

PROJECT MINUTES

Project:	New Peebles Elementary School	Project No.:	15041
Prepared by:	Joel Seeley	Meeting Date:	7/27/2017
Re:	School Building Committee Meeting	Meeting No:	44
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
✓	Erika Fitzpatrick	School Committee	Voting Member
✓	Frederick H. Howe	Member at Large, Vice-Chairman School Building Committee	Voting Member
	Steven M. Lamarche	Superintendent of Schools, BPS	Voting Member
✓	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	
	Mike Cimorelli	FAI, Architect	
	Bill Beatrice	FAI, Architect	
✓	Joel Seeley	SMMA, OPM	
✓	Mark Stafford	National Grid	
✓	Kevin Galligan	Cape Light Compact	

Item #	Action	Discussion
44.1	Record	Call to Order, 6:30 PM, meeting opened.
44.2	Record	A motion was made by P. Meier and seconded by R. Lavoie to approve the 7/13/17 School Building Committee meeting minutes. No discussion, motion passed unanimous by those attending.
44.3	Record	J. Seeley distributed and reviewed the Project Budget Status Report, dated 6/30/17, attached.
44.4	Record	<p>J. Seeley reviewed FAI Amendment No. 12, dated 7/27/17 for supplemental Land Surveying Services in the amount of \$5,500.00, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none">J. Potter asked how much of the site will the surveyors scan? <i>K. Kovacs indicated the surveyors will scan the site in the vicinity of the questionable gas, water and tele/data underground lines.</i> <p>A motion was made by C. Hyldborg and seconded by E. Fitzpatrick to approve FAI Amendment No. 12, dated 7/27/17 and recommend signature by T. Guerino. No discussion, motion passed unanimous.</p>
44.5	Record	Warrant No. 20 was reviewed. A motion was made by P. Meier and seconded by R. Lavoie to approve Warrant No. 20. No discussion, motion passed unanimous.
44.6	Record	J. Seeley distributed and reviewed the General Contractor and Subcontractor Respondents Log, attached.
44.7	K. Kovacs M. Stafford K. Galligan	<p>J. Seeley introduced M. Stafford and K. Galligan and distributed and reviewed the Cape Light Compact 60% Construction Document review memo from DMI, attached. M. Stafford indicated the current design would provide for an approximate \$12,000 incentive from National Grid and K. Galligan indicated it would provide for an approximate \$28,000 incentive from Cape Light Compact. J. Seeley reviewed the MSBA's current policy to lower the reimbursement by third party grants, which M. Stafford indicated is under review by MSBA and the utilities.</p> <p>Committee Questions:</p> <ol style="list-style-type: none">K. Kovacs indicated GGD is currently reviewing the memo to determine if the 90% Construction Documents can incorporate any more of the ECMs to increase the incentives.K. Kovacs to provide the 90% pricing Construction Documents to National Grid and Cape Light Compact for review.R. Lavoie asked who provided the summer operating hours listed in the DMI memo?

Item #	Action	Discussion
		<p><i>K. Kovacs indicated the hours came from the school administration for the Commissioning Agent report.</i></p> <p>4. K. Galligan indicated that Cape Light has participated in small photovoltaic systems for non-profits, but would not participate in photovoltaic systems for this project. M. Stafford indicated National Grid does not participate in photovoltaic systems.</p> <p>5. W. Meier asked if the project can include empty conduits from the building to the parking lot for future photovoltaic panels? <i>K. Kovacs to review.</i></p> <p>6. E. Fitzpatrick asked if either National Grid or Cape Light Compact has incentives for training on existing systems? <i>M. Stafford and K. Galligan indicated yes and will forward literature on the program.</i></p>
44.8	J. Seeley	J. Seeley indicated the response package to the MSBA 60% Construction Document Comments was submitted to MSBA, J. Seeley to forward to the Committee.
44.9	K. Kovacs	<p>K. Kovacs distributed and reviewed samples of the proposed mesh guardrail at Stair No. 2, the Green Roof and the Balcony.</p> <p>Committee Discussion:</p> <p>1. C. Hyldburg asked how big would the fixed frame surrounds be? <i>K. Kovacs indicated they would be approximately 30" by 36".</i></p> <p>2. C. Hyldburg asked if the mesh would be easily repairable if damaged? <i>K. Kovacs indicted yes, the frames are designed to allow for the replacement of damaged mesh units.</i></p> <p>3. J. Potter asked if the mesh is available in other patterns and designs, the proposed looks very similar to chain link fencing? <i>K. Kovacs will review and provide direction.</i></p> <p>4. C. Hyldburg indicated he likes the open feel and would like to see what the mesh looks like in the larger scale renderings.</p>
44.10	K. Kovacs	<p>K. Kovacs distributed and reviewed interior materials samples and presented powerpoint with renderings, attached.</p> <p>Committee Discussion:</p> <p>1. C. Hyldburg asked when will the Interiors Working Group make their final recommendations? <i>K. Kovacs indicated by the end of August.</i></p> <p>2. J. Potter asked if FAI can review a more beige floor tile for the first floor in lieu of the cranberry? <i>K. Kovacs will review with the Interiors Working Group.</i></p>

Item #	Action	Discussion
44.11	Record	K. Kovacs presented and reviewed the window location from the guidance office looking out to the parent drop-off/pick-up vehicle queue, attached.
44.12	Record	<p>K. Kovacs distributed and reviewed the Potential Bidding Alternates List. Each Committee member recorded their preferences by numerical hierarchy, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> J. Potter expressed that the Classroom Sound Reinforcement System should remain a potential bidding alternate. <p>A Motion was made by C. Hyldborg and seconded by E. Fitzpatrick to accept the Potential Bidding Alternates list, but remove the Classroom Sound Reinforcement System and the Gymnasium Stage Operable Partition from the Potential Bidding Alternates list. Motion passed 7 in favor and 1 against.</p>
44.13	J. Seeley	P. Meier provided a copy of the Remote Participation Policy adopted by the Selectmen. J. Seeley to include in the agenda for the next Committee meeting.
44.14	K. Kovacs	K. Kovacs to provide design options for the incorporation of the Existing Memorial Items from the existing Pebbles School and site for Committee review.
44.15	K. Kovacs	K. Kovacs to develop a listing of the typical readouts for the DAS Kiosk and what options there are for a multi-year subscription to the monitoring service for Committee review.
44.16	K. Kovacs	K. Kovacs to check with the Fire Department on the details of lightning causing false alarms in the fire alarm systems of other Town buildings
44.17	Record	K. Kovacs indicated the Remote Parking Pathway is not required to be an accessible route because the remote parking spaces are not required to be accessible.
44.18	K. Kovacs	K. Kovacs to develop an area for Dedication Bricks for Committee review.
44.19	J. Seeley	J. Seeley to send calendar invites to each Committee member when sending out the Meeting Agendas.
44.20	District	The District to determine if local artists are to provide murals for the project.
44.21	Record	Old or New Business: None
44.22	Record	Next SBC Meeting: August 10, 2017 at 6:30 pm at the Bourne Veteran's Memorial Community Center.
44.23	Record	A Motion was made by R. Lavoie and seconded by P. Meier to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, Project Budget Status Report, General Contractor and Subcontractor Respondents Log, Cape Light Compact 60% Construction Document Review Memo, Potential Bidding Alternates List, Powerpoint

Project: New Pebbles Elementary School

Meeting Date: 7/27/2017

Meeting No.: 44

Page No.: 5

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: Peebles Elementary School Feasibility Study Project No.: 15041
 Prepared by: Joel Seeley Meeting Date: 7/27/2017
 Re: School Building Committee Meeting Meeting No: 44
 Location: Veterans Memorial 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 Hyldborg	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
	Steven M. Lamarche	slamarche@bourneps.org	Superintendent of Schools, BPS, MCPPO
	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
	Kent Kovacs	kkovacs@flansburgh.com	Flansburgh Architects
	Betsy Farrell Garcia	bgarcia@flansburgh.com	Flansburgh Architects
	Bill Beatrice	bbeatrice@flansburgh.com	Flansburgh Architects
	Joel Seeley	jseeley@smma.com	SMMA
	MARK STAFFORD	mark.stafford@notquad.com	Not Quad
	KEVIN GALLIGAN	kgalligan@jag.org	CAPE LIGHT

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Agenda

Project:	New Peebles Elementary School	Project No.:	15041
Re:	School Building Committee Meeting	Meeting Date:	7/27/2017
Meeting Location:	Veterans Memorial Community Center	Meeting Time:	6:30 PM
Prepared by:	Joel Seeley	Meeting No.:	43
Distribution:	Committee Members (MF)		

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Review Prequalification Status
5. Interiors Working Group Update
6. Review Meetings Actions Log
7. Memorial Items Design Update
8. Review Updated Logistics Plans
9. Decide Bidding Alternates
10. Remote Participation Policy Review
11. New or Old Business
12. Public Comments
13. Next Meeting: August 10, 2017
14. Adjourn

