



Project Leaders

Project: Dover Community Center Project	Monthly Report No.: <u>10</u>
Job No: n/a	Month of: April 2022
Architect: Fennick McCredie Architecture 70 Franklin Street Boston, MA 02110	Owner: Town of Dover, Massachusetts 5 Springdale Avenue Dover, MA 02030

Associate Director: Phil Palumbo	Email Address: phil.palumbo@collierseng.com
Project Manager: John Bates	Email Address: john.bates@collierseng.com
Construction Representative: Krishna Mistry	Email Address: krishna.mistry@collierseng.com

Project Progress During Month of April:

April 6 th	IFB Ads Go LIVE
April 6 th	Bid Documents Available to Contractors
April 13 th	Pre-Bid Conference at the Caryl Center
April 22 nd	Green Communities Decarbonization Grant Application Submitted
April 25 th	Filed Subcontractor RFI Due Date
April 27 th	Final Walkthrough at Community Center for GC/Subs

30 Day Look Ahead Summary (May 2022):

May 3 rd	Filed Subcontractor Bids Due (Date Extended)
May 5 th	General Contractor RFI Due Date (Date Extended)
May 18th	Building Committee Meeting <ul style="list-style-type: none"> • Discuss Filed Subcontractor Bid Results and Possible Strategies Going Forward
June 1 st	General Contractor Bids Due (Date Extended)

Problems Encountered:

	1st noted (period ending)	Status
1) No issues encountered during April	April 2022	Closed

Comments:

	1st noted (period ending)	Status
1) No comments at this time.	April 2022	Closed

INVOICE SUMMARY FORM



Town of Dover Dover Community Center Project

Monthly Invoice Summary

12-May-22

INVOICES				
Company / Vendor Name	Number	Invoice Date	Amount	Amount Approved
Mid-State Air Systems (HVAC condenser removal)	12118	03/04/22	\$ 3,600.00	\$ 3,600.00
Colliers Project Leaders	744106	03/31/22	\$ 18,654.00	\$ 18,654.00
Fennick McCredie Architecture (March Inv)	1190-18	04/01/22	\$ 57,097.31	\$ 57,097.31
Holliston Oil Service (Oil tank removal from Caryl)	817509	04/13/22	\$ 491.50	\$ 491.50
King Movers	3719-1	04/27/22	\$ 967.00	\$ 967.00
Eagle Leasing (Storage containers)	RI2418233	04/30/22	\$ 398.00	\$ 398.00
Colliers Project Leaders	753996	04/30/22	\$ 18,654.00	\$ 18,654.00
Totals			\$ 99,861.81	\$ 99,861.81

NOTE:

Where discrepancies exist between amount shown on cover sheet and the actual invoice, the invoice shall govern.

FINANCIAL STATUS REPORT



Town of Dover Community Center Building

Financial Status Report (\$000's)

