

PROJECT MINUTES

Project:	New Bourne Intermediate School	Project No.:	15041
Prepared by:	Joel Seeley	Meeting Date:	10/17/19
Re:	School Building Committee Meeting	Meeting No:	75
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	Voting Member
✓	Peter J. Meier	Board of Selectmen	Voting Member
	Christopher Hyldburg	School Committee	Voting Member
	Natasha Scarpato	Member at Large	Voting Member
✓	Donna Buckley	Member at Large	Voting Member
✓	Richard A. Lavoie	Finance Committee	Voting Member
✓	William Meier	Building Trade Expert	Voting Member
		School Committee	Voting Member
✓	Frederick H. Howe	Member at Large, Vice-Chairman School Building Committee	Voting Member
	Perry P. Davis, EdD	Interim Superintendent of Schools, BPS	Voting Member
✓	Jordan Geist	Director of Business Services, BPS	Non-Voting Member
		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	
✓	Robert Fogarty	Tavares Design	
✓	Bill Beatrice	FAI, Architect	
	Robert Brait	Brait Builders (BBC) General Contractor	
✓	Joel Seeley	SMMA, OPM	

Item #	Action	Discussion
75.1	Record	Call to Order, 6:30 PM.
75.2	Record	A motion was made by P. Meier and seconded by F. Howe to approve the 9/19/19 School Building Committee meeting minutes. No discussion, motion passed unanimous by those attending.
75.3	Record	J. Seeley distributed and reviewed the Budget Tracking Form thru 9/30/19, attached, for the Total Project Budget.
75.4	J. Seeley	<p>Warrant No. 48 was reviewed.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. R. Lavoie asked if the balance for the Owner’s Testing Agency Budget is sufficient to complete the project? <i>J. Seeley will review and provide direction at the next Committee meeting.</i> <p>A motion was made by P. Meier and seconded by F. Howe to approve Warrant No. 48. No discussion, motion passed unanimous.</p>
75.5	B. Beatrice	<p>B. Beatrice distributed and reviewed Change Order No. 16, dated 10/14/19 in the amount of \$8,790.78, Change Order Description Form and Change Order Contingency Summary Form, all attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. W. Meier asked if insufficient concrete curing contributed to requiring repairs to the epoxy flooring? <i>B. Beatrice indicated no, the crack in the epoxy flooring is most likely due to the concrete slab settling above the tolerance of the epoxy flooring.</i> 2. R. Lavoie asked if the slabs have completed settling? <i>B. Beatrice indicated the structural engineer believes the slabs have finished settling, though there are some additional rooms that have evidenced cracking that were not included in this initial work.</i> 3. J. Geist asked if the testing lab reports for the soil compaction under the concrete slabs can be reviewed to confirm the soil was compacted per specification? <i>B. Beatrice indicated yes, he will review with the structural engineer.</i> 4. J. Geist asked if the structural engineer can provide a more definitive statement relative to the slabs settlement being complete? <i>B. Beatrice indicated yes, he will review with the structural engineer.</i> <p>A motion was made by F. Howe and seconded by P. Meier to approve Change Order No. 16, dated 10/14/19 in the amount of \$8,790.78 and recommend signature by Town Manager, on the condition that the Committee receives confirmation that the soil was compacted per specification and receive a statement from the structural engineer that the slab settlement is complete. No discussion, motion passed unanimous.</p>

Item #	Action	Discussion
75.6	Record	<p>R. Fogarty distributed and reviewed the FF&E Working Group Award Recommendation for additional FFE Purchase, in the amount of \$21,356.30, attached. J. Seeley noted that if approved, this will bring the total FFE purchases \$33,542.91 over the \$690,000 FFE Budget and a Budget Revision Request (BRR) will need to be approved by the Committee.</p> <p>A motion was made by P. Meier and seconded by R. Lavoie to approve the FF&E Awards as presented and recommend approval by Town Manager. No discussion, motion passed unanimous.</p>
75.7	Record	<p>J. Geist distributed and reviewed the Punch List from the HoverCam and Pilot installer, indicating three units requiring fixing, 1 needs a motor replacement and the other 2 need firmware updates.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none">1. P. Meier asked when will the work be completed? <i>J. Geist indicated within the next few weeks.</i>
75.8	J. Seeley	<p>B. Beatrice provided an update on the construction and distributed and reviewed the Updated Monetized Punch List, attached. The only remaining new work is installing the tennis court netting.</p> <p>Asbestos Manifests</p> <p>J. Seeley indicated BBC had an initial submission, but has taken them back to include the transite pipe removed at the start of the project. The manifests are being tracked in the weekly construction meeting.</p> <p>Gymnasium Wood Floor</p> <p>J. Seeley indicated he reviewed the Committee's request for an extended warranty with BBC and they are reviewing with the wood flooring subcontractor.</p> <ol style="list-style-type: none">1. J. Potter asked if there is any monitoring that can be done to gauge whether the wood floor cupping is receding? <i>A Motion was made by P. Meier and seconded by R. Howe for J. Seeley to contact Gymnasium Floor Inc., to obtain a proposal for periodic moisture test monitoring to assist the Committee in gauging whether the floor cupping is receding. No discussion, motion passed unanimous.</i> <p>Odors</p> <p>J. Seeley reviewed that odors had been noticed at various times in a classroom, in the administration suite and in the corridor in front of the library. The ventilation system was increased in the classroom and the odor has not been noticed since. The odors in the administration suite were during the summer and the odor at the library corridor was several weeks ago.</p> <ol style="list-style-type: none">1. R. Lavoie asked if the source of the odors was located? <i>J. Seeley indicated no source was located.</i>

Item #	Action	Discussion
		<p>2. D. Buckley indicated that her classroom, room 232 and the adjacent classroom room 231, had odors last week, but they went away.</p> <p>3. R. Howe asked if the odors were persistent? <i>D. Buckley indicated no they were not, just that once.</i></p> <p>Roof Leaks</p> <p>J. Seeley indicated that there were several roof leaks from this past storm event, damaging interior finishes, a student art project and student gift bags. BBC has scheduled a roof flooding test for this Saturday to determine the location of the leaks. BBC will repair the damages to interior finishes once the leaks are fixed.</p> <p>1. P. Meier asked if having roof leaks after Substantial Completion and so many months after having no leaks is common? <i>B. Beatrice indicated no, but it is not uncommon to have leaks after a significant storm event that may have had a different wind direction.</i></p> <p>2. F. Howe indicated these leaks are unacceptable and infuriating that they have damaged student work, BBC should be notified. <i>J. Seeley indicated BBC has been notified and they have committed to fixing the leaks as soon as possible, including the interior finish damages. J. Seeley will reiterate to BBC the Committee's position on these leaks.</i></p> <p>Playground Equipment</p> <p>B. Beatrice indicated BBC has had the manufacturer to the site to tighten additional loose connections on the equipment since the last Committee meeting and indicated no bolts, washers or screws have been found since.</p>
75.9	B. Beatrice	<p>New or Old Business</p> <p>1. R. Lavoie asked if the gravel path from the loop road to the tennis courts can be paved? <i>A Motion was made by R. Lavoie and seconded by P. Meier for B. Beatrice to obtain pricing from BBC to change the gravel path from the loop road to the tennis courts to asphalt. No discussion, motion passed unanimous.</i></p> <p>2. K. Anderson asked if a stair can be added at the west end of the classroom wing down to the high school parking lot for use by teachers that are parking in the high school parking lot? <i>After discussion, the Committee decided to not add the stair, which would have also required a ramp for accessibility, due to the cost since the slope is over ten feet high at that location.</i></p> <p>3. D. Buckley asked if the white stone dust in the playground area can be changed to asphalt or concrete, because the stone dust does not stay in its designed location and gets tracked all over.</p>