Symmes Maini & McKee Associates, Inc. (SMMA) Bourne School District Bourne Peebles Elementary School BUDGET SUMMARY BUDGET TRACKING FORM as of: 6/30/2017		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
Propay code #	Name	A	B	C	D	E			
	Feasibility Study Agreement								
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	384,125.00	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
	Feasibility Study Agreement Subtotal	\$ 750,000.00	\$ -	\$ 750,000.00	\$ 589,700.13	\$ 567,700.13	\$ 22,000.00	\$ -	\$ 160,299.87
	Administration								
6	0101-0000 Legal Fees	50,000.00		50,000.00	-	-	-	-	50,000.00
	Owner's Project Manager								
7	0102-0400 > Design Development	50,000.00		50,000.00	50,000.00	50,000.00	-	-	-
8	0102-0500 > Construction Contract Documents	90,000.00		90,000.00	90,000.00	33,750.00	56,250.00	-	-
9	0102-0600 > Bidding	50,000.00		50,000.00	50,000.00	-	50,000.00	-	-
10	0102-0700 > Construction Contract Administration	800,000.00		800,000.00	800,000.00	-	800,000.00	-	-
11	0102-0800 > Closeout	54,863.00		54,863.00	54,863.00	-	54,863.00	-	-
12	0102-0900 > Extra Services	40,000.00		40,000.00	-	-	-	-	40,000.00
13	0102-1000 > Reimbursable & Other Services	15,000.00		15,000.00	3,190.00	-	3,190.00	-	11,810.00
14	0102-1100 > Cost Estimates	50,000.00		50,000.00	41,745.00	31,625.00	10,120.00	-	8,255.00
15	0103-0000 Advertising	5,000.00		5,000.00	-	-	-	-	5,000.00
16	0104-0000 Permitting	50,000.00		50,000.00	-	-	-	-	50,000.00
17	0105-0000 Owner's Insurance	20,000.00		20,000.00	-	-	-	-	20,000.00
18	0199-0000 Other Administrative Costs	20,000.00		20,000.00	8,800.00	-	8,800.00	-	11,200.00
	Administration Subtotal	\$ 1,294,863.00	\$ -	\$ 1,294,863.00	\$ 1,098,598.00	\$ 115,375.00	\$ 983,223.00	\$ -	\$ 196,265.00
	Architecture and Engineering								
	Basic Services								
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	445,200.00	614,800.00	-	-
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	-	874,000.00	-	-
25	0201-0800 > Closeout	132,037.00		132,037.00	132,037.00	-	132,037.00	-	-
26	0201-9900 > Other Basic Services	-		-	-	-	-	-	-
27		BASIC SERVICES SUBTOTAL	\$ -	\$ 2,726,037.00	\$ 2,726,037.00	\$ 975,200.00	\$ 1,750,837.00	\$ -	\$ -
	Reimbursable Services								
28	0203-0100 > Construction Testing	40,000.00		40,000.00	-	-	-	-	40,000.00
29	0203-0200 > Printing (over minimum)	20,000.00		20,000.00	-	-	-	-	20,000.00
30	0203-9900 > Other Reimbursable Costs	100,000.00		100,000.00	1,650.00	1,650.00	-	-	98,350.00
31	0204-0200 > Hazardous Materials	100,000.00		100,000.00	-	-	-	-	100,000.00
32	0204-0300 > Geotech & Geo-Env.	80,000.00		80,000.00	4,455.00	-	4,455.00	-	75,545.00
33	0204-0400 > Site Survey	60,000.00		60,000.00	14,080.00	-	14,080.00	-	45,920.00
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
	Architectural and Engineering Subtotal	\$ 3,171,037.00	\$ -	\$ 3,171,037.00	\$ 2,746,222.00	\$ 976,850.00	\$ 1,769,372.00	\$ -	\$ 424,815.00

Symmes Maini & McKee Associates, Inc. (SMMA) Bourne School District Bourne Peebles Elementary School BUDGET SUMMARY BUDGET TRACKING FORM as of: 6/30/2017			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
CM @ Risk Preconstruction Services										
36	0501-0000	Pre-Construction Services	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	0502-0001	Construction Budget	\$ 30,910,366.00		\$ 30,910,366.00	\$ -	\$ -	\$ -	\$ -	\$ 30,910,366.00
89	CSI Code	CSI Description								
89	0502-0010	CM Fee			-	-	-	-	-	-
89	0502-0020	Bonds and Insurances			-	-	-	-	-	-
89	0502-0030	Total GMP Construction Contingency			-	-	-	-	-	-
89	0502-0100	CM Staffing			-	-	-	-	-	-
89	0502-0100	GC's			-	-	-	-	-	-
89	0502-0100	Division 1 - General Requirements			-	-	-	-	-	-
89	0502-0200	Division 2 - Existing Conditions			-	-	-	-	-	-
89	0502-0300	Division 3 - Concrete			-	-	-	-	-	-
89	0502-0400	Division 4 - Masonry			-	-	-	-	-	-
89	0502-0500	Division 5 - Metals			-	-	-	-	-	-
89	0502-0600	Division 6 - Wood, Plastics and Composites			-	-	-	-	-	-
89	0502-0700	Division 7 - Thermal & Moisture Protection			-	-	-	-	-	-
89	0502-0800	Division 8 - Openings			-	-	-	-	-	-
89	0502-0900	Division 9 - Finishes			-	-	-	-	-	-
89	0502-1000	Division 10 - Specialties			-	-	-	-	-	-
89	0502-1100	Division 11 - Equipment			-	-	-	-	-	-
89	0502-1200	Division 12 - Furnishings			-	-	-	-	-	-
89	0502-1300	Division 13 - Special Construction			-	-	-	-	-	-
89	0502-1400	Division 14 - Conveying Systems			-	-	-	-	-	-
89	0502-2100	Division 21 - Fire Suppression			-	-	-	-	-	-
89	0502-2200	Division 22 - Plumbing			-	-	-	-	-	-
89	0502-2300	Division 23 - HVAC			-	-	-	-	-	-
89	0502-2500	Division 25 - Integrated Automation			-	-	-	-	-	-
89	0502-2600	Division 26 - Electrical			-	-	-	-	-	-
89	0502-2700	Division 27 - Communications			-	-	-	-	-	-
89	0502-2800	Division 28 - Electronic Safety & Security			-	-	-	-	-	-
89	0502-3100	Division 31 - Earthwork			-	-	-	-	-	-
89	0502-3200	Division 32 - Exterior Improvements			-	-	-	-	-	-
89	0502-3300	Division 33 - Utilities			-	-	-	-	-	-
89	0502-9900	Retainage			-	-	-	-	-	-
89	0508-0000	Change Orders			-	-	-	-	-	-
89		Construction Budget Subtotal	\$ 30,910,366.00	\$ -	\$ 30,910,366.00	\$ -	\$ -	\$ -	\$ -	\$ 30,910,366.00
		Alternates								
90	0506-0000	Ineligible Work (Maint Bldg, Press Box, Concession and Restroom	-		-	-	-	-	-	-
90	0506-0000	Retainage for Alternates/Ineligible Work	-		-	-	-	-	-	-
		Alternates Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	0600-0000	Miscellaneous Project Costs								
94	0601-0000	Utility Company Fees	84,000.00		84,000.00	-	-	-	-	84,000.00
95	0602-0000	Testing Services	100,000.00		100,000.00	-	-	-	-	100,000.00
96	0603-0000	Swing Space / Modulars	-		-	-	-	-	-	-
97	0699-0000	Other Project Costs (Mailing & Moving)	40,000.00		40,000.00	-	-	-	-	40,000.00
	0600-0000	Miscellaneous Project Costs Subtotal	\$ 224,000.00	\$ -	\$ 224,000.00	\$ -	\$ -	\$ -	\$ -	\$ 224,000.00
	0700-0000	Furnishings and Equipment								
99	0701-0000	Furnishings	690,000.00		690,000.00	-	-	-	-	690,000.00
	0702-0000	Equipment								
101	0703-0000	Computer Equipment	690,000.00		690,000.00	-	-	-	-	690,000.00
		Furnishings and Equipment Subtotal	\$ 1,380,000.00	\$ -	\$ 1,380,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,380,000.00
103	0507-0000	Owner's Construction Contingency	1,545,518.00	-	1,545,518.00	-	-	-	-	1,545,518.00
104	0801-0000	Owners' (soft cost) Contingency	643,257.00		643,257.00	-	-	-	-	643,257.00
		Contingency Subtotal	\$ 2,188,775.00	\$ -	\$ 2,188,775.00	\$ -	\$ -	\$ -	\$ -	\$ 2,188,775.00
		Total Project Budget	\$ 39,919,041.00	\$ -	\$ 39,919,041.00	\$ 4,434,520.13	\$ 1,659,925.13	\$ 2,774,595.00	\$ -	\$ 35,484,520.87

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES AMENDMENT NO. 12

WHEREAS, the Town of Bourne (“Owner”) and Flansburgh Associates, Inc., (the “Designer”) (collectively, the “Parties”) entered into a Contract for Designer Services for the Peebles Elementary School Project (Project Number 201400360010) at the Peebles Elementary School on September 22, 2015.
“Contract”; and

WHEREAS, effective as of July 27, 2017, the Parties wish to amend the Contract:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

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

Fee for Basic Services:

	Original Contract	Prior Amendments	This Amendment	After this Amendment
Feasibility Study Phase	\$ 250,000.00	\$ 76,153.00		\$ 326,153.00
Schematic Design Phase	\$ 115,000.00	\$ 20,775.00		\$ 135,775.00
Design Development Phase	\$	\$ 548,535.00	\$ 5,500.00	\$ 554,035.00
Construction Document Phase	\$	\$ 1,060,000.00		\$ 1,060,000.00
Bidding Phase	\$	\$ 130,000.00		\$ 130,000.00
Construction Phase	\$	\$ 874,000.00		\$ 874,000.00
Completion Phase	\$	\$ 132,037.00		\$ 132,037.00
Total Fee	\$ 365,000.00	\$3,202,045.00	\$ 5,500.00	\$3,212,000.00

This Amendment is a result of: Providing Land Survey Services
MSBA ProPay Code 0204-0400.

