

School Building Committee Meeting

Tuesday, October 14, 2014

School Department
Conference Room, City Hall

9:00 AM

Agenda

- Approval of Meeting Minutes from 09/02/14 SBC Meeting
- SBC Motions/ Votes
 - Approval for JCJ Architecture Amendment #7
 - Approval to Submit the DD report including estimate to MSBSA
 - Approval to authorize JCA to proceed to CD phase
- Invoice Approval
 - Joslin, Lesser + Associates Invoices
 - JCJ Architecture Invoices
 - Shawmut Design and Construction Invoices
- Public Comment
- Other Business
- Upcoming Meetings/Activities
 - SBC Meetings – City Hall, School Department Conference Room, 9:00 a.m.
 - Proposed – November 18, 2014

Caleb Dustin Hunking School – Haverhill, MA**Meeting Minutes**

| | | |
|--|-----------|--|
| <u>School Building Committee (SBC)</u> | Date: | September 2, 2014 |
| | Location: | Haverhill City Hall, School Department Conference Room |
| | Time: | 8:30 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 | N |
| Francis Bevilacqua | SBC | N | Jennifer Gareau | JLA | Y |
| Jonathan Goldfield | SBC | Y | Stephanie Gilman | JLA | N |
| Orlando Pacheco | SBC | Y | | | |
| Michael Peugh | SBC | Y | <u>JCJ Architecture (JCJ)</u> | | |
| Robert Scatamacchia | SBC | Y | James LaPosta | JCJ | Y |
| Scott Wood | SBC | N | Doug Roberts | JCJ | Y |
| Ernest DiBurro | SBC | Y | 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 | N |
| Beverly Woodhouse | HPS | N | | | |
| Beverly Cassano | HPS | Y | <u>Public:</u> | | |
| Donna Capodelupo | HPS | N | Colin LePage | City Council | Y |
| | | | Jonathan Letcher | | N |

Mayor James Fiorentini called the meeting to order at 8:36 a.m.:

1. Approval of Meeting Minutes from July 22, 2014 SBC Meeting:

MOTION: made by E. DiBurro, seconded by R. Scattamacchia, and approved unanimously, to approve the July 22, 2014 SBC meeting minutes.

2. New School Building Committee Members

The Mayor introduced new School Building Committee members Andrew Vanni and Orlando Pacheco.

3. Project Scope and Budget Agreement

The Project Scope and Budget Agreement is being circulated for signatures.

4. Invoice Approval-

MOTION: E. DiBurro moved, seconded by R. Scatamacchia, to approve the following invoices included in the July 2014 Invoice Packet:

- Joslin Lesser + Associates Invoice #16 for OPM Design Development Services performed in July 2014 - \$29,000.00
- JCJ Architecture Invoice #14 for A/E Design Development Services performed in July 2014 - \$325,000.00
- Shawmut Design & Construction Invoice #2 for CM Preconstruction Services performed in July 2014 - \$15,000.00

The Committee voted unanimously to authorize payment of Joslin Lesser + Associates Invoice #16 for OPM Design Development Services in the amount of \$29,000.00 to Joslin Lesser + Associates, JCJ Architecture Invoice #14 for A/E Design Development Services in the amount of \$325,000.00 to JCJ Architecture, and Shawmut Design & Construction Invoice #2 for CM Preconstruction Services in the amount of \$15,000.00 to Shawmut Design & Construction.

5. Amendment Approval

JLA explained Amendment #6 to the Committee. The amendment is for the site survey and wetlands delineation. JLA added that this work was time-sensitive, and occurred before a formal Amendment was presented to the Committee. JCJ explained some findings from the survey, noting that they have received a preliminary drawing, and will present the final drawings to the SBC.

E. DiBurro noted that the SBC needs to be alerted of such work sooner. JCJ noted that the work was time-sensitive and that JCJ proceeded at-risk as the work was on the critical path to get the drawings done, adding that proceeding was in the best interest of the Project.

