



<b>Project:</b> Randall Library Project	<b>Monthly Report No.:</b> 7
<b>Job No:</b> n/a	<b>Month of:</b> November 2023
<b>Architect:</b> designLAB 35 Channel Center St., Unit 103 Boston, MA 02110	<b>Owner:</b> Town of Stow, Massachusetts 380 Great Road Stow, MA 01775

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

**Project Progress During Month of November:**

November 15	General Bids received as scheduled, via BidDocsOnline Electronic Bidding Platform.
November 20	De-scope meeting with the low responsive GC Bidder (Hutter Construction)
November 22	Revised Roofing Filed Sub-Bids received as scheduled, via BidDocsOnline Electronic Bidding Platform.
November 27	Building Committee Meeting #8 – General Bidding Debrief, Next Steps discussion

**30 Day Look Ahead Summary (December 2023):**

December 13	Building Committee Meeting #9 – DesignLAB revised concepts review
December 14-31	DesignLAB concept development, redesign to budget

**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. <b>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.</b>	June 2023	<b>Urgent</b>
2) Hudson Light and Power is reporting long lead time for new transformers (up to 4 years)	June 2023	<b>Open</b>
3) Potential soil contamination on site.	June 2023	<b>Open</b>
4) Bid overages have created the need to redesign the building, which may create both cost and schedule exposures.	November 2023	<b>Open</b>

# MILESTONE SCHEDULE

## Town of Stow

### Randall Library Project

#### 12/13/2023 - 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	○		13-Dec-23
15	Building Redesign - Construction Documents and Estimating/Reconciliation			14-Dec-23 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  
12/13/23

Bid / Negotiation Phase - 10 Weeks

# FINANCIAL STATUS REPORT

## Town of Stow Randall Public Library

### Financial Status Report (\$000's)

Date: December 12, 2023

	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)	
<b>I. Building Construction</b>									
<a href="#">A.</a> New Building & Renovation	\$ 8,424.0	\$ -	\$ 8,424.0	\$ -	\$ -	\$ -	\$ 8,424.0	\$ 8,424.0	\$ -
<a href="#">B.</a> Other Construction		-	-	-	-	-	-	-	-
<b>Total Building Construction</b>	<b>8,424.0</b>	<b>-</b>	<b>8,424.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,424.0</b>	<b>8,424.0</b>	<b>-</b>
<b>II. Related Construction</b>									
<a href="#">A.</a> Sitework	-	-	-	-	-	-	-	-	-
<a href="#">B.</a> Site Utility Systems		-	-	-	-	-	25.0	25.0	(25.0)
<a href="#">C.</a> Building Demolition		-	-	-	-	-	-	-	-
<a href="#">D.</a> Hazardous Material Removal		-	-	-	-	-	-	-	-
<a href="#">E.</a> Sustainable Elements		-	-	-	-	-	-	-	-
<b>Total Related Construction</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25.0</b>	<b>25.0</b>	<b>(25.0)</b>
<b>III. Escalation</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Construction</b>	<b>\$ 8,424.0</b>	<b>\$ -</b>	<b>\$ 8,424.0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,449.0</b>	<b>\$ 8,449.0</b>	<b>\$ (25.0)</b>
<b>IV. Furniture, Fixtures &amp; Equipment (FF&amp;E)</b>									
<a href="#">A.</a> Loose Furnishings	-	-	-	-	-	-	350.0	350.0	(350.0)
<a href="#">B.</a> Program Related Equipment	-	-	-	-	-	-	-	-	-
<a href="#">C.</a> Data/Telecomm Equipt	-	-	-	-	-	-	-	-	-
<a href="#">D.</a> Audio/Visual Equipment	-	-	-	-	-	-	-	-	-
<a href="#">E.</a> Security Equipment	-	-	-	-	-	-	-	-	-
<a href="#">F.</a> Specialty Signage	-	-	-	-	-	-	-	-	-
<b>Total FF &amp; E</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>350.0</b>	<b>350.0</b>	<b>(350.0)</b>

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		Proposed 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 9/18/2023										
V.	<b>Fees and Expenses</b>									
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	-	7.7	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	686.4	747.1	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)
	<b>Total Fees and Expenses</b>	<b>1,625.3</b>	<b>-</b>	<b>1,625.3</b>	<b>709.5</b>	<b>817.9</b>	<b>1,527.4</b>	<b>112.9</b>	<b>1,640.3</b>	<b>(15.0)</b>
VI.	<b>Contingency</b>									
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	-	-	-	-	-	-	-	-	-
	<b>Total Contingency</b>	<b>842.4</b>	<b>-</b>	<b>842.4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>842.4</b>
	<b>Total Project</b>	<b>\$ 10,891.7</b>	<b>\$ -</b>	<b>\$ 10,891.7</b>	<b>\$ 709.5</b>	<b>\$ 817.9</b>	<b>\$ 1,527.4</b>	<b>\$ 8,911.9</b>	<b>\$ 10,439.3</b>	<b>\$ 452.4</b>