utilities plans
- 9 Environmental assessment and or remediation
- 10 Soil assessment and or remediation
- 11 Mechanical, electrical, and plumbing
- 12 Permitting
- 13 Cost estimating, CWDG will assist with review of cost estimate
- 14 Wetland Remediation
- 15 Irrigation Design



Caleb Dustin Hunking Middle School - Haverhill, MA

JCJ Architecture

Copley Wolff Design Group, Inc.

Proposal for Landscape Architectural Services

7/29/2015

Maintenance Building Addition

CWDG will update the current Addendum 4 landscape documents to incorporate a proposed maintenance building and associated hardscape planting and fencing. Updates will be based on the updated site plan and building location provided by the civil engineer.

	PRINCIPAL	PM	LA
1 Update materials plans		4	4
2 Update planting plans		4	4
3 Update details/Enlargement Plans		4	
4 Coordinate with civil and site electrical design		4	
5 Provide drawings for permitting/conservation commission		2	
6 Team meetings (assume 1)		2	
Total Hours	0	20	8
Hourly Rate	\$225	\$160	\$100
Subtotal	\$0	\$3,200	\$800
Total Maintenance Building Addition Phase	\$4,000		

Landscape Architects & Planners

WORK NOT INCLUDED

- 1 Design packages not identified in this proposal
- 2 Building location, roadway and parking layout, profile, grading and drainage
- 3 Storm water management and all drainage features including basins and bio-swales
- 4 Site preparation plans, demolition plans and erosion control plans
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- 9 Environmental assessment and or remediation
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- 11 Mechanical, electrical, and plumbing
- 12 Permitting
- 13 Cost estimating, CWDG will assist with review of cost estimate
- 14 Wetland Remediation
- 15 Irrigation Design





Engineers Design Group Inc.

350 Main Street
Malden, MA 02148

Phone: 781-396-9007
Fax: 781-396-9008
www.edginc.com

July 17, 2015

Via email only to druiz@jci.com

Mr. Daniel F. B. Ruiz, MCCPO
Senior Project Manager
One State Street, Suite 900
Boston, MA 02109

**Re: *Hunking School
Haverhill, Massachusetts
Engineering Services Proposal – Additional Services
Maintenance Facility
EDG Project Number: 2013-023***

Dear Daniel:

As stipulated in our prime agreement on this project, we are requesting additional compensation for services outside of our original scope of work.

SCOPE OF WORK/PROPOSED FEE

We understand our scope of work to include the following:

- Design and detailing of a 24 x 30 ft. maintenance building. We understand the building envelope includes using masonry veneer to match the building with CMU back-up exterior bearing walls approximately 10 ft. – 0 in. – 12 ft. – 0 in. high with a simple shed roof with asphalt shingles. Interior partitions would be painted CMU for durability.
- Construction Administration for this scope, including review of shop drawings.

PROPOSED FEE

For the work described above, we propose a Fixed Fee of \$ 7,500.00.

CONDITIONS

Billing for services on the project will be based on the percentage of documents complete.

Any additional services required, unless otherwise negotiated, will be billed on an hourly basis.

Payment of invoices is due 30 days after Client's receipt of payment from Owner. Overdue invoices will be subject to applicable interest charges.

If the above scope of work and fee schedule is acceptable to you, please return a signed copy of this proposal to our office.

We look forward to our continued work on this project. If you have any questions, please do not hesitate to contact me.

Very truly yours,
ENGINEERS DESIGN GROUP, INC.

A handwritten signature in blue ink, appearing to read 'Mehul Dhruv', followed by a period.

Mehul V. Dhruv, P. E.
Principal

Accepted _____

Date _____

/mem



GARCIA • GALUSKA • DESOUSA

Consulting Engineers Inc.

370 Faunce Corner Road, Dartmouth, MA 02747-1217

REQUEST FOR ADDITIONAL SERVICES

L#48589

DATE: July 16, 2015 **ATTN:** Daniel F. B. Ruiz, MCPPO
TO: JCJ Architecture
PROJECT: Caleb Dustin Hunking School
Maintenance Building
Haverhill, MA **PRINCIPAL:** Christopher M. Garcia, P.E.
GGD JOB #: 745 002 00.00 **PROJ. MGR:** Christopher M. Garcia, P.E.
CLIENT TASK#
FEE BASIS: Fixed Fee

ESTIMATED COST FOR CHANGES: \$9,000.00 (Nine Thousand Dollars)

DESCRIPTION OF "ADDITIONAL SERVICES" REQUIRED:

Design and construction administration services shall include plumbing, HVAC and electrical for the 24x30 maintenance facility as indicated on the attached site plan. We will review and respond to Contractor RFI's and shop drawings as required.

