

## PROJECT MINUTES

Project:	New Bourne Intermediate School	Project No.:	15041
Prepared by:	Joel Seeley	Meeting Date:	8/15/19
Re:	School Building Committee Meeting	Meeting No:	73
Location:	Veterans Memorial Community Center	Time:	6:30pm
Distribution:	School Building Committee Members, Attendees (MF)		

## Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	James L. Potter	Chairman, School Building Committee	<b>Voting Member</b>
✓	Peter J. Meier	Board of Selectmen	<b>Voting Member</b>
✓	Christopher Hyldburg	School Committee	<b>Voting Member</b>
✓	Natasha Scarpato	Member at Large	<b>Voting Member</b>
✓	Donna Buckley	Member at Large	<b>Voting Member</b>
✓	Richard A. Lavoie	Finance Committee	<b>Voting Member</b>
✓	William Meier	Building Trade Expert	<b>Voting Member</b>
	Erika Fitzpatrick	School Committee	<b>Voting Member</b>
✓	Frederick H. Howe	Member at Large, Vice-Chairman School Building Committee	<b>Voting Member</b>
✓	Perry P. Davis, EdD	Interim Superintendent of Schools, BPS	<b>Voting Member</b>
	Jordan Geist	Director of Business Services, BPS	Non-Voting Member
	Thomas M. Guerino	Town Administrator	Non-Voting Member
✓	Paul O'Keefe	Local Official Responsible for Building Maintenance	Non-Voting Member
✓	Elizabeth A. Carpenito	Principal, BES	Non-Voting Member
✓	Kathy Anderson	Elementary/Special Education Secretary	Non-Voting Member
✓	Janey Norton	Principal, PES	
	Kent Kovacs	FAI, Architect	
✓	Bill Beatrice	FAI, Architect	
✓	Rob Fogarty	Tavares Design Associates	
	Robert Brait	Brait Builders (BBC) General Contractor	
✓	Joel Seeley	SMMA, OPM	

Item #	Action	Discussion
73.1	Record	Call to Order, 6:30 PM.
73.2	Record	A motion was made by P. Meier and seconded by F. Howe to approve the 7/18/19 School Building Committee meeting minutes. No discussion, motion passed unanimous, one abstention.
73.3	Record	J. Seeley distributed and reviewed the Budget Tracking Form thru 7/31/19, attached, for the Total Project Budget.
73.4	Record	Warrant No. 46 was reviewed.  A motion was made by P. Meier and seconded by F. Howe to approve Warrant No. 46. No discussion, motion passed unanimous.
73.5	Record	R. Fogarty distributed and reviewed the FF&E Working Group Award Recommendation for additional FFE Purchase, in the amount of \$14,058.41, attached. J. Seeley noted that if approved, this will bring the total FFE purchases \$10,695.81 over the \$690,000 FFE Budget and a Budget Revision Request (BRR) will need to be approved by the Committee at a future meeting.  Committee Discussion:  <ol style="list-style-type: none"><li>1. F. Howe asked if the BBR was needed to be approved prior to the Committee approving the award? J. Seeley indicated no, it would need to be approved prior to processing the invoices for the additional FFE.</li><li>2. J. Norton indicated these items are essential to the program and also to accommodate the recent program changes.</li><li>3. R. Lavoie indicated that if the teachers and staff have identified legitimate needs for additional FFE, the Committee should support.</li><li>4. D. Buckley indicated that not all the teachers and staff have had a chance to set up their rooms and spaces, there may be additional needs once they all have had a chance to do so.</li></ol> A motion was made by R. Lavoie and seconded by P. Davis to approve the FF&E Awards as presented and recommend approval by T. Guerino. No discussion, motion passed unanimous.
73.6	Record	B. Beatrice distributed and reviewed the Technology Working Group Award Recommendation for additional Technology Purchase, in the amount of \$5,658.42, attached.  A motion was made by P. Davis and seconded by P. Meier to approve the Technology Awards as presented and recommend PO issuances by T. Guerino. No discussion, motion passed unanimous.

Item #	Action	Discussion
73.7	Record	<p>B. Beatrice distributed and reviewed Change Order No. 14, dated 8/14/19 in the amount of \$23,205.40, Change Order Description Form and Change Order Contingency Summary Form, all attached.</p> <p>A motion was made by F. Howe and seconded by P. Meier to approve Change Order No. 14, dated 8/14/19 in the amount of \$23,205.40 and recommend signature by T. Guerino. No discussion, motion passed unanimous.</p>
73.8	A. Dias	<p>B. Beatrice provided an update on the construction and distributed and reviewed the Updated Monetized Punch List, attached. The building demolition is complete and the parking lot is being graded. Final paving is scheduled for early next week followed by the site signage.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"><li>1. W. Meier asked about the appearance of the seeded grass areas and the areas seeded with the wild flower meadow mix? <i>B. Beatrice reviewed the locations of the two different areas. The wild flower meadow mix is meant to be low maintenance and is LEED compliant. The landscape architect did recently issue a punch list to BBC to de-weed both areas.</i></li><li>2. P. Davis asked about the cupping appearance in the gymnasium wood flooring? <i>B. Beatrice indicated that during the building flush out process the dehumidification part of the gymnasium air handling unit was turned off. BBC has now turned the dehumidification on and the wood flooring subcontractor has reviewed the condition and believes the cupping will recede in 3-4 weeks.</i></li><li>3. P. Meier asked if BBC has begun to haul the stockpiled soils from the storage area near the rotary. <i>B. Beatrice indicated yes, he will confirm when they will be complete.</i></li><li>4. F. Howe asked if the Commissioning work will impact the school operation if it extends past the start of school? <i>B. Beatrice indicated no, any remedial work will be performed outside of school hours.</i></li></ol>
73.9	J. Norton P. Meier C. Hyldborg F. Howe	<p>J. Norton provided an update from the Dedication Ceremony Subcommittee. The ceremony will be on a Saturday in mid-late September. Committee members P. Meier, C. Hyldborg and F. Howe have volunteered to be part of the Dedication Ceremony Subcommittee along with J. Norton. The Time Capsule will also be coordinated by this subcommittee.</p>
73.10	Record	<p>New or Old Business</p> <ol style="list-style-type: none"><li>1. P. Davis expressed appreciation for the Bourne Fire, Police, Building, DPW and Health Departments for their continued assistance in the preparation for school opening.</li><li>2. P. Meier asked if J. Potter can update the Selectmen on the status of the project.</li></ol>

Project: New Bourne Intermediate School

Meeting Date: 8/15/19

Meeting No.: 73

Page No.: 4

---

Item #	Action	Discussion
		3. C. Hyldburg indicated the traffic patterns for the entire HS, MS and Intermediate School campus will be different on school opening and if the Committee hears any feedback, please bring to the School Committee's attention.
73.11	Record	Next <b>SBC Meeting: September 19, 2019 at 6:30 pm</b> at the Veterans Memorial Community Center.
73.12	Record	A Motion was made by P. Meier and seconded by C. Hyldburg to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, Budget Tracking Form, FF&E Working Group Award Recommendation for additional FFE Purchase, Technology Working Group Award Recommendation for additional Technology Purchase, Change Order No. 14, Updated Monetized Punch List

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

# PROJECT MEETING SIGN-IN SHEET

Project: Bourne Intermediate School  
 Prepared by: Joel Seeley  
 Re: School Building Committee Meeting  
 Location: Veterans Community Center

Project No.: 15041  
 Meeting Date: 8/15/2019  
 Meeting No: 73  
 Time: 6:30pm

Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	James L. Potter	<a href="mailto:onsetjp@juno.com">onsetjp@juno.com</a>	Chairman, School Building Committee
	Peter J. Meier	<a href="mailto:pmeier@townofbourne.com">pmeier@townofbourne.com</a>	Board of Selectmen
	Christopher Hyldborg	<a href="mailto:chrish@alpha-1.com">chrish@alpha-1.com</a>	School Committee
	Natasha Scarpato	<a href="mailto:scarpato4@comcast.net">scarpato4@comcast.net</a>	Member-At-Large
	Donna Buckley	<a href="mailto:d.j.buckley23@gmail.com">d.j.buckley23@gmail.com</a>	Member-At-Large
	Richard A. Lavoie	<a href="mailto:RichL.Lavoie@gmail.com">RichL.Lavoie@gmail.com</a>	Finance Committee
	William Meier	<a href="mailto:Dusty22752@aol.com">Dusty22752@aol.com</a>	Building Trade Expert
	Erika Fitzpatrick	<a href="mailto:efitzpatrick@bourneps.org">efitzpatrick@bourneps.org</a>	School Committee
	Frederick H. Howe	<a href="mailto:rickhowe9@gmail.com">rickhowe9@gmail.com</a>	Member-At-Large
	Steven M. Lamarche	<a href="mailto:slamarche@bourneps.org">slamarche@bourneps.org</a>	Superintendent of Schools, BPS, MCPPD
	Jordan Geist	<a href="mailto:jgeist@bourneps.org">jgeist@bourneps.org</a>	Director of Business Services, BPS
	Thomas M. Guerino	<a href="mailto:tguerino@townofbourne.com">tguerino@townofbourne.com</a>	Town Administrator
	Paul O'Keefe	<a href="mailto:mmachief@gmail.com">mmachief@gmail.com</a>	Local Official Resp. for Building Maintenance
	Elizabeth A. Carpenito	<a href="mailto:ecarpenido@bourneps.org">ecarpenido@bourneps.org</a>	Principal, BES
	Kathy Anderson	<a href="mailto:kanderson@bourneps.org">kanderson@bourneps.org</a>	Elementary/Special Education Secretary
	Janey Norton	<a href="mailto:jnorton@bourneps.org">jnorton@bourneps.org</a>	Principal, PES
	Bill Beatrice	<a href="mailto:bbeatrice@flansburgh.com">bbeatrice@flansburgh.com</a>	Flansburgh Architects (FAI)
	Robert Brait	<a href="mailto:rbrait@braitbuilders.com">rbrait@braitbuilders.com</a>	Brait Builders Corporation (BBC)
	Joel Seeley	<a href="mailto:jseeley@smma.com">jseeley@smma.com</a>	SMMA
	Jerry Davis		

p:\2015\15041\04-meetings\4.3 mtg\_notes\3-school building committee\2019\73\_15august2019\schoolbuildingcommitteemeetingsign-in sheet\_15august2019.docx

## Agenda

Project: Bourne Intermediate School  
Re: School Building Committee Meeting  
Meeting Location: Veterans Memorial Community Center  
Prepared by: Joel Seeley  
Distribution: Committee Members (MF)

Project No.: 15041  
Meeting Date: 8/15/2019  
Meeting Time: 6:30 PM  
Meeting No.: 74

- 
1. Call to Order
  2. Approval of Minutes
  3. Approval of Invoices and Commitments
  4. Change Order No. 14
  5. Additional FFE Award
  6. Construction Update
  7. Dedication Ceremony Subcommittee Update
  8. New or Old Business
  9. Public Comments
  10. Next Meeting: September 19, 2019
  11. Adjourn

Symmes Maini & McKee Associates, Inc. (SMMA)  
 Bourne School District  
 Bourne Peebles Elementary School  
 BUDGET SUMMARY

