



Project Leaders

Project: Randall Library Project	Monthly Report No.: 8
Job No: n/a	Month of: Dovember 2023
Architect: designLAB 35 Channel Center St., Unit 103 Boston, MA 02110	Owner: Town of Stow, Massachusetts 380 Great Road Stow, MA 01775

Director: Phil Palumbo	Email Address: phil.palumbo@collierseng.com
Project Manager: Matthew Sturz	Email Address: matthew.sturz@collierseng.com
Construction Representative: N/A	Email Address: -

Project Progress During Month of December:

December 13	Building Committee Meeting #9 – DesignLAB revised concepts review (POSTPONED to 1/8/2024)
December 7, 14, 21	Weekly check-in meetings with DesignLAB RE: concept development and permitting.

30 Day Look Ahead Summary (January 2024):

January 8	Building Committee Meeting #9 – DesignLAB revised concepts review.
January 29 - 31	Cost Estimator Meeting with Fennessy, Owner Estimator (TBD).

Potential Issues:

	1st noted (period ending)	Status
1) Construction Cost Estimates are tracking over the construction budget that was established at Feasibility Study 10/3: Additional funding was approved at the 9/18 Special Town Meeting to address this item. Item Closed. 11/9: Overages in particular Filed Sub-Bid trades have the project trending over budget. Item re-opened for tracking. 12/12: General Bids came back approximately 25% over budget. Team has been discussing various strategies as designLAB begins redesigning to get the project back on budget. 1/22: designLAB continuing redesign efforts; targeting upcoming Building Committee meetings to present reduced concepts for Committee review. Item merged with #4 below and Closed.	June 2023	Closed
2) Hudson Light and Power is reporting long lead time for new transformers (up to 4 years)	June 2023	Open
3) Potential soil contamination on site.	June 2023	Open
4) Bid overages have created the need to redesign the building, which may create both cost and schedule exposures. 1/22: Team is working with Fennessy and an Owner's Estimator to prepare a reconciled estimate to inform the redesign efforts currently underway.	November 2023	Open
5) The Town of Stow and designLAB team are pursuing a possible Variance with the local Authorities that could permit the building to be designed and constructed without the need for a sprinkler system.	December 2023	Open

MILESTONE SCHEDULE

Town of Stow

Randall Library Project

1/22/2024 - Project Schedule - REVISED

- Owner Meeting
◆ Major Milestone

I.	Schematic Design Phase			January 12, 2023 thru April 10, 2023
II.	Design Development Phase			April 10, 2023 thru June 28, 2023
III.	Construction Document Phase			June 29, 2023 thru September 27, 2023
IV.	Bidding Phase			September 29, 2023 thru December 8, 2023
1	Send Bid Docs to Bid Hosting Vendor			29-Sep-23
2	Input IFB Ad in Central Register			by 28-Sep-23
3	Send Invitation to Bid to Prequalified General Contractors			30-Sep-23 thru 4-Oct-23
4	IFB Ad's Go LIVE			4-Oct-23
5	Bid Docs Available to Contractors	◆		5-Oct-23
6	PreBid Conference	◆		11-Oct-23
7	Filed Subcontractor RFI Due Date			18-Oct-23
8	Anticipated Release of Addendum RE: Filed Sub-Bidder Questions			20-Oct-23
9	Filed Subcontractor Bid	◆		25-Oct-23
10	General Contractor RFI Due Date			30-Oct-23
11	Anticipated Release of Addendum RE: General Bidder Questions			5-Nov-23
12	General Contractor Bid	◆		15-Nov-23
13	Filed Subcontractor Roofing Re-Bid Due Date			22-Nov-23
14	Building Committee Meeting	○		27-Nov-23
15	Concept Alternative Redesign-to-Budget (As Directed By The Building Committee)	○		27-Nov-23 thru 13-Dec-23
14	Building Committee Meeting	○		8-Jan-24
15	Building Redesign - Construction Documents and Estimating/Reconciliation			8-Jan-24 thru 23-Feb-24
16	Input IFB Ad in Central Register			by 29-Feb-24
18	IFB Ad's Go LIVE			6-Mar-24
19	Bid Docs Available to Contractors	◆		6-Mar-24
20	PreBid Conference	◆		13-Mar-24
21	Filed Subcontractor RFI Due Date			20-Mar-24
22	Anticipated Release of Addendum RE: Filed Sub-Bidder Questions			22-Mar-24
23	Filed Subcontractor Bid	◆		27-Mar-24
24	General Contractor RFI Due Date			3-Apr-24
25	Anticipated Release of Addendum RE: General Bidder Questions			5-Apr-24
26	General Contractor Re-Bid	◆		10-Apr-24
27	Issue Notice-To-Proceed to GC			17-Apr-24
28	Finalize Construction Contracts	◆		17-Apr-24 thru 24-Apr-24
V.	Construction Phase (Milestones To Be Input Pending Approved Construction Schedule)			April 17, 2024 thru June 18, 2025
VII.	Move-In/FF&E			June 2025
VI.	Project Close-Out			May 2025 thru August 2025

Current
Status
1/22/24

Bid / Negotiation Phase - 10 Weeks

FINANCIAL STATUS REPORT

Town of Stow Randall Public Library

Financial Status Report (\$000's)