- Plumbing Systems design will be to ten (10) feet outside the building foundation wall. We will coordinate utility locations and inverts with the Civil Engineer. Design will include new water service from yard system and natural gas service.
- HVAC design will include: Heating, ventilation and air conditioning systems for office areas; exhaust ventilation and heating for restrooms; and heating and ventilation system for the garage bay area.
- Electrical design will include incoming raceways with service from the School Building, interior and exterior site lighting, and raceway provisions for telephone and data systems (but not wiring or system design), fire alarm, exterior door security, and power systems for the building.

THE ABOVE ADDITIONAL WORK WILL NOT BE STARTED UNTIL WRITTEN AUTHORIZATION IS RECEIVED.

ADDITIONAL SERVICES APPROVED BY: _____

DATE:

SEND ☒ FOR OFFICE ONLY: ☐

CC: PRINCIPAL, PROJECT MGR., ACCOUNTING, CORRESPONDENCE

254/255 CODE: _____

Description		Quantity		Total	
				Unit Cost	Amount
010000.00	General Requirements	1,568.00	sf	13.15 /sf	20,618
024000.00	Demolition	1,568.00	sf	7.344/sf	11,515
033000.00	Cast-In-Place Concrete	1,568.00	sf	39.81 /sf	62,415
040000.00	Masonry	1,568.00	sf	29.723/sf	46,605
055000.00	Metal Fabrications	1,568.00	sf	9.432/sf	14,790
061000.00	Rough Carpentry	1,568.00	sf	45.91 /sf	71,979
062000.00	Finish Carp. & Millwork	1,568.00	sf	0.77 /sf	1,200
073000.00	Steep Slope Roofing	1,568.00	sf	23.91 /sf	37,488
077000.00	Roof Specialties	1,568.00	sf	9.73 /sf	15,256
081000.00	Doors and Frames	1,568.00	sf	4.58 /sf	7,175
083000.00	Specialty Doors and Frames	1,568.00	sf	11.80 /sf	18,500
092000.00	Gypsum Drywall	1,568.00	sf	1.244/sf	1,950
099000.00	Painting	1,568.00	sf	2.61 /sf	4,092
100000.00	Specialties	1,568.00	sf	0.93 /sf	1,459
220000.00	Plumbing	1,568.00	sf	26.01 /sf	40,780
230000.00	HVAC	1,568.00	sf	24.90 /sf	39,040
260000.00	Electrical	1,568.00	sf	29.41 /sf	46,114
265000.00	Lighting	1,568.00	sf	12.551/sf	19,680
270000.00	Communications	1,568.00	sf	7.40 /sf	11,600
280000.00	Electronic Safety and Security	1,568.00	sf	5.00 /sf	7,840
310000.00	Earthwork	1,568.00	sf	32.05 /sf	50,255
320000.00	Exterior Improvements	1,568.00	sf	4.742/sf	7,436
330000.00	Utilities	1,568.00	sf	63.92 /sf	100,220

Estimate Totals

Description	Amount	Totals	Rate	Cost per Unit
Directs	638,007			
Design/Pricing + GMP Cont	31,900		5.000 %	
CM Fee	12,500**			
P&P Bond	1,875			
GLI / Builders Risk	2,350			
Total		686,632		

Assumes net add is \$250,000

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
010000.00	General Requirements			
013000.00	Project Requirements			
----	Continuous Cleaning	20.00 Md	780.00 /Md	15,600
----	Materials	1.00 ls	1,500.00 /ls	1,500
----	Dumpsters	3.00 ea	650.00 /ea	1,950
----	Final Cleaning	1,568.00 sf	1.00 /sf	1,568
	Project Requirements		13.15 /sf	20,618
	1,568.00 sf			
	General Requirements		13.15 /sf	20,618
	1,568.00 sf			
024000.00	Demolition			
024100.00	Selective Demolition			
----	Trenching for electrical connections	329.00 lf	35.00 /lf	11,515
	Selective Demolition		7.344/sf	11,515
	1,568.00 sf			
	Demolition		7.344/sf	11,515
	1,568.00 sf			
033000.00	Cast-In-Place Concrete			
033100.00	Cast in Place Concrete			
01	Formwork for reinforced concrete strip footings at CMU interior partitions	96.00 sfca	16.00 /sfca	1,536
01	Formwork for exterior foundation walls 14" thick, reinforced	960.00 sfca	16.00 /sfca	15,360
01	Formwork for 24"x36" wide continuous reinforced concrete strip footing at exterior foundation walls	640.00 sfca	16.00 /sfca	10,240
01	Formwork for Concrete piers w/ spread footings	32.00 sfca	16.00 /sfca	512
01	Concrete Materials	62.00 cy	145.00 /cy	8,990
01	Rebar	4.00 tons	2,500.00 /tons	10,000
01	Place and Finish 5" Slab on Grade	1,568.00 sf	3.05 /sf	4,782
01	Concrete Materials for SOG	25.00 cy	145.00 /cy	3,625
01	Furnish & Install WWF at SOG	1,568.00 sf	1.20 /sf	1,882
01	Furnish & Install Vapor Barrier	1,568.00 sf	1.00 /sf	1,568
01	Furnish & Install 2" Rigid Insulation	1,568.00 sf	2.50 /sf	3,920
	Cast in Place Concrete		39.81 /sf	62,415
	1,568.00 sf			
	Cast-In-Place Concrete		39.81 /sf	62,415
	1,568.00 sf			
040000.00	Masonry			
042200.00	Unit Masonry			
----	Furnish & Install Ground Face CMU exterior walls w/ solid grouted bond beams 4' OC	1,600.00 sf	24.00 /sf	38,400