BUDGET TRACKING FORM as of: 7/31/2019

Propay code #	Name	Original PS&B Budget 11/2/2016	Budget Revisions	Current Budget A	Contract Amount B	Expended C	Remaining Contract Amount D	Additional Projected Amount E	(A - B - E) Budget Balance
	<b>Feasibility Study Agreement</b>								
1	0001-0000 OPM Feasibility Study	125,000.00		125,000.00	117,100.00	117,100.00	-	-	7,900.00
2	0002-0000 A&E Feasibility Study	365,000.00	19,125.00	384,125.00	374,875.00	374,875.00	9,250.00	-	-
3	0003-0000 Environmental and Site	140,000.00		140,000.00	77,803.00	75,053.00	2,750.00	-	62,197.00
4	0004-0000 Other	120,000.00	(19,125.00)	100,875.00	10,672.13	672.13	10,000.00	-	90,202.87
	<b>Feasibility Study Agreement Subtotal</b>	<b>\$ 750,000.00</b>	<b>\$ -</b>	<b>\$ 750,000.00</b>	<b>\$ 589,700.13</b>	<b>\$ 567,700.13</b>	<b>\$ 22,000.00</b>	<b>\$ -</b>	<b>\$ 160,299.87</b>
	<b>Administration</b>								
6	0101-0000 Legal Fees	50,000.00		50,000.00	-	-	-	-	50,000.00
7	0102-0400 Owner's Project Manager	50,000.00		50,000.00	50,000.00	50,000.00	-	-	-
8	0102-0500 > Design Development	90,000.00		90,000.00	90,000.00	90,000.00	-	-	-
9	0102-0600 > Construction Contract Documents	50,000.00		50,000.00	50,000.00	50,000.00	-	-	-
10	0102-0700 > Bidding	800,000.00		800,000.00	800,000.00	544,000.00	256,000.00	-	-
11	0102-0800 > Construction Contract Administration	54,863.00		54,863.00	54,863.00	-	54,863.00	-	-
12	0102-0900 > Closeout	40,000.00		40,000.00	-	-	-	-	40,000.00
13	0102-1000 > Extra Services	15,000.00		15,000.00	3,190.00	3,190.00	-	-	11,810.00
14	0102-1100 > Reimbursable & Other Services	50,000.00		50,000.00	41,745.00	41,745.00	-	-	8,255.00
15	0103-0000 > Cost Estimates	5,000.00		5,000.00	1,043.04	1,043.04	-	-	3,956.96
16	0104-0000 Advertising	50,000.00		50,000.00	165.00	165.00	-	-	49,835.00
17	0105-0000 Permitting	20,000.00		20,000.00	-	-	-	-	20,000.00
18	0199-0000 Owner's Insurance	20,000.00		20,000.00	8,800.00	6,013.37	2,786.63	-	11,200.00
	<b>Other Administrative Costs</b>	<b>20,000.00</b>		<b>20,000.00</b>	<b>8,800.00</b>	<b>6,013.37</b>	<b>2,786.63</b>	<b>-</b>	<b>11,200.00</b>
	<b>Administration Subtotal</b>	<b>\$ 1,294,863.00</b>	<b>\$ -</b>	<b>\$ 1,294,863.00</b>	<b>\$ 1,099,806.04</b>	<b>\$ 786,156.41</b>	<b>\$ 313,649.63</b>	<b>\$ -</b>	<b>\$ 195,056.96</b>
	<b>Architecture and Engineering</b>								
	<b>Basic Services</b>								
21	0201-0400 > Design Development	530,000.00		530,000.00	530,000.00	530,000.00	-	-	-
22	0201-0500 > Construction Contract Documents	1,060,000.00		1,060,000.00	1,060,000.00	1,060,000.00	-	-	-
23	0201-0600 > Bidding	130,000.00		130,000.00	130,000.00	130,000.00	-	-	-
24	0201-0700 > Construction Contract Administration	874,000.00		874,000.00	874,000.00	691,368.96	182,631.04	-	-
25	0201-0800 > Closeout	132,037.00		132,037.00	132,037.00	-	132,037.00	-	-
26	0201-9900 > Other Basic Services	-		-	-	-	-	-	-
27									
	<b>BASIC SERVICES SUBTOTAL</b>	<b>\$ 2,726,037.00</b>	<b>\$ -</b>	<b>\$ 2,726,037.00</b>	<b>\$ 2,726,037.00</b>	<b>\$ 2,411,368.96</b>	<b>\$ 314,668.04</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Reimbursable Services</b>								
28	0203-0100 > Construction Services	40,000.00		40,000.00	-	-	-	-	40,000.00
29	0203-0200 > Construction Testing	20,000.00		20,000.00	-	-	-	-	20,000.00
30	0203-9900 > Printing (over minimum)	100,000.00		100,000.00	6,047.00	5,647.40	399.60	-	93,953.00
31	0204-0200 > Hazardous Materials	100,000.00		100,000.00	80,767.50	-	80,767.50	-	19,232.50
32	0204-0300 > Geotech & Geo-Env.	80,000.00		80,000.00	20,955.00	5,082.00	15,873.00	-	59,045.00
33	0204-0400 > Site Survey	60,000.00		60,000.00	19,580.00	19,580.00	-	-	40,420.00
34	0204-0500 > Wetlands	5,000.00		5,000.00	-	-	-	-	5,000.00
35	0204-1200 > Traffic Studies	40,000.00		40,000.00	-	-	-	-	40,000.00
	<b>Architectural and Engineering Subtotal</b>	<b>\$ 3,171,037.00</b>	<b>\$ -</b>	<b>\$ 3,171,037.00</b>	<b>\$ 2,853,386.50</b>	<b>\$ 2,441,678.36</b>	<b>\$ 411,708.14</b>	<b>\$ -</b>	<b>\$ 317,650.50</b>



Symmes Maini & McKee Associates, Inc. (SMMA) Bourne School District Bourne Peebles Elementary School BUDGET SUMMARY							BUDGET TRACKING FORM as of: 7/31/2019							
CM @ Risk Preconstruction Services							Original PS&B Budget 11/2/2016	Budget Revisions	Current Budget	Contract Amount	Expended	(B - C) Remaining Contract Amount	Additional Projected Amount	(A - B - E) Budget Balance
0502-0001						\$ 30,910,366.00	\$ (2,920,366.00)	\$ 27,990,000.00	\$ 28,225,469.82	\$ 25,439,499.77	\$ 2,785,970.05	\$ -	\$ (235,469.82)	
89	CSI Code	CSI Description						1,812,505.00	1,812,505.00	1,514,680.00	297,825.00	-	-	
89	0502-0100	Division 1 - General Requirements						636,500.00	636,500.00	-	636,500.00	-	-	
89	0502-0200	Division 2 - Existing Conditions						1,856,811.10	1,856,811.10	1,777,771.10	79,040.00	-	-	
89	0502-0300	Division 3 - Concrete						1,826,850.00	1,826,850.00	1,826,850.00	-	-	-	
89	0502-0400	Division 4 - Masonry						2,455,284.50	2,455,284.50	2,447,529.18	7,755.33	-	-	
89	0502-0500	Division 5 - Metals						456,000.00	456,000.00	456,000.00	-	-	-	
89	0502-0600	Division 6 - Wood, Plastics and Composites						2,238,010.00	2,238,010.00	2,192,024.19	45,985.81	-	-	
89	0502-0700	Division 7 - Thermal & Moisture Protection						1,120,135.50	1,120,135.50	1,120,135.50	-	-	-	
89	0502-0800	Division 8 - Openings						2,818,590.15	2,818,590.15	2,822,394.90	(3,804.75)	-	-	
89	0502-0900	Division 9 - Finishes						276,640.00	276,640.00	226,044.90	50,595.10	-	-	
89	0502-1000	Division 10 - Specialties						498,750.00	498,750.00	498,275.00	475.00	-	-	
89	0502-1100	Division 11 - Equipment						410,400.00	410,400.00	392,820.25	17,579.75	-	-	
89	0502-1200	Division 12 - Furnishings						113,050.00	113,050.00	113,050.00	-	-	-	
89	0502-1400	Division 14 - Conveying Systems						328,818.75	328,818.75	339,268.75	(10,450.00)	-	-	
89	0502-2100	Division 21 - Fire Suppression						981,350.00	981,350.00	970,900.00	10,450.00	-	-	
89	0502-2200	Division 22 - Plumbing						2,730,300.00	2,730,300.00	2,718,292.95	12,007.05	-	-	
89	0502-2300	Division 23 - HVAC						2,475,605.00	2,475,605.00	2,444,753.75	30,851.25	-	-	
89	0502-2600	Division 26 - Electrical						2,373,404.00	2,373,404.00	1,339,287.97	1,034,116.03	-	-	
89	0502-3100	Division 31 - Earthwork						419,900.00	419,900.00	207,202.60	212,697.40	-	-	
89	0502-3200	Division 32 - Exterior Improvements						761,596.00	761,596.00	562,476.00	199,120.00	-	-	
89	0502-3300	Division 33 - Utilities						1,399,500.00	1,399,500.00	1,272,330.60	127,169.40	-	-	
89	0502-9900	Retainage						235,469.82	235,469.82	197,412.14	38,057.68	-	-	
89	0508-0000	Change Orders											235,469.82	
89		<b>Construction Budget Subtotal</b>				\$ 30,910,366.00	\$ (2,684,896.18)	\$ 28,225,469.82	\$ 28,225,469.82	\$ 25,439,499.77	\$ 2,785,970.05	\$ -	\$ (0.00)	
		<b>Alternates</b>												
90	0506-0000	Ineligible Work (Maint Bldg, Press Box, Concession and Restrooms)				-		-	-	-	-	-	-	
90	0506-0000	Retainage for Alternates/Ineligible Work				-		-	-	-	-	-	-	
		<b>Alternates Subtotal</b>				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		<b>Miscellaneous Project Costs</b>												
94	0601-0000	Utility Company Fees				84,000.00		84,000.00	15,419.75	15,419.75	-	-	68,580.25	
95	0602-0000	Testing Services				100,000.00		100,000.00	99,000.00	87,608.57	11,391.43	-	1,000.00	
96	0603-0000	Swing Space / Modulers				-		-	-	-	-	-	-	
97	0699-0000	Other Project Costs (Mailing & Moving)				40,000.00		40,000.00	32,278.00	-	32,278.00	-	7,722.00	
		<b>Miscellaneous Project Costs Subtotal</b>				\$ 224,000.00	\$ -	\$ 224,000.00	\$ 146,697.75	\$ 103,028.32	\$ 43,669.43	\$ -	\$ 77,302.25	
		<b>Furnishings and Equipment</b>												
99	0700-0000	Furnishings				690,000.00		690,000.00	688,416.79	364,455.45	323,961.34	-	1,583.21	
		<b>Equipment</b>												
101	0703-0000	Computer Equipment				690,000.00		690,000.00	679,828.32	603,466.44	76,361.88	-	10,171.68	
		<b>Furnishings and Equipment Subtotal</b>				\$ 1,380,000.00	\$ -	\$ 1,380,000.00	\$ 1,368,245.11	\$ 967,921.89	\$ 400,323.22	\$ -	\$ 11,754.89	
		<b>Owner's Construction Contingency</b>												
103	0507-0000	Owner's Construction Contingency				1,545,518.00	2,684,896.18	4,230,414.18	-	-	-	-	4,230,414.18	
104	0801-0000	Owners' (soft cost) Contingency				643,257.00		643,257.00	-	-	-	-	643,257.00	
		<b>Contingency Subtotal</b>				\$ 2,188,775.00	\$ 2,684,896.18	\$ 4,873,671.18	\$ -	\$ -	\$ -	\$ -	\$ 4,873,671.18	
		<b>Total Project Budget</b>				\$ 39,919,041.00	\$ -	\$ 39,919,041.00	\$ 34,283,305.35	\$ 30,305,984.88	\$ 3,977,320.47	\$ -	\$ 5,635,735.65	