MOTION: R. Scattamacchia moved, seconded by E. DiBurro, to approve JCJ Architecture Amendment #6 for Site Survey and Wetlands Delineation.

7 members of the Committee voted to authorize JCJ Architecture Amendment #6 for Site Survey and Wetlands Delineation, while 1 member of the committee abstained.



6. Design Update

JCJ presented progress made on the project drawings, noting that not much of the layout has changed since the last meeting because everything is locked in with the MSBA. The new site plan shows the second exit from the site, an option that is currently being studied. The plan also shows additional parking located behind the Fire Department to replace parking that was lost in adjusting the exit drive location to accommodate abutter privacy. Current wetlands surveying shows that the wetlands have receded from where they were originally shown, resulting in an easier fit for the new ball field.

JCJ explained that the soil investigation done early on in the project showed a nearly impermeable layer of soil, which has been making drainage on the site difficult. The project will need an under field drainage system that will store rain water in tanks before it can be released in a controlled manner that will not affect neighboring properties.

JCJ resented progress made on the interior of the building, noting that the only real plan change from SD to now is how the plan was reworked to get more light down to lower floor of the building. The building is simple in structure, which is a result of JCJ keeping the design simple, which will save money for the project.

The exterior material study of dimensions ensured that materials require minimal custom cuts, which saves in labor and materials costs. JCJ is utilizing groundface decorative block on the exterior, adjusting the pattern to make the less expensive material look much nicer. J. Goldfield asked about a plan to keep mold off the building in darker alcoves. JCJ explained that the rain drains through drains on roof, and will not drain off the side of the building. The cavity wall construction is designed to get wet and then dry out. J. Goldfield asked about snow and ice maintenance. JCJ explained that they have been working closely with T. Geary to accommodate his usual snow removal plan. J. Goldfield asked about whether a wind study would be done for the designed building. JCJ explained that projects of this size could not afford a wind tunnel test, but added that they are cognizant of the issue. Current building codes take into consideration snow drifting, and the building has been designed to meet all current building codes. JCJ explained the designed heating and cooling displacement air system, which will provide the whole building with air conditioning.

JCJ presented some of the progress that has been made on the interior design of the building. They have been working closely with T. Geary to make sure the materials in the building can be maintained, and are the same, or at least similar to materials used across the district to make maintenance easier for the City. JCJ is also working on patterns that do not require much custom cutting of materials, which will save on labor and materials. The building's aesthetic will age well and not be something that is too trendy or will show its age in a few years.

With regard to the shift in plan to get more light to the lower level, J. Fiorentini expressed concern about students climbing over the railing and falling to first floor. JCJ noted that the railings around the space, which is open from the second story to below, are at 48" which is higher than the code requirement. JCJ added that the vertical railing structure makes it less

climbable, and that the space will also be highly visible to teachers and staff. J. Scully and T. Geary noted that there are similar spaces at other schools in the district, and that there have not been any issues of students climbing over the railings. J. Fiorentini noted that the only way to keep that area safe is to eliminate the opening altogether. JCJ will price an option to close off the open space with a glass wall in order to keep the benefits of daylighting the ground floor. J. Goldfield asked how the interior windows be cleaned? JCJ noted that genie lifts are will be purchased for the building, and could be used to clean the glass.

JLA reviewed the Design Development (DD) schedule as outlined on the agenda. The DD estimates by Shawmut and JCJ's estimator, VJ Associates, will be ready by September 12th, with cost reconciliation of the two estimates occurring between September 15th and October 8th. The DD Final Report will be provided to the SBC for review prior to the next meeting, when the SBC will take a vote to approve submitting the DD Report to the MSBA.

7. Public Comment

C. LePage asked about the potential for geothermal in the project. O. Pacheco provided C. LePage with grant information that could provide funds for a feasibility study to move forward with geothermal. JCJ noted that they are having difficulty finding land to place wells with the currently phasing plan. O. Pacheco added that the size of the building would make it difficult to use geothermal for the entire school, but suggested that could be considered for the gym and cafeteria area of the building. JCJ will look into the potential of geothermal on a smaller scale for the project.