3. The Construction Budget shall be as follows:

Original Budget:	<u>\$30,910,366.00</u>
Amended Budget	<u>\$30,910,366.00</u>

4. The Project Schedule shall be as follows:

Original Schedule:	<u>Project Completion: November 29, 2019</u>
Amended Schedule	<u>Project Completion: November 29, 2019</u>

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

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

OWNER

Thomas M. Guerino
(print name)
Town Administrator, Town of Bourne
(print title)

By _____
(signature)
Date _____

DESIGNER

Kent D. Kovacs, AIA LEED AP
(print name)
Vice President, Flansburgh, Associates, Inc.
(print title)

By _____
(signature)
Date _____

Flansburgh Architects

July 21, 2017

Mr. Joel G. Seeley AIA
Symmes Maini & McKee
1000 Massachusetts Ave.
Cambridge, MA 02138

RE: Bourne Public Schools
Peebles Elementary School - Utility GPR survey proposal

Dear Joel,

Attached is a proposal for additional survey work at the Peebles Elementary School site. The intent of this proposed work is to determine the horizontal locations of undocumented water and gas utility services. The design team proposes to use Ground Penetrating Radar (GPR) to detect underground utilities. GPR uses multiple antennas to transmit and receive radio frequency waves into the ground. Radar is sensitive to changes in material composition and is used to locate any object that has a different composition than its surrounding material. The survey will include water lines located between Trowbridge Road and the existing school and located between School Road and the existing school. Refer to the attached proposal for the extent of work.

These fees are reimbursable expenses as defined in the primary MSBA contract in articles 4.11 and 9 with a 10% allowable markup. Therefore, the total cost is $\$5,000 \times 1.1 = \mathbf{\$5,500}$

Please prepare a Contract Amendment for our signature.

Sincerely,

FLANSBURGH ASSOCIATES INC



Kent D. Kovacs, AIA LEED AP
Principal

May 19, 2017

Mr. Kent Kovacs, AIA
Vice President
Flansburgh Architects
77 Washington Street
Boston, MA 02114

RE: Nitsch Proposal #11078.1P
Peebles Elementary
Additional Services
Land Surveying Services
Bourne, MA

Dear Mr. Kovacs:

Nitsch Engineering is pleased to submit this Additional Services proposal to you (the Client) for professional land surveying services associated with the addition to Peebles Elementary School in Bourne, Massachusetts. This letter summarizes our scope, assumptions, and fee.

SCOPE OF ADDITIONAL SERVICES

TASK #1: GEOPHYSICAL UTILITY COORDINATION

1. Coordinate with utility location engineer to locate the waterline and gas line as described in Exhibit "A";
2. Update utility locations in Existing Conditions Survey, James Peebles Elementary School, 70 Towbridge Road, Bourne, Massachusetts, revised on April 4, 2017; and
3. Deliver an updated plan in AutoCAD Civil 3D, release 2014 or compatible version, at a scale of 1 inch = 20 feet and on 24-inch x 36-inch sheets utilizing Nitsch Engineering file format, data collection, and drafting standards.

WORK NOT INCLUDED IN THE SCOPE OF SERVICES

1. Setting lot corners or other monumentation.
2. Performing additional topographic survey or updating the plan in areas other than outlined Scope of Additional Services.
3. Performing more than one (1) day of work or perform multiple days of field visits.
4. Field services other than what is outlined in Exhibit "A."

ASSUMPTIONS

1. All filing fees and other associated costs will be paid by the Client.
2. Any revisions requested by the Client or other approving authorities after commencement of the survey will be considered Additional Services.
3. This cost assumes record locations of utilities are within reasonable proximity of actual locations of existing facilities.

Mr. Kent Kovacs, AIA: Nitsch Proposal #11078.1P (Additional Services)
May 19, 2017
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COMPENSATION

Compensation for the Additional Services provided will be in accordance with the Standard Contract Terms for Land Surveying Services of Nitsch Engineering's executed agreement with the Client, dated September 25, 2015. The estimated not-to-exceed fee for these services, including expenses is \$5,000. Costs will not be incurred by Nitsch Engineering beyond this lump-sum amount without prior written approval from the Client.

Should the conditions of this Additional Services proposal meet with your approval, please sign and return the "File Copy" of this Additional Services proposal to us for our files. If Nitsch Engineering is authorized to commence and/or continue providing its services on the project, either verbally or in writing, prior to the full execution of a written contract, such authorization will be deemed an acceptance of this Additional Services proposal, and all such services will be provided and compensated for in accordance with the terms and conditions contained herein as though this Additional Services proposal were fully executed by the Client.

If you have any questions, please call.

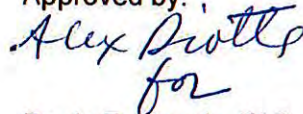
Very truly yours,

Nitsch Engineering, Inc.


Jamie G. Gayton, PLS
Project Manager

JGG/aab

Approved by:



for
Denis R. Seguin, PLS
Director of Land Surveying

Enclosure: "File Copy" of this Additional Services proposal

Q:\11078.1 James Peebles Ele\Contract\11078.1 - Proposal Form - Additional Services - Survey - 2017-05-15.docx

CLIENT AUTHORIZATION

This Additional Services proposal is hereby accepted by the Client as evidenced by the execution hereof, and such a person so executing the same on behalf of the Client does hereby warrant full authority to act for, in the name of, and on behalf of the Client.

Such acceptance provides full authorization for Nitsch Engineering to proceed with providing the Scope of Additional Services under the terms and conditions stated herein.

Signature

Date

Printed Name and Title

Mr. Kent Kovacs, AIA: Nitsch Proposal #11078.1P (Additional Services)
May 19, 2017
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EXHIBIT "A"
SHEET 1/13



Nitsch Engineering
360 Merrimack St
Suite 49, Building 5, 2nd Floor
Lawrence, MA 01843
Tel: 617-338-0063
Fax: 617-338-6472

May 16, 2017

Project: Peebles Elementary School
Subject: Subsurface Utility Engineering – Cost Proposal (Rev. 1)
BSIE Job # 17-3403

Attn: Kent Kovacs, AIA, LEED AP | Vice President

Dear Mr. Kovacs,

BSIE is pleased to provide the following cost proposal as per your request:

PROJECT LOCATION

70 Trowbridge Rd, Buzzards Bay, MA 02532

LIMIT OF WORK

BSIE shall provide quality level B utility mapping services to horizontally locate the gas and water service to the Peebles Elementary School building as shown on the attached site plan.

PROJECT SPECIFIC SCOPE OF SERVICES

BSIE shall provide the following project specific scope of services:

- Quality level B electronic designation to horizontally locate the existing gas and water services to the Peebles Elementary School building to the service main connections on the street.
- Survey locate the designation results and append the existing conditions plans accordingly. Existing survey control and base mapping will be provided by Nitsch Engineering.

EXHIBIT "A"
SHEET 2/13

DELIVERABLES

BSIE will provide an electronic file (AutoCAD Civil 3D 2014 File Format) and plot files (PDF D size format) showing information found using Subsurface Utility Engineering techniques stamped by a registered professional engineer. Information (including QLA certified x, y, z locations) will be prepared such that it can be electronically referenced into the contract drawings. Plans will be prepared in conformance with the ASCE (American Society of Civil Engineers) standard CI/ASCE 38-02 "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data".

PROJECT INFORMATION

- | | |
|--|--|
| 1. The Project owner is: | Nitsch Engineering |
| 2. The property is owned by: | Bourne Public Schools |
| 3. The following permits are required: | N/A |
| 4. If required the permits will be obtained by: | The Addressee |
| 5. Traffic Management is to be provided by: | N/A |
| 6. Roadways involved are classified as follows: | School Campus |
| 7. Utility record research will be performed by: | Nitsch Engineering |
| 8. The following work hour restrictions apply: | N/A |
| 9. The following noise level restrictions apply: | N/A |
| 10. Invoices are to be sent to: | The Addressee |
| 11. Invoices are to be sent: | Monthly and Upon project completion |

EXHIBIT "A"
SHEET 2/13

DELIVERABLES

BSIE will provide an electronic file (AutoCAD Civil 3D 2014 File Format) and plot files (PDF D size format) showing information found using Subsurface Utility Engineering techniques stamped by a registered professional engineer. Information (including QLA certified x, y, z locations) will be prepared such that it can be electronically referenced into the contract drawings. Plans will be prepared in conformance with the ASCE (American Society of Civil Engineers) standard CI/ASCE 38-02 "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data".