**BOURNE INTERMEDIATE SCHOOL**  
 70 TROWBRIDGE ROAD  
 BOURNE, MASSACHUSETTS 02532

**Edvance Technology Design, Inc.**  
 300 Brickstone Square, Suite 201  
 Andover, MA 01880

978-256-9900 ext 203  
[dfaria@edvancetech.com](mailto:dfaria@edvancetech.com)

ISSUED DATE:  
 8/1/2019

FF&E ORIGINAL BUDGET: \$690,000.00

FF&E BUDGET: \$690,000.00

Project Substantial Completion: \_\_\_\_\_, Earliest Date to Start Deliveries: \_\_\_\_\_

VENDOR	PURCHASE ORDER NO.	ITEM DESCRIPTION/CONTRACT	TOTAL	O.K. TO PAY	DATE	NOTES	DELIVERY & INSTALL
Dell, Inc.	TECH-05 \$15,111.00	VLA Windows EDU Upgrade/SA	\$ 8,513.10	-	4/29/2019	Approved in full 4/29/19	
		VLA Office Pro Plus 2019 MOLP NL	\$ 6,597.90	-	4/29/2019	Approved in full 4/29/19	
		ACD/MC	\$ 15,111.00	-		Approved in full 4/29/19	
Akuty	TECH-03 \$55,891.00	Mitel Voice Switch ST100A	\$ 5,654.00	-	6/11/2019	Approved in full 6/11/2019	
		Mitel IP-420G Phones	\$ 8,850.00	-	6/11/2019	Approved in full 6/11/2019	
		420G Wall Mount Kits	\$ 180.00	-	6/11/2019	Approved in full 6/11/2019	
		Mitel IP-480G Phones	\$ 5,860.00	-	6/11/2019	Approved in full 6/11/2019	
		480/480G Quick Reference/25 PK	\$ 26.00	-	6/11/2019	Approved in full 6/11/2019	
		Mitel IP655 Phones	\$ 1,278.00	-	6/11/2019	Approved in full 6/11/2019	
		Satellite Mics	\$ 172.00	-	6/11/2019	Approved in full 6/11/2019	
		Analog Harminoca and Telco Kit	\$ 89.00	-	6/11/2019	Approved in full 6/11/2019	
		Paging Adapter	\$ 64.00	-	6/11/2019	Approved in full 6/11/2019	
		Site Licenses	\$ 398.00	-	6/11/2019	Approved in full 6/11/2019	
		Advance Licenses	\$ 420.00	-	6/11/2019	Approved in full 6/11/2019	
		Essential Licenses	\$ 12,629.00	-	6/11/2019	Approved in full 6/11/2019	
		Enterprise Support	\$ 1,292.00	-	6/11/2019	Approved in full 6/11/2019	
		Smart UPS	\$ 1,090.00	-	6/11/2019	Approved in full 6/11/2019	
		Installation	\$ 17,200.00	\$ 16,125.00	8/2/2019	\$16,125 approved 8/2/19. \$1,075 remains on contract	
		Shipping	\$ 689.00	-	6/11/2019	Approved in full 6/11/2019	
			\$ 55,891.00	\$ 16,125.00			
Akuty	TECH-04 \$65,485.00	Extreme Network Access Point	\$ 16,146.00		6/11/2019	Approved in full 6/11/2019	

**BOURNE INTERMEDIATE SCHOOL**  
 70 TROWBRIDGE ROAD  
 BOURNE, MASSACHUSETTS 02532

**Edvance Technology Design, Inc.**  
 300 Brickstone Square, Suite 201  
 Andover, MA 01880

978-256-9900 ext 203  
[dfaria@edvancetech.com](mailto:dfaria@edvancetech.com)

ISSUED DATE:  
 8/1/2019

FF&E ORIGINAL BUDGET: \$690,000.00

FF&E BUDGET: \$690,000.00

Project Substantial Completion: \_\_\_\_\_, Earliest Date to Start Deliveries: \_\_\_\_\_

VENDOR	PURCHASE ORDER NO.	ITEM DESCRIPTION/CONTRACT	TOTAL	O.K. TO PAY	DATE	NOTES	DELIVERY & INSTALL
		Extreme Network Access Point	\$ 8,544.00		6/11/2019	Approved in full 6/11/2019	
		WLAN Controller Upgrade	\$ 7,990.00		6/11/2019	Approved in full 6/11/2019	
		Software Subscription	\$ 910.00		6/11/2019	Approved in full 6/11/2019	
		Ceiling Bracket Kit	\$ 880.00		6/11/2019	Approved in full 6/11/2019	
		Wall Mounting Bracket	\$ 200.00		6/11/2019	Approved in full 6/11/2019	
		Patch Cables	\$ 675.00		6/11/2019	Approved in full 6/11/2019	
		WLAN Engineering	\$ 10,320.00				
		Network Engineering	\$ 10,320.00				
		Installation	\$ 9,500.00				
			\$ <b>65,485.00</b>	\$0.00			
<b>Hubtech</b>	<b>TECH-01</b>						
	<b>\$142,107.20</b>	Newline Trutouch 75ORS	\$ 98,166.60		6/11/2019	Approved in full 6/11/2019	
		Trulift Motorized Stand	\$ 32,310.60		6/11/2019	Approved in full 6/11/2019	
		Assembly	\$ 9,150.00		6/11/2019	Approved in full 6/11/2019	
		Imaging and deployment	\$ 2,480.00		6/11/2019	Approved in full 6/11/2019	
			\$ <b>142,107.20</b>	\$0.00			
<b>Hubtech</b>	<b>TECH-02A</b>						
	<b>\$138,894.28</b>	Acer Veriton	\$ 38,529.99		7/16/2019	Approved in full 7/16/2019	
		Imaging and Deployment	\$ 2,550.00				
		Acer Chromebox	\$ 3,640.38		7/16/2019	Approved in full 7/16/2019	
		Acer Monitor	\$ 3,621.17		7/16/2019	Approved in full 7/16/2019	
		Chrome OS Mgmt	\$ 437.24		7/16/2019	Approved in full 7/16/2019	
		Imaging and Deployment	\$ 850.00				
		Lenovo 500e Chromebooks	\$ -				

**BOURNE INTERMEDIATE SCHOOL**  
 70 TROWBRIDGE ROAD  
 BOURNE, MASSACHUSETTS 02532

Edvance Technology Design, Inc.  
 300 Brickstone Square, Suite 201  
 Andover, MA 01880

978-256-9900 ext 203  
[dfaria@edvancetech.com](mailto:dfaria@edvancetech.com)

ISSUED DATE:  
 8/1/2019

FF&E ORIGINAL BUDGET:

\$690,000.00

FF&E BUDGET:

\$690,000.00

Project Substantial Completion: \_\_\_\_\_, Earliest Date to Start Deliveries: \_\_\_\_\_

VENDOR	PURCHASE ORDER NO.	ITEM DESCRIPTION/CONTRACT	TOTAL	O.K. TO PAY	DATE	NOTES	DELIVERY & INSTALL
		Luxor 12-Tablet Storage Cabinet	\$ 4,100.04		7/16/2019	Approved in full 7/16/2019	
		Chrome OS Mgmt	\$ 2,881.44		7/16/2019	Approved in full 7/16/2019	
		Imaging and Deployment - White Glove	\$ 1,080.00				
		Cabinet Installation	\$ 2,610.00		7/16/2019	Approved in full 7/16/2019	
		Bretford Cube Cart	\$ 8,757.30		7/16/2019	Approved in full 7/16/2019	
		Lenovo 500e Chromebooks	\$ -				
		Chrome OS Mgmt	\$ 7,716.00		7/16/2019	Approved in full 7/16/2019	
		Imaging and Deployment - White Glove, Cart Setup	\$ 3,000.00				
		Epson Brightlink 710Uj	\$ 16,893.36		7/16/2019	Approved in full 7/16/2019	
		Samsung LED	\$ 7,867.16		7/16/2019	Approved in full 7/16/2019	
		Universal Mount	\$ 139.00		7/16/2019	Approved in full 7/16/2019	
		AV Installation	\$ 8,051.76		7/16/2019	Approved in full 7/16/2019	
		Makerbot 3D Printer Bundle	\$ 8,173.44		7/16/2019	Approved in full 7/16/2019	
		Deployment	\$ 700.00				
		Microsoft Surface Studio	\$ 16,796.00		7/16/2019	Approved in full 7/16/2019	
		Deployment	\$ 500.00				
			\$ 138,894.28				
Hubtech	TECH-07A \$4,742.88	Lenovo 500e Chromebooks	\$ -				
		Luxor 12-Tablet Storage Cabinet	\$ 1,822.24				
		Chrome OS Mgmt	\$ 1,280.64				
		Imaging and Deployment - White Glove	\$ 480.00				
		Cabinet Installation	\$ 1,160.00				
			\$ 4,742.88				
			\$ 0.00				



**BOURNE INTERMEDIATE SCHOOL**  
70 TROWBRIDGE ROAD  
BOURNE, MASSACHUSETTS 02532

Edvance Technology Design, Inc.  
300 Brickstone Square, Suite 201  
Andover, MA 01880

978-256-9900 ext 203  
[dfaria@edvancetech.com](mailto:dfaria@edvancetech.com)

ISSUED DATE:  
8/1/2019

FF&E ORIGINAL BUDGET:

\$690,000.00

FF&E BUDGET:

\$690,000.00

Project Substantial Completion: \_\_\_\_\_, Earliest Date to Start Deliveries: \_\_\_\_\_

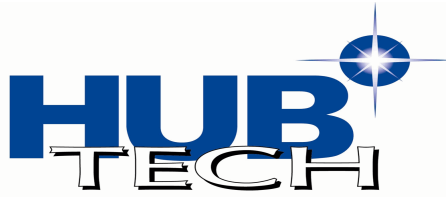
VENDOR	PURCHASE ORDER NO.	ITEM DESCRIPTION/CONTRACT	TOTAL	O.K. TO PAY	DATE	NOTES	DELIVERY & INSTALL
--------	--------------------	---------------------------	-------	-------------	------	-------	--------------------





**HUB Technical Services, LLC**

Phone: 508-238-9887  
Fax: 508-238-1146  
44 Norfolk Avenue  
South Easton, MA 02375



**Quote**

No.: **38549**  
Date: 7/30/2019

Prepared for:

Prepared by: Paul Shiff  
Account No.: 357

Bourne Public Schools  
36 Sandwich Rd.  
Bourne, MA 02532 U.S.A.

Quantity	Item ID	Description	UOM	Sell	Total
6	20NB001JUS	TS THINKPAD E590 BLACK I5-8265USYST 1.6G 8GB 256GB SSD 15.6IN BT5 W10P	EA	\$859.54	\$5,157.24
6	4XA0E97775	DVDRW DL CDRW USB 3.0 EXT	EA	\$83.53	\$501.18

**Your Price:**                       
**\$5,658.42**

**Total:**                       
**\$5,658.42**

Prices are firm until 8/29/2019

Terms: Net 30

**Prepared by:** Paul Shiff, pshiff@hubtechnical.com

**Date:** 7/30/2019

**Accepted by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Disclaimer**

Quotation Valid for Thirty (30) Days

Tax, Freight, Insurance, Delivery, Setup Fees, Cabling and Cabling Services are not included unless specified above. All prices are subject to change without notice. Supply subject to availability.