Date: May 11, 2022

		A	B	C	D1	D2	D	E	F	G
		Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
Budget developed as of 5/3/2021		Project Budget	Approved Transfers	Approved Budget w/ Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
I. Construction										
<u>A.</u>	Building & Site	\$ 14,180.0	\$ -	\$ 14,180.0	\$ -	\$ -	\$ -	\$ 14,180.0	\$ 14,180.0	\$ -
<u>B.</u>	Other Construction									
	Total Construction	\$ 14,180.0	\$ -	\$ 14,180.0	\$ -	\$ -	\$ -	\$ 14,180.0	\$ 14,180.0	\$ -
IV. Furniture, Fixtures & Equipment (FF&E)										
<u>A.</u>	FF&E and Technology	436.2	-	436.2	-	-	-	436.2	436.2	-
<u>B.</u>	Program Related Equipment	w/ above	-	-	-	-	-	-	-	-
<u>C.</u>	Data/Telecomm Equipt	w/ above	-	-	-	-	-	-	-	-
<u>D.</u>	Audio/Visual Equipment	w/ above	-	-	-	-	-	-	-	-
<u>E.</u>	Security Equipment	-	-	-	-	-	-	-	-	-
<u>F.</u>	Specialty Signage	-	-	-	-	-	-	-	-	-
	Total FF & E	436.2	-	436.2	-	-	-	436.2	436.2	-
V. Fees and Expenses										
A.	Fees									
<u>1</u>	Feasibility & Schematic Design Phase	347.0	-	347.0	346.9	-	346.9	-	346.9	0.1
<u>2</u>	Architect	1,508.7	-	1,508.7	997.3	511.4	1,508.7	-	1,508.7	-
<u>a</u>	Civil Engineering	w/ architect	-	-	-	-	-	-	-	-
<u>b</u>	Landscape Arch.	w/ architect	-	-	-	-	-	-	-	-
<u>c</u>	Structural Engineering	w/ architect	-	-	-	-	-	-	-	-
<u>d</u>	MEP/FP Engineering	w/ architect	-	-	-	-	-	-	-	-
<u>e</u>	Interior/Furniture Designer	w/ architect	-	-	-	-	-	-	-	-
<u>f</u>	Lighting Consultant	w/ architect	-	-	-	-	-	-	-	-
<u>g</u>	Acoustical Consultant	w/ architect	-	-	-	-	-	-	-	-
<u>h</u>	Signage Consultant	w/ architect	-	-	-	-	-	-	-	-
<u>i</u>	LEED Designer	w/ architect	-	-	-	-	-	-	-	-
<u>j</u>	Referendum Services	w/ architect	-	-	-	-	-	-	-	-
<u>k</u>	Code Consultant	w/ architect	-	-	-	-	-	-	-	-
<u>l</u>	Designer's Cost Estimator	w/ architect	-	-	-	-	-	-	-	-
3	Special Consultants									
<u>a</u>	Haz. Mat. Monitoring	42.5	-	42.5	-	-	-	42.5	42.5	-
<u>b</u>	Audio/Visual	w/ architect	-	-	-	-	-	-	-	-
<u>c</u>	Technology & Security Consultant	w/ architect	-	-	-	-	-	-	-	-
<u>d</u>	Geo-Tech Monitoring	7.5	-	7.5	-	-	-	7.5	7.5	-
<u>e</u>	Traffic Engineer	w/ Peer Review	-	-	-	-	-	-	-	-
<u>f</u>	Ecologist/Soil Sample	-	-	-	-	-	-	-	-	-
<u>g</u>	Peer Reviews	10.0	-	10.0	-	-	-	10.0	10.0	-

FINANCIAL STATUS REPORT



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		Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
Budget developed as of 5/3/2021		Project Budget	Approved Transfers	Approved Budget w/ Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
h	Green Building Consultant	w/ architect								
i	Storm Water Monitoring	-	-	-	-	-	-	-	-	-
4	Project Management	485.0		485.0	186.5	298.5	485.0		485.0	-
5	Building Commissioning	40.0	20.0	60.0	4.1	47.2	51.3	8.7	60.0	-
6	Owner's Cost Estimator	25.0		25.0	22.5	-	22.5	-	22.5	2.5
7	CM Preconstruction Fee	-	-	-	-	-	-	-	-	-
8	Owner's Legal Fees	10.0	-	10.0	-	-	-	10.0	10.0	-
9	Site Survey	w/ architect	-	-	-	-	-	-	-	-
10	Utility Assessment	10.0	-	10.0	1.0	-	1.0	9.0	10.0	-
	Sub-total Fees	2,485.7	20.0	2,505.7	1,558.3	857.1	2,415.4	87.7	2,503.1	2.6
B.	Expenses									
1	Owner's Insurance	20.3	(20.0)	0.3	-	-	-	0.3	0.3	0.0
2	Permits	-	-	-	-	-	-	-	-	-
3	Printing	6.0	-	6.0	-	-	-	6.0	6.0	-
4	Construction Utilities Use	w/ constr	-	-	-	-	-	-	-	-
5	Site Borings	w/ geotech	-	-	-	-	-	-	-	-
6	Materials Testing	20.0	-	20.0	-	-	-	20.0	20.0	-
7	Special Inspections	w/ mat testing	-	-	-	-	-	-	-	-
8	Consultant Reimbursables	35.0	-	35.0	4.9	30.1	35.0	-	35.0	-
9	Moving/Relocation	85.0	-	85.0	12.3	-	12.3	72.7	85.0	-
10	Temporary Space/Ops	-	-	-	-	-	-	-	-	-
11	Advertising	2.5	-	2.5	4.8	-	4.8	-	4.8	(2.3)
12	Physical Plant Expenses	-	-	-	-	-	-	-	-	-
13	Misc. Expenses	10.0	-	10.0	-	-	-	10.0	10.0	-
14	Bond/Financing	-	-	-	-	-	-	-	-	-
15	Site Acquisition	-	-	-	-	-	-	-	-	-
	Sub-total Expenses	178.8	(20.0)	158.8	22.0	30.1	52.1	109.0	161.1	(2.3)
	Total Fees and Expenses	2,664.5	-	2,664.5	1,580.3	887.2	2,467.5	196.7	2,664.2	0.3

FINANCIAL STATUS REPORT



Town of Dover Community Center Building

Financial Status Report (\$000's)