8. Other Business

There was no Other Business.

9. Upcoming Meetings and Activities

- 10/14/14 – SBC Meeting
- DD meetings


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: September 22, 2014

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

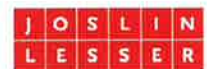
Cc: James J. Fiorentini; James F. Scully; Robert DeFusco; Jeffery Luxenberg; Jennifer Gareau

Enclosed for approval, please find the following proposed commitment:

JCJ Amendment # 7 represents the cost to perform extra A & E services of Phase II Environmental Consulting. A proposal was requested from CDW Consultants, the firm currently contracted by JCJ Architecture to perform both Phase I consulting, and also to perform full civil engineering design for the project. We find the cost and the scope of work for the requested services to be in line with similar projects on which we have worked. This budget line item includes a value of \$ 25,000, against which this commitment of \$ 16,170 would be expended. 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 # 7.

| COMMITMENTS | | | |
|-------------|-----------------------------------|---|--------------------|
| ProPay Code | Budget Category | Description of Services | Contract Value \$ |
| 0204-0300 | A&E – Extra/Reimbursable Services | Phase II Environmental Consulting – Test Pits & Borings | \$ 16,170.00 |
| | TOTAL: | | \$16,170.00 |

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;

WHEREAS, effective as September 22, 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: Phase II Environmental Consulting – Test Pits & Borings

Proposed Fee: \$ 16,170.00

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 | \$ 0.00 | \$ 16,170.00 | \$ 16,170.00 |
| Total Fee | \$395,000.00 | \$4,058,534.00 | \$16,170.00 | \$4,469,704.00 |

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 _____

Rec'd 09.18.14

JCJ ARCHITECTURE

JCJ.COM

319 A Street, STUDIO 4A
Boston, MA 02210
TEL 617.532.6600
FAX 617.532.6601
BOSTON@JCJ.COM

August 21, 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

SCT Amendment No. 7

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) solicited proposals for professional environmental services related to possible subsurface hazardous materials on the Caleb Hunking Elementary School site. JCJ requested a proposal from CDW Consultants, Inc. who is already engaged with the project to assist with other hazardous materials consulting scope. Attached you will see their proposal. JCJ recommends the SBC approve the proposal from CDW Consultants, Inc.

As provided under Section 8 of our Contract for Designer Services, JCJ is pleased to submit this proposal for an Extra Service for Phase II environmental consulting services. The full anticipated scope of services is outlined within their attached proposal dated July 16, 2014, however, in summary the services will include a soil and groundwater investigation including review of historical records, obtaining several subsurface samples via new soil borings, lab analysis of soil samples and development of an investigative report.

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

Our fee for the scope of work outlined will not exceed Sixteen Thousand One Hundred Seventy Dollars exactly. (\$16,170.)

Please contact our office with any questions.

Sincerely,


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

Attachment: Feldman proposal, LandTech proposal

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

COW \$14,700
JCJ M/c 10% 1,470
Total \$16,170

OK 
JLA 9/22/14



CDW CONSULTANTS, INC
CIVIL & ENVIRONMENTAL ENGINEERS

July 16, 2014

Mr. Douglas Roberts, AIA, LEED AP
JCJ Architecture
319 A Street/Studio 4A
Boston, MA 02210

Re: Scope of Services in Support of Design Development
Environmental Services – ASTM Phase II Investigation
Caleb Hunking Elementary School, Haverhill, MA

Dear Mr. Roberts :

CDW Consultants, Inc. is pleased to submit this proposal for professional environmental services in support of Design Development for the Caleb Hunking Elementary School at 100 Winchester Street in Haverhill, MA. Our proposal includes a detailed Scope of Services, a Schedule of Services, Fee for Services, Assumptions, and Additional Services. Specifically, we propose to perform the following services:

SCOPE OF SERVICES

1.0 Phase II Limited Subsurface Investigation

In July, 2013 CDW completed a Phase I Environmental Site Assessment in conformance to the scope and limitations of ASTM Practice E 1527-05 of the Site property. At the time of the report, there was no identified evidence of Recognized Environmental Concerns (RECs) in connection with the Site except for the following:

- There was an unused UST identified.
- There was an unused dumbwaiter and potential hydraulic oil reservoir.
- There were asbestos containing materials and other hazardous materials in the building.
- There was historically an incinerator at the site.