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
042200.00	Unit Masonry			
----	Furnish & Install 8" CMU at interior partitions	480.00 sf	16.00 /sf	7,680
----	Installation of hm frames	3.00 ea	175.00 /ea	525
	Unit Masonry		29.723/sf	46,605
	1,568.00 sf			
	Masonry		29.723/sf	46,605
	1,568.00 sf			
055000.00	Metal Fabrications			
055050.00	Misc. Metal			
2010	Furnish Steel beams at openings	27.00 lf	170.002 /lf	4,590
2010	Furnish & Install column supports for beams HSS8x8	60.00 lf	170.00 /lf	10,200
	Misc. Metal		9.432/sf	14,790
	1,568.00 sf			
	148.30 Labor hours			
	Metal Fabrications		9.432/sf	14,790
	1,568.00 sf			
	148.30 Labor hours			
061000.00	Rough Carpentry			
061100.00	Wood Framing			
6720	Wood Trusses 24" OC	26.00 ea	2,000.00 /ea	52,000
7010	Roof deck 5/8" plywood	2,343.00 sf	6.50 /sf	15,230
7010	Furnish & Install composite trim	190.00 lf	25.00 /lf	4,750
	Wood Framing		45.91 /sf	71,979
	1,568.00 sf			
	124.721 Labor hours			
	Rough Carpentry		45.91 /sf	71,979
	1,568.00 sf			
	124.721 Labor hours			
062000.00	Finish Carp. & Millwork			
064000.00	Millwork			
----	Counter in Multi-use Room	8.00 lf	150.00 /lf	1,200
	Millwork		0.77 /sf	1,200
	1,568.00 sf			
	Finish Carp. & Millwork		0.77 /sf	1,200
	1,568.00 sf			
073000.00	Steep Slope Roofing			

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
073100.00	Shingles			
02	Laminated asphalt shingle roof	2,343.00 sf	15.00 /sf	35,145
40	Roofing roslin paper	2,343.00 sf	1.00 /sf	2,343
	Shingles		23.91 /sf	37,488
	1,568.00 sf			
	39.05 Labor hours			
	Steep Slope Roofing		23.91 /sf	37,488
	1,568.00 sf			
	39.05 Labor hours			
077000.00	Roof Specialties			
077100.00	Roof Specialties			
75	Soffit Vent	108.00 lf	52.184 /lf	5,636
	Roof Specialties		3.594/sf	5,636
	1,568.00 sf			
	90.00 Labor hours			
077123.00	Gutters & Downspouts			
40	Downspout Aluminum Circular	108.00 lf	65.00 /lf	7,020
90	Gutter Aluminum 1/2 Round	40.00 lf	65.00 /lf	2,600
	Gutters & Downspouts		6.14 /sf	9,620
	1,568.00 sf			
	27.04 Labor hours			
	Roof Specialties		9.73 /sf	15,256
	1,568.00 sf			
	117.04 Labor hours			
081000.00	Doors and Frames			
081100.00	Metal Doors & Frames			
----	Exterior Single Doors (includes Frame / Door / Hardware & Install)	1.00 ea	1,925.00 /ea	1,925
----	Exterior Double Doors (includes Frame / Door / Hardware & Install)	1.00 pair	3,350.00 /pair	3,350
----	Interior Single Doors (includes Frame / Door / Hardware & Install)	1.00 ea	1,900.00 /ea	1,900
	Metal Doors & Frames		4.58 /sf	7,175
	1,568.00 sf			
	Doors and Frames		4.58 /sf	7,175
	1,568.00 sf			
083000.00	Specialty Doors and Frames			
083300.00	Coiling Doors and Grilles			
----	Furnish & Install Overhead Coiling Man Door	1.00 ea	3,500.00 /ea	3,500