Project: New Bourne Intermediate School

Meeting Date: 10/17/19

Meeting No.: 75

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Item #	Action	Discussion
		<i>After discussion, the Committee decided to review the matter in more detail before deciding on a course of action.</i>
75.10	Record	Next SBC Meeting: November 21, 2019 at 6:30 pm at the Veterans Memorial Community Center.
75.11	Record	A Motion was made by P. Meier and seconded by R. Lavoie to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, Budget Tracking Form, FF&E Working Group Award Recommendation for additional FFE Purchase, Change Order No. 16, Punch List from the HoverCam and Pilot Installer, 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 Project No.: 15041
 Prepared by: Joel Seeley Meeting Date: 10/17/2019
 Re: School Building Committee Meeting Meeting No: ~~76~~ 75
 Location: Veterans Community Center Time: 6:30pm

Distribution: Attendees, (MF)

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

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Agenda

Project:	Bourne Intermediate School	Project No.:	15041
Re:	School Building Committee Meeting	Meeting Date:	10/17/2019
Meeting Location:	Veterans Memorial Community Center	Meeting Time:	6:30 PM
Prepared by:	Joel Seeley	Meeting No.:	75
Distribution:	Committee Members (MF)		

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Change Order No. 16
5. Additional FFE Award
6. Hover Cam Issues
7. Construction Update
 - Asbestos Manifests
 - Gymnasium Wood Floor
 - Odors
 - Roof Leaks
 - Playground Equipment
8. New or Old Business
9. Public Comments
10. Next Meeting: November 21, 2019
11. Adjourn

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

BUDGET TRACKING FORM as of: 9/30/2019

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
	Feasibility Study Agreement Subtotal	\$ 750,000.00	\$ -	\$ 750,000.00	\$ 589,700.13	\$ 567,700.13	\$ 22,000.00	\$ -	\$ 160,299.87
	Administration								
	Legal Fees	50,000.00		50,000.00					50,000.00
	Owner's Project Manager								
	> Design Development	50,000.00		50,000.00	50,000.00	50,000.00	-	-	-
	> Construction Contract Documents	90,000.00		90,000.00	90,000.00	90,000.00	-	-	-
	> Bidding	50,000.00		50,000.00	50,000.00	50,000.00	-	-	-
	> Construction Contract Administration	800,000.00		800,000.00	800,000.00	672,000.00	128,000.00	-	-
	> Closeout	54,863.00		54,863.00	54,863.00	-	54,863.00	-	-
	> Extra Services	40,000.00		40,000.00	-	-	-	-	40,000.00
	> Reimbursable & Other Services	15,000.00		15,000.00	3,190.00	3,190.00	-	-	11,810.00
	> Cost Estimates	50,000.00		50,000.00	41,745.00	41,745.00	-	-	8,255.00
	Advertising	5,000.00		5,000.00	1,043.04	1,043.04	-	-	3,956.96
	Permitting	50,000.00	(40,000.00)	10,000.00	165.00	165.00	-	-	9,835.00
	Owner's Insurance	20,000.00		20,000.00	-	-	-	-	20,000.00
	Other Administrative Costs	20,000.00	40,000.00	60,000.00	21,957.70	19,171.07	2,786.63	-	38,042.30
	Administration Subtotal	\$ 1,294,863.00	\$ -	\$ 1,294,863.00	\$ 1,112,963.74	\$ 927,314.11	\$ 185,649.63	\$ -	\$ 181,899.26
	Architecture and Engineering								
	Basic Services								
	> Design Development	530,000.00		530,000.00	530,000.00	530,000.00	-	-	-
	> Construction Contract Documents	1,060,000.00		1,060,000.00	1,060,000.00	1,060,000.00	-	-	-
	> Bidding	130,000.00		130,000.00	130,000.00	130,000.00	-	-	-
	> Construction Contract Administration	874,000.00		874,000.00	874,000.00	764,190.64	109,809.36	-	-
	> Closeout	132,037.00		132,037.00	132,037.00	-	132,037.00	-	-
	> Other Basic Services	-		-	-	-	-	-	-
	BASIC SERVICES SUBTOTAL	\$ 2,726,037.00	\$ -	\$ 2,726,037.00	\$ 2,726,037.00	\$ 2,484,190.64	\$ 241,846.36	\$ -	\$ -
	Reimbursable Services								
	> Construction Testing	40,000.00		40,000.00	-	-	-	-	40,000.00
	> Printing (over minimum)	20,000.00		20,000.00	-	-	-	-	20,000.00
	> Other Reimbursable Costs	100,000.00		100,000.00	6,047.00	5,647.40	399.60	-	93,953.00
	> Hazardous Materials	100,000.00		100,000.00	80,767.50	-	80,767.50	-	19,232.50
	> Geotech & Geo-Env.	80,000.00		80,000.00	20,955.00	5,082.00	15,873.00	-	59,045.00
	> Site Survey	60,000.00		60,000.00	19,580.00	19,580.00	-	-	40,420.00
	> Wetlands	5,000.00		5,000.00	-	-	-	-	5,000.00
	> Traffic Studies	40,000.00		40,000.00	-	-	-	-	40,000.00
	Architectural and Engineering Subtotal	\$ 3,171,037.00	\$ -	\$ 3,171,037.00	\$ 2,853,386.50	\$ 2,514,500.04	\$ 338,886.46	\$ -	\$ 317,650.50