No conclusions were able to be made regarding subsurface conditions at the Site at the completion of the Phase I Assessment. Based on the findings and observations, CDW recommended the following actions to further investigate environmental conditions at the Site:

- Conduct a Phase II subsurface investigation in the area of the UST, and any other area of concern at the site to identify potential contaminated soils affected by construction.
- Comprehensive asbestos-containing materials inspection and sampling of building materials, and further investigation of the dumbwaiter mechanism for the potential presence of hazardous materials.
- Inspection and sampling of historic incinerator location for ash or ash disposal area.



1.1 Soil and Groundwater Investigation

CDW will check existing plans and interview knowledgeable persons to gain additional information on utilities (e.g. electric, gas, oil, water, sewer, etc.) and former and current USTs. CDW will use a magnetometer to find the approximate location of the UST.

CDW will conduct a limited subsurface investigation on the Site. The investigation will consist of the advancement of a total of five (5) soil borings. Up to three (3) of the borings will be completed as 2" diameter groundwater monitoring wells. Up to one day (1) days of drilling and up to 80 feet of well materials are included in this task.

CDW will collect soil samples for field-screening at five (5) foot intervals during the boring advancement. CDW will field-screen soil samples for volatile organic compounds using a photoionization detector. Based upon the results of the field screening, CDW will submit up to one (1) soil sample from each of the borings at the depth where contamination is evident or at the vadose zone. The sample will be submitted to a certified laboratory for analysis of the following parameters: EPH/VPH including target polynuclear aromatic hydrocarbons (PAHs), volatile organic compounds (VOCs) by EPA Method 8260, and total priority pollutant metals (PP13).

CDW will gauge the depth to groundwater in the new monitoring wells. CDW will bail a minimum of three well volumes from the wells prior to sampling. CDW will conduct field analysis of groundwater at each well for pH, conductivity, and temperature.

CDW will survey the locations of all borings, and the elevations of the groundwater monitoring wells relative to a fixed point. CDW will confirm the average groundwater gradient and flow direction based upon the data obtained. CDW will locate the borings and monitoring wells on an electronic base map provided by Client.

CDW will sample new monitoring wells for laboratory analysis. Laboratory analysis will include EPH/VPH including target PAHs, Select wells for VOCs by EPA Method 8260, and select dissolved PP13. CDW will collect groundwater samples a minimum of one week after the new well installation at each of the monitoring well locations.

Investigation-derived waste will not be characterized or disposed of under this agreement.

1.2 Phase II Limited Subsurface Investigation Report

CDW will prepare a brief summary report of field observations and testing results. The report will include an opinion on the likely source(s) of soil or groundwater contamination, if found, along with recommendations, if needed, for additional testing, regulatory reporting, or other compliance with regulations.



CDW will prepare a preliminary estimate of costs associated with the management and/or remediation of contaminated soils identified. Using a base plan provided by Client, CDW will prepare sketches showing sample locations. The preparation of detailed site plans, locational surveys, or other drawings is not included herein.

One electronic copy of the report will be submitted to the Client.

If a reportable release is confirmed, CDW will prepare a Release Notification Form for submission to the Massachusetts DEP to document the release condition in accordance with the requirements of the Massachusetts Contingency Plan (MCP).

2.0 SCHEDULE OF SERVICES

CDW Consultants, Inc. will commence the work outlined in Section 1.0-3.0, SCOPE OF SERVICES upon receipt of your written authorization to proceed. CDW will work within the established design schedule and coordinate with other disciplines as needed to complete project documents within this schedule.