PROJECT INFORMATION

- | | |
|--|--|
| 1. The Project owner is: | Nitsch Engineering |
| 2. The property is owned by: | Bourne Public Schools |
| 3. The following permits are required: | N/A |
| 4. If required the permits will be obtained by: | The Addressee |
| 5. Traffic Management is to be provided by: | N/A |
| 6. Roadways involved are classified as follows: | School Campus |
| 7. Utility record research will be performed by: | Nitsch Engineering |
| 8. The following work hour restrictions apply: | N/A |
| 9. The following noise level restrictions apply: | N/A |
| 10. Invoices are to be sent to: | The Addressee |
| 11. Invoices are to be sent: | Monthly and Upon project completion |

EXCEPTIONS AND CLARIFICATIONS

1. Any additional services requested by the Addressee will be performed after receipt of a signed change order and invoiced accordingly.
2. BSIE would appreciate seven (7) days notice to facilitate scheduling.
3. BSIE's proposal is valid for thirty days (30) from the date of this proposal after which time BSIE reserves the right to review and modify the terms and conditions.
4. BSIE invoices are payable upon receipt and the Addressee hereby agrees to pay all invoices within thirty days (30) from the invoice date.
5. BSIE's proposal is based on all available information provide to BSIE at the time of proposal request. Where additional available information has not been received prior to the commencement of work, BSIE reserves the right to modify/revoke this proposal and/or any subcontract agreement established thereof, based on receipt of this information, or upon site inspection, if it affects the scope of work and estimated cost.
6. Unless BSIE is requested to perform Utility Research in support of the Quality Level based mapping work QLB & QLA mapping shall be based on the utility research information provided to BSIE. BSIE will attempt to verify this information while performing the QLB & QLA mapping but does not take any responsibility for said research's accuracy or completeness.
7. BSIE's proposal is intended directly and specifically for the Addressee. BSIE shall not accept assignment of this proposal to any entity other than the above addressee.
8. All insurance certificates must be requested and received by the Addressee prior to BSIE commencing work. BSIE's insurance carrier will not issue certificates without being in receipt of a copy of an executed contract (or written authorization to proceed) or after commencement of work.
9. BSIE will not execute any contract documentation (other than contract extensions or payment lien waivers) after notice to proceed or commencement of work.
10. Any special invoice requirements such as execution of payment lien waivers or special formats (other than BSIE's standard invoice format) must be requested prior to BSIE commencing work and may at BSIE's discretion incur additional cost.

Mr. Kent Kovacs, AIA: Nitsch Proposal #11078.1P (Additional Services)
May 19, 2017
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EXHIBIT "A"
SHEET 4/13

ESTIMATED COST

BSIE will work on an as-needed basis to complete the project. Level of effort will be based on actual site conditions encountered, however, if the estimated cost will be exceeded, BSIE will provide prior written notice or request written notice to authorize exceeding the estimated cost.

BSIE anticipates a total of (33) field and office hours will be needed to complete the project.

BSIE's estimated cost for this project is (\$4,400.00).

Additional expenses shall be billed at cost plus a ten (10) percent handling charge.

Authorized By:

(Name) (Title) (Date)

Please fill out the following

Billing address if different from above: _____

Accounts Payable Contact: _____

Accounts Payable Telephone Number: _____

Accounts Payable Fax Number: _____

Your Job or PO Number: _____

Any Other information to be included with invoice: _____

NOTE: If the addressee intends to issue its own subcontract or purchase order to BSIE for the above work this proposal must be referenced and attached, with inclusion of BSIE's job number and date of this proposal.

Your signature above will serve as authorization to proceed. If you have any questions or require additional information, please do not hesitate to contact me at (617) 594-4471 or email at bleclair@bsieng.com.

Sincerely,



Blake Leclair
Project Manager

Attachments: -General Conditions and Fee Schedule which form as part of this proposal.
-Site plan outlining the limits of work.

CC: File (BSIE)

Client: Nitsch
Job # 17-3403

BSI Engineering, Inc.
100 Hallett St
Boston, MA 02124
Tel. (617) 265-4200 Fax (617) 209-1297
www.bsieng.com

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EXHIBIT "A"
 SHEET 5/13

BSIE EXHIBIT A- FEE SCHEDULE

<u>JOB CLASSIFICATION</u>	<u>HOURLY RATE</u>
Principal	\$201.13
Project Manager	\$150.85
Project Engineer	\$129.30
SU Engineer II	\$115.87
SU Engineer I	\$109.52
SUE Technician III	\$93.55
SUE Technician II	\$85.13
SUE Technician I	\$76.65
SUE Technician	\$65.03
SUE Jr. Technician	\$37.16
Support/Management/Audit	\$150.85
Support/Accounting	\$115.87
Support/Clerical	\$72.70
Support Vehicle and Equipment	\$20.00
CCTV Trailer w/ Support Vehicle	\$125.00
Sewer Jet Trailer w/ Support Vehicle	\$50.00
Hot Patch Trailer w/ Support Vehicle	\$50.00
Vacuum Truck and Equipment	\$125.00
Traffic Management Vehicle	\$50.00

**THE ABOVE LISTED RATES WILL BE
 APPLICABLE UNTIL JANUARY 31, 2017**

All Provisions of Exhibit B (General Conditions) apply to and are hereby incorporated into this document. Above listed rates are only applicable to Non-Hazardous project sites. Rates apply Monday through Friday, excluding all holidays.

Additional Services and Expenses such as Bonds and permitting will be billed at cost plus ten percent (10%) handling charge in addition to BSIE processing and coordination charges. Reprographics are a standard price of sixty dollars (\$65.00) per sheet.

EXHIBIT "A"
SHEET 6/13

GENERAL CONDITIONS

BSIE's Standard Conditions are included in and form part of BSIE's cost proposals. However, specific statements in BSIE's cost proposal will govern over the requirements of BSIE's Standard Conditions.

GENERAL:

1. BSIE's cost proposal is valid for thirty (30) days, after which time, BSIE reserves the right to review and adjust the estimated costs and quantities.
2. BSIE requires seven (7) days notice of commencement of work to facilitate scheduling of personal and equipment.
3. BSIE will not be responsible for obtaining any permits required to perform this work. BSIE will be responsible for contacting "One Call Centers", if available, prior to commencement of services.
4. BSIE will not be responsible for providing any police details, vehicle escorts or flagmen. However, BSIE is willing to assist with any coordination necessary to obtain them.
5. In accordance with regulation and safety requirements, BSIE reserves the right to cancel or suspend field operations if a required flagman or police detail is not available. When this occurs, BSIE will charge lost time at standby rate.
6. BSIE reserves the right to cancel or suspend work or deviate from normal work/ rest schedules due to inclement weather conditions such as rain, snow and extreme temperatures, which adversely affects the performance of services or fail to comply with National Safety Council/ OSHA/ NIOSH recommendations. BSIE will attempt to provide the maximum notice possible of work cancellation. BSIE shall not be held responsible for delays caused by cancellations or suspensions caused by reasons cited above.
7. All charges incurred for deliverables or reprographics will be charged at cost plus ten percent (10%) handling charge.
8. If requested or required by law, BSIE will provide Traffic Management in accordance with the "Manual on Uniform Traffic Control Devices", at an additional cost.
9. BSIE is prepared to work off-peak hours (standard hours 7:00 AM to 5:30 PM) to avoid any negative impacts on the project, such as, traffic disruptions, noise, etc. Additional charges may apply to this work.
10. Hazardous Materials: BSIE will not be responsible for testing; storage, transportation or disposal of any excess spoils or suspected hazardous materials.
11. BSIE requires all mobilization monies, if applicable, to be paid one week in advance of services.
12. BSIE proposals are based on OSHA requirements for level D PPE Protection. If project calls for additional level of care, BSIE requires written direction regarding the level of protection site monitoring and disposal services medical monitoring and emergency response plans required and BSIE will adjust the rates to reflect these conditions.
13. BSIE assumes that all material removed during the vacuum excavation process will be placed back into the exploration hole. BSIE will not be responsible for material that is directed to be left on-site and may require removal by others.

STANDARD SCOPE OF SERVICES

Designation Services (Quality Level B) – BSIE will:

1. Determine which surface geophysical prospecting; other equipment, personnel and supplies are required to perform the designating services. Provide all equipment, personnel and supplies required to perform the designating services.
2. Investigate site conditions and identify the appropriate project limits.
3. Designate, using surface geophysical prospecting techniques (such as Electro-magnetic, Radio-frequency or Ground Penetrating Radar techniques), the approximate horizontal location of existing utilities and their major laterals to existing buildings that are within project limits. BSIE shall not be required to designate the following, unless specifically requested which may incur additional cost:
 - Storm or sanitary sewers (except metallic force mains),
 - Empty, non-conducting, flooded (partially or completely) or abandoned utility facilities,

EXHIBIT "A"
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- Structure, Vault or Manhole limits or dimensions
 - Irrigation or sprinkler systems.
4. Prepare appropriate field sketches or marked utilities and survey designation marks.
 5. Return original contract drawings or base plans to the client and review work product with the client, if requested.

BSIE anticipates the Client will:

1. Review BSIE's documentation and other documentation with regard to the capabilities and limitations of Subsurface Utility Engineering techniques.
2. Provide reasonable assistance to BSIE, when requested, in obtaining plans and other data available from utility owners.
3. Provide plans for selected projects showing the project limits, alignment, centerline, profile, benchmark, and other data available from utility owners.
4. Provide notification of adjacent property owners concerning survey activities.
5. Take all steps reasonably necessary to advise those individuals or entities that may rely on the designating services provided hereunder to use all appropriate precautions when conducting activities that may damage any underground utility.