BOURNE INTERMEDIATE SCHOOL - AUGUST 6, 2019												
BOURNE, MASSACHUSETTS - PAGE 1 OF 2												
SUMMARY OF PURCHASE ORDERS ISSUED UNDER TDA SCOPE OF WORK:												
P.O. NUMBER	EQUIPMENT SUPPLIER	ORIG. P.O. AMOUNT	ADJUST. AMOUNT	REV. P.O. AMOUNT	PAYMENT #1	PAYMENT #2	PAYMENT #3	PAID DIRECT	RECOMM. TO DATE	BALANCE		
FFE-001	W.B. MASON CO., INC.	\$371,525.37	\$8,527.07	\$380,052.44		\$172,937.90	\$5,297.08		\$178,234.98	\$201,817.46		
FFE-002	WILLIAMS' PIANO SHOP	\$750.00		\$750.00	\$750.00				\$750.00	COMPLETE		
FFE-003	HILLYARD, INC.	\$4,654.56		\$4,654.56		\$4,654.56			\$4,654.56	COMPLETE		
FFE-004	SCHOOL HEALTH CORP.	\$2,409.74	-\$100.00	\$2,309.74	\$1,061.04				\$2,309.74	COMPLETE		
FFE-005	WENGER CORPORATION	\$9,873.00		\$9,873.00					\$9,873.00	COMPLETE		
FFE-006	SCHOOL SPECIALTY INC.	\$32,512.74	-\$846.48	\$31,666.26		\$31,326.36			\$31,326.36	\$339.90		
FFE-007	DEMCO, INC.	\$2,514.88		\$2,514.88	\$1,257.44				\$1,257.44	\$1,257.44		
FFE-008	UNION OFFICE INTERIORS	\$37,956.00		\$37,956.00		\$32,262.60			\$37,956.00	COMPLETE		
FFE-009	MONITOR EQUIPMENT CO.	\$26,347.68		\$26,347.68	\$22,395.53	\$3,952.15			\$26,347.68	COMPLETE		
FFE-010	RED THREAD SPACES	\$2,507.12		\$2,507.12		\$2,507.12			\$2,507.12	COMPLETE		
FFE-011	PRO-QUIP INC.	\$8,400.00		\$8,400.00	\$4,200.00	\$4,200.00			\$8,400.00	COMPLETE		
FFE-012	ROBERT H. LORD CO.	\$77,927.34		\$77,927.34		\$28,664.70			\$28,664.70	\$49,262.64		
FFE-013	BSN SPORTS	\$11,383.40		\$11,383.40			\$11,383.40		\$11,383.40	COMPLETE		
FFE-014	W.B. MASON CO., INC.	\$2,608.00		\$2,608.00	\$944.00	\$1,664.00			\$2,608.00	COMPLETE		
FFE-015	SOUTHPAW ENTERPRISES	\$1,546.98		\$1,546.98	\$773.49	\$773.49			\$1,546.98	COMPLETE		
FFE-016	LAKESHORE LEARN. MATERIALS	\$421.32		\$421.32	\$421.32				\$421.32	COMPLETE		
FFE-017	SCHOOL SPECIALTY INC.	\$6,158.41		\$6,158.41	\$3,482.35	\$2,676.06			\$6,158.41	COMPLETE		
FFE-018	BLICK ART MATERIALS	\$1,325.20		\$1,325.20		\$1,109.24	\$40.77		\$1,150.01	\$175.19		
FFE-019	M.D. STETSON COMPANY	\$12,714.74		\$12,714.74		\$12,714.74			\$12,714.74	COMPLETE		
FFE-020	HILLYARD, INC.	\$4,179.80		\$4,179.80		\$4,179.80			\$4,179.80	COMPLETE		
	TOTALS #1	\$617,716.28	\$7,580.59	\$625,296.87	\$35,285.17	\$303,622.72	\$33,536.35		\$372,444.24	\$252,852.63		
ADDITIONAL AWARDS - BIDS OF 4/22/19:												
FFE-021	LAKESHORE LEARN. MATERIALS	\$7,515.48		\$7,515.48	\$6,388.16	\$1,127.32			\$7,515.48	COMPLETE		
FFE-022	RDC HOLDINGS: SCHOOL FURN.	\$26,494.49		\$26,494.49		\$7,290.54			\$7,290.54	\$19,203.95		
FFE-023	W.B. MASON CO., INC.	\$15,805.50		\$15,805.50		\$5,268.00			\$5,268.00	\$10,537.50		
FFE-024	MIDWEST TECHNOLOGY	\$5,374.54		\$5,374.54		\$5,374.54			\$5,374.54	COMPLETE		
FFE-025	NO AWARD OF THIS CONTRACT	\$0.00		\$0.00					\$0.00	\$0.00		
FFE-026	NO AWARD OF THIS CONTRACT	\$0.00		\$0.00					\$0.00	\$0.00		
FFE-027	BOSS LASER	\$4,209.30	\$120.10	\$4,329.40				\$4,329.40		COMPLETE		
FFE-028	W.B. MASON CO., INC.	\$1,821.12		\$1,821.12					\$0.00	\$1,821.12		
	TOTALS #2	\$61,220.43	\$120.10	\$61,340.53	\$6,388.16	\$19,060.40	\$4,329.40		\$29,777.96	\$31,562.57		
	TOTALS #1 - PURCHASE ORDERS	\$617,716.28	\$7,580.59	\$625,296.87	\$35,285.17	\$303,622.72	\$33,536.35		\$372,444.24	\$252,852.63		
	TOTALS #2 - ADDITIONAL AWARDS-BIDS	\$61,220.43	\$120.10	\$61,340.53	\$6,388.16	\$19,060.40	\$4,329.40		\$29,777.96	\$31,562.57		
	GRAND TOTALS	\$678,936.71	\$7,700.69	\$686,637.40	\$41,673.33	\$322,683.12	\$37,865.75		\$402,222.20	\$284,415.20		
BOURNE INTERMEDIATE SCHOOL - AUGUST 6, 2019												
BOURNE, MASSACHUSETTS - PAGE 2 OF 2												
NOTES:												
W.B. MASON: CHANGE ORDER CO-1 TO FFE-001: INCREASED BY \$2,277.08 DUE TO INCREASE IN NUMBER OF BINS FOR ITEM CS2-01.												
W.B. MASON: CHANGE ORDER CO-2 TO FFE-001: INCREASED BY \$7,203.00 DUE TO INCREASE OF (21) ITEM OF9-01.												
W.B. MASON: CHANGE ORDER CO-3 TO FFE-001: DECREASED BY \$549.60 DUE TO DELETION OF ITEM OF1-01, HASKELL DESK, IN OFFICE #108.												





# Tavares Design Associates, Inc.

Equipment Consultants • Facilities Planners

August 7, 2019

Mr. Joel G. Seeley, AIA, LEED AP BD+C  
COO / Executive Vice President  
Symmes Maini & McKee Associates  
1000 Massachusetts Avenue  
Cambridge, MA 02138

Project: Bourne Intermediate School  
Bourne, Massachusetts  
Additional Items

Dear Mr. Seeley:

Here is the cost breakdown for the budget and costs for the additional furniture.

FF&E Budget -	- \$690,000.00
Approved thru 7/18/19 SBC mtg	- \$686,637.00
Additional Furniture Requests	- \$14,058.41
FFE-029	\$5,889.92
FFE-030	\$682.60
FFE-031	\$933.74
FFE-032	\$1,627.18
FFE-033	\$4,924.97
Over Budget	- \$10,695.81

If you have any questions, please do not hesitate to contact this office. Thank you.

Sincerely,

TAVARES DESIGN ASSOCIATES, INC.

Robert T. Fogarty

RTF/hp

Enclosures

cc: Mr. Jay Williams, FA  
Mr. Antone J. Dias, SMMA  
Ms. Sarah A. Traniello, SMMA  
Mr. Jordan Geist, Town of Bourne



# Tavares Design Associates, Inc.

Equipment Consultants • Facilities Planners

August 7, 2019

Mr. Joel G. Seeley, AIA, LEED AP BD+C  
COO / Executive Vice President  
Symmes Maini & McKee Associates  
1000 Massachusetts Avenue  
Cambridge, MA 02138

Project: Bourne Intermediate School  
Bourne, Massachusetts  
Additional Items

Dear Mr. Seeley:

Enclosed is an additional order for the Bourne Intermediate School..

This order is for additional shelves for the existing classroom bookcases. It is to allow for three shelves in the bookcase instead of the standard two.

We prepared the attached PO for these items.

FFE-029 W.B. Mason Co., Inc.

\$5,889.92

This will put the overall FF&E expenditure over the approved budget. The actual overage would depend on any other approved additional items. The overall FF&E budget is \$690,000.00.

If you have any questions, please do not hesitate to contact this office. Thank you.

Sincerely,

TAVARES DESIGN ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "Robert T. Fogarty".

Robert T. Fogarty

RTF/hp

Enclosures

cc: Mr. Jay Williams, FA  
Mr. Antone J. Dias, SMMA  
Ms. Sarah A. Traniello, SMMA  
Mr. Jordan Geist, Town of Bourne

**CHANGE ORDER FORM**

**PROJECT:**

BOURNE INTERMEDIATE SCHOOL  
70 TROWBRIDGE ROAD  
BOURNE, MA 02532

CHANGE ORDER NUMBER CO-1  
CHANGE ORDER DATE: July 11, 2019  
ORIGINAL CONTRACT NO: FFE-027  
SECTION: 101-MISC. FURN. & EQUIPMENT  
QUOTE #Q-15011

**CONTRACTOR:**

BOSS LASER  
608 TRESTLE POINT  
SANFORD, FL 32771

SCOPE OF WORK: Increase Original Contract Amount from \$4,209.30 to \$4,329.40, as follows:  
CHANGE Incorrect Discount Amount from \$321.70 to \$201.60 (+\$120.10) (+) \$120.10  
(Original discount included the original cost of training which had been deleted)

The Original Contract was.....	\$ 4,209.30
Net Change by previous Change Orders.....	\$ -0-
The Contract Sum prior to this Change Order was.....	\$ 4,209.30
The Contract Sum will be (Increased) by this Change Order.....	\$ 120.10
The new Contract Sum including this Change Order will be.....	\$ 4,329.40
The Contract Time will be (Unchanged).....	Unchanged
The Date of Completion as of the Date of this Change Order therefore is.....	Same

**PREPARED BY:**

TAVARES DESIGN ASSOCIATES, INC.:

  
EDUCATIONAL EQUIPMENT CONSULTANTS

**APPROVED BY:**

OWNER

**ACCEPTED BY:**

BOSS LASER  
EQUIPMENT CONTRACTOR

DATE

FOR THE AWARDING AUTHORITY

DATE







# Tavares Design Associates, Inc.

Equipment Consultants • Facilities Planners

August 7, 2019

Mr. Joel G. Seeley, AIA, LEED AP BD+C  
COO / Executive Vice President  
Symmes Maini & McKee Associates  
1000 Massachusetts Avenue  
Cambridge, MA 02138

Project: Bourne Intermediate School  
Bourne, Massachusetts  
Additional Items

Dear Mr. Seeley:

Enclosed is an additional order for the Bourne Intermediate School..