3.0 FEE FOR SERVICES

For this project as defined in Articles 1.0 through 5.0, "Scope of Services" compensation shall be on a time and materials basis not to exceed the following. Invoices will be submitted on a monthly basis.

Phase II Limited Site Investigation:

| | |
|---|-----------------|
| Drilling Subcontractor (1 Day)..... | \$ 2,100 |
| CDW Drilling Oversight and Dig Safe..... | \$ 1,400 |
| Soil Sample Suite (allowance)..... | \$ 2,500 |
| Groundwater Sampling/Survey..... | \$ 1,800 |
| Groundwater Sample Suite | \$ 1,800 |
| Equipment Expenses (mileage, PID, Water Meter, Survey)..... | \$ 500 |
| Phase II Summary Report..... | <u>\$ 4,600</u> |
| Subtotal Phase II Environmental Site Assessment..... | \$14,700 |

For additional services not included herein, our standard labor rates are as follows:

| | |
|----------------------------|-------------------|
| Principal | \$140.00 per hour |
| Senior Project Engineer | \$100.00 per hour |
| Project Engineer/Scientist | \$ 90.00 per hour |
| Junior Engineer/Scientist | \$ 70.00 per hour |
| Lab sample analysis | \$ varies |



Direct expenses associated with additional services will be billed at cost plus 10% upon written approval.

5.0 ASSUMPTIONS

- 1 Existing and complete survey and utility drawings are available for the Project site.
- 2 The number of meetings will not exceed the sum of the meetings stated under the individual tasks.
- 3 It is assumed that full site access is available to conduct our testing and our conclusions will be limited by limited access. No testing will be performed below building foundations or slabs.

As confirmation of your authorization to proceed with the work outlined in Section 1.0, SCOPE OF SERVICES, please execute and return one (1) copy of this proposal.

If you should have any questions or comments, please feel free to contact the undersigned (ext. 23). We thank you for the opportunity to submit this proposal and we look forward to working with you on this important project.

Very truly yours,

AGREED AND ACCEPTED:

CDW CONSULTANTS, INC.

BY: _____

Kathleen Campbell, PE, LSP
Principal

TITLE: _____
DATE: _____

MEMORANDUM

To: Jane Johnson, Budget and Grants Analyst, City of Haverhill
 From: William G. Cunniff - Joslin, Lesser + Associates, Inc.
 Date: September 15, 2014
 Re: August 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 |
| 0102-0400 | JLA | 17 | OPM - Design Development | OPM Services Design Development August 2014 | \$ 29,000.00 |
| 0201-0400 | JCJ | 15 (DD-3) | A/E Design Development | A/E Services Design Development August 2014 | \$ 325,000.00 |
| 0501-0000 | SDC | 3 | CM Preconstruction | CM Preconstruction Services August 2014 | \$ 15,000.00 |
| TOTAL: | | | | | \$369,000.00 |

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 August 2014 Monthly Report, which includes the Total Project Budget, was electronically distributed to the MSBA on September 10, 2014, and to the City of Haverhill on September 15, 2014. If you have any questions, please feel free to contact the Owner's Project Manager, Joslin, Lesser + Associates, Inc.

INVOICE

| PERIOD |
|---------------------|
| August 1 - 31, 2014 |

| PROJECT |
|---------------------------------------|
| Haverhill Caleb Dustin Hunking School |

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

OK WJ
JLA 9/8/14

Page 15 of 22
10.14.14 SBC Meeting Materials

invoice

August 31, 2014

Project No: B13020.01

Invoice No: 000000003

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 August 1, 2014 to August 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 | 70.00 | 700,000.00 | 325,000.00 |
| Amd # 5 Construction Documents | 1,500,000.00 | 0.00 | 0.00 | 0.00 |
| 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 | | 1,163,564.00 | 325,000.00 |