Symmes Maini & McKee Associates, Inc. (SMMA) Bourne School District Bourne Peebles Elementary School BUDGET SUMMARY									
BUDGET TRACKING FORM as of: 9/30/2019									
CM @ Risk Preconstruction Services									
	Original PS&B Budget 11/2/2016	Budget Revisions	Current Budget	Contract Amount	Expended	Remaining Contract Amount (B - C)	Additional Projected Amount	(A - B - E) Budget Balance	
0502-0001	\$ 30,910,366.00	\$ (2,920,366.00)	\$ 27,990,000.00	\$ 28,233,663.06	\$ 27,841,284.20	\$ 392,378.86	\$ -	\$ (243,663.06)	
89	CSI Description								
89	0502-0100		1,812,505.00	1,812,505.00	1,641,630.40	170,874.60	-	-	
89	0502-0200		636,500.00	636,500.00	635,550.00	950.00	-	-	
89	0502-0300		1,856,811.10	1,856,811.10	1,856,811.10	-	-	-	
89	0502-0400		1,826,850.00	1,826,850.00	1,826,850.00	-	-	-	
89	0502-0500		2,455,284.50	2,455,284.50	2,455,284.50	-	-	-	
89	0502-0600		456,000.00	456,000.00	456,000.00	-	-	-	
89	0502-0700		2,238,010.00	2,238,010.00	2,238,010.00	-	-	-	
89	0502-0800		1,120,135.50	1,120,135.50	1,120,135.50	-	-	-	
89	0502-0900		2,818,590.15	2,818,590.15	2,822,394.90	(3,804.75)	-	-	
89	0502-1000		276,640.00	276,640.00	264,379.30	12,260.70	-	-	
89	0502-1100		498,750.00	498,750.00	499,225.00	(475.00)	-	-	
89	0502-1200		410,400.00	410,400.00	406,120.25	4,279.75	-	-	
89	0502-1400		113,050.00	113,050.00	113,050.00	-	-	-	
89	0502-2100		328,818.75	328,818.75	328,818.75	-	-	-	
89	0502-2200		981,350.00	981,350.00	981,350.00	-	-	-	
89	0502-2300		2,730,300.00	2,730,300.00	2,730,300.00	-	-	-	
89	0502-2600		2,475,605.00	2,475,605.00	2,473,610.00	1,995.00	-	-	
89	0502-3100		2,373,404.00	2,373,404.00	2,273,596.82	99,807.18	-	-	
89	0502-3200		419,900.00	419,900.00	330,619.00	89,281.00	-	-	
89	0502-3300		761,596.00	761,596.00	761,596.00	-	-	-	
89	0502-9900		1,399,500.00	1,399,500.00	1,392,419.82	7,080.18	-	-	
89	0508-0000		243,663.06	243,663.06	233,532.86	10,130.20	-	-	243,663.06
89	Construction Budget Subtotal	\$ 30,910,366.00	\$ 28,233,663.06	\$ 28,233,663.06	\$ 27,841,284.20	\$ 392,378.86	\$ -	\$ 0.00	
	Alternates								
90	0506-0000	-	-	-	-	-	-	-	-
90	0506-0000	-	-	-	-	-	-	-	-
	Alternates Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Miscellaneous Project Costs								
94	0601-0000	84,000.00	84,000.00	24,550.90	24,550.90	-	-	59,449.10	
95	0602-0000	100,000.00	100,000.00	99,000.00	96,502.07	2,497.93	-	1,000.00	
96	0603-0000	-	-	-	-	-	-	-	
97	0699-0000	40,000.00	40,000.00	32,278.00	-	32,278.00	-	7,722.00	
	Miscellaneous Project Costs Subtotal	\$ 224,000.00	\$ 224,000.00	\$ 155,828.90	\$ 121,052.97	\$ 34,775.93	\$ -	\$ 68,171.10	
	Furnishings and Equipment								
99	0700-0000	690,000.00	690,000.00	698,312.08	673,177.73	25,134.35	-	11,687.92	
99	0701-0000	690,000.00	690,000.00	688,325.44	664,490.30	23,835.14	-	1,674.56	
101	0703-0000	1,380,000.00	1,400,000.00	1,386,637.52	1,337,668.03	48,969.49	-	13,362.48	
	Furnishings and Equipment Subtotal	\$ 1,380,000.00	\$ 1,400,000.00	\$ 1,386,637.52	\$ 1,337,668.03	\$ 48,969.49	\$ -	\$ 13,362.48	
	Owner's Construction Contingency								
103	0507-0000	1,545,518.00	4,202,220.94	-	-	-	-	4,202,220.94	
104	0801-0000	643,257.00	643,257.00	-	-	-	-	643,257.00	
	Contingency Subtotal	\$ 2,188,775.00	\$ 4,845,477.94	\$ -	\$ -	\$ -	\$ -	\$ 4,845,477.94	
	Total Project Budget	\$ 39,919,041.00	\$ 39,919,041.00	\$ 34,332,179.85	\$ 33,309,519.48	\$ 1,022,660.37	\$ -	\$ 5,586,861.15	



Tavares Design Associates, Inc.

Equipment Consultants • Facilities Planners

October 10, 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 Requests

Dear Mr. Seeley:

Enclosed are five new POs for the Bourne Intermediate School.

These items are based on the request from the Principal during my meeting with her on September 30.

These include additional chairs for the teachers at the HoverCam in the classrooms, OT/PT mats for fall protection, additional storage shelving for the records room, bar code scanners for the Media Center and other items.

We have prepared POs to the following bidders, should the Owner approve our recommendations:

FEE-034	School Specialty	\$2,634.64
FFE-036	Follett School Solutions	\$1,010.57
FFE-037	WB Mason	\$17,057.09
FFE-038	Union Office Interiors	<u>\$654.00</u>
	Total PO Cost	\$21,356.30

Per previous Committee meeting, the overall expenditure is **\$702,186.61**. Including these four added POs, the overall expenditure would be **\$723,542.91**. 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



School Specialty

P.O. Box 8030
APPLETON WI 54912-8030

Send Orders & Correspondence to:

SCHOOL SPECIALTY
PO BOX 1579
APPLETON WI 54912-1579

Toll Free Phone: (888) 388-3224
Toll Free Fax: (888) 388-6344

Corporate FID# 39-0971239

FRUDY

Quote

Quote Number: 7791072036 (Ver. 1) Page 1 of 1
 Quote Effective Date: 03-Oct-2019
 Quote Expiration Date: 01-Jan-2020 Currency: USD
 Customer Number: 410464
 PO Number:

Ship To: BOURNE INTERMEDIATE SCHOOL
70 TROWBRIDGE RD
BUZZARDS BAY MA 02532-3650

Bill To: BOURNE SCHOOL DISTRICT
36 SANDWICH RD
BOURNE MA 02532-3647

Quantity	UOM	Quoted Item	Our Item (if different)	Description	Unit Price	Net Price	Extended Price
Packing Instructions: TAVARES DESIGN ASSOCIATES-ROBERT FOGARTY							
The following item(s) will ship to:							
4	EA	722611	722611	BOURNE INTERMEDIATE SCHOOL 70 TROWBRIDGE RD BUZZARDS BAY MA 02532-3650 MAT PHYS ED SCHOOL SMART FOLDING EFFM W/ HO OK AND LOOP 4 FT OPTION CLASS - OSH-KOSH TENT AND AWNING- CHOICE 1 MAT COLOR ROYAL BLUE	320.79	218.14	872.56
1	EA	2010429	2010429	COCOON SWING BLUE	115.99	78.87	78.87
1	EA	023715	023715	SMVEL SAFETY ROTATIONAL	137.99	93.83	93.83
1	EA	7014235	7014235	BOOK TRUCK 28W X 22D X 24H DEPRESSIBLE MAPLE	1,765.95	1,589.36	1,589.36

Taxes: \$0.00
 Shipping/Handling: \$0.00
 Total:



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

Quote

Quote #: 1080354
Created: 10/9/2019
Expires: 12/8/2019

Bournedale Elem Sch

Attention: Rob Fogarty
 41 Ernest Valeri Rd
 Bournedale, MA 02532

Sales Representative:

Mary Frank (mfrank@follett.com)

Bournedale Elem Sch (2000045)

Item #	Description	Price	Quote Price	Quantity	Ext. Quote Price
32990A	Follett 6102 Cordless Scanner Kit	\$499.00	\$ 499.000	2 Ea	\$998.00
Subtotal:					\$998.00

Subtotal

Quote Price: \$998.00

Est Shipping: \$12.57

TOTAL

Quote Price (USD): \$1,010.57

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.

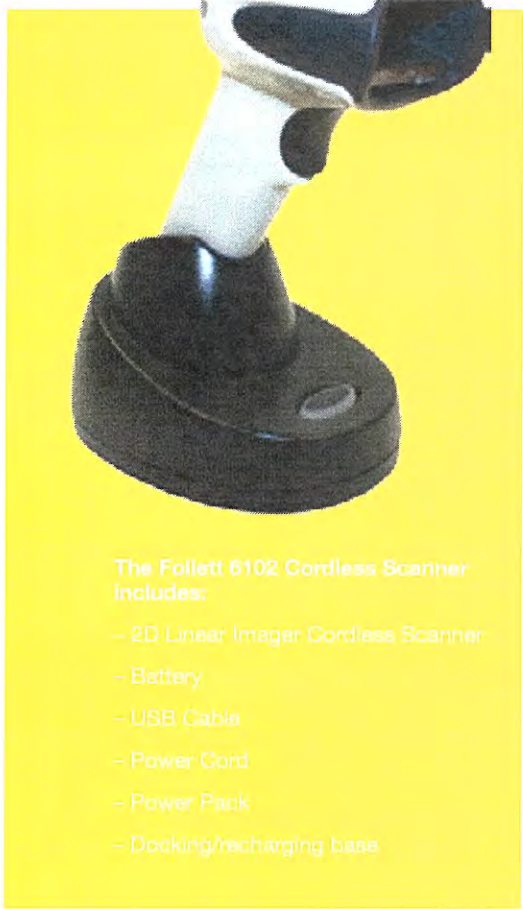
Purchase order terms do not supersede the terms stated here.