Date: May 11, 2022

	A	B	C	D1	D2	D	E	F	G
	Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
	Project Budget	Approved Transfers	Approved Budget w/ Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
Budget developed as of 5/3/2021									
VI. Contingency									
A. Construction & Owner's Project									
1 Construction	709.5	-	709.5	-	-	-	-	-	709.5
2 Owner's Project	859.8	-	859.8	-	-	-	-	-	859.8
B. Additional Need	-	-	-	-	-	-	-	-	-
Total Contingency	1,569.3	-	1,569.3	-	-	-	-	-	1,569.3
Total Project	\$ 18,850.0	\$ -	\$ 18,850.0	\$ 1,580.3	\$ 887.2	\$ 2,467.5	\$ 14,812.9	\$ 17,280.4	\$ 1,569.6

MILESTONE SCHEDULE

Town of Dover
Community Center Project
05/12/2022 - Project Schedule - DRAFT

○ Owner Meeting
 ◆ Major Milestone

II. Schematic Design Phase		February 9, 2021 thru June 12, 2021	
1	Schematic Design of Preferred Solutions	81 Days	11-Feb-21 thru 3-May-21
2	Building Committee Meeting to Review SD Progress		14-Mar-21
3	Building Committee Meeting to Review SD Progress		18-Mar-21
4	Building Committee Meeting to Review SD Progress		22-Mar-21
5	Building Committee Meeting to Review SD Progress		26-Mar-21
6	Building Committee Meeting to Review SD Progress		5-Apr-21
7	Building Committee Meeting to Review SD Progress		12-Apr-21
8	SD Sets to Estimators		9-Apr-21
9	SD Design Review	14 Days	9-Apr-21 thru 23-Apr-21
10	SD Estimate	14 Days	9-Apr-21 thru 23-Apr-21
11	SD Estimate Reconciliation		28-Apr-21
12	SD Value Management	3 Days	28-Apr-21 thru 30-Apr-21
13	Building Committee Meeting to Review and Approve SD Package		3-May-21
14	Public Presentation(s)		Week of 5/10/2021
15	Any required Town Board / Committee votes for STM language, etc.		Week of 5/17/2021
16	Final Public Presentation		2-Jun-21
17	Building Committee Meeting to Review Public Comments		7-Jun-21
18	Town Meeting		12-Jun-21
III. Design Development Phase		July 01, 2021 thru October 4, 2021	
1	Commence DD Documents		1-Jul-21
2	Building Committee Meeting		12-Jul-21
3	Building Committee Meeting		26-Jul-21
4	Building Committee Meeting		9-Aug-21
5	Building Committee Meeting		30-Aug-21
6	Send DD Set to Estimators		10-Sep-21
7	Building Committee Meeting - MEP COMMISSIONING RFP APPROVAL		13-Sep-21
8	Issue MEP Commissioning RFP to Central Register		by 9/16/2021
9	MEP Commissioning RFP Available to Commissioning Agents		22-Sep-21
10	DD Estimates Due From Estimators		24-Sep-21
11	100% DD Set Submission		27-Sep-21
12	DD Design Review	14 Days	27-Sep-21 thru 11-Oct-21
13	Building Committee Meeting		27-Sep-21
14	DD Estimate Reconciliation Meeting		29-Sep-21
15	DD Value Management	3 Days	29-Sep-21 thru 1-Oct-21
16	Building Committee Meeting - Approval of BE Commissioning RFP and APPROVAL TO PROCEED TO CD		4-Oct-21
17	Complete DD Reviews; NTP to CD Phase		4-Oct-21
IV. Construction Document Phase		October 5, 2021 thru February 28, 2022	
1	Commence CD Documents		5-Oct-21
2	MEP Commissioning Agent Proposals Due		6-Oct-21
3	Issue BE Commissioning RFP to Central Register		7-Oct-21
4	BE Commissioning RFP Available to Commissioning Agents		13-Oct-21
5	Building Committee Meeting - SELECTION OF CONTRACTOR PREQUAL COMMITTEE & MEP Cx AGENT APPROVAL		25-Oct-21
6	Contract with Selected MEP Commissioning Agent		26-Oct-21 thru 2-Nov-21
7	BE Commissioning Agent Proposals Due		27-Oct-21
8	Building Committee Meeting - REVIEW BE Cx AGENT PROPOSAL, FINISHES SUBCOMMITTEE ACTIVITY, DESIGN UPDATE		3-Nov-21
9	Reissue Building Envelope Commissioning RFP to Commissioning Agents		9-Nov-21
10	Contractor Prequal Committee Meeting to Review Draft RFQ		16-Nov-21
11	Building Envelope Commissioning Agents Proposals Due		16-Nov-21
12	Building Committee Meeting - REVIEW BE Cx AGENT PROPOSAL, SITE DESIGN, LANDSCAPING, BID ALTERNATES		22-Nov-21