Previous Fee Billing 838,564.00

Total Fee

325,000.00

Total this Phase 325,000.00

Total this Invoice 325,000.00

OK WA
JLA 9/8/14

**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 #3

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

Re: Caleb Dustin Hunking School

SDC Job # 131411
Date: August 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 | Previously | Billed this Period | Billed to Date |
|---|------------|------------|--------------------|----------------|
| | Value | Billed | | |
| 004-000 Schematic Design Preconstruction Services | \$ 40,000 | \$ 40,000 | \$ - | \$ 40,000 |
| 004-000 Design Phase Preconstruction Services | \$ 150,000 | \$ 15,000 | \$ 15,000 | \$ 30,000 |

TOTAL AMOUNT DUE this Invoice:

\$15,000

Comments:

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



James DiMatteo
Shawmut Design and Construction

9-8-14
Date:

cc: File

MEMORANDUM

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

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

Date: October 8, 2014

Re: September 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 |
| 0102-0400 | JLA | 18 | OPM - Design Development | OPM Services Design Development September 2014 | \$ 29,000.00 |
| 0201-0400 | JCJ | 16 (DD-4) | A/E Design Development | A/E Services Design Development September 2014 | \$ 250,000.00 |
| 0203-9900 | JCJ | 16(DD-4) | A/E – Other Reimbursable | A/E Services Other Reimbursable Hydrant Flow Test September 2014 | \$ 275.00 |
| 0501-0000 | SDC | 4 | CM Preconstruction | CM Preconstruction Services September 2014 | \$ 15,000.00 |
| TOTAL: | | | | | \$294,275.00 |

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 September 2014 Monthly Report, which will include the Total Project Budget, will be electronically distributed to the MSBA on October 10, 2014, and to the City of Haverhill on October 10, 2014. If you have any questions, please feel free to contact the Owner's Project Manager, Joslin, Lesser + Associates, Inc.



Project Management

Joslin, Lesser + Associates, Inc.

INVOICE

44 Pleasant Street
Watertown, MA 02472

Phone 617-744-3110 Fax 617-924-3800

| DATE | INVOICE # |
|-----------|-----------|
| 10/1/2014 | 18 |

| PERIOD |
|------------------------|
| September 1 - 30, 2014 |

BILL TO:

Jane Johnson, Budget and Grants Analyst
City of Haverhill
4 Summer Street
Haverhill, MA 01830

PROJECT

Haverhill Caleb Dustin Hunking School

| DESCRIPTION | | | | AMOUNT | |
|---|--|--|--|--------|--------|
| Design Development Phase Lump Sum Payment | | | | \$ | 29,000 |
| Propay Code 0102-0400 | | | | | |
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Make all checks payable to Joslin, Lesser + Associates, Inc.

OK JLA 10/7/14



Project Management

invoice

September 30, 2014

Project No: B13020.01
Invoice No: 000000004

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 September 1, 2014 to September 30, 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 | 15,334.00 | 100.00 | 15,334.00 | 0.00 |
| Amd #2 Phase I Preliminary Site | 5,280.00 | 100.00 | 5,280.00 | 0.00 |
| Amd #2 Haz Bldg Materials | 26,950.00 | 100.00 | 26,950.00 | 0.00 |
| Amd #2 Updated Wetlands | 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 | 95.00 | 950,000.00 | 250,000.00 |
| Amd # 5 Construction | 1,500,000.00 | 0.00 | 0.00 | 0.00 |
| Amd #5 Bidding | 150,000.00 | 0.00 | 0.00 | 0.00 |
| Amd #5 Construction | 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 | | 1,413,564.00 | 250,000.00 |
| | Previous Fee Billing | | 1,163,564.00 | |
| Total Fee | | | | 250,000.00 |
| Total this Phase | | | | \$250,000.00 |

Phase 07 Reimbursable Expenses

Consultants

| | | | | |
|---------------------------|--------------------------|-------------------|---------------|---------------------|
| Other | | | | |
| 9/30/2014 | City of Haverhill | Hydrant Flow Test | 250.00 | |
| | Total Consultants | 1.1 times | 250.00 | 275.00 |
| Total this Phase | | | | \$275.00 |
| Total this Invoice | | | | \$250,275.00 |