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
083300.00	Coiling Doors and Grilles			
----	Furnish & Install Overhead Door at Vehicle Openings	2.00 ea	7,500.00 /ea	15,000
	Coiling Doors and Grilles		11.80 /sf	18,500
	1,568.00 sf			
	Specialty Doors and Frames		11.80 /sf	18,500
	1,568.00 sf			
092000.00	Gypsum Drywall			
092118.00	Drywall Ceilings			
----	Furnish & Install weather-resistant gwb ceiling at bathroom	48.00 sf	25.00 /sf	1,200
----	Furnish & Install lockable access panels at bathroom ceiling	1.00 ea	750.00 /ea	750
	Drywall Ceilings		1.244/sf	1,950
	1,568.00 sf			
	Gypsum Drywall		1.244/sf	1,950
	1,568.00 sf			
099000.00	Painting			
099113.00	Exterior Painting			
----	Paint composite trim	188.00 lf	5.00 /lf	940
	Exterior Painting		0.60 /sf	940
	1,568.00 sf			
099123.00	Interior Painting			
----	Interior Painting (ceiling and door frames)	1.00 Md	800.00 /Md	800
----	Sealed Concrete	1,568.00 sf	1.50 /sf	2,352
	Interior Painting		2.01 /sf	3,152
	1,568.00 sf			
	Painting		2.61 /sf	4,092
	1,568.00 sf			
100000.00	Specialties			
101400.00	Signage			
----	Building Signage	1,568.00 sf	0.50 /sf	784
	Signage		0.50 /sf	784
	1,568.00 sf			
102813.00	Toilet Accessories			
	30 Soap Dispenser	1.00 ea	75.00 /ea	75
n	60 Toilet Paper Dispenser, wall mounted	1.00 ea	100.00 /ea	100
n	80 Paper Towel Dispenser / Receptacle	1.00 ea	150.020 /ea	150
n	110 Unframed Toilet Mirror - 2x4	1.00 ea	200.00 /ea	200

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
102813.00	Toilet Accessories			
gb24	Grab Bars	1.00 ea	150.00 /ea	150
	Toilet Accessories		0.43 /sf	675
	1,568.00 sf			
	3.050 Labor hours			
	Specialties		0.93 /sf	1,459
	1,568.00 sf			
	3.050 Labor hours			
220000.00	Plumbing			
220500.00	General Requirement Plumbing			
----	Plumbing Trade Permits	1.00 ls	500.00 /ls	500
	General Requirement Plumbing		0.32 /sf	500
	1,568.00 sf			
220700.00	Plumbing Insulation			
----	Water piping insulation	100.00 lf	6.50 /lf	650
	Plumbing Insulation		0.42 /sf	650
	1,568.00 sf			
221000.00	Facility Water Distribution			
----	Domestic Cold / Hot Water Return Piping	100.00 lf	32.00 /lf	3,200
----	Domestic Cold / Hot Water Fixture Connections	3.00 ea	200.00 /ea	600
----	Gas piping to unit heaters	350.00 lf	58.00 /lf	20,300
	Facility Water Distribution		15.37 /sf	24,100
	1,568.00 sf			
221600.00	Facility Sanitary Sewerage			
20	Sanitary Waste / Vent Piping	70.00 lf	44.00 /lf	3,080
20	Sanitary Waste / Vent Connections	2.00 ea	250.00 /ea	500
	Facility Sanitary Sewerage		2.283/sf	3,580
	1,568.00 sf			
223000.00	Plumbing Equipment			
----	Point of use electric water heater	1.00 ea	1,500.00 /ea	1,500
	Plumbing Equipment		0.96 /sf	1,500
	1,568.00 sf			
224000.00	Plumbing Fixtures			
----	Water closet	1.00 ea	1,150.00 /ea	1,150
----	Lavatory	1.00 ea	1,050.00 /ea	1,050
----	Floor drain	5.00 ea	550.00 /ea	2,750
----	Trap primers	5.00 ea	950.00 /ea	4,750
----	Interior hose bibb	1.00 ea	300.00 /ea	300
----	Exterior hose bibb	1.00 ea	450.00 /ea	450
	Plumbing Fixtures		6.67 /sf	10,450
	1,568.00 sf			