CCTV Inspectional Services – BSIE will:

1. Determine which labor, equipment and materials are required to perform the CCTV inspectional services. Provide all labor, equipment and materials to perform the CCTV inspectional services.
2. Gain access to desired sewer and/or drain systems via clean outs, manholes, or other points of access available.
3. Provide high pressure water jet cleaning services, if requested, prior to commencement of CCTV inspection.
4. BSIE will perform CCTV inspection for the desired sewer and/or drain systems within the specified project limits or until a blockage is encountered.
5. BSIE will perform electronic designation in pipes for up to 10' in depth for less utility concentrated areas and up to 6' in depth for highly utility concentrated areas if requested.
6. BSIE will make verbal notes of items via voice over recording or text input during the recording process.
7. Evaluate and compare obtained information with utility information described in utility records and identify any potential conflicts.
8. Compile information using BSIE's automated systems and quality assurance procedures. Format and present on standard DVD media for viewing.

BSIE anticipates the Client will:

1. Provide plans showing the project Horizontal and Vertical control (Primary, Secondary and Tertiary) Construction Baselines and/or alignment, centerline and profiles and locations of required exploration holes for selected projects, prior to the commencement of work.
2. Provide notification to adjacent property owners concerning Subsurface Utility Engineering activities.
3. Take all steps reasonably necessary to advise those individuals or entities that may rely on the locating services provided hereunder to use all appropriate precautions when conducting activities that may damage any underground utility.
4. Provide all existing site plans, sketches, utility plans, programs, work plans and any other reports which contain utility geotechnical, environment or hazardous materials information which may affect BSIE's estimate for this work or BSIE's safety plan, prior to onset of work.

Water Leak Detection Services – BSIE will:

1. Determine which surface acoustic prospecting; other equipment, personnel and supplies are required to perform the leak detection services. Provide all equipment, personnel and supplies required to perform the leak detection services.
2. Investigate site conditions and identify the appropriate project limits.
3. Leak Detect, using surface acoustic prospecting techniques (such as Electro-acoustic techniques), the approximate horizontal location of existing leaks along the designated facility within the project limits of work.
4. Prepare appropriate field sketches or marked utilities and survey designation marks.
5. Return original contract drawings or base plans to the client and review work product with the client, if requested.

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BSIE anticipates the Client will:

1. Review BSIE's documentation and other documentation with regard to the capabilities and limitations of Subsurface Utility Engineering techniques.
2. Provide reasonable assistance to BSIE, when requested, in obtaining plans and other data available from utility owners.
3. Provide plans for selected projects showing the project limits, alignment, centerline, profile, benchmark, and other data available from utility owners.
4. Provide notification of adjacent property owners concerning leak detection activities.

Ultrasonic Utility Condition Assessment Services – BSIE will:

1. Determine which equipment, personnel and supplies are required to perform the utility condition assessment services. Provide all equipment, personnel and supplies required to perform the leak detection services.
2. Investigate site conditions and identify the appropriate project limits and calibrate the ultrasonic pipe testing equipment for the target pipe material. This requires an existing cut section of pipe to be available for calibration. Removal of said pipe section is not included under this scope of services.
3. Excavate a 4' x 4' square test pit down to the target facility by means of vacuum excavation with support of a mini excavator if deemed needed by BSIE. Install a one person trench box for confined space entry into the excavated pit.
4. Perform ultrasonic pipe testing on the target facility.
5. Prepare appropriate field sketches and survey test pit location.
6. Return original contract drawings or base plans to the client and review work product with the client, if requested.

BSIE anticipates the Client will:

1. Review BSIE's documentation and other documentation with regard to the capabilities and limitations of Subsurface Utility Engineering techniques.
2. Provide reasonable assistance to BSIE, when requested, in obtaining plans and other data available from utility owners.
3. Provide plans for selected projects showing the project limits, alignment, centerline, profile, benchmark, and other data available from utility owners.
4. Provide notification of adjacent property owners concerning condition assessment activities.

Fire Hydrant Pressure and Flow Rate Testing Services – BSIE will:

1. Determine which equipment, personnel and supplies are required to perform the pressure and flow rate testing services. Provide all equipment, personnel and supplies required to perform the pressure and flow rate testing services.
2. Investigate site conditions and identify the appropriate project limits.
3. Flop flow hydrant and static hydrant prior to pressure testing procedures.
4. Perform pressure and flow rate testing services on selected flow and static fire hydrants within the project limits of work. BSIE will utilize diffusers to limit the amount of water spray created from hydrant flow testing.
5. Prepare appropriate notes and field survey sketches of the pressure test locations, hydrants utilized, hydrant information, names of test personnel, date & time, pipe locations and sizes, static pressure, residual pressure, pitot pressure, flow at residual pressure and any other conditions and particulars.
6. Pitot readings of less than 10 psi and more than 40 psi shall be avoided if at all possible by flopping multiple hydrants to adjust the system pressure to be within appropriate testing pressures. The 4-1/2" hydrant pumper connection shall not be used for testing purposes.
7. Record hydrant butt outlet sizes and butt inner edge conditions with the relative coefficient of discharge for the given hydraulic flow conditions.
8. Return original contract drawings or base plans to the client and review work product with the client, if requested.

BSIE anticipates the Client will:

1. Review BSIE's documentation and other documentation with regard to the capabilities and limitations of Subsurface Utility Engineering techniques.
2. Provide reasonable assistance to BSIE, when requested, in obtaining plans and other data available from utility owners.

EXHIBIT "A"
SHEET 9/13

3. Provide plans for selected projects showing the project limits, alignment, centerline, profile, benchmark, and other data available from utility owners.
4. Provide notification of adjacent property owners concerning pressure and flow rate testing activities.

Topographic Survey Services – BSIE will:

1. Determine which equipment and personal will be used.
2. Investigate site conditions and identify the appropriate project limits.
3. Where possible, utilize known & verified survey control points. If necessary BSIE will set interim points upholding an accuracy of +/- .1 US Survey Feet for horizontal and vertical control.
4. Provide a ground survey to document all relevant existing site conditions at grade.
5. Compile all existing record utility data made available.

BSIE anticipates the Client will:

1. Review BSIE's documentation and other documentation with regard to the capabilities and limitations of Subsurface Utility Engineering techniques.
2. Provide reasonable assistance to BSIE, when requested, in obtaining plans and other data available from utility owners.
3. Provide notification of adjacent property owners concerning topographic surveying activities.

Non-Destructive Air Vacuum Excavation Services (Quality Level A) – BSIE will:

1. Determine which labor, equipment and materials are required to perform the non-destructive air vacuum excavation services. Provide all labor, equipment and materials to perform the non-destructive air vacuum excavation services.
2. Cut and remove existing pavement using pneumatic tools.
3. Investigate, evaluate, measure and record if a utility is encountered:
 - Depth of cover over utility at exploration hole.
 - Outside diameter of utility and configuration of non-encased, multi-conduit systems,
 - Utility structure material compositions, when reasonably ascertainable,
 - Other pertinent information (as determined by BSIE) reasonably ascertainable from the exploration hole.
 - Measurements will be recorded to an accuracy of +/- 0.1'.
4. Replace spoils removed from the excavation and provide temporary restoration within limits of the original cut using cold patch material in paved areas.
5. Evaluate and compare obtained information with utility information described in utility records and identify any potential conflicts.
6. Compile information using BSIE's automated systems and quality assurance procedures. Format and present on BSIE's proprietary documents. Complete exploration hole data summary sheet.
7. BSIE will notify the appropriate one-call center prior to excavation.

BSIE anticipates the Client will:

1. Provide plans showing the project Horizontal and Vertical control (Primary, Secondary and Tertiary) Construction Baselines and/or alignment, centerline and profiles and locations of required exploration holes for selected projects, prior to the commencement of work.
2. Provide notification to adjacent property owners concerning Subsurface Utility Engineering activities.
3. Take all steps reasonably necessary to advise those individuals or entities that may rely on the locating services provided hereunder to use all appropriate precautions when conducting activities that may damage any underground utility.

PERMANENT SURFACE RESTORATION:

BSIE typical procedure for providing permanent surface restoration, when requested and at additional cost is as follows:

A. Asphalt Surfaces:

1. Remove the temporary patch and neatly remove an additional 3" all around of the original roadway material. The original roadway is cut at an angle to facilitate application of asphalt sealer. The hole is

EXHIBIT "A"
SHEET 10/13

prepared as outlined above to a depth equal to or greater than the original overall pavement depth. The sub-grade is re-compacted and any loose material removed from within the limits of the repair.

2. Place asphalt tack coat, which acts as both a sealer and bonding agent, if requested is applied to the sides of the hole.
3. Hot roadway grade asphalt is placed in the hole and compacted in 2" lifts.
4. Place asphalt sealer if requested to seal the surface.
5. A bond breaker such as sand is applied lightly to the hot asphalt sealer.

B. Cement Concrete Surfaces:

1. Saw-cut a rectangular shape approximately 3" outside the limits of the original cut to a depth of 1" +/-.
2. Remove the temporary patch and the additional concrete pavement up to the limits of the saw-cut and to the depth of the original pavement.
3. If requested, tie rebar or wire to the existing rebar or wire.
4. Place cement concrete and tamp into place. Hand finish surface to match existing in so far as possible.