Outstanding Invoices

| Number | Date | Balance |
|--------------|-----------|-------------------|
| 000000001 | 6/30/2014 | 50,000.00 |
| 000000002 | 7/31/2014 | 325,000.00 |
| 000000003 | 8/31/2014 | 325,000.00 |
| Total | | 700,000.00 |

OK [Signature]
JLS 10/7/14

Total Now Due \$950,275.00

City of Haverhill
Water/Wastewater Billing Department
4 Summer Street Room 300
Haverhill, MA 01830
☐ Check box if change of mailing address



MONDAY-FRIDAY 8AM-4PM
PHONE (978) 374-2370
MAKE CHECK PAYABLE TO:
CITY OF HAVERHILL

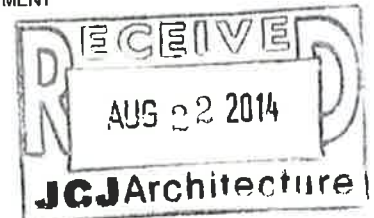
LABOR BILL

100 WINCHESTER ST-HUNKING
ACCOUNT # P0320000-73476
INVOICE # 2014 11910 PB
INVOICED 8/20/2014
DUE DATE 9/19/2014
AMOUNT DUE 250.00

JCJ ARCHITECTURE, PC
38 PROSPECT STREET
HARTFORD CT 06103

AMOUNT PAID _____

TEAR AT PERFORATION ABOVE AND RETURN TOP COPY WITH PAYMENT



WORK # 2014 11910
COMPLETED 8/08/2014
WORK DONE Hydrant Flow Test
LOCATION P0320000 100 WINCHESTER ST-HUNKING
ACCOUNT P0320000-73476
INVOICED 8/20/2014 DUE BY 9/19/2014

| | | CHARGES | | | |
|----------|-------------------|---------|---------------|--------|--------|
| ITEM# | DESCRIPTION | | QUANTITY | PRICE | AMOUNT |
| W M58 | HYDRANT FLOW TEST | | 1.00 | 250.00 | 250.00 |
| W L00010 | LABOR | | | 50.00 | |
| W L00020 | PLUMBER | | | 55.00 | |
| | | | TOTAL CHARGES | | 250.00 |
| | | | TAX | | |
| | | | TOTAL | | 250.00 |

NOTE: This Charge will be reflected on your next water bill, if this bill is not paid within 30 days of this invoice date.

STATIC 7 5PSI; PITOT 60 PSI; FLOW 1,330 GPM; RESIDUAL 66 PSI
WARD HILL TANK @ 6.3 FEET; PUMP FLOWING 4.9 MGD; NO BOOSTER.
TANK @ 6.3FT; PUMPS FLOW 4.9MGD; NO BOOSTER.

Inv. • 250
JCS M/L 25

Total • 275

OK [Signature]
JUN 10 / 7 / 14

To pay on line visit www.ci.haverhill.ma.us or call official
payments at 1-800-272-9829 and use Jurisdiction Code 3122.

**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 #4

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

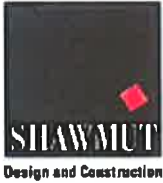
Re: Caleb Dustin Hunking School

SDC Job # 131411
Date: September 30, 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 | \$ 30,000 | \$ 15,000 | \$ 45,000 |

TOTAL AMOUNT DUE this Invoice:

\$15,000

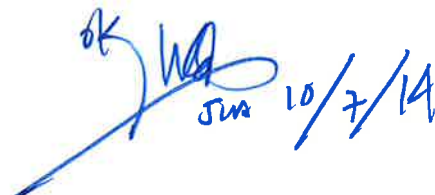
Comments:

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


James DiMatteo
Shawmut Design and Construction

10/7/14
Date

cc: File


OK [Signature] 10/7/14