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
	Plumbing		26.01 /sf	40,780
	1,568.00 sf			
230000.00	HVAC			
230593.00	Testing & Balancing			
----	Testing & Balancing	1.00 Cd	3,840.00 /Cd	3,840
	Testing & Balancing		2.45 /sf	3,840
	1,568.00 sf			
230900.00	HVAC Controls			
----	Unit Heaters (4 ea * 2 pt ea)	8.00 pt	700.00 /pt	5,600
----	General exhaust fans	3.00 pt	700.00 /pt	2,100
	HVAC Controls		4.911/sf	7,700
	1,568.00 sf			
233000.00	HVAC Air Distribution			
----	Provide general exhaust sidewall propeller type exhaust air fan at vehicle bays	1.00 ea	2,500.00 /ea	2,500
----	Provide wall mounted intake louver and damper assembly w/ fan switch & thermostat control at vehicle bays	1.00 ls	5,000.00 /ls	5,000
----	Provide ceiling type exhaust air fan at restroom	1.00 ea	1,500.00 /ea	1,500
----	Provide general exhaust ventilation fan system for multi-purpose room	1.00 ea	2,000.00 /ea	2,000
	HVAC Air Distribution		7.02 /sf	11,000
	1,568.00 sf			
235000.00	Heating Equipment			
----	Provide gas fired ceiling suspended horizontal type unit heaters	3.00 ea	1,500.00 /ea	4,500
----	Provide concentric flue and intake vents at roof	3.00 ea	3,500.00 /ea	10,500
----	Provide electric wall mounted convactor heater at restroom	1.00 ea	1,500.00 /ea	1,500
	Heating Equipment		10.523/sf	16,500
	1,568.00 sf			
	HVAC		24.90 /sf	39,040
	1,568.00 sf			
260000.00	Electrical			
260500.00	General Electrical Requirements			
----	Electrical Construction Temp Power & Lighting	1,568.00 sf	1.00 /sf	1,568
----	Electrical Permit & Inspections	1.00 ls	500.00 /ls	500
	General Electrical Requirements		1.32 /sf	2,068
	1,568.00 sf			
262000.00	Distribution System			
----	100amp 120/208V 3 phase service	1.00 ls	4,500.00 /ls	4,500
----	100amp feeder	329.00 lf	90.00 /lf	29,610

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
	Distribution System		21.754/sf	34,110
	1,568.00 sf			
263000.00	Power Branch Circuit Wiring System			
----	General purpose receptacles	1,568.00 sf	2.00 /sf	3,136
----	Wiremold power along interior of East wall and above counter in multi-purpose room	1.00 ls	500.00 /ls	500
----	Dedicated power for any special equipment	1.00 ls	1,350.00 /ls	1,350
----	Roll-up doors to be powered	3.00 ea	950.00 /ea	2,850
	Power Branch Circuit Wiring System		5.00 /sf	7,836
	1,568.00 sf			
263200.00	Mechanical Branch Circuit Wiring System			
----	Wiring of electric heater at bathroom	1.00 ea	750.00 /ea	750
----	Wiring of exhaust fans	3.00 ea	450.00 /ea	1,350
	Mechanical Branch Circuit Wiring System		1.34 /sf	2,100
	1,568.00 sf			
	Electrical		29.41 /sf	46,114
	1,568.00 sf			
265000.00	Lighting			
265100.00	Interior Lighting			
----	LED vapor tight fixtures	1,568.00 sf	10.00 /sf	15,680
	Interior Lighting		10.00 /sf	15,680
	1,568.00 sf			
265500.00	Building Lighting			
----	Exterior lighting to match main building	8.00 ea	500.00 /ea	4,000
	Building Lighting		2.551/sf	4,000
	1,568.00 sf			
	Lighting		12.551/sf	19,680
	1,568.00 sf			
270000.00	Communications			
272000.00	Data Communications			
----	Controller/Panel & access control	1.00 ls	1,500.00 /ls	1,500
----	Access control on the people door	1.00 ls	1,500.00 /ls	1,500
----	Interior security cameras	2.00 ea	1,800.00 /ea	3,600
----	Exterior security cameras	2.00 ea	2,500.00 /ea	5,000
	Data Communications		7.40 /sf	11,600
	1,568.00 sf			
	Communications		7.40 /sf	11,600
	1,568.00 sf			

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
280000.00	<i>Electronic Safety and Security</i>			
283100.00	Fire Detection and Alarm			
----	Fire Alarm System	1,568.00 sf	5.00 /sf	7,840
	Fire Detection and Alarm		5.00 /sf	7,840
	1,568.00 sf			
	<i>Electronic Safety and Security</i>		5.00 /sf	7,840
	1,568.00 sf			
310000.00	<i>Earthwork</i>			
312000.00	Earth Moving			
	80 Foundation excavation - haul & dispose of off-site	555.00 cy	35.00 /cy	19,425
	80 12" Gravel Base Under SOG	58.00 cy	70.00 /cy	4,060
	80 Foundation Structural Fill	500.00 cy	30.00 /cy	15,000
----	Localized Construction Dewatering	2.00 Md	2,000.00 /Md	4,000
----	8" gravel base at sidewalks	4.00 cy	70.00 /cy	280
----	12" gravel base at driveway / walkway	107.00 cy	70.00 /cy	7,490
	Earth Moving		32.05 /sf	50,255
	1,568.00 sf			
	<i>Earthwork</i>		32.05 /sf	50,255
	1,568.00 sf			
320000.00	<i>Exterior Improvements</i>			
321216.00	Asphalt Paving			
----	Furnish & Install bituminous concrete driveway	322.00 sy	22.00 /sy	7,084
----	Furnish & Install bituminous concrete pavement to the west of building under overhang	16.00 sy	22.00 /sy	352
	Asphalt Paving		4.742/sf	7,436
	1,568.00 sf			
	<i>Exterior Improvements</i>		4.742/sf	7,436
	1,568.00 sf			
330000.00	<i>Utilities</i>			
331000.00	Water			
	50 F&I water line tied into 8" water line on south side of school	250.00 lf	80.00 /lf	20,000
	Water		12.76 /sf	20,000
	1,568.00 sf			
333000.00	Sanitary Sewer			
----	F&I new sewer line tied into 8" PVC line proposed for school	80.00 lf	45.00 /lf	3,600
----	Exterior gas/sand separator connected to sanitary system	1.00 ls	5,000.00 /ls	5,000