This order is for an "L" section for room #112. This creates a larger worksurface. Currently the desk is a standard straight.

We prepared the attached PO for these items.

FFE-030 Union Office Interiors	\$682.60
--------------------------------	----------

This addition would not put the FF&E over the budget unless other additions are approved. The overall FF&E budget is \$690,000.00.

If you have any questions, please do not hesitate to contact this office. Thank you.

Sincerely,

TAVARES DESIGN ASSOCIATES, INC.

Robert T. Fogarty

RTF/hp

Enclosures

cc: Mr. Bill Beatrice, FA  
Mr. Antone J. Dias, SMMA  
Ms. Sarah A. Traniello, SMMA  
Mr. Jordan Geist, Town of Bourne





226 Andover Street  
 Wilmington, MA 01887  
 Phone: 781-396-6400  
 Fax: 781-628-1020

**PROPOSAL: 63781**

DATE: 06/14/19  
 PROJECT#: 213-285

PROPOSAL FOR:	INSTALL AT:
TOWN OF BOURNE ATTN: TOWN ADMINISTRATOR 24 PERRY AVENUE BOURNE, MA. 02532	BOURNE INTERMEDIATE SCHOOL ATTN: ROBERT FOGARTY 70 TROWBRIDGE ROAD BOURNE, MA. 02532 TAG: OFFICE 114

SALESPERSON:  
Charlie Flood

CUSTOMER P/O:

QUOTE VALID UNTIL:  
06/28/19

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
			Per MHEC Contract MC11-C07		
1	1	T52460S	Primary 24Dx60W Flat Eg Lam w/Grommets	153.57	153.57
		\$ (L2WDGRN) .LPE1 .PE .P	L2 Woodgrain Lam Opts Lam: Phantom Ecru Edge: Phantom Ecru Plastic Grommet		
2	2	CEP2429F	Freestanding 24DX29-1/2H End Pnl Sup	56.55	113.10
		\$ (P1) .P28	P1 Paint Opts CLR: Fossil		
3	1	CS604	Half Hgt 14Hx60W Mod Pnl	55.93	55.93
		\$ (P1) .P28	P1 Paint Opts CLR: Fossil		
4	1		Delivery and Installation	360.00	360.00
<b>DEPOSIT REQUIRED: 0.00</b>				PRODUCT.....:	322.60
ACCEPTED BY _____				DELIVERY\INSTALL:	360.00
DATE ACCEPTED _____				<b>TOTAL</b>	<b>682.60</b>



# Tavares Design Associates, Inc.

Equipment Consultants • Facilities Planners

August 7, 2019

Mr. Joel G. Seeley, AIA, LEED AP BD+C  
COO / Executive Vice President  
Symmes Maini & McKee Associates  
1000 Massachusetts Avenue  
Cambridge, MA 02138

Project: Bourne Intermediate School  
Bourne, Massachusetts  
Additional Items

Dear Mr. Seeley:

Enclosed is an additional order for the Bourne Intermediate School..

This order is to change out the labels on the library books from Bourne Elementary to Bourne Intermediate.

We prepared the attached PO for these items.

FFE-031 Follett

\$933.74

This addition would not put the FF&E over the budget unless other additions are approved. The overall FF&E budget is \$690,000.00.

If you have any questions, please do not hesitate to contact this office. Thank you.

Sincerely,

TAVARES DESIGN ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'Robert T. Fogarty', is written over the typed name.

Robert T. Fogarty

RTF/hp

Enclosures

cc: Mr. Bill Beatrice, FA  
Mr. Antone J. Dias, SMMA  
Ms. Sarah A. Traniello, SMMA  
Mr. Jordan Geist, Town of Bourne







Follett School Solutions  
 1340 Ridgeview Drive  
 McHenry, IL 60050  
 877-899-8550

## Quote

**Quote #:** 1066028  
**Created:** 6/27/2019  
**Expires:** 8/26/2019

### James Peebles Elem Sch

Attention: Deborah Quinn  
 70 Trowbridge Rd  
 Bourne, MA 02532

### Sales Representative:

Mary Frank ([mfrank@follett.com](mailto:mfrank@follett.com))

### James Peebles Elem Sch (2000046)

Item #	Description	Price	Quantity	Ext. Price
77550D	Polythermal Labels-Data Entry-B&W-Sheet	\$0.09	3247 Ea	\$276.00
65062D	Data Entry Spine Labels	\$0.07	3247 Ea	\$227.29
76583A	Destiny Custom Data Manipulation	\$399.00	1 Ea	\$399.00
<b>Subtotal:</b>				\$902.29

292.23

918.52

### Subtotal

**List Price:** \$902.29 *918.52*  
**Tax:** \$0.00

**Est Shipping:** \$15.22

### TOTAL

**Quote Price (USD):** \$917.51 *933.74*

Please submit this quote with your purchase order.

## Terms

1. **License & Warranty:**

All software products are sold subject to the Limited Use License Agreement and Warranty included in the software package. Any products not manufactured by Follett School Solutions carry only original manufacturer warranties.

2. **Delivery:**

30-60 Days on software applications.

Data Services delivery is contingent upon current turn-around times and the receipt of all necessary media materials.

Data must be sent in a media or format that is readable by Follett, or there may be additional charges. On-line training, if ordered, will be accomplished after complete installation of the Follett School Solutions systems.

On-site Professional Services assumes consecutive business days unless otherwise negotiated.

On-site services require 4 to 6 weeks notice for scheduling.

In general, the scope of work will need to be determined prior to receipt of order.

Software under development will not be included in the cost of installation until it has been released; additional implementation services would need to be purchased.

3. **Freight:**

Please add 9% to your order for estimated shipping charges. This estimate applies to US shipments only. International shipping charges may be higher. Actual shipping costs will be applied to your order at the time of shipment and will be reflected on your final invoice.

4. **Payment:**

Net 30 Days on all invoices unless otherwise negotiated prior to receipt of purchase order.

5. **Pricing:**

Valid for Sixty (60) Days unless otherwise noted.

In the event of a clerical error, line item pricing will prevail.

For Data Services work, you are responsible for the actual amount as indicated on the invoice.

All on-site service pricing assumes ample advanced travel planning.

6. **Other:**

Please attach a copy of the proposal and the Order Checklist to your purchase order to expedite processing.

Receipt of Purchase Order does not constitute an executed contract.

Purchase order terms do not supersede the terms stated here.

7. **Unforeseen Circumstances:**

Follett School Solutions cannot be held responsible for any loss, damage, costs or expenses sustained by the Customer as the result of project delays due to unforeseen circumstances. These include but are not limited to, disruptions in work schedule, suspensions, work stoppages, or interruptions of any kind, whether reasonable or unreasonable or by changes ordered in the work otherwise caused by an act or omission of the Customer. If there are delays or interruptions outside of the immediate control of Follett School Solutions which prevent Follett School Solutions from performing or completing scheduled work, Follett School Solutions will be held harmless and no damages will be sought unless otherwise agreed to in writing.

**Prices Must Remain Confidential**

# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Follett School Solutions, Inc.**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) **5**

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.  
**1340 Ridgeview Drive**

6 City, state, and ZIP code  
**McHenry, Illinois 60050**

7 List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

			-			-				
--	--	--	---	--	--	---	--	--	--	--

OR

**Employer identification number**

4	1	-	1	4	2	6	9	3	3
---	---	---	---	---	---	---	---	---	---

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** Signature of U.S. person ▶  Date ▶ **1-4-19**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



# Tavares Design Associates, Inc.

Equipment Consultants • Facilities Planners

August 7, 2019

Mr. Joel G. Seeley, AIA, LEED AP BD+C  
COO / Executive Vice President  
Symmes Maini & McKee Associates  
1000 Massachusetts Avenue  
Cambridge, MA 02138

Project: Bourne Intermediate School  
Bourne, Massachusetts  
Additional Items

Dear Mr. Seeley:

Enclosed is an additional order for the Bourne Intermediate School..

This order is to add US maps and World Maps for the rest of the classrooms. At the time of design it was determined that half of the rooms would need the maps but as the instructors have started setting up their rooms, the request has been made to have them in all rooms. This PO also includes adding three more easels. This was a miscommunication item. It was said the easels should go in just the classrooms and this office did not know that meant the large special education rooms also. Three will outfit those rooms the same as the general classrooms. The last item is for 4 tackboards. These go into offices where none were provided under the General Contract.

We prepared the attached PO for these items.

FFE-032 School Specialty \$1,627.18

This addition would not put the FF&E over the budget unless other additions are approved. The overall FF&E budget is \$690,000.00.

If you have any questions, please do not hesitate to contact this office. Thank you.

Sincerely,

TAVARES DESIGN ASSOCIATES, INC.

Robert T. Fogarty

RTF/lhp

Enclosures

cc: Mr. Bill Beatrice, FA  
Mr. Antone J. Dias, SMMA  
Ms. Sarah A. Traniello, SMMA  
Mr. Jordan Geist, Town of Bourne



**QUOTE**

**Quote Number** : 7790738193 (Ver. 1)  
**Effective Date** : 06-AUG-2019  
**Expiration Date** : 04-NOV-2019  
**Prepared By** : BRIGGS, STEFANIE  
**Phone** :  
**Email** : stefanie.briggs@schoolspecialty.com  
**Customer No.** : 410464  
**Ship To** : JAMES F PEEBLES ELEM SCHOOL  
70 TROWBRIDGE RD  
BUZZARDS BAY MA 02532-3650  
**Ship To Attn** :  
**Bill To** : BOURNE SCHOOL DISTRICT  
36 SANDWICH RD  
BOURNE MA 02532-3647

**Supplier Lead Time** :  
**Invoice Terms** : 30 NET  
**Free Shipping** : Yes  
**Delivery Method** :  
**Location** : One Location  
**Installation** : By SSI

Notes:  
**PRICED IN ACCORDANCE TO MHEC CONTRACT #C07**

Qty	Ordered Item Number	SSI Item Number	Description	Net Price	Ext Price
<del>11</del>	<del>1534748</del>	<del>1534748</del>	<del>CHART US MAP BLUE OCEAN EDITION INTERACTIVE</del>	<del>14.51</del>	<del>159.61</del>
<del>11</del>	<del>1534747</del>	<del>1534747</del>	<del>CHART WORLD MAP BLUE OCEAN EDITION INTERACTIVE</del>	<del>14.51</del>	<del>159.61</del>
3	070707	070707	MOORECO FOLDING WHEASEL BABY W/ 4 TUBS	250.58	751.74
4	661896	661896	TACKBOARD CORK 3'X4' NATURAL	108.86	435.44
1	INSTALL	INSTALL	INSTALLATION CHARGES	440.00	440.00

**Sub Total :** \$1627.18  
**Tax :** \$0.01  
**Shipping & Handling :** \$0.01  
**Total :** \$1946.41  
*\$1627.18*





# Tavares Design Associates, Inc.

Equipment Consultants • Facilities Planners

August 7, 2019

Mr. Joel G. Seeley, AIA, LEED AP BD+C  
COO / Executive Vice President  
Symmes Maini & McKee Associates  
1000 Massachusetts Avenue  
Cambridge, MA 02138

Project: Bourne Intermediate School  
Bourne, Massachusetts  
Additional Items

Dear Mr. Seeley:

Enclosed is an additional order for the Bourne Intermediate School.

This order is for additional bookcases of spaces where more storage space is required. Also, a laminator has been added. The current one which was brought over is not working properly.