13	Contract with Selected BE Commissioning Agent		23-Nov-21 thru 29-Nov-21
14	Contractor Prequal Committee Meeting to Approve Contractor RFQ		23-Nov-21
15	Advertise Contractor RFQ in Central Register, Local Newspaper and COMMBUYS		2-Dec-21
16	Contractor Prequal Available to Contractors		8-Dec-21
17	Planning Board Submission - Site Plan Review		15-Dec-21
18	Contractor Prequal Info Meeting and Site Walkthrough		15-Dec-21
19	Building Committee Meeting - Community Room External Building Design / Design & Permit Updates / 80% Plan Progress		15-Dec-21
20	Send 80% CD Set to Estimators		17-Dec-21
21	CD Design/Cost Estimate Review	21 Days	17-Dec-21 thru 11-Jan-22
22	Contractor SOQ's Due		5-Jan-22
23	Contractor Prequal Committee Meeting to Distribute SOQ's		5-Jan-22
24	Planning Board - Site Plan Review		10-Jan-22
25	CD Estimates Due From Estimators		11-Jan-22
26	CD Estimate Reconciliation Meeting		13-Jan-22
27	CD VE Effort Completed (If Necessary)	3 days	13-Jan-22 thru 15-Jan-22
28	Building Committee Meeting		18-Jan-22
29	Planning Board - Site Plan Review - 2nd Meeting		24-Jan-22
30	Contractor Prequal Committee Meeting (If Necessary)		24-Jan-22 thru 28-Jan-22
31	Selectman - Site Plan Review		27-Jan-22
32	Selectman - Site Plan Review and Approval		3-Feb-22
33	Contractor Prequal Committee Meeting - Complete Contractor Quals Review		7-Feb-22
34	Building Committee Meeting		7-Feb-22
35	Deadline for Contractor Notification Reg Prequal		21-Feb-22
36	Complete 99% Construction Documents - Issued for Final Review		22-Mar-22
37	Building Committee Meeting - APPROVAL TO PROCEED TO BID		28-Mar-22
38	Complete Contract Documents; NTP to Bid		28-Mar-22
V. Bidding / Negotiation Phase		March 29, 2022 thru May 27, 2022	
1	Send Bid Docs to Bid Hosting Vendor		29-Mar-22
2	Input IFB Ad in Central Register		by 31-Mar-22
3	Send Invitation to Bid to Prequalified General Contractors and Filed Subcontractors		28-Mar-22 thru 1-Apr-22
4	IFB Ad's Go LIVE		6-Apr-22
5	Bid Docs Available to Contractors		6-Apr-22
6	PreBid Conference		13-Apr-22
7	Filed Subcontractor RFI Due Date (Deadline Extended)		25-Apr-22
8	Filed Subcontractor Bid (Deadline Extended)		3-May-22
9	General Contractor RFI Due Date (Deadline Extended)		5-May-22
10	Building Committee Meeting		18-May-22
11	Selectboard Meeting to Set Special Town Meeting Date and Open Warrant		26-May-22
12	General Contractor Bid (Deadline Extended)		1-Jun-22
13	Selectboard Meeting to Review and Approve Warrant		9-Jun-22
14	Warrant, with Meeting Date and Location is Mailed to Residents		13-Jun-22
15	Election to Approve Additional Funding		30-Jun-22
16	Special Town Meeting to Request Additional Funds		11-Jul-22
17	Issue Notice-To-Proceed to GC		12-Jul-22
18	Finalize Construction Contracts		12-Jul-22 thru 26-Jul-22
VI. Construction Phase		July 13, 2022 thru July 24, 2023	
1	Start Construction		13-Jul-22
2	Building Committee Meeting		18-Jul-22
3	Building Committee Meeting		8-Aug-22
4	Building Committee Meeting		5-Sep-22
5	Building Committee Meeting		3-Oct-22
6	Building Committee Meeting		7-Nov-22
7	Building Committee Meeting		5-Dec-23
8	Building Committee Meeting		9-Jan-23
9	Building Committee Meeting		6-Feb-23
10	Building Committee Meeting		6-Mar-23
11	Building Committee Meeting		3-Apr-23
12	Building Committee Meeting		8-May-23
13	Building Committee Meeting		5-Jun-23
14	MEP Commissioning		5-Jun-23 thru 16-Jun-23
15	Contractor Substantial Completion		19-Jun-23
16	Building Committee Meeting		10-Jul-23
17	FF&E & Punchlist		20-Jun-23 thru 23-Jul-23
18	Final Completion		24-Jul-23
19	Move-In		26-Jul-23
VII. Project Close-Out		August 2023 thru September 2023	