Item	Description	Takeoff Qty	Total	
			Unit Cost	Amount
	Sanitary Sewer		5.49 /sf	8,600
	1,568.00 sf			
334000.00	Storm Drainage			
----	Allowance for Storm Drainage System	1.00 allo	7,500.00 /allo	7,500
	Storm Drainage		4.783/sf	7,500
	1,568.00 sf			
335100.00	Gas Distribution			
----	Furnish & Install new gas line within property only	630.00 lf	60.00 /lf	37,800
	Gas Distribution		24.11 /sf	37,800
	1,568.00 sf			
337000.00	Electrical			
----	Furnish & Install ductbank	329.00 lf	80.00 /lf	26,320
	Electrical		16.79 /sf	26,320
	1,568.00 sf			
	Utilities		63.92 /sf	100,220
	1,568.00 sf			

Estimate Totals

Description	Amount	Totals	Rate	Cost per Unit
Directs	638,007			
Design/Pricing + GMP Cont	31,900		5.000 %	
CM Fee	13,398			
P&P Bond	4,783			
GLI / Builders Risk	5,505			
Total		693,593		

Item	Description	Date	Estimated Cost	1: Anticipated 2: Rej 3: Tnt	Accepted Items	Rejected Items	Tentative Items	Notes
1	Eliminate Bathroom	10-Nov-15	\$0	2	\$0	\$0	\$0	
2	Eliminate Work Area	10-Nov-15	\$ (46,149.90)	1	(\$46,150)	\$0	\$0	Remove 330sf of the Building
3	Eliminate Storage Room & Doors (Including millwork)	10-Nov-15	\$0	2	\$0	\$0	\$0	
4	Eliminate Overhang	10-Nov-15	\$ (4,016)	1	(\$4,016)	\$0	\$0	
5	Flat Roof	10-Nov-15	\$ -	2	\$0	\$0	\$0	
6	Eliminate Discharge Rain Leader and Downspouts	10-Nov-15	\$ (8,736)	2	\$0	(\$8,736)	\$0	
7	Eliminate Floor Drain & Oil/Gas Seperator	10-Nov-15	\$ -	2	\$0	\$0	\$0	
8	Eliminate Sanitary (Assumes #1 & 7 are accepted)	10-Nov-15	\$ -	2	\$0	\$0	\$0	
9	Delete the Gas Line & Install Electric Heat	10-Nov-15	\$ -	2	\$0	\$0	\$0	
10	Delete Tube Steel at Rollup Doors	10-Nov-15	\$ (10,200)	1	(\$10,200)	\$0	\$0	If not required per the Structural engineer
11	Doors & Frames	10-Nov-15	\$ -	2	\$0	\$0	\$0	
12	Simplify HVAC System	10-Nov-15	\$ -	2	\$0	\$0	\$0	
13	Pull Gas from Winchester	10-Nov-15	\$ (18,900.00)	1	(\$18,900)	\$0	\$0	Assumes there is Gas at the end of Winchester St.
14	Pull Water from Winchester	10-Nov-15	\$ (7,874.69)	1	(\$7,875)	\$0	\$0	Assumes 150' run from end of Winchester St.
15	Pull Electric from Winchester	10-Nov-15	\$ (28,900.00)	1	(\$28,900)	\$0	\$0	Assumes 150' run from end of Winchester St.
16	Reduce Contingency	0-Jan-00	(\$20,000)	1	(\$20,000)	\$0	\$0	
17		0-Jan-00	\$0	1	\$0	\$0	\$0	
18		0-Jan-00	\$0	1	\$0	\$0	\$0	
Total			(144,777)		(136,041)	(8,736)	-	
<div><div><div>Current Budget Pricing Construction Cost Estimate</div><div>Current Budget</div><div>Over/Under</div></div><div><div>Adjustments W/ Anticipated VE</div><div>Revised Construction Cost Estimate</div><div>Remaining VE Required</div></div></div> <div><div>\$686,632 ←</div><div>\$300,000</div><div>\$386,632</div></div> <div><div>- \$136,041</div><div>\$550,591</div><div>\$250,591</div></div> <div>Current Estimate Total</div>								

