



Project Leaders

<b>Project:</b> Randall Library Project	<b>Monthly Report No.:</b> 6
<b>Job No:</b> n/a	<b>Month of:</b> October 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 October:**

October 4	Construction Documents and Specifications made available to prospective Bidders via BidDocsOnline Electronic Bidding Platform
October 11	Pre-Bid Conference for prospective Bidders at Randall Library, 10:00am
October 16-20	Decarbonization Grant was successfully submitted to DOER.
October 26	Filed Sub-Bids received from Trade Contractors (Based on these results, the <i>General Bids will now be due on November 15 as the team needed time to perform due diligence on the Filed Sub-Bids</i> ).

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

November 15	Revised General Bid Due Date, via BidDocsOnline Electronic Bidding Platform.
November 20	Tentative Date for the next Building Committee Meeting, 6:30pm
November 22	Revised Roofing Filed Sub-Bid Due Date (Currently held for General Bidders as an Allowance – scope is being re-bid for potential to capture cost savings).

**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. <b>11/9: Overages in particular Filed Sub-Bid trades have the project trending over budget. Item re-opened for tracking.</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) One-way conversion at Common Rd. – unclear timeline regarding when this may be approved, has support but awaiting full Town Approval process. <b>11/9: This change has been approved by the Traffic Safety Advisory Committee. Item Closed.</b>	August 2023	<b>Closed</b>

# MILESTONE SCHEDULE

## Town of Stow

### Randall Library Project

11/9/2023 - 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	Building Committee Meeting	○		20-Nov-23
14	Filed Subcontractor Roofing Re-Bid Due Date			22-Nov-23
15	Issue Notice-To-Proceed to GC			29-Nov-23
16	Finalize Construction Contracts	◆		29-Nov-23 thru 8-Dec-23
V.	Construction Phase (Milestones To Be Input Pending Approved Construction Schedule)			December 8, 2023 thru February 1, 2025
VII.	Move-In/FF&E			February 2025
VI.	Project Close-Out			January 2025 thru April 2025

**Current  
Status  
11/9/23**

Bid / Negotiation Phase - 10 Weeks

# FINANCIAL STATUS REPORT

## Town of Stow Randall Public Library

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

Date: **November 9, 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>

# FINANCIAL STATUS REPORT

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		A	B	C	D1	D2	D	E	F	G
		Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
		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	82.6	284.6	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	670.4	763.1	1,433.5	60.7	1,494.2	8.9

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				A	B	C	D1	D2	D	E	F	G
				Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
				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												
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	57.9	58.6	-	58.6	(23.6)
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	70.7	93.8	52.2	146.0	(23.8)
	<b>Total Fees and Expenses</b>	<b>1,625.3</b>	<b>-</b>	<b>1,625.3</b>			<b>693.5</b>	<b>833.8</b>	<b>1,527.3</b>	<b>112.9</b>	<b>1,640.2</b>	<b>(14.9)</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>\$ 693.5</b>	<b>\$ 833.8</b>	<b>\$ 1,527.3</b>	<b>\$ 8,911.9</b>	<b>\$ 10,439.2</b>	<b>\$ 452.5</b>