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

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- USB Cable
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- Power Pack
- Docking/recharging base

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The Follett 6102 Cordless Scanner is perfect for your circulation stations. This device clears up desk and counter space while delivering the reliable performance you've come to expect from Follett scanners. Plus, Bluetooth technology allows for extended mobility so you aren't limited by cords.



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- Destiny Textbook Manager™
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- Destiny Media Manager™
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- Spectrum™
- Athena™



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- **Compatible:** Follett ensures accuracy, full functionality and compatibility with Follett products.
- **Reliable:** A long-lasting battery minimizes the need to change the battery even in wireless, scan-intensive environments. Lifetime technical assistance is available for the unit when you maintain an active support agreement. Protect your investment even further with Follett's Premium Extended Maintenance Agreement.
- **Dimensions:** The Follett 6102 Barcode Scanner is 6.9 inches tall and weighs 9.2 oz.

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11188A 3/14



Town of Bourne

24 Perry Avenue
Bourne, MA 02532

FF&E PURCHASE ORDER

FID #04-2455641

QUOTE #C1044431 OF 10/19/19

BILL:

Town of Bourne
24 Perry Avenue
Bourne, Massachusetts 02532

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS

PO # - FFE - 037

DATE: **10/10/2019**

VENDOR:

W.B. Mason Co.,Inc.

SHIP TO:

Name **Bourne Intermediate School**

59 Centre Street, Brockton, MA. 02303

Address

70 Trowbridge Road, Bourne MA 02532

Katie Edwards: Katie.edwards@wbmason.com

508-566-5098

DELIVER & INSTALL - AS SOON AS POSSIBLE

QUANTITY	ITEM/MODEL NO.	DESCRIPTION	PRICE PER UNIT	PRICE
ADDITIONAL MISC. FURNITURE:				
1	Haskell MK-BC315-36	39-1/2" Bookcase w/two adjust. shelves, Arctic Grey	\$291.97	\$291.97
1	Haskell MK-BC215-36	27-5/8" Bookcase w/one adjust. shelf, Arctic Grey	\$252.92	\$252.92
1	Haskell BC215-30	27-1/2" Bookcase w/one adjust.shelf, Arctic Grey	\$229.99	\$229.99
26	Hon "Ignition 2" HITSM	Task Low-Back Stool, tilt, adj. arms, adj. lumber, Onyx	\$305.86	\$7,952.36
17	Columbia 6260	24x54 Rectang. Activity Table	\$289.05	\$4,913.85
		Galaxy Adj. Legs Frame		
		Platinum, Duro Edge Gray, Hardrock Maple Top		
600	Columbia 300-601	2-1/2" Galaxy Glides for Desks	\$1.76	\$1,056.00
1	INSTALL	Installation - includes all Furn.	\$ 2,360.00	\$ 2,360.00
			\$	-
Purchase Order Total:				\$17,057.09

BUYER: _____ **Town of Bourne**

APPROVAL: _____
Thomas Guerino, Town Administrator

Important:

Only items listed on this purchase order shall be payable.
All terms and conditions of the Bid Documents apply.

FFE-039



W.B. Mason Co., Inc.

Hyannis, MA. 02601

Quote

Not valid after 11/10/2019

Katie Edwards

Katie.edwards@wbmason.com

508-566-5098

10/10/19

**Peebles Elementary
C1044431**

ITEM	Description	PRICE	QTY
MK-BC315-36	Haskell 39 1/2" Bookcase w/ Two Adjustable Shelves, Artic Grey	\$291.97	1
MK-BC215-36	Haskell 27 5/8" Bookcase w/ One Adjustable Shelf, Artic Grey	\$252.92	1
MK-BC215-30	Haskell 27 1/2" Bookcase w/ One Adjustable shelf, Artic Gray	\$229.99	1
HITSM (Hon)	Ignition 2 Task Low-back Stool, Tilt, Adj Arms, Adj Lumber, Onyx	\$305.86	26
COLUMBIA 6260	24x54 Rectangle Activity Table, Galaxy Adj Legs Frame Platinum, Duro Edge Color Gray, Hardrock Maple Top	\$289.05	17
300-601	Columbia 2 1/2" Galaxy Glides for Student Desks	\$1.76	600
INSTALL	Installation – Includes all furniture	\$2,360.00	1
	Total		



Town of Bourne

24 Perry Avenue
Bourne, MA 02532

FID #04-3143546

FF&E PURCHASE ORDER

MHEC MC11-C07 Quoted Prices
Union Quote #64706

BILL:

Town of Bourne
24 Perry Avenue
Bourne, Massachusetts 02532

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES,
AND SHIPPING PAPERS

PO # - FFE - 038

DATE: 10/10/2019

VENDOR:

Union Office Interiors

SHIP TO:

Bourne Intermediate School

226 Andover Street, Wilmington, MA 01887

Charlie Flood: cflood@unionoffice.com

781-396-6400, X279

70 Trowbridge Road, Bourne MA 02532

DELIVER & INSTALL - AS SOON AS POSSIBLE

QUANTITY	ITEM/MODEL NO.	DESCRIPTION	PRICE PER UNIT	PRICE
32	8-HE-36	Front to back Rails for (4) four drawer files	\$19.00	\$608.00
1		Freight	\$46.00	\$46.00
				\$ -

Purchase Order Total: \$ 654.00

BUYER: _____ Town of Bourne

APPROVAL:

Thomas Guerino, Town Administrator

Important:

Only items listed on this purchase order shall be payable.
All terms and conditions of the Bid Documents apply.



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

PROPOSAL: 64706
 DATE: 10/10/19
 PROJECT#: 213-254

PROPOSAL FOR:	INSTALL AT:
TAVARES DESIGN ASSOCIATES INC ATTN: ROBERT FOGARTY 591 N AVE DOOR 3 WAKEFIELD MA 01880	BOURNE INTERMEDIATE SCHOOL ATTN: ROBERT FOGARTY ADMINISTRATIVE AREA 70 TROWBRIDGE RD BOURNE MA 02532

SALESPERSON:
 Charlie Flood

CUSTOMER P/O:

QUOTE VALID UNTIL:
 10/17/19

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
1	32	8-HE-36	Front to Back Rails for (4) Four Drawer 36"W Lateral Files.	19.00	608.00
2	1		Freight Charge to Ship Direct to Site. Bourne Intermediate School Personnel Responsible for Receiving and Installing the Front To Back Rails in the Existing Lateral Files.	46.00	46.00
DEPOSIT REQUIRED: <u>0.00</u>				PRODUCT.....:	608.00
				FREIGHT.....:	46.00
ACCEPTED BY _____					
DATE ACCEPTED _____					
				TOTAL	654.00