December 3, 2015 (Revised December 17, 2015)

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

Re: Caleb Dustin Hunking School
Haverhill, MA
Proposal for Additional Civil Engineering Services
JCJ Project No. B13020.01

Dear Mr. Cunniff 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 principally conducted by the civil engineer. The Owner has requested that the entry driveway be modified to accommodate a guard house between the inbound and outbound flow of traffic. Utilities will be modified as appropriate. We understand the Owner prefers a premanufactured guard house product to be installed at this location.

The full scope of services is described in depth in the civil engineer's proposal (attached) dated November 2, 2015 and the electrical engineer's proposal (attached) dated December 17, 2015. Although JCJ and the security/ technology consultant will also be providing services for this effort, neither firm will be requesting additional compensation.

As provided under Section 8 of our Contract for Designer Services, JCJ submits this proposal for an Extra Service related to the consultant's services. The full anticipated scope of services includes field observation, coordination with the contractor and design team and issuance of a field report with recommendations.

The requested services will begin upon receipt of authorization to proceed.

The fee for this scope of work will be a lump sum of Two-Thousand Seven Hundred Fifty Dollars and 00 cents. (\$4,400.00) The lump sum includes fees allowed by Section 8 of the Owner-Architect 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



CDW CONSULTANTS, INC.
CIVIL & ENVIRONMENTAL ENGINEERS

November 2, 2015

Mr. Daniel Ruiz
JCJ ARCHITECTURE
One State Street Suite 900
Boston, MA 02109

Re: Scope of Services in Support of Site Plan Approval
Civil Engineering Services
Gate House Building at new Hunking School, Haverhill, MA

Dear Mr. Ruiz:

CDW Consultants, Inc. is pleased to submit this proposal for professional services for site plan approval for a new gate house building to be located on the site with the new Hunking School in Haverhill, MA (Project). Our proposal includes a detailed Scope of Services, Schedule of Services, Fee for Services, Assumptions, and CDW Terms and Conditions.

SCOPE OF SERVICES

The following is a list of tasks to be performed under this Agreement:

Task 1. Site Plan

CDW will perform civil engineering services for the design of a new gate house building to be located on the existing school site. The services will include the design for layout, grading, drainage and new utilities.

CDW will prepare a site plan showing the layout of the new gate house building with site grading, drainage and new utilities to service the building.

Task 2. Construction Administration

CDW will review project submittals during the construction phase of the project and will perform one site construction observation visit during the construction phase.

SCHEDULE OF SERVICES

Upon receipt of your written authorization to proceed, CDW will commence the work outlined in Scope of Services. We will provide the services in a coordinated and expeditious manner to support the Project deliverables and goals.

FEE FOR SERVICES

For this project as defined in Scope of Services, compensation shall be a lump sum fee of two thousand five-hundred dollars (\$2,500.00) as follows:

<u>Task 1. Site Plan Preparation</u>	\$1,700
<u>Task 2. Construction Administration</u>	\$ 800
Total Lump Sum Fee	\$2,500



Application/permit fees are not included. Additional services, if required and authorized in writing, will be billed at the following standard hourly rates:

Principal	\$140.00 per hour
Survey Crew (2 people)	\$140.00 per hour
Project Manager/PE	\$130.00 per hour
Professional Land Surveyor	\$120.00 per hour
Senior Designer/ Project Engineer	\$100.00 per hour
Surveyor-In-Training	\$90.00 per hour
Staff Designer	\$65.00 per hour

Direct costs associated with additional services will be billed at cost upon written approval.

ASSUMPTIONS

CDW makes the following assumptions for this Project:

1. The plans will consist of a single plan showing layout, grading and drainage and new utilities.
2. No new specifications will be required. The existing specifications approved for the new Hunking School will be sufficient.
3. No new testing will be required for infiltration of the proposed roof area and/or any other new impervious area.
4. The new building footprint is approximately 6'x 8'.
5. No Notice of Intent will be required.

TERMS AND CONDITIONS

CDW will accept applicable Terms and Conditions of the Contract for Designer Services (ie, the Prime Agreement) between the Haverhill School District and JCJ Architecture.

Please sign a copy of this Agreement. Retain a copy for your files and return the other to us, the receipt of which shall constitute Notice-to-Proceed. If you have any questions, please do not hesitate to contact us. We look forward to continue working with you on this important project. Thank you for considering CDW Consultants, Inc.