We prepared the attached PO for these items.

FFE-033 W.B. Mason Co., Inc.

\$4,924.97

This will put the overall FF&E expenditure over the approved budget. The actual overage would depend on any other approved additional items. The overall FF&E budget is \$690,000.00.

If you have any questions, please do not hesitate to contact this office. Thank you.

Sincerely,

TAVARES DESIGN ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "Robert T. Fogarty".

Robert T. Fogarty

RTF/hp

Enclosures

cc: Mr. Jay Williams, FA  
Mr. Antone J. Dias, SMMA  
Ms. Sarah A. Traniello, SMMA  
Mr. Jordan Geist, Town of Bourne





# Change Order

PROJECT: New Peebles Elementary School  
 (Name,Address) 70 Trowbridge Road  
 Bourne, MA 02532

CHANGE ORDER NUMBER: **14**  
 INITIATION DATE: August 14, 2019  
 ARCHITECTS PROJECT NO: 1514.00  
 CONTRACT FOR: New Construction  
 CONTRACT DATE: November 30, 2017

TO (Contractor): Brait Builders Corp.  
 57 Rockwood Rd., Suite 3  
 Marshfield, MA 02050

*You are directed to make the following changes in this Contract:*

PCO #	PR #	CCD #	Description	Time (days)	Amount
COR 067			Electric Power Transfer Installation.	0	\$1,673.61
COR 068	PR#35		Added Knox Boxes Per BFD	0	\$2,379.76
COR 070			Relocation of Basketball Post and Goal	0	\$4,302.21
COR 074	PR#39		New Site Sign Option 1A (wood post)	0	\$6,318.90
COR 077R1			Camera IP Address Change	0	\$6,882.40
COR 079	PR#41		Added Label	0	\$1,648.52
				Total ADD	<b>\$23,205.40</b>

Not valid until signed by both the Owner and Architect. Signature of the contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time. Reservations of rights for additional time extensions, costs or damages indicated on the attached materials shall be void and superseded by the changes identified on this cover sheet to the Contract Sum and Contract Time for the items included in this Change Order.

The original (Contract Sum) ( <del>Guaranteed Maximum Cost</del> ) was	.....	\$27,990,000.00
Net change by previously authorized Change Orders	.....	\$235,469.84
The (Contract Sum) ( <del>Guaranteed Maximum Cost</del> ) prior to this Change Order Was	.....	\$28,225,469.84
The (Contract Sum) ( <del>Guaranteed Maximum Cost</del> ) Will be ( Increased ) by this Change Order	.....	\$23,205.40
The new (Contract Sum) ( <del>Guaranteed Maximum Cost</del> ) including this Change Order Will be	.....	<b>\$28,248,675.24</b>
The Contract Time will be ( Unchanged ) by	.....	( 0 ) Days
The Date of Substantial Completion as of the date of this Change Order therefore is:	Phase 1	May 20, 2019
	Phase 2	August 16, 2019
	Phase 3	November 18, 2019

*Authorized:*

Flansburgh Architects, Inc.

Brait Builders Corp.

Town of Bourne

**ARCHITECT**

77 North Washington St.  
 Boston, MA 02114

**CONTRACTOR**

57 Rockwood Road  
 Suite 3  
 Marshfield, MA 02050

**OWNER**

Town of Bourne  
 24 Perry Avenue  
 Buzzards Bay, MA 02532

BY \_\_\_\_\_

BY \_\_\_\_\_

BY \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

# Flansburgh Architects

Change Order #14 Summary

8/15/19

<b>Change Proposal Number</b>	<b>Change Value</b>
COR 067 – Electric Power Transfer Installation.	\$1,673.61
COR 068 – PR#35 Added Knox Boxes Per BFD	\$2,379.76
COR 070 – Relocation of Basketball Post and Goal	\$4,302.21
COR 074 – PR#39 New Site Sign Option 1A (wood post)	\$6,318.90
COR 077R1 – Camera IP Address Change	\$6,882.40
COR 079 – PR#41 Added Label Holders	\$1,648.52
<b>Total Change Order Value</b>	<b>\$23,205.40</b>

**COR 067 – Electric Power Transfer Installation. \$1,673.61**

(2) Exterior doors had card readers associated with them. However, the hardware specified for these doors did not have the proper electronic hardware to interface with the card readers. This change is for the addition of transfer modules. Work was done on T&M.

**COR 068 – PR#35 Added Knox Boxes Per BFD \$2,379.76**

(3) Additional Knox Boxes requested by the BFD. One located at the exterior of the building at the west end of the first-floor corridor. The two other boxes located inside the building adjacent to the elevator on the first and second floors.

**COR 070 – Relocation of Basketball Post and Goal \$4,302.21**

Relocate exterior Basketball Post and Goal as requested by the Owner. Two Basketball Posts were provided in the play area. This revision moved one post over – creating more space between them. This change also gives the play area greater flexibility.

**COR 074 – PR#39 New Site Sign Option 1A (wood post) \$6,318.90**

New site sign requested by Owner. Sign is 3’x6’ (double sided) with wooden posts.

**COR 077R1 – Camera IP Address Change \$6,882.40**

IP address change (for the security cameras) requested by the Owner. When the cameras were originally programed the old IP address from the Peebles School were used. This change reprogramed every device on the system.

**COR 079 – PR#41 Added Label Holders \$1,648.52**

Mailbox millwork in room 104 did not specify holders for labels (teacher’s names etc.). This cost is for the installation of 120 brass label holders to this piece of millwork.



*Change Request*

**To:** Jay Williams  
Flansburgh Architects  
77 N. Washington Street  
Boston, MA 02114-1910  
Ph: (617) 367-3970

**Number:** 67  
**Date:** 4/26/19  
**Job:** PES-2017 Peebles ES  
**Phone:**

**Description:** COR#67 Electric Power Transfer Installation

Installation of (2) Electric Power Transfers @ (2) door locations. SF11A & SF13 per Brait 4/26/19

Work performed by subcontractors:

Description	Subcontractor	Price
Metal Windows	Kapiloff's Glass	\$1,562.66
	<b>Subtotal:</b>	\$1,562.66
	<b>Subtotal:</b>	<b>\$1,562.66</b>
	OH&P	\$1,562.66 5.00% \$78.13
	BOND	\$1,640.79 2.00% \$32.82
	<b>Total:</b>	<b>\$1,673.61</b>

If you have any questions, please contact me at (781)837-6400.

Submitted by: Robert A Brait  
Brait Builders Corp.

Approved by: \_\_\_\_\_  
Date: \_\_\_\_\_



*Change Request*

**To:** Jay Williams  
Flansburgh Architects  
77 N. Washington Street  
Boston, MA 02114-1910  
Ph: (617) 367-3970

**Number:** 68  
**Date:** 4/29/19  
**Job:** PES-2017 Peebles ES  
**Phone:**

**Description:** COR#68 Added Knox Boxes per BFD

This proposal excludes cutting, patching and paint. Those excluded items will be tracked on a separate COR.

Work performed by subcontractors:				
Description	Subcontractor			Price
Electrical	Systems Contracting			\$2,222.00
			<b>Subtotal:</b>	\$2,222.00
			<b>Subtotal:</b>	<b>\$2,222.00</b>
	OH&P	\$2,222.00	5.00%	\$111.10
	BOND	\$2,333.10	2.00%	\$46.66
			<b>Total:</b>	<b>\$2,379.76</b>

If you have any questions, please contact me at (781)837-6400.

Submitted by: Robert A Brait  
Brait Builders Corp.

Approved by: \_\_\_\_\_  
Date: \_\_\_\_\_



**Change Request**

**To:** Jay Williams  
Flansburgh Architects  
77 N. Washington Street  
Boston, MA 02114-1910  
Ph: (617) 367-3970

**Number:** 70  
**Date:** 5/3/19  
**Job:** PES-2017 Peebles ES  
**Phone:**

**Description:** COR#70 Relocation of Basketball Post and Goal per SKL-05

Cost associated with relocating Exterior Basketball hoops per SKL-05.

Work performed by subcontractors:

Description	Subcontractor	Price
Earthwork	J Read Corporation	\$3,696.00
Concrete (Material)	P.A. Landers	\$321.00
	<b>Subtotal:</b>	\$4,017.00
	<b>Subtotal:</b>	<b>\$4,017.00</b>
	OH&P	\$4,017.00 5.00% \$200.85
	BOND	\$4,217.85 2.00% \$84.36
	<b>Total:</b>	<b>\$4,302.21</b>

If you have any questions, please contact me at (781)837-6400.

Submitted by: Robert A Brait  
Brait Builders Corp.

Approved by: \_\_\_\_\_  
Date: \_\_\_\_\_





*Change Request*

**To:** Jay Williams  
Flansburgh Architects  
77 N. Washington Street  
Boston, MA 02114-1910  
Ph: (617) 367-3970

**Number:** 74  
**Date:** 6/14/19  
**Job:** PES-2017 Peebles ES  
**Phone:**

**Description:** COR#74 PR#39 New Site Sign Option 1A

This is the cost to furnish and install the Site Sign Option A, with wooden posts, not granite. The intent is to install this sign prior to the completion of landscaping. In the event of a long lead time, additional costs for re-landscaping this area will be tracked on a future COR.

Work performed by subcontractors:

Description	Subcontractor	Price
Signage	Cassandra Sign Corp.	\$5,900.00
	<b>Subtotal:</b>	\$5,900.00
	<b>Subtotal:</b>	<b>\$5,900.00</b>
	OH&P	\$5,900.00 5.00% \$295.00
	BOND	\$6,195.00 2.00% \$123.90
	<b>Total:</b>	<b>\$6,318.90</b>

If you have any questions, please contact me at (781)837-6400.

Submitted by: Robert A Brait  
Brait Builders Corp.

Approved by: \_\_\_\_\_  
Date: \_\_\_\_\_



*Change Request*

**To:** Jay Williams  
 Flansburgh Architects  
 77 N. Washington Street  
 Boston, MA 02114-1910  
 Ph: (617) 367-3970

**Number:** 77R1  
**Date:** 7/29/19  
**Job:** PES-2017 Peebles ES  
**Phone:**

**Description:** COR#77R1 Camera IP Address Changes

Nik Outchcunis with BPS notified Akuity that he would like to re-IP security cameras and devices.

Work performed by us:				
Description	Quantity	Unit	Unit Price	Price
Electrical		Equipment		\$6,426.14
			<b>Subtotal:</b>	\$6,426.14
			<b>Subtotal:</b>	<b>\$6,426.14</b>
		OH&P	\$6,426.14 5.00%	\$321.31
		BOND	\$6,747.45 2.00%	\$134.95
			<b>Total:</b>	<b>\$6,882.40</b>

If you have any questions, please contact me at (781)837-6400.

Submitted by: Robert A Brait  
 Brait Builders Corp.

Approved by: \_\_\_\_\_  
 Date: \_\_\_\_\_



*Change Request*

**To:** Jay Williams  
Flansburgh Architects  
77 N. Washington Street  
Boston, MA 02114-1910  
Ph: (617) 367-3970

**Number:** 79  
**Date:** 8/2/19  
**Job:** PES-2017 Peebles ES  
**Phone:**

**Description:** COR#79 PR#41 Added Label Holders

PR#41 added labels to mail slots

Work performed by subcontractors:				
Description	Subcontractor			Price
Casework	Nor'easter Installations Inc.			\$1,539.24
			<b>Subtotal:</b>	\$1,539.24
			<b>Subtotal:</b>	<b>\$1,539.24</b>
	OH&P	\$1,539.24	5.00%	\$76.96
	BOND	\$1,616.20	2.00%	\$32.32
			<b>Total:</b>	<b>\$1,648.52</b>

If you have any questions, please contact me at (781)837-6400.