ITEM #	ZONE	ROOM #	ROOM NAME	DEFICIENCY	TRADE (per Brait)	REVIEW DATE	REVIEW BY	COMPLETE	Comments	Value
1956	GENERAL		Exterior	50. A damaged fence panel was observed along the east side of the playground. 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		have Folan caulk when they return to caulk the sidewalks	\$ 500.00
1961	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).	Brait	7/2/18	WDA			\$ 600.00
1853	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 / Brait	4/29/19	WDA			\$ 5,000.00
1858	GENERAL		Exterior	Room identification sign incorrect. <u>There is a sign installed labeled toilet - need further clarification</u>	Childscapes	4/29/19	WDA			\$ 200.00
807	ZONE 2	139	Toilet	22. Extend walkway providing access to fire department connection to face of building.	Intelligent Signage	4/12/19	FAI			\$ 100.00
1848	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	4/29/19	WDA			\$ 500.00
1952	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% - 9.3% were observed slope allowed by 521 CMR in places. Cross slopes up to 3.5% were observed.	J Read	7/2/18	WDA			\$ 5,000.00
1953	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.	J Read	7/2/18	WDA			\$ 1,500.00
1954	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.	J Read	7/2/18	WDA			\$ 1,500.00
1965	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
1967	GENERAL		Exterior	Grommet at screen on left end of bleachers not aligned with bolts properly.	NE Landscape	7/2/18	WDA			\$ 500.00
1815	ZONE 3	169	Gym	Plastic laminate corner of scorer's table damaged.	NEFS	7/2/18	FAI			\$ 200.00
1909	ZONE 3	169	Gym	Cap all floor conduits	NEFS	5/29/19	FAI			\$ 500.00
486	ZONE 2	101	Lobby	Still need to straighten trim and lenses at east and west ends of light fixture (6/19/19).	Systems	4/19/19	FAI			\$ 500.00
828	ZONE 2	142	Tele/Data	Occupancy sensor not working properly.	Systems	4/16/19	FAI			\$ 200.00
1821	ZONE 3	162	Custodial Office	Change name of school on Notifier panel to "Bourne Intermediate School"	Systems	4/25/19	FAI			\$ 100.00
1725	ZONE 3	165	Electrical	Make 4th of 4 exterior caps consistent with the other 3 at the exterior sleeves for future PV per COR 32/CO 6. OK at interior.	Systems	4/12/19	FAI			\$ 100.00
1127	ZONE 3	171	Gym Storage	Adjust (1) recessed can light fixture flush with finished ceiling at underside of loading dock canopy.	Systems	5/29/19	FAI			\$ 300.00
1911	GENERAL		Exterior	Completion of ongoing Commissioning Items	Systems	9/4/19	FAI			\$ 50,000.00
20	GENERAL			TOTALS						\$ 97,600.00



Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

October 16, 2019

Mr. Anthony E. Schiavi, Town Administrator
 Town of Bourne
 Bourne Town Hall
 24 Perry Avenue, Room 101
 Buzzards Bay, MA 02532

Re: Town of Bourne, Bourne Intermediate School, Construction Change Order 14

Dear Mr. Guerino:

The Massachusetts School Building Authority (the “MSBA”) has reviewed Construction Change Order 14 for the Bourne Intermediate School (formerly the James F. Peebles Elementary School) Project in the Town of Bourne (the “District”). The MSBA review determines which changes, if any, are eligible for MSBA funding. In general, changes in scope beyond the Project Scope specified in the Project Funding Agreement, changes mandated by third parties, and changes for items that are excluded from MSBA funding are not eligible for reimbursement. For a detailed explanation of the MSBA’s Construction Change Order eligibility determinations as well as other policies, please refer to the Change Order Allowance Funding Policy included in Project Advisory 22 and the Change Order Manual included in Project Advisory 29.

The MSBA’s findings through Construction Change Order 14 are summarized in the table below, which is excerpted from the full summary table that appears in the attached Construction Change Order Log:

Construction Change Order Summary	Per PFA Amd. No. 1	Per PFA Budget
Revised Total Construction Contingency Budget	\$1,545,518	\$1,545,518
Ineligible Construction Contingency Budget (If Any, Including Approved BRR's)	\$1,236,414	\$1,236,414
Maximum Potentially Eligible Construction Contingency (Including Approved BRR's)	\$309,104	\$309,104
Total Construction Change Orders 1-14	\$258,675	
Total Construction Change Orders Eligible for Reimbursement, Subject to Reimbursement Rate and Audit	\$126,071	
Amount Remaining of Revised Total Construction Contingency Budget (Negative amount indicates insufficient Construction Contingency Budget. BRR required.)	\$1,286,843	

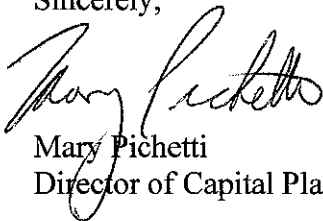
Amount Remaining of Maximum Potentially Eligible Construction Contingency (Including Approved BRR's) (Negative amount indicates grant basis has been exceeded)	\$183,033
Maximum Potentially Eligible Construction Contingency less Total Construction Change Orders (Applies to projects not subject to Project Advisory 22. Once amount is negative, all subsequent debit change requests will not be eligible.)	\$50,429
Total Credit Change Order Amount Reducing GMP Contingency	\$0

Please note that any District request for reconsideration of the above findings must be submitted to the MSBA on District letterhead within forty-five (45) days of receipt of this letter. Reconsideration of MSBA Construction Change Order determinations is final. In addition to this review, the supporting documentation submitted with reimbursement requests related to Construction Change Orders is subject to audit for specific compliance with MSBA policies and procedures.

Please also note that this Project is subject to the MSBA Change Order Funding Allowance Policy as outlined in Project Advisory 22 that specifies maximum change order eligibility of 1% of the construction budget for new construction and 2% of the construction budget for addition/renovation projects until the total budgeted contingency amount is reached. The MSBA will process a single reimbursement request for Construction Change Orders during the project close-out process.

If you have any questions regarding this matter, please do not hesitate to contact me or Bill Cross at 617-720-4466.

Sincerely,



Mary Pichetti
Director of Capital Planning

Cc: Legislative Delegation
Judith MacLeod-Froman, Chair, Bourne Board of Selectmen
Christopher Hyldburg, Chair, Bourne School Committee
Dr. Perry P. Davis, Interim Superintendent, Bourne Public Schools
Jordan Geist, Director of Business Services, Bourne Public Schools
James L. Potter, Chair, Bourne School Building Committee
Joel Seeley, Owner's Project Manager, Symmes Maini & McKee Associates
Kent Kovacs, Designer, Flansburgh Associates
File: 10.2 Letters (Region 6)