PERFORMANCE OF SERVICES:

1. BSIE shall perform all requested Surface Geophysical Prospecting/electronic location techniques (Designating), record research, and CADD (Computer Aided Design and Drafting) services professionally, in order to locate subsurface utilities. All services shall be in general accordance with accepted industry standards. Unless Non-Destructive Air-Vacuum Excavation is utilized at a particular location, BSIE does not guarantee the existence or non-existence of utility lines.
2. At location, where BSIE is directed to perform Non-Destructive Air-Vacuum Excavation, the air-vacuum hole is advanced until a condition of practical refusal for Non-Destructive Air-Vacuum is reached.
3. Practical refusal for Non-Destructive Air-Vacuum Excavation is defined as follows:
 - Encountering a utility line
 - Encountering bedrock or water table
 - Encountering large rocks or cobbles which cannot be removed
 - Encountering a situation of hole instability
 - Encountering an unknown or suspected hazardous material
 - Advancing the Non-Destructive Air-Vacuum Excavation hole to a depth of 8' (Eight Feet) unless otherwise specified in BSIE's cost proposal.
4. Where BSIE is directed to perform Non-Destructive Air-Vacuum Excavation to confirm the non-existence of utilities, BSIE will only report non-existence of utilities within the visible limits of the excavation. BSIE is not responsible for ensuring that work by others is performed at the same location as the Non-Destructive Air-Vacuum Excavation Hole.

ACCURACY:

1. Information other than quality level A is an approximate horizontal location and hence is not warranted to be of a particular accuracy.
3. BSIE does not warrant any survey services by others or the accuracy of results based wholly or partially on survey services by others.

CLIENT RESPONSIBILITY:

1. Provide reasonable assistance to BSIE, in obtaining plans and other data from facility owners.
2. Provide plans showing the project Horizontal and Vertical control (Primary, Secondary and Tertiary) Construction Baselines and/or alignment, centerline, profiles and locations of proposed construction activities.
3. Provide traffic control, including flaggers and/or other necessary traffic control devices, in accordance with state and city guidelines and/or MUTCD. BSIE will, if requested, provide traffic management as an additional cost.
4. Provide notification to adjacent property and utility owners concerning Subsurface Utility Engineering activities.
5. Take all steps reasonably necessary to advise those individuals or entities that may rely on the locating services provided hereunder to use all appropriate precautions when conducting activities that may damage any underground utility. Such precautions shall include, but not be limited to placing notes to that effect on plans and giving notification to utility owners and/or "one-call" centers.
6. It is the client's responsibility to inform BSIE of any work limitations prior to scheduling any work on the project. Work limitations include but are not limited to permits, special safety training, identification requirements and

EXHIBIT "A"
SHEET 11/13 vehicular access limitations. For your information, BSIE field crews typically use the following vehicular equipment:

Designation Crews: 2 x 4 Vans, Pick-ups
Air Vacuum Excavation Crews: Road going trucks 30' long x 9' wide x 12' high

ESTIMATED COST:

1. BSIE will work on an as-needed basis to complete the project. Level of effort will be based on actual site conditions encountered; however, if the estimated cost will be exceeded, BSIE will provide prior notice and a request for a change order will be issued. Additional direct expenses, i.e., reprographics, delivery, etc. shall be billed at cost plus ten percent (10%) handling charge.

CHANGE IN CONTRACT AMOUNT OR SCOPE:

1. BSIE will perform additional services, as directed in accordance with written authorization from (company name). BSIE reserves the right to not perform services if any of the following conditions have not been met:
 - a) The addressee or addressee's representative has in writing approved the additional services.
 - b) The owner or owner's representative has, in writing, approved the additional services.
 - c) The owner or owners' representative has, in writing, approved additional compensation.
 - d) A contract change notice has been executed between the owner and the addressee and BSIE has been furnished with a copy of the said document.

INSURANCE:

1. BSIE CARRIES THE FOLLOWING INSURANCE POLICIES:
 - General Liability
 - Workmen's Compensation
 - Auto Liability
 - Professional and Pollution Liability
2. All costs involved in obtaining additional insurance, additional clauses, (or removal thereof) or additional parties to be indemnified, shall be billed at a cost plus ten percent (10%) handling charge. Any indemnifications or special insurance requirements should be addressed as soon as possible to avoid delays in project start-up.
3. It is the addressee's responsibility to contact BSIE, prior to BSIE performing any services, to determine whether or not BSIE's coverage amounts are acceptable. The cost to BSIE of obtaining any additional coverage or coverage amount will be billed and paid for by the addressee as a direct expense plus handling and/or processing charge.

PAYMENT:

1. Invoices are payable upon receipt and shall be paid within thirty (30) days from BSIE's date of invoice. Interest shall be charged and paid for in full, after a period of thirty (30) days from date of BSIE invoice for each month or part, thereof, at a rate of 1.5% per month (18% APR). BSIE, a Massachusetts Corporation, reserves the right to, and fully intends to, as a standard operating procedure, charge for recovery cost of amounts outstanding after a period of sixty (60) days from the date of BSIE invoice, said amounts being principal amount and accrued interest. Said recovery costs are to include but are not limited to the following items: Legal expenses, BSIE staff time (billed in accordance with BSIE's Fee Schedule) and other applicable and/or necessary expenses. The above recovery costs will be added to the principal amount on a monthly basis and shall accrue interest as detailed above.
2. Parties entering into an Agreement with BSIE hereby agree to be ultimately responsible for payment of BSIE invoices.
3. BSIE reserves the right to withhold all documents, files, deliverables, and suspend or terminate all work for delayed, overdue, delinquent or late payments for services performed by BSIE or BSIE subcontractors/subconsultants.

For work covered under the States General Laws- Public Projects Only:

1. Any contract "Pay when paid" clauses are subject to an upper limit of sixty (60) days from date of BSIE invoice. BSIE, A Massachusetts Corporation, in order to protect its rights, reserves the right to and intends to, as a standard operating procedure, file for direct payment with, and not limited to, the following legal entities, project owner, project engineering, owner's representative, surety company, general contractor and /or subcontractor as applicable, after sixty (60) days from the date of BSIE's invoice.

EXHIBIT "A"
SHEET 12/13

2. Parties entering into an Agreement with BSIE will be ultimately responsible for payment of BSIE invoices.

SCHEDULE/ CANCELLATION OF WORK:

1. Work will be scheduled and staff assigned on a first come first served basis subsequent to BSIE receiving an executed contract and/or written authorization to proceed. BSIE reserves the right not to schedule work until contract documents has been fully executed and returned to BSIE. In addition, BSIE reserves the rights to not schedule work until necessary permits have been obtained.
2. Notice of shift cancellation shall be provided to BSIE via facsimile during the following business hours 9:00 AM to 2:30 PM, Monday through Friday. Notice received after 2:30 PM shall be considered to have been received at 9:00 AM on the next business day. BSIE shall be reimbursed at the following rates for scheduled shifts which have been cancelled:
Less than twelve (12) hours notice, day rate for shift involved,
Less than twenty-four (24) hours notice but greater than twelve (12) hours notice, ½ day rate for shift involved.
3. The following applies to projects where minimum continuous work clauses or mobilization apply. Equipment and personal will typically be dispatched from a previous project, which will typically be located in the continental United States. If project postponement or cancellation is required, less than five (5) business days from scheduled start date BSIE will charge and client agrees to pay for mileage and forfeited travel expenses. Mileage is charged at the following rate of fifty cents (\$0.50) / per mile/ per vehicle and shall be measured from start of trip to location at time of cancellation multiplied by a factor of two (2). Receipts will be provided for forfeited travel expenses.

CONTINUOUS WORK CLAUSE / STANDBY RATE / MOBILIZATION:

1. Day rates apply to the Eastern Time zone and assume a minimum of one week of continuous work.
2. Standby rate for fieldwork (Crew and Equipment) shall be per the fee schedule.
3. Mobilization will be based on actual costs and crew rates as detailed on the fee schedule.

PREVAILING WAGES / COLLECTIVE BARGAINING AGREEMENTS:

