

March 6, 2025

Mayor Melinda E. Barrett  
City of Haverhill  
City Hall  
4 Summer Street  
Haverhill, Massachusetts 01830

**Re: OPM Contract Amendment 05**

Dear Mayor Barrett:

Attached is Colliers Project Leader's (CPLs) Contract Amendment Number 05 for the Dr. Albert B. Consentino Middle School project extending the OPM services to the full duration of the Construction Contract. Please note, this extension to the OPM Contract is not a request to extend the Project. This request is coordinating the OPM Contract to the current approved Project Schedule.

Our initial contract with the City was for Modules 2-5, starting in January 2021 and running through October 2022. In November 2022, our Amendment # 1 was issued adding Modules 6-8 and reflecting a September 2026 completion.

As the design was developed and refined so was the schedule. The approved project schedule reflects a December 2027 completion. The difference between the two schedules is a total of 15 months.

Our proposed Amendment #5, to include these additional 15 months is \$150,000.

Please see the chart below, we are proposing an add service fee of \$150,000. This is based on our ability to effectively manage the team to accommodate the extended period without compromising the extended service or quality.

Description	Start	Finish	Total	Fee Total	Additional Fee
Base Contract + Amd #1-4	Jan-21	Sep-26	69 mths	\$5,075,385	
Proposed Amd #5	Oct-26	Dec-27	15 mths		<b>\$150,000</b>
<b>Base Contract + Amd #5</b>	<b>Jan-21</b>	<b>Dec-27</b>	<b>84 mths</b>	<b>\$5,225,385</b>	

As work is ongoing, we respectfully request that the District execute this agreement at the earliest opportunity. Please let us know if you have any questions.

Sincerely,

*Derek Osterman*

Derek Osterman  
Regional Director  
Derek.Osterman@collierseng.com  
Mobile: 617 997 3047

cc: Angela Campbell, Suzanna Yeung, Colliers Project Leaders  
Margaret Marotta, Superintendent of Schools Haverhill, MA

**ATTACHMENT B**

**CONTRACT FOR PROJECT MANAGEMENT SERVICES**

**AMENDMENT NO. 05**

**WHEREAS**, the City of Haverhill (“Owner”) and Colliers Project Leaders, USA NE, LLC, (the “Owner’s Project Manager”) (collectively, the “Parties”) entered into a Contract for Project Management Services for the Consentino Middle School School on January 5, 2021 “Contract”; and

**WHEREAS**, effective as of March 6, 2025, the Parties wish to amend the Contract, as amended:

**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 Owner’s Project Manager to perform services for the Design Development Phase, the Construction Phases, and the Final Completion Phase of the Project, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Owner’s Project Manager shall be compensated by the Owner in accordance with the following Fee for Basic Services:

<b>Fee for Basic Services:</b>	Original Contract Including Amd 1 thru 4	After Amendment 05
Feasibility Study Phase	<u>\$200,000</u>	<u>\$200,000</u>
Schematic Design Phase	<u>\$ included in FS</u>	<u>\$ included in FS</u>
Design Development Phase	<u>\$298,729</u>	<u>\$298,729</u>
Construction Document Phase	<u>\$461,417</u>	<u>\$461,417</u>
Bidding Phase	<u>\$346,217</u>	<u>\$346,217</u>
Construction Phase	<u>\$2,732,754</u>	<u>\$3,276,992</u>
Completion Phase	<u>\$621,338</u>	<u>\$227,100</u>
3 <sup>rd</sup> Party Reviews	<u>\$32,800</u>	<u>\$32,800</u>
3 <sup>rd</sup> Party Construction Testing	<u>\$382,130</u>	<u>\$382,130</u>
<b>Total Fee</b>	<u>\$5,075,385</u>	<u>\$5,225,385</u>

This Amendment is a result of: The addition of OPM services for Construction to Completion.

3. The Construction Budget shall be as follows:

Original Budget:	<u>\$125,097,100</u>
Amended Budget	<u>\$125,097,100</u>

4. The Project Schedule shall be as follows:

Original Schedule:

November 7, 2022

Amended Schedule

As per Attached Schedule Dated 02.12.2025

5. The Authority's standard OPM Contract Amendment for DBB which is attached hereto and incorporated by reference herein, is made a part of the Contract in its entirety.
6. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract, as amended. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract, as amended, shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract, as amended, remain in full force and effect.

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

**OWNER**

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(print title)

By \_\_\_\_\_  
(signature)

Date \_\_\_\_\_

**OWNER'S PROJECT MANAGER**

\_\_\_\_\_  
Jonathan Winikur

\_\_\_\_\_  
Division Director

By \_\_\_\_\_  
(signature)