BOURNE
 BOURNE INTERMEDIATE SCHOOL FORMERLY PEEBLES ELEMENTARY SCHOOL
 CHANGE ORDERS

PCO #	Description	Requested By	Net Added	Net Deducted	Rework Y/N?	Ineligible for Grant Participation	Eligible for Grant Participation	Approximate Cost by Trade*						Reason for Change**			Comment		
								Structural	Site	Utilities	Plumbing	Electrical	HVAC	Misc.	Design Issue	New Scope Directed by Owner		Differing Conditions	New Scope Directed by 3rd Party
	Change Order #001																		
1	Relocation of Utility Pole	General Contractor	7,368		NO	7,368			7,368										The Contract Drawings provide for a new temporary construction access road during Phase 2 and 3. An existing utility pole is located within this temporary roadway. This change will relocate this existing utility pole to an area outside of the construction access roadway.
2	Installation of Additional Water Main Piping	Water District	14,746		NO	14,746			14,746										The Contract Drawings provide a water main around the building with fire hydrants tied to the water main. One branch line deadends to a hydrant. The Water District requested this dead end be extended to an existing water main to provide for a continuous loop.
	Change Order #002																		
3	Provide Floor Trough in Kitchen 152	Designer	11,712		NO		11,712												The Contract Drawings include a tilting kettle in Kitchen 152 and no floor drain. A trough type floor drain was added to receive the fluid from this unit.
6	Provide plumbing pipe, traps & vents for acid neutralization system.	Plumbing Inspector	11,583		NO	11,583			11,583										The Contract Documents provided an acid neutralization system for the high efficiency condensing boilers condensing water, which is slightly acidic. The Plumbing Inspector requested that additional traps be added on hub drains for the system.
8	Add emergency eyewash station in Mechanical 166	Plumbing Inspector	4,274		NO		4,274												The Contract Drawings did not provide for a safety eyewash in the Mechanical Room 166. The Plumbing Inspector requested a safety eyewash station in Mechanical Room 166 due to the intended use of glycol in the mechanical system.
9	Add power to circulation desk in Media Center 130.	Designer	1,525		NO		1,525												The Contract Drawings did not provide electrical outlets at the circulation desk in Media Center Room 130. This change adds two electrical outlets at the circulation desk.
11	Extend height of (3) site lighting poles adjacent to block retaining wall.	Designer	3,114		NO	3,114													The Contract Drawings provided for three (3) site lighting poles, located adjacent to the top of the modular block retaining wall on the north side of the site. Due to existing grades it was noted that the light poles placed on the opposite of the retaining wall would be too low. In order to have the light poles at the correct height, longer light poles were required.
	Change Order #003																		
10R2	Provide laminated glass in lieu of tempered glass at entries.	Owner	4,097		NO		4,097												The Contract Drawings provided for tempered glazing at the building entries. The Owner requested that this tempered glass be replaced with bullet resistant glazing at all exterior entry doors and sidelights.
12R1	Provide (2) additional pull boxes requested by Eversource	Eversource	9,464		NO	9,464													The utility company, Eversource requested (2) additional pull boxes beyond what is shown on the Contract Drawings for the electrical ductbank. The pull boxes are 4' x 4' x 4' concrete vaults with manhole covers.
	Change Order #004																		
7A	Wall storage cabinets in classrooms	Owner	30,258		NO	30,258													The Owner requested additional overhead wall cabinets in each classroom to increase storage capacity.
14	Provide power to pit float panel in Mechanical Room 166	Designer	1,031		NO		1,031												The Contract Drawings provided an acid neutralization system with alarm in Mechanical Room 166. This change adds a duplex GFCI type receptacle to power the alarm panel which was not included in the contract documents.
15	Credit for deleted vent piping not included in COR 006	Designer	(2,620)		NO	(2,620)													PCO No. 6 included the cost of vents for the acid neutralization system in Mechanical Room 166. The venting piping was already owned in the Contract Drawings. This change provides a credit for the vent piping.
	Change Order #005																		
PR1	Change network system from Aruba to Extreme Network platform	Owner	28,371		NO	28,371													The town is in the process of changing over the network system in all of the other schools from an Aruba platform to an Extreme platform. Of the three systems specified for the new school, Aruba was submitted by the contractor. This change directs the contractor to provide the Extreme Network in lieu of the Aruba Network to maintain consistency of network systems throughout the school system.
	Provide grounding rods at (2) added pullboxes per Eversource	Eversource	1,434		NO	1,434													In a previous change order, (2) pullboxes were added per the request of Eversource. The pullboxes were provided without grounding rods. Eversource requests that these pullboxes be grounded. New scope directed by a 3rd Party is ineligible for reimbursement.

BOURNE
 BOURNE INTERMEDIATE SCHOOL FORMERLY PEEBLES ELEMENTARY SCHOOL
 CHANGE ORDERS

PCO #	Description	Requested By	Net Added	Net Deducted	Rework Y/N?	Ineligible for Grant Participation	Eligible for Grant Participation	Approximate Cost by Trade*						Reason for Change**			Comment	
								Structural	Site	Utilities	Plumbing	Electrical	HVAC	Misc.	Design Issue	New Scope Directed by Owner		Differing Conditions
18R1	Add wood blocking for roof snow guards	General Contractor	17,007		NO		17,007						17,007					The contract documents show two rows of snow guards at each of the two sloped roof areas – the Gym and the Classroom wing. However, there was no detail showing how to attach the snow guards to the roof. The roofing contractor provided an additional 2,800 lf of wood blocking to attach the snow guards.
22R1	Add rigid roof insulation at perimeter of concrete roof pad	General Contractor	27,579		NO		27,579						27,579					At the center of the flat roof at the classroom wing, there is a 4" concrete pad that the mechanical equipment sits on to deaden sound transfer into the building. The roof drains are located above this concrete pad. 4" of insulation has to be added to the perimeter of the concrete pad to make up for this change in elevation to properly slope the roof to the roof drains.
Change Order #006 \$5,695.69																		
20	Provide custom panel at scoreboard	Owner	616		NO								616					A standard scoreboard has been provided for the new scoreboard in the Gym. The existing scoreboard is in memory of Lynne Butler. This change adds a custom signage graphic to the standard scoreboard duplicating the dedication of the previous scoreboard. New scope directed by Owner is ineligible for reimbursement.
23	Rearrange casework at administration waiting room per Owner	Owner		(504)	NO									(504)				The original design of the administration reception room called for an L-shaped millwork counter and a single accompanying FF&E desk. In reviewing the furniture proposed for this space, the L return for the millwork counter was removed and a second FF&E desk/station was added. A second AI phone controller station and door release button were also added.
27	Add traffic signage per LEED review	USGBC	2,656		NO								2,656					In the LEED design review response, USGBC requested some exterior traffic signage changes. The net change adds a total of (6) traffic signs and (6) sign posts. Additional signs were requested to identify fuel efficient vehicle parking spaces and electric vehicle charging stations. New scope directed by a 3rd Party is ineligible for reimbursement.
30	Add power and data for copier in Media Center per Owner	Owner	954		NO										954			The contract documents show a copier in the Teacher Planning Room. A request was made during review of technology fitout for the project to relocate the copier to the Media Center. This change adds power and data for a copier in the Media Center. New scope directed by Owner is ineligible for reimbursement.
32R1	Coring and sleeves for future photovoltaic system per Owner	Owner	1,973		NO										1,973			A future photovoltaic system is being considered in the parking lot. An electrical path out of the building was requested to accommodate this future system. Four (4) electrical sleeves need to be cored through the exterior brick and block wall, the air vapor barrier needs to be resealed at the sleeves and the brick needs to be patched for a weathertight condition. New scope directed by Owner is ineligible for reimbursement.
Change Order #007 \$31,541.76																		
13R2	Increase height of wainscot from 36" to 48" per Owner.	Owner	11,745		NO										11,745			The contract documents call for a plastic laminate wainscot throughout the classroom corridors at a height of 36". The wall above the wainscot is painted drywall. A request was made to increase the height of these panels to 48" to better avoid marks on the walls above the panels and reduce maintenance. New scope directed by Owner is ineligible for reimbursement.
26	Provide base and wall cabinets in Guidance Hall 111.	Designer	4,791		NO										4,791			The contract documents call for casework via FF&E at the east wall of Guidance Hall 111. This change transfers that casework to the building contract so that this casework will be consistent with the other casework used throughout the project. Project is over the FF&E Cap.
831	Tie new sanitary sewer system into existing sludge tank per DEP	DEP	15,007		NO								15,007					The contract documents indicate abandoning the existing sludge tank for the sanitary system at the existing Peebles School. DEP has determined that the new school is required to tie into this tank prior to connecting to the existing waste water treatment plant. Over the Site Cap.
Change Order #008 \$18,547.51																		