Submitted by: Robert A Brait  
Brait Builders Corp.

Approved by: \_\_\_\_\_  
Date: \_\_\_\_\_

<u>Sub</u>	<u>Value</u>	<u>Comments</u>
All	\$ 27,500.00	*Identified as Closeout Docs on punchlist*
Boston Flooring	\$ 1,800.00	
Brait	\$ 5,900.00	
Capital	\$ -	
Cassandra	\$ -	
Chandler	\$ 1,500.00	
Childscapes	\$ 400.00	
Cogswell	\$ 1,000.00	
Colony	\$ 500.00	
Commonwealth	\$ -	
Continental	\$ 500.00	
CRF Interiors	\$ -	
Earthsafe	\$ 1,000.00	
Fernandes	\$ -	
Folan	\$ -	
GMH Fence	\$ -	
Greenwood	\$ 4,500.00	
Harold Bros	\$ 2,500.00	
I&R Mechanical	\$ 8,800.00	
Intelligent Signage	\$ 1,600.00	
Interbuild	\$ -	
J. Read	\$ 9,900.00	
K&K	\$ 300.00	
Kapiloff	\$ 1,150.00	
Kelly Bros	\$ 250.00	
Kenvo	\$ -	
King	\$ -	
L&L	\$ 1,400.00	
Marguerite	\$ -	
NEIS	\$ -	
New England Landscape	\$ 1,600.00	
NEFS	\$ 700.00	
Nor'easter	\$ -	
Overhead Door	\$ -	
Sam Tell	\$ -	
South Shore Welding	\$ 100.00	
Sunrise Erectors	\$ -	
Systems	\$ 5,700.00	
Walker Specialties	\$ -	
West Flooring	\$ -	
<b>Total Punchlist Value as of 7/31/19</b>	<b>\$ 78,600.00</b>	

ITEM #	ZONE	ROOM #	ROOM NAME	DEFICIENCY	TRADE (per Braitt)	REVIEW DATE	REVIEW BY	COMPLETE	Comments	Value
471	ZONE 2	100	Vestibule	Straighten the storefront glazing gaskets.	Chandler	4/19/19	FAI			\$ 500.00
474	ZONE 2	100	Vestibule	Verify transaction window glass is bullet resistant. Bullet proof glass required by addendum and 2(A&11 (6/10/19). Missing trim at east side (6/5/19). Still need to straighten trim and lenses at east and west ends (6/19/19).	Chandler	4/19/19	FAI		Top is but not bottom per	\$ 1,000.00
486	ZONE 2	101	Lobby	Clean circular marks on epoxy floor.	Systems	4/19/19	FAI			\$ 500.00
582	ZONE 2	116	Girl's Toilet	The floor boxes in Conference 118 were not fastened to the floor. The Electrician's work is awaiting work by others to provide a means of attachment. Complete work at equipment exhaust ductwork (laser printer and 3D printer). Fill gap between storefront and floor at north side entry door frame. To clean up caulking (6/5/19).	Boston Flooring	4/19/19	FAI			\$ 300.00
1872	ZONE 2	118	Conference Room	Manufacturer to review control joints telegraphing through epoxy floor surface.	Brait	5/24/19	CX			\$ 200.00
637	ZONE 2	124	Idea Lab	Manufacturer to review control joints telegraphing through epoxy floor surface.	I&R Mechanical	4/16/19	FAI			\$ 2,000.00
639	ZONE 2	124	Idea Lab	Manufacturer to review control joints telegraphing through epoxy floor surface.	Kapiloff	4/16/19	FAI			\$ 200.00
1881	ZONE 2	124	iStudio	Manufacturer to review control joints telegraphing through epoxy floor surface.	Boston Flooring	5/29/19	FAI			\$ 750.00
1882	ZONE 2	125	Art Room	Manufacturer to review control joints telegraphing through epoxy floor surface.	Boston Flooring	5/29/19	FAI			\$ 750.00
1883	ZONE 2	125	Art Room	Provide frosted vinyl bands at sliding glass doors into iStudio per PR34/COR 071 (6/21/19).	Intelligent Signage	5/29/19	FAI		Not req'd Owner will provide. GC/FAI to verify with committee members	\$ -
719	ZONE 2	130	Media Center	Provide custom vinyl wall graphics at north wall. Provide drip pan (to replace cardboard) over transformers. Temporary PVC deflector installed (6/19/19). Room identification sign incorrect.	Intelligent Signage	4/12/19	FAI	7/31/19	Incomplete SOV work.	\$ -
1896	ZONE 2	137	Mech/Electr.	Adjust radiant panels to lay flat in grid.	Brait	5/29/19	FAI			\$ 500.00
807	ZONE 2	139	Toilet	MDF missing security equipment. Missing power. Three outlets over the four post is all.	I&R Mechanical	4/12/19	FAI			\$ 100.00
814	ZONE 2	141	Resource Room	Power still missing (6/10/19).	K&K	4/12/19	FAI			\$ 100.00
1148	ZONE 2	142	Tel/Data	38. Install screw on type phenolic lables at each electrical panel, install typed directory schedules, only spares should be indicated in pencil. Still required at disconnect (6/19/19).	Systems	4/8/19	EDV			\$ 2,500.00
1195	ZONE 2	142	Tel/Data	Patch/paint hole in ceiling.	Systems	4/9/19	GGD			\$ 200.00
824	ZONE 2	142	Tele/Data	Seal all floor, wall and ceiling penetrations.	Brait	4/16/19	FAI		Need 16x16 access panel 1 for I&R	\$ 200.00
828	ZONE 2	142	Tele/Data	Adjust ceiling HVAC units to sit flush to ceiling tiles and frid.	Systems	4/16/19	FAI			\$ 200.00
1731	ZONE 3	143	Corridor (at courtyard)	Patch and paint screw hole in head of north side hollow metal door frame.	I&R Mechanical	4/25/19	FAI			\$ 400.00
1733	ZONE 3	143	Corridor (at courtyard)	Remove paper from underside of toilet partition support posts.	Brait	4/25/19	FAI			\$ 200.00
1447	ZONE 3	149	Women's Toilet	Touch up marks on north side storefront.	Earthsafe	4/23/19	FAI			\$ 100.00
1473	ZONE 3	150	Cafeteria	Provide theatre lighting per E1.02 and 3/E1.01. Installed - to demonstrate operation (6/10/19). Installation started at platform but not at Cafeteria (6/21/19).	Kapiloff	4/23/19	FAI			\$ 200.00
1476	ZONE 3	150	Cafeteria	Adjust ceiling diffuser to lay flat in ceiling grid.	Systems	4/23/19	FAI			\$ 1,000.00
1654	ZONE 3	153	Kitchen Office	Patch and paint punched dimples in south side hollow metal door window frame (corridor side of frame). (loading dock side of frame) (6/5/19).	I&R Mechanical	4/25/19	FAI			\$ 100.00
1655	ZONE 3	153	Kitchen Office	Occupancy sensor not working properly.	Brait	4/25/19	FAI			\$ 500.00
1821	ZONE 3	162	Custodial Office	Change name of school on Notifier panel to "Bourne Intermediate School".	Systems	4/9/19	FAI			\$ 100.00
1242	ZONE 3	165	Electrical	Clean dust from plastic laminate enclosures up high on walls.	Systems	4/9/19	GGD			\$ 100.00
1725	ZONE 3	165	Electrical	Grommet at screen on left end of bleachers not aligned with bolts properly.	Systems	4/25/19	FAI			\$ 300.00
1525	ZONE 3	169	Gym	Plastic laminate corner of scorer's table damaged.	Brait	4/24/19	FAI			\$ 1,000.00
1815	ZONE 3	169	Gym	Add sleeves through exterior wall for future PV per COR 32/CO 6. Gap the sleeves at the exterior - out back sleeves flush with wall and insulate at the interior. (6/5/19). OK at interior. Make 4th of 4 exterior caps consistent with the other 3 at the exterior (6/19/19).	NEFS	5/29/19	FAI			\$ 200.00
1909	ZONE 3	169	Gym	Replace damaged ceiling speaker cover.	NEFS	5/29/19	FAI			\$ 500.00
1127	ZONE 3	171	Gym Storage	MISSING T'S @ RADIANT PANEL. Radiant panels not sitting flat in grid (6/5/19).	Systems	4/12/19	FAI		Incomplete SOV work.	\$ -
845	ZONE 2	173	Staff	Complete installation of thermostats and thermostat covers. (6/5/19)	Systems	4/16/19	FAI			\$ 200.00
169	ZONE 1	187	Team Room		K&K	2/18/19	BRAIT			\$ 200.00
209	ZONE 1	189	Corridor		I&R Mechanical	3/8/19	FAI			\$ 200.00