Current Status
05/12/22

Town of Dover
Dover Community Center Project
Material Testing Bid Matrix
 May 11, 2022

	Material Testing RFP dated Apr. 20, 2022	# of Tests Estimated	Unit of Measure	Briggs Engineering		John Turner Consulting		Yankee Engineering	
				Unit Cost	Subtotal	Unit Cost	Subtotal	Unit Cost	Subtotal
1	CONCRETE								
a.	Cylinders Required per set: 4	30	Per set	\$56.00	\$1,680.00	\$64.00	\$1,920.00	\$75.00	\$2,250.00
b.	Inspection of controlled concrete placement with slump, air entrainment, temperature, truck timing, casting of cylinder w/delivery to testing lab.	20	Half Days	\$230.00	\$4,600.00	\$240.00	\$4,800.00	\$250.00	\$5,000.00
c.	Inspection of controlled concrete placement with slump, air entrainment, temperature, truck timing, casting of cylinder w/delivery to testing lab.	10	Full Days	\$430.00	\$4,300.00	\$420.00	\$4,200.00	\$450.00	\$4,500.00
d.	Reinforcing Steel Inspections - Half Day	15	Half Days	\$270.00	\$4,050.00	\$240.00	\$3,600.00	\$250.00	\$3,750.00
e.	Reinforcing Steel Inspections - Full Day	5	Full Days	\$510.00	\$2,550.00	\$420.00	\$2,100.00	\$450.00	\$2,250.00
2	SOILS & AGGREGATES								
a.	Soil Inspection – Half Day	20	Half Days	\$250.00	\$5,000.00	\$240.00	\$4,800.00	\$270.00	\$5,400.00
b.	Soil Inspection – Full Day	10	Full Days	\$470.00	\$4,700.00	\$420.00	\$4,200.00	\$450.00	\$4,500.00
b.	Gradation Analysis	5	Each	\$75.00	\$375.00	\$75.00	\$375.00	\$110.00	\$550.00
c.	Modified Proctor Test	5	Each	\$105.00	\$525.00	\$125.00	\$625.00	\$125.00	\$625.00
3	STRUCTURAL STEEL Per ASTM or as indicated								
a.	Shop inspection of fabrication	1	Half Days	\$300.00	\$300.00	\$550.00	\$550.00	\$1,000.00	\$1,000.00
b.	Inspection of structural steel-plumb and level, bolts	20	Half Days	\$310.00	\$6,200.00	\$550.00	\$11,000.00	\$550.00	\$11,000.00
c.	Inspection of structural steel-plumb and level, bolts	10	Full Days	\$590.00	\$5,900.00	\$850.00	\$8,500.00	\$850.00	\$8,500.00
4	MORTAR/GROUT Per ASTM Standards								
a.	Form mortar/grout cubes for compressive strength.	3	Half Days	\$290.00	\$870.00	\$240.00	\$720.00	\$270.00	\$810.00
b.	Laboratory pick-up of mortar/grout cubes, test and report results.	3	Each	\$100.00	\$300.00	\$75.00	\$225.00	\$205.00	\$615.00
5	ASPHALT PAVING PER ASTM STANDARDS								
a.	Field Inspection	4	Half Days	\$250.00	\$1,000.00	\$360.00	\$1,440.00	\$270.00	\$1,080.00
b.	Aggregate Gradation	4	Each	\$285.00	\$1,140.00	\$125.00	\$500.00	\$175.00	\$700.00
6	COMBINATION RATES								
a.	Half Day	30	Half Days	\$270.00	\$8,100.00	\$240.00	\$7,200.00	\$300.00	\$9,000.00
b.	Full Day	10	Full Days	\$510.00	\$5,100.00	\$420.00	\$4,200.00	\$525.00	\$5,250.00
7	SPECIAL INSPECTION SERVICES								
a.	Field Technician for Special Inspection.	1	Half Days	\$270.00	\$270.00	\$440.00	\$440.00	\$700.00	\$700.00
b.	Professional Engineer for Special Inspections.	1	Half Days	\$550.00	\$550.00	\$540.00	\$540.00	\$700.00	\$700.00
	Total Estimated Cost				\$57,510.00		\$61,935.00		\$68,180.00

(+)\$30/Trip travel expenses

Award Recommendation: Briggs Engineering