BOURNE
 BOURNE INTERMEDIATE SCHOOL FORMERLY PEEBLES ELEMENTARY SCHOOL
 CHANGE ORDERS

PCO #	Description	Requested By	Net Added	Net Deducted	Rework Y/N?	Ineligible for Grant Participation	Eligible for Grant Participation	Approximate Cost by Trade*						Reason for Change**			Comment	
								Structural	Site	Utilities	Plumbing	Electrical	HVAC	Misc.	Design Issue	New Scope Directed by Owner		Differing Conditions
29R2	Add water sub-meter per LEED design review.	USGBC	5,088		NO	5,088			5,088									In the LEED design review response, USGBC requested an additional meter on the water supply system. The contract documents required one water meter. This change adds an additional meter to further differentiate the water usage between the overall building and the hot water heating system. New scope directed by a 3rd Party is ineligible for reimbursement.
33	Provide (1) grill and (2) fire dampers at Mech. Rm. 137.	General Contractor	1,296		NO		1,296		1,296									Mechanical Room 137 requires a one hour fire rating at the walls and ceiling of the room. Two ducts penetrating the wall of this room were not rated. This change adds a grill and two fire dampers to those ducts to maintain the required fire rating.
37	Power for added Chromebook storage unit in Guidance Hall 111.	Designer	1,116		NO	1,116					1,116							During a recent technology meeting, a Chromebook storage unit was added to Guidance Hall 111. This storage unit requires power which was not originally required in this location. This change adds one electrical outlet. New Scope directed by Owner is ineligible for reimbursement.
43	Add photo sensor for lighting controls in Corridor 237.	Designer	1,087		NO	1,087				1,087								Corridor 237 has a polycarbonate clerestory window up high along the south side of the corridor. This window allows a great deal of natural light to come into the corridor. By adding this sensor, when the natural light is bright enough, the sensor will turn off the lights in this corridor saving energy. New Scope directed by Owner is ineligible for reimbursement.
44R1	Change classroom door hardware per Owner request.	Owner	9,960		NO		9,960				9,960							Door hardware trim will be added to the corridor door hardware in each of the classrooms (33 doors) to enable occupants to see whether the door is locked. The passage (non-locking) hardware set at (9) classroom communicating doors will be changed to hardware that locks from both sides of the door. Both of these changes are being made to improve security at the classrooms.
Change Order #009 \$31,574.09																		
24	Custom vinyl wall graphic per Owner request.	Owner	2,228		NO	2,228								2,228				This change adds 6" high custom vinyl wall graphics reading "One School, One Community" above the 10 acrylic wall panels on the east wall of the main corridor outside the administration suite. This graphic was not required by the original contract documents. New scope directed by Owner is ineligible for reimbursement.
36R1	Ductwork and insulation at AHU connection to louver.	General Contractor	5,912		NO		5,912		5,912									The contract documents call for both intake and exhaust ductwork to run from the AHU's above the Cafeteria and Gym to tie into a large exterior louver that overlays a large steel truss. The intakes and exhausts must be separated by a minimum of 10'. In trying to do this during coordination, the ductwork had to be shifted and resized causing it to envelope several of the truss cross members rather than going through the gaps between the truss members as originally shown. This increased the amount of sheetmetal and insulation necessary to make the connections and to wrap the truss members.
41	Conceal exposed sprinkler lines @ loading dock ceiling.	General Contractor	6,421		NO		6,421						6,421					The contract documents show the sprinkler piping and heads to be exposed below the ceiling of the loading dock. The contractor proposed a cost to conceal the piping above the ceiling and poke the heads through the ceiling. This approach will look better and decrease the likelihood of future damage to the sprinkler system.
45	Remove and dispose of 150 lf of transit pipe.	General Contractor	6,426		NO	6,426												The contract documents advised the contractor of potential subsurface transit (asbestos containing material) pipe on site but did not give a quantity. The contract documents also required removal of any existing pipe within the building footprint. 150 LF of transit pipe was found within the building footprint and removed from the site. This change pays the contractor for the quantity of pipe that was encountered. Removal of hazardous site material is ineligible for reimbursement.

BOURNE
 BOURNE INTERMEDIATE SCHOOL FORMERLY PEEBLES ELEMENTARY SCHOOL
 CHANGE ORDERS

PCO #	Description	Requested By	Net Added	Net Deducted	Rework Y/N?	Ineligible for Grant Participation	Eligible for Grant Participation	Approximate Cost by Trade*					Reason for Change**			Comment	
								Structural	Site	Utilities	Plumbing	Electrical	HVAC	Misc.	Design Issue		New Scope Directed by Owner
49	Additional AVB at east canopy aluminum panels.	General Contractor	1,852		NO		1,852						1,852				The entire building is wrapped in a continuous air vapor barrier (AVB). While the AVB wraps the canopy structure, a gutter framing system projects out from the canopy that is not covered by the AVB. The AVB needs to be extended out to wrap this projection to prevent water infiltration.
51	Provide FRP at drywall within Kitchen 152.	Designer	8,736		NO		8,736						8,736				The walls in the kitchen are a combination of CMU and drywall. Fiberglass reinforced panels (FRP) were provided over the drywall walls for cleanability and improved maintenance.
Change Order #010 \$ (42,944.82)																	
5R1	Add soffits and adjust door frames due to coordination.	Designer	4,723		NO		4,723						4,723				During the mechanical, electrical and plumbing (MEP) coordination process, ceilings had to be lowered in various areas to accommodate those systems between the ceilings and the structure. By dropping ceiling in selected areas, soffits had to be added to close off the variations in ceiling heights. Door frames also had to be adjusted down so that they did not extend up above lowered ceilings.
34R1	Adjust administration and media flooring materials.	Owner	4,416		NO		4,416						4,416				In an effort to improve the long term durability of the finish floor materials in the administration office and the media center area, carpet and VCT in the administration area was changed to LVT. Accent carpet areas in the media center were also changed to LVT. While LVT is a more durable product, it is also more expensive than the carpet and VCT originally shown.
55	Add OT/PT ceiling support hood in Room 138 per Owner.	Owner	2,387		NO		2,387						2,387				The contract documents show a ceiling mounted hook for OT/PT in Resource Room 141. An additional ceiling mounted hook was requested by the school in adjacent Self-Contained SPED Room 138. New Scope Directed by Owner is ineligible for reimbursement.
56	Credit for 50% of unused boulder removal allowances	GC		(54,471)	NO	(54,471)							(54,471)				The contract documents required the contractor to carry removal of 500 CY of trench boulders and 2,000 CY of open (non-trench) boulders for the project. The bid form also listed unit prices to be used for both added and deducted boulders from these quantities. As of this date, 411.03 CY of trench boulders have been removed leaving a remaining trench boulder allowance balance of 88.97 CY yet to be removed. To date 213.75 CY of open boulders have been removed leaving a remaining open boulder allowance balance of 1,786.25 CY still available for boulder removal. This credit is 50% of the remaining allowances. Over the Site Cap.
Change Order #011 \$ 11,597.32																	
54	Add time capsule and plaque per Owner request.	Owner	1,930		NO								1,930				A time capsule was added to the project to be placed under the bench in Lobby 101 by the Owner. A bronze wall plaque will identify the location of the time capsule and indicate the date when it will be re-opened. New Scope Directed by Owner is ineligible for reimbursement.
58	Provide brick dedication pavers per Owner request.	Owner	5,166		NO								5,166				An area adjacent to the main entry of the building called for dedication brick pavers by Owner. This change is for the project to provide the bricks. New Scope Directed by Owner is ineligible for reimbursement.
62	Provide acoustical ceiling panels in iStudio per LEED.	Designer	3,629		NO		3,629						3,629				Based pm LEED requirements additional acoustical material within the iStudio is required. Acoustical ceiling tiles will be attached to the drywall ceiling at the north end of this space to achieve the required acoustical value.
65	Add valve for ansul system at kitchen exhaust hood.	Designer	873		NO		873						873				The ansul (fire suppression) system for the kitchen exhaust hood requires two gas valves to function properly. Only one of the two valves was required by the contract documents. A second gas valve was added so that the system could be completed and tested.
Change Order #012																	
	Provide water service to refrigerators in Rooms 121 and 173A.	Designer	3,288		NO		3,288						3,288				Two refrigerators were shown on the EQ drawings in rooms 121 and 173A. The specified refrigerators dispense water and ice. The plumbing drawings did not provide water service to the refrigerators. This change is to provide water service to the refrigerators.