ITEM #	ZONE	ROOM #	ROOM NAME	DEFICIENCY	TRADE (per Brait)	REVIEW DATE	REVIEW BY	COMPLETE	Comments	Value
1803	ZONE 2	205	Fifth Grade	Relocate egress map holder under clock adjacent to entry.	Intelligent Signage	4/29/19	FAI			\$ 200.00
1477	ZONE 2	210	SPED Resource	Relocate egress map holder under clock adjacent to entry.	Intelligent Signage	4/23/19	FAI			\$ 100.00
1024	ZONE 2	217	Boy's Toilet	Adjust ceiling mechanical unit to lay flat/flush in track.	I&R Mechanical	3/15/19	FAI			\$ 200.00
269	ZONE 1	227	SPED Toilet	Provide grab bars and toilet accessories. Missing wall trash receptacle (6/5/19).	Earthsafe	3/8/19	FAI			\$ 500.00
426	ZONE 1	237	Corridor	Complete installation of thermostats and covers. (6/21/19)	I&R Mechanical	3/8/19	FAI			\$ 200.00
1087	ZONE 2	135A	Storage	Provide room identification sign.	Intelligent Signage	4/16/19	FAI			\$ 100.00
1675	ZONE 3	158A	Women's Toilet	Adjust ceiling mechanical unit to sit square in trim.	I&R Mechanical	4/25/19	FAI			\$ 200.00
1876	ZONE 3	158A	Women's Toilet	Mount paper towel dispenser on wall.	Earthsafe	5/29/19	FAI			\$ 200.00
1878	ZONE 3	158B	Men's Toilet	Mount paper towel dispenser on wall.	Earthsafe	5/29/19	FAI			\$ 200.00
1108	ZONE 2	220B	West Corridor	Sign to Storage 220A numbered wrong.	Intelligent Signage	4/11/19	FAI			\$ 100.00
1805	GENERAL		Closeout	Provide all required owner training.	All	4/29/19	FAI	7/31/19		\$ 5,000.00
1806	GENERAL		Closeout	Provide all required attic stock with transmittals (6/19/19).	All	4/29/19	FAI	7/31/19	Consolidation of two items	\$ 7,500.00
1807	GENERAL		Closeout	Provide all required as-builts including architectural (6/19/19).	All	4/29/19	FAI	7/31/19		\$ 5,000.00
1808	GENERAL		Closeout	Provide all required O&M's.	All	4/29/19	FAI	7/31/19		\$ 5,000.00
1809	GENERAL		Closeout	Provide all required warranties.	All	4/29/19	FAI	7/31/19		\$ 5,000.00
1742	GENERAL		Exterior	Fill gap between exterior metal grates and building (all locations).	Brait	4/29/19	FAI			\$ 500.00
1760	GENERAL		Exterior	Remove form ties and cones from cast in place concrete bench under purple canopy. Rub the exposed concrete smooth.	L&L Concrete	4/29/19	FAI			\$ 1,000.00
1773	GENERAL		Exterior	Provide "70" dimensional letters up high on north face of gym wall.	Intelligent	4/29/19	FAI			\$ 1,000.00
1820	GENERAL		Exterior	Change hardware on door 125A to lock from inside only to allow egress from courtyard.	Kapiloff/Kelley		FAI			\$ 500.00
1834	GENERAL		Exterior	8. Repair crack in stair tread at northwest building entrance.	Brait	4/29/19	WDA			\$ 500.00
1835	GENERAL		Exterior	9. Site furnishings (i.e. benches, trash receptacles, bike racks, flag pole, and courtyard planter benches) have not been installed. Update: Waste receptacle at school entry adjacent to parent drop-off not located per plans. Bike racks at bus drop-off not installed. Bench located in play area not set on concrete pad per plans. Contractor to review all site furnishings and appropriately mount/secure to ground surface as necessary. See Supplemental items section for status of courtyard planter benches (7/2/19).	Brait	4/29/19	WDA		Incomplete SOV work.	\$ -
1837	GENERAL		Exterior	11. Address voids at the joints between handrail segments at the accessible ramp at the northwest building entrance. Update: Fill open end joints in stainless steel with silicone sealant (7/2/19).	SS Welding	4/29/19	WDA			\$ 100.00
1839	GENERAL		Exterior	13. Running slopes of the accessible walkway from the site driveway to the north (main) building entrance exceed the 5% maximum slope allowed by 521 CMR in places. Cross slopes ranging from 5.3% - 5.7% were observed.	J Read	4/29/19	WDA			\$ 500.00
1840	GENERAL		Exterior	14. Cross slopes of the accessible walkway from the site driveway to the north (main) building entrance exceed the 2% maximum slope allowed by 521 CMR. Cross slopes ranging from 2.3% - 2.6% were observed. In addition, the cross slope of the level landing at the bottom of the accessible ramp exceeds the 2% maximum slope allowed by 521 CMR. Cross slopes up to 2.7% were observed.	J Read	4/29/19	WDA			\$ 500.00
1842	GENERAL		Exterior	16. The memorial brick pavers at the north (main) building entrance have not been installed.	NE Landscape	4/29/19	WDA		Incomplete SOV work.	\$ -
1847	GENERAL		Exterior	21. Extend drip strip edging to sidewalk at west side of building.	NE Landscape	4/29/19	WDA		Incomplete SOV work.	\$ -
1848	GENERAL		Exterior	22. Extend walkway providing access to fire department connection to face of building.	J Read	4/29/19	WDA			\$ 500.00
1853	GENERAL		Exterior	27. Playground protective surfacing has not been installed. Update: Finished grades of playground protective surfacing do not meet design grades. Slopes up to 8.5% were observed. Additional review is required to determine if finished grades of surfacing meet ADA and MAAB accessibility requirements. Contractor to coordinate with playground equipment manufacturer to identify locations of accessible portions of each play structure to determine required locations for accessible routes to and around the equipment (7/2/19).	Childscapes	4/29/19	WDA		Incomplete SOV work.	\$ -

ITEM #	ZONE	ROOM #	ROOM NAME	DEFICIENCY	TRADE (per Brait)	REVIEW DATE	REVIEW BY	COMPLETE	Comments	Value
1858	GENERAL		Exterior	32. Address raised timber planter cap conditions (i.e. warping, gaps in joints, cracking, and knotting). It is WDA's understanding that the caps are to be replaced with composite caps. Update: Composite caps installed. However, Contractor to review caps and address gaps and twisting at joints (7/2/19).	Childscapes	4/29/19	WDA		Incomplete SOV work.	\$ -
1859	GENERAL		Exterior	33. Cross slopes of the interior courtyard pavement exceed the 2% maximum slope allowed by 521 CMR. Cross slopes ranging from 2.3% - 3.2% were observed.	Brait	4/29/19	WDA		REVIEW WITH WDA - BRAIT DISAGREES	\$ -
1861	GENERAL		Exterior	35. Running slopes of stair treads at loading dock exceed the 2% maximum allowed by the Building Code. Slopes up to 5.5% were observed.	L&L Concrete	4/29/19	WDA		Incomplete SOV work.	\$ -
1862	GENERAL		Exterior	36. Repair crack in concrete pavement at bottom of loading dock stairs.	Brait	4/29/19	WDA			\$ 500.00
1864	GENERAL		Exterior	38. Light pole at northeast limit of Phase One pavement appears to be leaning. Contractor to address.	Systems	4/29/19	WDA			\$ 100.00
1865	GENERAL		Exterior	39. Complete installation of light pole base cover.	Systems	4/29/19	WDA			\$ 100.00
1911	GENERAL		Exterior	Adjust (1) recessed can light fixture flush with finished ceiling at underside of loading dock canopy.	Systems	5/29/19	FAI			\$ 300.00
1912	GENERAL		Exterior	Provide cover at roof downspout cleanout under east canopy.	J Read	5/29/19	FAI			\$ 400.00
1952	GENERAL		Exterior	46. Slopes of the bituminous concrete landings at some doorways exceed the 2% maximum slope allowed by 521 CMR. Slopes of up to 5.8% were observed.	J Read	7/2/18	WDA			\$ 5,000.00
1953	GENERAL		Exterior	47. Running slopes of the accessible walkways extending from the parking area adjacent to the loading dock to the building and to the fire department connection exceed the 5% maximum slope allowed by 521 CMR in places. Cross slopes ranging from 5.4% - 8.3% were observed.	J Read	7/2/18	WDA			\$ 1,500.00
1954	GENERAL		Exterior	48. The cross slope of the accessible walkway extending from the loading dock to the fire department connection exceeds the 2% maximum slope allowed by 521 CMR in places. Cross slopes up to 3.5% were observed.	J Read	7/2/18	WDA			\$ 1,500.00
1956	GENERAL		Exterior	50. A damaged fence panel was observed along the east side of the playground.	Brait	7/2/18	WDA			\$ 500.00
1958	GENERAL		Exterior	52. Bolts are missing at the swing structure in the playground area.	Childscapes	7/2/18	WDA			\$ 300.00
1959	GENERAL		Exterior	53. There is a loose bolt at the stand-alone climber in the playground area.	Childscapes	7/2/18	WDA			\$ 100.00
1960	GENERAL		Exterior	54. The bench sections of the raised planter benches in the interior courtyard do not align properly.	Brait	7/2/18	WDA			\$ 600.00
1961	GENERAL		Exterior	55. The raised planter benches located in the interior courtyard do not sit flush on the pavement and gaps were observed between the bottom of the planters and the pavement. Contractor to fill and seal gaps such that water is not able to seep from the interior of the planters out onto the adjacent concrete pavement.	Brait	7/2/18	WDA			\$ 600.00
1962	GENERAL		Exterior	56. Contractor to smooth face of concrete seat walls at parent drop-off on north side of building.	L&L Concrete	7/2/18	WDA			\$ 400.00
1963	GENERAL		Exterior	57. Contractor to cut mounting bolts flush with nuts for benches located under the main entrance canopy.	Brait	7/2/18	WDA			\$ 100.00
1965	GENERAL		Exterior	59. Contractor to delete sod under building canopy at parent drop-off on north side of building and replace with three-inch depth of mulch over weed barrier. Mulch to match that used in adjacent plant beds.	NE Landscape	7/2/18	WDA			\$ -
1966	GENERAL		Exterior	60. Multiple dead or dying trees were observed throughout the Phase I area.	NE Landscape	7/2/18	WDA			\$ 1,000.00
1967	GENERAL		Exterior	61. The trees planted adjacent to the raised timber planters in the playground area do not match the species on the plans. Contractor to provide botanical name of species installed to determine if replacement is necessary.	NE Landscape	7/2/18	WDA			\$ 500.00
1863	GENERAL		Exterior	37. Repair drip strip along east side of building. Update: This work will be completed as part of Phase 2 (7/2/19).	NE Landscape	7/2/18	WDA			\$ 100.00
1317	GENERAL		General	159. Provide spare backflow preventor parts kits in the vicinity of the device.	Harrold	4/29/19	WDA			\$ 300.00
1330	GENERAL		General	172. The HVAC contractor shall provide filter media at each RTU/AHU upon the completion of all HVAC ductwork prior to unit (s) operation, the HVAC contractor shall also provide a complete set of filters for each unit that shall be installed prior to LEED building flushout. The previously stated is in addition to the two sets of filters (2 sets of each type of filter for each type of unit) required to be turned over to the owner as attic stock.	I&R Mechanical	4/9/19	GGD			\$ 1,000.00

ITEM #	ZONE	ROOM #	ROOM NAME	DEFICIENCY	TRADE (per Braitt)	REVIEW DATE	REVIEW BY	COMPLETE	Comments	Value
1332	GENERAL		General	1174. Provide spare filters for each cabinet unit heater. Provide enough filters to do 3 complete filter change outs at each cabinet unit heater. Obtain receipt from Owner that stock of spare filters has been received.	I&R Mechanical	4/9/19	GGD			\$ 2,000.00
1811	GENERAL		General	Provide grommets in all solid surface countertops.	Continental		FAI			\$ 500.00
1871	GENERAL		General	The Plumber has not installed the heat maintenance cable panels. SCI has provided power to the junction boxes (BYH did not attempt to verify that the unterminated wiring was on standby power).	Harrold Brothers	5/24/19	CX			\$ 2,000.00
457	GENERAL		Roof	Seal joint at top of polycarbonate panels (classroom wing).	Kapiloff	4/9/19	CX			\$ 500.00
1289	GENERAL		Roof	131. Boiler breaching guide wire installation crosses the egress path where it attaches to the building, we recommend installing red weatherproof tape on the protrusions of the guide wires that cross the egress pathway. Done at low boiler roof but not at upper roof near elevator - FAI (6/21/19)	Harrold	4/9/19	GGD			\$ 200.00
1293	GENERAL		Roof	135. Disconnect switches provide for roof HVAC DCU's are general duty type, drawings require heavy duty type fused type disconnect switches.	Systems	4/9/19	GGD			\$ 100.00
1294	GENERAL		Roof	136. Heavy duty fused disconnect switch not installed at MAU.	I&R Mechanical	4/9/19	GGD			\$ 500.00
1793	GENERAL		Roof	Extend drain line at southwest corner of mechanical mezzanine 239 on low roof to go beyond pitch pocket.	Cogswell	4/29/19	FAI			\$ 1,000.00
1796	GENERAL		Roof	Roof hatch for high roof to have integral guardrails.	Greenwood	4/29/19	FAI			\$ 2,000.00
1801	GENERAL		Roof	Complete roofing work at face of parapet wall above large skylight per 4/A7.33 (6/21/19).	Greenwood	4/29/19	FAI			\$ 2,000.00
1943	GENERAL		Roof	Provide curbs and attach rooftop DCU's to structure.	Colony/Greenwood	6/14/19	CX			\$ 1,000.00
98				<b>TOTALS</b>						<b>\$ 78,600.00</b>