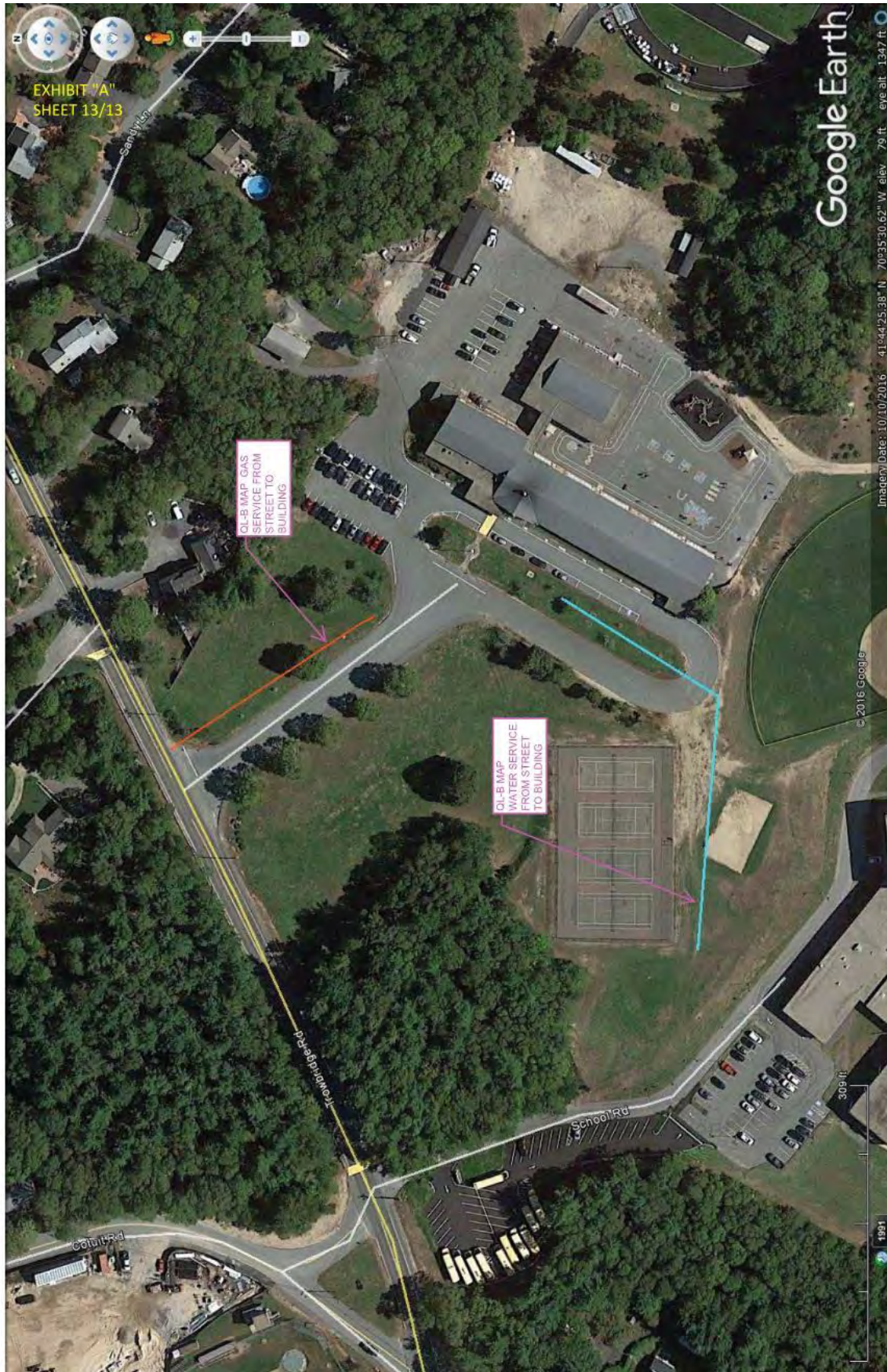
BSIE will adhere to any requirements to pay prevailing wages. If the prevailing wage rate is higher than the standard rate paid by BSIE then BSIE reserves the right to recalculate the billed hourly rate. BSIE will not enter into any collective bargaining agreements. Any requirement to do so by any party shall render this proposal null and void. If requested by the addressee BSIE will provide Union workers through a sub consultant / sub contractor at additional cost. With prior agreement the addressee can elect to provide Union workers to supplement BSIE's crew in order to meet the requirements of the addressee's collective bargaining agreements. Any and all addition cost, including administration, to BSIE for meeting the above requirements shall be the responsibility of the addressee. The addressee hereby agrees to notify BSIE prior to executing any documentation, authorizing work or requesting work of any prevailing wage or collective bargaining project requirements.

STORAGE OF DOCUMENTS:

In so far as possible unless required to do otherwise by law BSIE maintains all documents electronically. Any large format hard copy documents will be stored until the end of project. If specifically requested BSIE will forward any such hard copies to the addressee for an additional cost.

APPLICABILITY:

Entrance into an agreement with BSIE shall be evidence of acknowledgment and acceptance of the clauses contained in this document regardless of any contract clauses, specific or otherwise, excluding the clauses contained herein. Any modification to this document by parties other than an officer of BSI Engineering, Inc. (BSIE) will render any accompanying BSIE documents invalid. In addition the addressee is hereby notified and agrees that, providing BSIE with authorization to proceed, either verbally, written or otherwise leading to BSIE providing services shall constitute legal acceptance of this offer to perform services.



**LIST OF RFQ RESPONDENTS
 GENERAL CONTRACTOR AND FILED SUBCONTRACTORS**

Trade	Qualification Response Received	Company
MASONRY	YES	Costa Brothers Masonry
MASONRY	YES	Empire Masonry Corp
MASONRY	YES	Fernandes Masonry Inc.
MASONRY	YES	Lighthouse Masonry, Inc.
MASONRY	YES	Marmelo Bros. Construction
MASONRY	YES	MF CONSTRUCTION CORP
MASONRY	YES	The Waterproofing Company Inc.
MISCELLANEOUS METALS	YES	Colantonio
MISCELLANEOUS METALS	YES	EDM Construction Inc
MISCELLANEOUS METALS	YES	Heritage Iron Works
MISCELLANEOUS METALS	YES	North Shore Steel
MISCELLANEOUS METALS	YES	SMJ Metal Company, Inc.
MISCELLANEOUS METALS	YES	South Shore Welding, Inc.
MISCELLANEOUS METALS	YES	United Steel Inc.
MISCELLANEOUS METALS	YES	V & G Iron Works, Inc.
WATERPROOFING, DAMP. & CAULKING	YES	Beacon Waterproofing & Restoration, Inc.
WATERPROOFING, DAMP. & CAULKING	YES	Chapman Waterproofing Company
WATERPROOFING, DAMP. & CAULKING	YES	DeBrino Caulking Associates, Inc.
WATERPROOFING, DAMP. & CAULKING	YES	Folan Waterproofing
WATERPROOFING, DAMP. & CAULKING	YES	Gleeson Powers, Inc.
WATERPROOFING, DAMP. & CAULKING	YES	P.J. Spillane Co., Inc.
ROOFING & FLASHING	YES	Capeway Roofing Systems, Inc.
ROOFING & FLASHING	YES	Feeley, McAnespie Inc.
ROOFING & FLASHING	YES	Gibson Roofs, Inc.
ROOFING & FLASHING	YES	Greenwood Industries
ROOFING & FLASHING	YES	J.D. Rivet & Co., Inc.
ROOFING & FLASHING	YES	John F. Shea Co., Inc.
ROOFING & FLASHING	YES	Rockwell Roofing
ROOFING & FLASHING	YES	Silktown Roofing
ROOFING & FLASHING	YES	Stanley Roofing Company, Inc.
ROOFING & FLASHING	YES	Titan Roofing, Inc.

**LIST OF RFQ RESPONDENTS
 GENERAL CONTRACTOR AND FILED SUBCONTRACTORS**

Trade	Qualification Response Received	Company
METAL WINDOWS	YES	A&A Window Products, Inc.
METAL WINDOWS	YES	Aluminum & Glass Concepts, Inc.
METAL WINDOWS	YES	Chandler Architectural Products, Inc.
METAL WINDOWS	YES	Cherry Hill Glass Co., Inc.
METAL WINDOWS	YES	GVW, INC
METAL WINDOWS	YES	Kapiloff's Glass
METAL WINDOWS	YES	Lambrian Construction Corporation
METAL WINDOWS	YES	Lockheed Window Corp.
METAL WINDOWS	YES	R&R Window Contractors Inc
GLASS & GLAZING	YES	A & A Window Products, Inc
GLASS & GLAZING	YES	Aluminum & Glass Concepts, Inc.
GLASS & GLAZING	YES	Chandler Architectural Products, Inc.
GLASS & GLAZING	YES	Cherry Hill Glass Co., Inc.
GLASS & GLAZING	YES	GVW, INC
GLASS & GLAZING	YES	Kapiloff's Glass
GLASS & GLAZING	YES	Lockheed Window Corp.
GLASS & GLAZING	YES	R&R Window Contractors Inc
TILE	YES	Capital Carpet & Flooring Specialists, Inc.
TILE	YES	Commonwealth Tile, Inc.
TILE	YES	Pavilion Floors, Inc.
TILE	YES	Roman Tile Co.
TILE	YES	West Floor Covering, Inc.
ACOUSTICAL CEILINGS	YES	Central Ceilings, Inc.
ACOUSTICAL CEILINGS	YES	H. Carr & Sons, Inc.
ACOUSTICAL CEILINGS	YES	K&K Acoustical Ceilings, Inc.
ACOUSTICAL CEILINGS	YES	The Cheviot Corporation
RESILIENT FLOORING	YES	West Floor Covering, Inc.
RESILIENT FLOORING	YES	Capital Carpet & Flooring Specialists, Inc.
RESILIENT FLOORING	YES	GVW, INC
RESILIENT FLOORING	YES	Joseph Cohn & Son
RESILIENT FLOORING	YES	Pavilion Floors, Inc.