BOURNE
 BOURNE INTERMEDIATE SCHOOL FORMERLY PEEBLES ELEMENTARY SCHOOL
 CHANGE ORDERS

PCO #	Description	Requested By	Net Added	Net Deducted	Rework Y/N?	Ineligible for Grant Participation	Eligible for Grant Participation	Approximate Cost by Trade*					Reason for Change**			Comment		
								Structural	Site	Utilities	Plumbing	Electrical	HVAC	Misc.	Design Issue		New Scope Directed by Owner	Differing Conditions
72	Provide additional electrical outlet in Lobby 101 counter.	Designer	659		NO		659							659				There is a counter in Lobby 101 intended to have a computer on it. A data outlet was provided under the counter but no power was provided. This change adds an electrical outlet under the counter to power the computer intended for this location.
Change Order #013 \$ 4,565,688																		
61	Delete salvage of (3) existing building items per Owner.	Owner	-		NO													Contract documents originally called for (3) items to be salvaged from the existing Peebles School (built-in bookcases, temporary office partitions and a chair lift at the stage). The school no longer wished to save these items. Cost associated with additional disposal of this material is offset by cost savings of not having to salvage work.
66	Install CO detector in Mechanical Room 137 per Bourne Fire Department	Bourne Fire Department	3,104		NO	3,104								3,104				Bourne Fire Department requested the addition of a CO detector in Mech. Rm. 137, tied into the Fire Alarm Control Panel. New Scope Directed by 3rd Party is ineligible for reimbursement.
73	Add AED cabinet per Owner.	Owner	1,462		NO	1,462								1,462				Installation of an AED (automated external defibrillator) was requested by Owner. The existing defibrillator was brought over from the Peebles School. This change is for a new (semi-recessed) cabinet for the unit. New Scope Directed by Owner is ineligible for reimbursement.
Change Order #014 \$ 23,205,400																		
67	Electric Power Transfer Installation	Designer	1,674		NO									1,674				(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 power transfer modules to serve the electrical hardware.
68	Added Knox Boxes Per Bourne Fire Department	Bourne Fire Department	2,380		NO	2,380								2,380				(3) Additional Knox Boxes requested by the Bourne Fire Department. 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. New Scope Directed by Owner is ineligible for reimbursement.
70	Relocation of Basket ball Post and Goal	Owner	4,302		NO	4,302								4,302				Two Basketball Posts were provided in the play area. This change relocates one of the posts creating more space between them. New Scope Directed by Owner is ineligible for reimbursement.
74	New Site Sign Option 1A (wood post)	Owner	6,319		NO	6,319								6,319				The Contract Documents did not define a site mounted school sign at the Trowbridge ramp. The Owner requested a sign, which is 3'x6' (double sided) with wooden posts. New Scope Directed by Owner is ineligible for reimbursement.
77R1	Camera IP Address Change	Owner	6,882		NO									6,882				IP address change (for the security cameras) requested by the Owner. When the cameras were originally programmed the old IP address from the Peebles School was used. This change reprogrammed the devices to the system.

PCO #	Description	Requested By	Net Added	Net Deducted	Rework Y/N?	Ineligible for Grant Participation	Eligible for Grant Participation	Approximate Cost by Trade*					Reason for Change**			Comment			
								Structural	Site	Utilities	Plumbing	Electrical	HVAC	Misc.	Design Issue		New Scope Directed by Owner	Differing Conditions	New Scope Directed by 3rd Party
79	Added Label	Designer	1,649		NO		1,649						1,649				Mailbox millwork in room 104 did not specify labels for teacher's names etc. This change adds 120 brass labels for teacher names on each mailbox.		
40	Construction Contract Amount (without GMP)	\$30,910,366	\$316,270 1.02%	-\$57,595 -0.19%		\$132,604 0.43%	\$126,071 0.41%	\$0 0.00%	\$50,097 0.16%	\$16,441 0.05%	\$40,620 0.13%	\$55,051 0.18%	\$7,208 0.02%	\$89,258 0.29%	\$138,067 0.45%	\$120,350 0.39%	-\$54,471 -0.18%	\$54,730 0.18%	
								\$258,675									\$258,675	0.84%	

Construction Change Order Summary (Data Based on PFA, PFA Amendment No. 1)		
1	Construction Contract Amount (without GMP Contingency)	\$30,910,366
2	Total Construction Contingency Budget	\$1,545,518
3	Net Adjustments to Construction Contingency Budget by Approved Budget Revision Requests (BRR's). (Does not include budget transfers from Construction Contingency to Changes Orders)	\$0
4	Construction Contract Amount (without GMP Contingency) (Including Total Construction Change Order Numbers 1-14) (Line 1 + Line 13)	\$31,169,041
5	Total Construction Change Orders as % of Construction Contract Amount (without GMP Contingency) (Line 13 / Line 1)	0.84%
6	Total Construction Change Orders Eligible for Reimbursement as % of Total Construction Change Orders (Line 14 / Line 13)	48.74%
7	Total Construction Change Orders Eligible for Reimbursement as % of Construction Contract Amount (without GMP Contingency) (Line 14 / Line 1)	0.41%
8	Total Construction Change Orders Eligible for Reimbursement as % of Revised Total Construction Contingency Budget (Line 14 / Line 10)	8.16%
9	Total Construction Change Orders Eligible for Reimbursement as % of Maximum Potentially Eligible Construction Contingency (Including Approved BRR's) (Line 14 / Line 12)	40.79%

(Per PFA Budget)		
10	Revised Total Construction Contingency Budget (Line 2 + Line 3)	\$1,545,518
11	Ineligible Construction Contingency Budget (If Any, Including Approved BRR's)	\$1,236,414
12	Maximum Potentially Eligible Construction Contingency (Including Approved BRR's) (Line 10 - Line 11)	\$309,104
13	Total Construction Change Order Numbers 1-14	\$258,675
14	Total Construction Change Orders Eligible for Reimbursement, Subject to Reimbursement Rate and Audit	\$126,071
15	Amount Remaining of Revised Total Construction Contingency Budget (Negative amount indicates insufficient Construction Contingency Budget, BRR required) (Line 10 - Line 13)	\$1,286,843
16	Amount Remaining of Maximum Potentially Eligible Construction Contingency (Including Approved BRR's) (Negative amount indicates grant basis has been exceeded) (Line 12 - Line 14)	\$183,033
17	Maximum Potentially Eligible Construction Contingency less Total Construction Change Orders (Applies to projects not subject to Project Advisory 22. Once amount is negative, all subsequent debit change requests will not be eligible.) (Line 12 - Line 13)	\$50,429
18	Total Credit Change Order Amount Reducing GMP Contingency	\$0

SITE CAP	
Base Project Cost	30,910,366
Less Site work & Demo	(11,676,071)
	19,234,295
	8%
SITE CAP MAXIMUM	1,538,744
PFA - Budget Site Costs	3,742,000
Budget Amt. Under/(Over) Cap	(2,203,256)
Proposed Eligible Site Change Orders	-

FF&E CAP	
Furnishings	690,000
Equipment	690,000
Computer Equipment	0
Other F&E	-
Agreed Enrollment	460
FFE \$/student	3,000

Change Orders Pending	
CO # 15	-\$17,330
CO #	\$0
PCO #	
Total	-\$17,330

*The District must characterize the above specified categories including: a) Description, b) Requested by, c) Net Added/Deducted, d) Rework (stating yes or no), e) Amount Ineligible/Eligible for Grant Participation, f) Approximate Cost by Trade, g) Reason for the Change, and h) Comment [rationale/necessity] for the change.