Date \_\_\_\_\_

Haverhill Consentino Middle School Schedule																																							
ID	% Complete	Task Name	Duration	Start	Finish	Total Slack	Predecessors	Successors																															
1	100%	Forming the Team (MODULE 2)	170 days	Mon 11/9/20	Wed 7/14/21	0 days			Forming the Team (MODULE 2)																														
14	100%	Feasibility Study Phase (MODULE 3)	270 days	Thu 7/15/21	Wed 8/10/22	0 days			Feasibility Study Phase (MODULE 3)																														
57	100%	Schematic Design (MODULE 4)	173 days	Tue 4/19/22	Fri 12/23/22	0 days			Schematic Design (MODULE 4)																														
68	100%	Funding the Project (MODULE 5)	63 days	Thu 10/27/22	Thu 1/26/23	0 days			Funding the Project (MODULE 5)																														
73	100%	Design Development (MODULE 6)	447 days	Fri 1/27/23	Tue 11/5/24	0 days			Design Development (MODULE 6)																														
145	16%	Construction Phase (MODULE 7)	772 days	Fri 3/29/24	Fri 4/30/27	169 days			Construction Phase (MODULE 7)																														
146	22%	Phase 1 - Build New School	491 days	Fri 3/29/24	Wed 3/18/26	450 days			Phase 1 - Build New School																														
147	100%	Notice to Proceed	0 days	Fri 3/29/24	Fri 3/29/24	0 days	143	165FS+18 mons,148F	Notice to Proceed																														
148	100%	Meeting - Site Logistics/Kick off	0 days	Thu 4/4/24	Thu 4/4/24	0 days	147FS+4 days	149	Meeting - Site Logistics/Kick off																														
149	35%	Construction	486 days	Mon 4/8/24	Wed 3/18/26	0 days	144,148	167SS+91 days,185,1	Construction																														
150	0%	Commissioning (Cx)	149 days	Tue 2/25/25	Thu 9/25/25	567 days			Commissioning (Cx)																														
151	0%	BECx - Building Envelope Commissioning	120 days	Tue 2/25/25	Thu 8/14/25	596 days			BECx - Building Envelope Commissioning																														
152	0%	BE Commissioning	6 mons	Tue 2/25/25	Thu 8/14/25	29.8 mons	149SS+11 mons		BE Commissioning																														
153	0%	Cx - MEP/FP Commissioning	93 days	Thu 5/15/25	Thu 9/25/25	567 days			Cx - MEP/FP Commissioning																														
154	0%	MEP/FP Commissioning	83 days	Thu 5/15/25	Thu 9/11/25	567 days	149SS+276 days	155	MEP/FP Commissioning																														
155	0%	Staff Demonstration and Training	10 days	Fri 9/12/25	Thu 9/25/25	567 days	154		Staff Demonstration and Training																														
156	0%	Contractor Work to Complete List for Designer	29 days	Mon 12/22/25	Wed 2/4/26	480 days	157SF		Contractor Work to Complete List for Designer																														
157	0%	Design Team Punch List	15 days	Wed 2/4/26	Thu 2/26/26	465 days	158SF	156SF	Design Team Punch List																														
158	0%	Punch List - Phase 1 Contractor to Perform Punch/WTC List	15 days	Thu 2/26/26	Wed 3/18/26	321 days	160SF	203FF,157SF	Punch List - Phase 1 Contractor to Perform Punch/WTC List																														
159	0%	Receive Temporary Certificate of Occupancy (TCO)	0 days	Wed 3/18/26	Wed 3/18/26	62 days	160	179,194	Receive Temporary Certificate of Occupancy (TCO)																														
160	0%	Substantial Completion of New School Building	0 days	Wed 3/18/26	Wed 3/18/26	54 days	149	159,198,175,158SF,1	Substantial Completion of New School Building																														
161	0%	Flush Out Period	6 days	Thu 3/19/26	Thu 3/26/26	54 days	160	162	Flush Out Period																														
162	0%	Student/Staff Tours of New Building	10 days	Fri 3/27/26	Thu 4/9/26	54 days	161	181	Student/Staff Tours of New Building																														
163	0%	Soft Opening for Faculty and Staff	4 days	Tue 4/21/26	Fri 4/24/26	424 days	160FS+22 days		Soft Opening for Faculty and Staff																														
164	0%	FF&E Punchlist	15 days	Mon 5/18/26	Mon 6/8/26	394 days	176		FF&E Punchlist																														
165	0%	50% DCAMM Rating	10 days	Mon 9/8/25	Fri 9/19/25	571 days	147FS+18 mons		50% DCAMM Rating																														
166	22%	Furniture, Fixtures & Equipment	441 days	Fri 8/16/24	Fri 5/22/26	404 days			Furniture, Fixtures & Equipment																														
167	100%	FF&E Kickoff	44 days	Fri 8/16/24	Fri 10/18/24	0 days	149SS+91 days	169,168	FF&E Kickoff																														
168	40%	Design Review Meetings/Furniture Selection	109 days	Mon 10/21/24	Fri 3/28/25	394 days	167	169	Design Review Meetings/Furniture Selection																														
169	0%	FF&E Final Review and Approval from Working Group	29 days	Mon 3/31/25	Fri 5/9/25	394 days	168,167	170	FF&E Final Review and Approval from Working Group																														
170	0%	FF&E Specifications Documentation for Procurement	63 days	Mon 5/12/25	Fri 8/8/25	394 days	169	171	FF&E Specifications Documentation for Procurement																														
171	0%	Submit to City for Approval	0 days	Fri 8/8/25	Fri 8/8/25	394 days	170	172	Submit to City for Approval																														
172	0%	City Approval and Final Quotes	15 days	Mon 8/11/25	Fri 8/29/25	394 days	171	173	City Approval and Final Quotes																														
Wed 2/12/25 1:22 PM		Baseline Milestone	Baseline Summary	Task	Critical	Milestone	Summary	Project Summary	Baseline																														
Page 1																																							

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## OPM FEE CALCULATION WORKSHEET

		2022			2023												2024												2025												2026												2027											
		October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December												
<b>Consentino Middle School</b>																																																																
1	Module 6 Detailed Design																																																															
2	Module 7 Construction																																																															
3	Module 8 Closeout																																																															
<b>Adjusted Schedule</b>																																																																
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