**LIST OF RFQ RESPONDENTS
 GENERAL CONTRACTOR AND FILED SUBCONTRACTORS**

Trade	Qualification Response Received	Company
PAINING	YES	Bello Painting Co Inc
PAINING	YES	Homer Contracting
PAINING	YES	Keltic Painting LLC
PAINING	YES	King Painting, Inc.
PAINING	YES	New Generation Painting Inc
PAINING	YES	O'Byrne Painting & Contracting, Inc.
ELEVATOR	YES	Associated Elevator Companies
ELEVATOR	YES	Delta Beckwith
ELEVATOR	YES	Eagle Elevator Co., Inc.
FIRE PROTECTION	YES	Carlisle Engineering, Inc.
FIRE PROTECTION	YES	City Point Fire Protection, Inc.
FIRE PROTECTION	YES	Cogswell Sprinkler Co., Inc.
FIRE PROTECTION	YES	Covenant Fire Protection
FIRE PROTECTION	YES	Rustic Fire Protection, Inc.
PLUMBING	YES	Grasseschi Plumbing & Heating, Inc.
PLUMBING	YES	Harold Brothers Mechanical
PLUMBING	YES	N.B. Kenney
HVAC	YES	Arden Engineering Constructors, LLC
HVAC	YES	CAM HVAC & Construction Inc.
HVAC	YES	D.D.S. Industries, Inc.
HVAC	YES	Enterprise Equipment Co., Inc.
HVAC	YES	General Mechancial Contractors, Inc
HVAC	YES	Harold Brothers Mechanical
HVAC	YES	I & R Mechanical
HVAC	YES	N.B. Kenney
ELECTRICAL	YES	American Electrical Construction, Inc.
ELECTRICAL	YES	Annese Electrical Services
ELECTRICAL	YES	Brothers Electrical Corporation
ELECTRICAL	YES	LeVangie Electric Co., Inc.
ELECTRICAL	YES	M-V Electrical Contractors, Inc
ELECTRICAL	YES	Systems Contracting, Inc.
ELECTRICAL	YES	Wayne J. Griffin Electric, Inc. <i>(Provided only 1 original + 3 copies not 4 copies)</i>

**LIST OF RFQ RESPONDENTS
GENERAL CONTRACTOR AND FILED SUBCONTRACTORS**

Trade	Qualification Response Received	Company
GENERAL CONTRACTOR	YES	Bacon Construction Co., Inc.
GENERAL CONTRACTOR	YES	Brait Builders Corp
GENERAL CONTRACTOR	YES	Colantonio Inc.
GENERAL CONTRACTOR	YES	CTA Construction Managers, LLC
GENERAL CONTRACTOR	YES	G & R Construction
GENERAL CONTRACTOR	YES	W.T. Rich Company, Inc.

**Town of Bourne
Peebles Elementary School**

**Bid Alternate Ranking
by
School Building Committee**

Bid Alternate Ranking	Classroom Sound Reinforcement	Trees and Plantings	Parking Lot	Planters	Bench/Planters (Outdoor Classroom)	Brick Articulation	Academic Roof	Gym/Café Roof	Operable Wall at Stage (Gym Side)
	1	2	3	4	5	6	7	8	9
James Potter	8	9	4	6	7	3	5	2	1
Peter Meier	1	2	9	7	8	3	5	6	4
Christopher Hyldborg	1	7	6	9	8	2	4	5	3
Natasha Scarpato	1	4	3	6	5	9	7	8	2
Donna Buckley	1	7	6	9	8	3	5	4	2
Richard Lavoie	1	6	7	8	9	5	2	4	3
William Meier	1	2	9	7	8	3	5	6	4
Erika Fitzpatrick									
Frederick Howe	9	7	6	8	5	3	2	4	1
Steven Lamarche	2	7	6	8	5	1	3	4	9
Jordan Geist	9	8	5	6	7	1	2	3	4
Thomas Guerino									
Paul O'Keefe	1	8	2	3	4	9	6	7	5
Elizabeth Carpenito									
Kathy Anderson									
Janey Norton									
Total	35	67	63	77	74	42	46	53	38

School Building Committee

July 27, 2017

Peebles Elementary School

Construction Document Phase:

Interiors Update



A woman wearing a grey long-sleeved shirt and blue shorts is looking down at the floor art.

A woman in a black and white striped dress stands with her arms crossed, observing the floor patterns.

A woman in a dark blue short-sleeved shirt and light-colored pants is looking towards the floor art.

A woman in a dark blue dress is talking on a mobile phone while holding a blue cup.

A woman wearing a black and white striped skirt and a black top is looking at the floor art.

A young girl in a colorful striped tank top and a purple skirt is standing and watching the group.

CAFETERIA & STAGE

ALUMINUM
STOREFRONT

WOOD BATTEN

WOOD VENEER

HUNG ACOUSTIC
CLOUDS

PLASTIC LAMINATE
WIANSCOTING



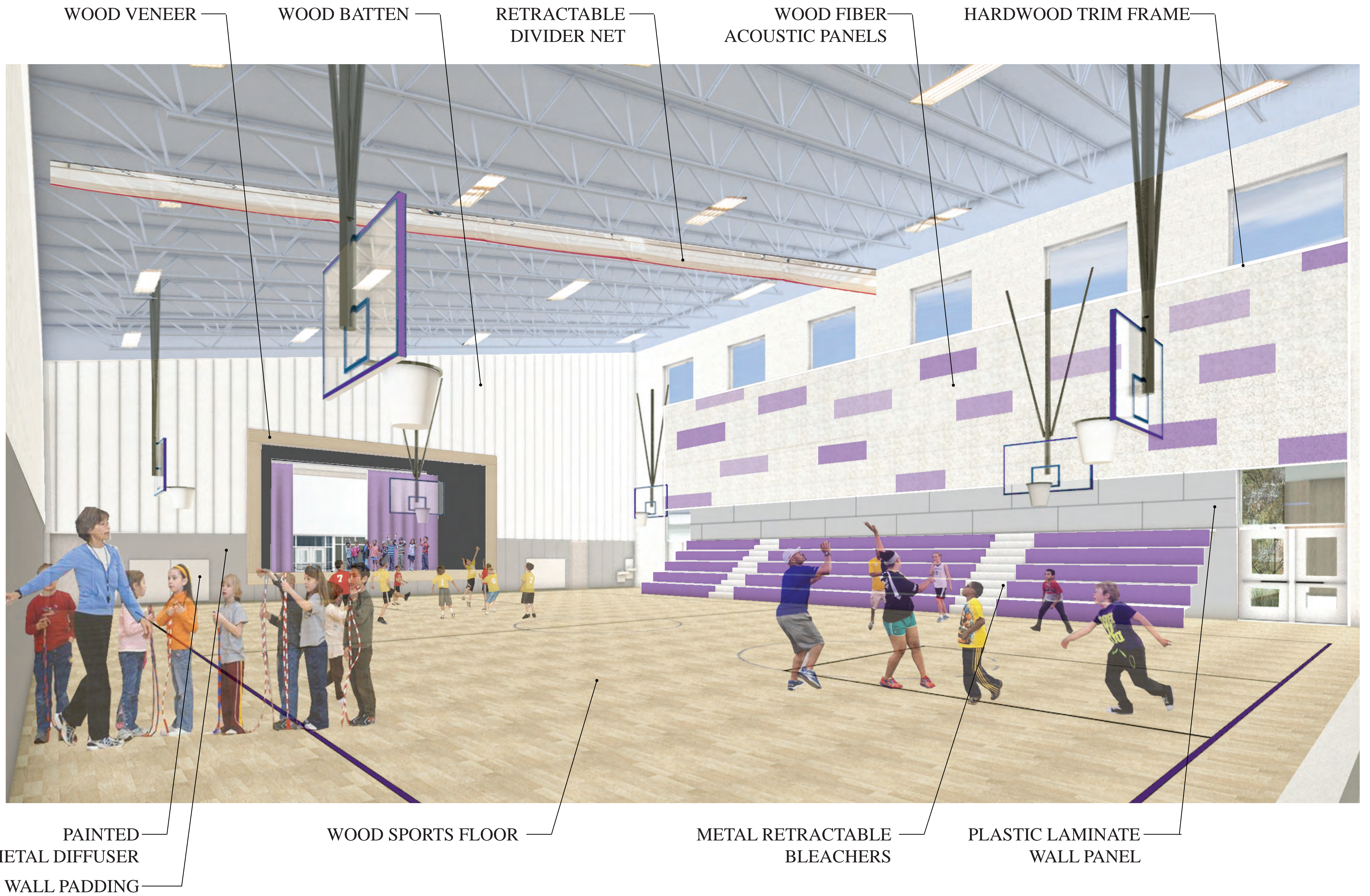
LUXURY VINYL TILE FLOORING

PROJECT MANAGEMENT **SMMA**

Massachusetts School Building Authority

FLANSBURGH

GYMNASIUM



PROJECT MANAGEMENT **SMMA**

Massachusetts School Building Authority

FLANSBURGH

FIFTH GRADE TEAM ROOM & GREEN ROOF



STUDENT MURAL WALL

GYPSUM WALL BOARD CLNG.

ACOUSTIC CLNG. TILE

STOREFRONT GLAZING

12"x12" VINYL COMPOSITE TILE

MARKER BOARD

WAINSCOTING &
CHAIR RAIL

GREEN ROOF

PROJECT MANAGEMENT **SMMA**

Massachusetts School Building Authority

FLANSBURGH

FOURTH GRADE TEAM ROOM



STUDENT MURAL WALL

ACOUSTIC CLNG. TILE

POLYCARBONATE PANEL

STOREFRONT GLAZING

WAINSCOTING & CHAIR RAIL

12"x12" VINYL COMPOSITE TILE

MARKER BOARD

PROJECT MANAGEMENT **SMMA**

Massachusetts School Building Authority

FLANSBURGH

THIRD GRADE TEAM ROOM

STUDENT MURAL WALL

ACOUSTIC CLNG. TILE

GYPSUM WALL BOARD CLNG.

STOREFRONT GLAZING



12"x12" VINYL COMPOSITE TILE

MARKER BOARD

PROJECT MANAGEMENT **SMMA**

Massachusetts School Building Authority

FLANSBURGH

VIEW TO CAR DROP OFF AREA