Date: **January 22, 2024**

	A	B	C	D1	D2	D	E	F	G
	Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
Budget developed as of 9/18/2023	Proposed Project Budget	Approved Transfers	Approved Budget w/ Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
I. Building Construction									
A. New Building & Renovation	\$ 8,424.0	\$ -	\$ 8,424.0	\$ -	\$ -	\$ -	\$ 8,424.0	\$ 8,424.0	\$ -
B. Other Construction		-	-	-	-	-	-	-	-
Total Building Construction	8,424.0	-	8,424.0	-	-	-	8,424.0	8,424.0	-
II. Related Construction									
A. Sitework	-	-	-	-	-	-	-	-	-
B. Site Utility Systems		-	-	-	-	-	25.0	25.0	(25.0)
C. Building Demolition		-	-	-	-	-	-	-	-
D. Hazardous Material Removal		-	-	-	-	-	-	-	-
E. Sustainable Elements		-	-	-	-	-	-	-	-
Total Related Construction	-	-	-	-	-	-	25.0	25.0	(25.0)
III. Escalation									
	-		-	-	-	-	-	-	-
Total Construction	\$ 8,424.0	\$ -	\$ 8,424.0	\$ -	\$ -	\$ -	\$ 8,449.0	\$ 8,449.0	\$ (25.0)
IV. Furniture, Fixtures & Equipment (FF&E)									
A. Loose Furnishings	-	-	-	-	-	-	350.0	350.0	(350.0)
B. Program Related Equipment	-	-	-	-	-	-	-	-	-
C. Data/Telecomm Equipt	-	-	-	-	-	-	-	-	-
D. Audio/Visual Equipment	-	-	-	-	-	-	-	-	-
E. Security Equipment	-	-	-	-	-	-	-	-	-
F. Specialty Signage	-	-	-	-	-	-	-	-	-
Total FF & E	-	-	-	-	-	-	350.0	350.0	(350.0)

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V.	Fees and Expenses									
A.	Fees									
1	Existing Conditions & Space Program		-	-	-	-	-	-	-	-
2	Architect	1,024.0	-	1,024.0	577.8	446.3	1,024.1	-	1,024.1	(0.1)
a	Civil Engineering	w/ architect	-	-	-	-	-	-	-	-
b	Landscape Arch.	w/ architect								
c	Structural Engineering	w/ architect								
d	MEP/FP Engineering	w/ architect								
e	Interior/Furniture Designer	w/ architect								
f	Lighting Consultant	w/ architect								
g	Acoustical Consultant	w/ architect								
h	Signage Consultant	w/ architect								
i	LEED Designer	w/ architect								
j	Referendum Services	w/ architect								
k	Code Consultant	w/ architect								
l	Designer's Cost Estimator	w/ architect								
3	Special Consultants									
a	Haz. Mat. Consultant	36.0	-	36.0	9.7	(2.0)	7.7	28.3	36.0	-
b	Audio/Visual	-	-	-	-	-	-	-	-	-
c	Technology & Security Consultant	-	-	-	-	-	-	-	-	-
d	Geo-Tech Engineering	-	-	-	-	-	-	-	-	-
e	Traffic Engineer	-	-	-	-	-	-	-	-	-
f	Ecologist/Soil Sample	-	-	-	-	-	-	-	-	-
g	Peer Reviews	7.0	-	7.0	0.5	-	0.5	-	0.5	6.5
h	Green Building Consultant	w/ architect								
i	Storm Water Monitoring	-	-	-	-	-	-	-	-	-
4	Project Management	367.2	-	367.2	98.6	268.6	367.2	-	367.2	-
5	Building Commissioning	36.9	-	36.9	-	24.5	24.5	12.4	36.9	-
6	Owner's Cost Estimator	12.0	-	12.0	9.5	-	9.5	-	9.5	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	-	-	-	10.0	10.0	-
	Sub-total Fees	1,503.1	-	1,503.1	696.1	737.4	1,433.5	60.7	1,494.2	8.9

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B.	Expenses									
1	Owner's Insurance	9.8	-	9.8	-	-	-	9.8	9.8	-
2	Permits	-	-	-	-	-	-	-	-	-
3	Printing/Bid Hosting	6.0	-	6.0	-	-	-	6.0	6.0	-
4	Construction Utilities Use	-	-	-	-	-	-	-	-	-
5	Site Borings	-	-	-	-	-	-	-	-	-
6	Materials Testing	26.4	-	26.4	-	-	-	26.4	26.4	-
7	Special Inspections	-	-	-	-	-	-	-	-	-
8	Consultant Reimbursables	35.0	-	35.0	0.7	58.0	58.7	-	58.7	(23.7)
9	Moving/Relocation	35.0	-	35.0	22.2	12.8	35.0	-	35.0	-
10	Temporary Space/Ops	-	-	-	-	-	-	-	-	-
11	Advertising	2.5	-	2.5	-	-	-	2.5	2.5	-
12	Physical Plant Expenses	-	-	-	-	-	-	-	-	-
13	Misc. Expenses	7.5	-	7.5	0.2	-	0.2	7.5	7.7	(0.2)
14	Bond/Financing	-	-	-	-	-	-	-	-	-
15	Site Acquisition	-	-	-	-	-	-	-	-	-
	Sub-total Expenses	122.2	-	122.2	23.1	70.8	93.9	52.2	146.1	(23.9)
	Total Fees and Expenses	1,625.3	-	1,625.3	719.2	808.2	1,527.4	112.9	1,640.3	(15.0)
VI.	Contingency									
A.	Construction & Owner's Project									
1	Construction	421.2	-	421.2	-	-	-	-	-	421.2
2	Owner's Project	421.2	-	421.2	-	-	-	-	-	421.2
B.	Additional Need	-	-	-	-	-	-	-	-	-
	Total Contingency	842.4	-	842.4	-	-	-	-	-	842.4
	Total Project	\$ 10,891.7	\$ -	\$ 10,891.7	\$ 719.2	\$ 808.2	\$ 1,527.4	\$ 8,911.9	\$ 10,439.3	\$ 452.4