Very truly yours,
CDW CONSULTANTS, INC.

Joanne Scannell
Associate Principal

AGREED AND ACCEPTED:

BY: _____

Title: _____

Date: _____



GARCIA • GALUSKA • DESOUSA

Consulting Engineers Inc.

370 Faunce Corner Road, Dartmouth, MA 02747-1217

REQUEST FOR ADDITIONAL SERVICES

L #50290

DATE: December 17, 2015 ATTN: Daniel F.B. Ruiz, MCPPO
TO: JCJ Architecture
PROJECT: Caleb Dustin Hunking PRINCIPAL: David M. Pereira, P.E.
School - Guard House
GGD JOB #: 745 002 PROJ. MGR: David M. Pereira P.E.
CLIENT TASK#
FEE BASIS: Fixed Fee

ESTIMATED COST FOR CHANGES:

One Thousand Five Hundred Dollars - \$1,500.00

DESCRIPTION OF "ADDITIONAL SERVICES" REQUIRED:

Provide power feeder for new guard house including access control provisions and associated circuitry and review change order.

THE ABOVE ADDITIONAL WORK WILL NOT BE STARTED UNTIL WRITTEN AUTHORIZATION IS RECEIVED.

ADDITIONAL SERVICES APPROVED BY: _____

DATE:

SEND ☒ FOR OFFICE ONLY: ☐

CC: PRINCIPAL, PROJECT MGR., ACCOUNTING, CORRESPONDENCE

254/255 CODE: _____

December 3, 2015

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

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

Dear Mr. Cuniff 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 related to the Owner's request to add a partial Active Shooter Detection System. It is our understanding that the scope of work will include the design and integration of an active shooter system at various first floor locations; including the main lobby, secondary entries, gymnasium and main street corridor

As provided under Section 8 of our Contract for Designer Services, JCJ submits this proposal for an Extra Service related to the consultant's services. The full anticipated scope of services is described in greater detail in the consultant's proposal

These services will begin upon receipt of authorization to proceed.

The fee for this scope of work will be a lump sum of Five Thousand Seven Hundred Sixty-Four Dollars and 00 cents. (\$5,764.00) The lump sum includes JCJ fees allowed by Section 8 of the Owner-Architect 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

Notification of Additional Services

Project Name:	Hunking School		
Client:	JCJ Architecture	Date:	2015-11-16
Client PM:	Daniel Ruiz	Project No.	27735
RGV PM:	Michael Kerwin	Additional Service No.:	01

Description of Change:

This additional services proposal includes the activities required to design and perform construction administration services related to the addition of the Active Shooter Detection System to the project.

Work Required:

Specific activities include the:

1. Review of manufacturer requirements for the implementation of the Active Shooter Detection Equipment;
2. Development of drawings and details to define the infrastructure, communications, power and associated characteristics of the system to be installed;
3. Review the documents with the designated representative of the school, and the manufacturer;
4. Incorporate feedback and comments to produce the final documents;
5. Respond to pricing RFIs and issue clarifications as required;
6. Review submittals related to this system;
7. Conduct one field inspection to review the system installation and document the installation conditions.

Deliverables:

The deliverables associated with these activities include:

- Drawings and sheet specification and/or notes.

Schedule Impact:

This is a separate task and will have its own schedule.

Documents Affected by Change (Disciplines, Drawings, Specifications):

The incorporation of the Active Shooter Detection system will result in new drawing sheets that are dedicated to this system.

Fee and Expense:

- Lump Sum Fee
- Expenses – Additional Budget Amount

\$ 5,240.00

Included in the above

Approved By: _____ [client name] _____

Date: _____

Client Signature: _____

Work may proceed only after receipt of authorization.

Please be aware that this service may impact:

☐

Design Schedule

☒

Construction Cost

☐

Construction Schedule

Guardian Indoor Gunshot Detection Proposal



Shooter Detection Systems

Guardian System Proposal - Educational Institutions

Account Name: Haverhill School District
Opportunity Name: The Hunking School
Date: 9/8/2015

	<i>Tier I Coverage</i>
Guardian Sensors - (MSRP)	\$ 1,420
Discount	<i>15.0%</i>
Guardian Sensors Discounted Price	\$ 1,207
Guardian Sensor Quantity	33
First Floor	20
Second Floor	10
Third Floor	3
Total Guardian Sensors	\$ 39,831
Gateway System - (MSRP)	\$ 7,960
Gateway Quantity	1
Total Gateway System	\$ 7,960
Installation & Configuration	\$ -
<i>(to be performed by Licensed SDS Dealer)</i>	
Annual Operating License	\$ 4,050
Shipping Charges <i>(estimate - to be billed at)</i>	\$ 125
TOTAL	\$ 51,966

