

SEEKONK DPW COMPLEX BUILDING COMMITTEE

7.12.2023

➤ **UPDATES, DISCUSSIONS and ACTION ITEMS:**

- **DPW Questionnaire:** The DPW Questionnaire is delaying progress of work. Geotechnical and septic system assessments cannot take place until building and site programming and conceptual layouts can be developed. The team is on hold.
- **Property Land Survey:** A draft existing conditions survey was shared with the design team on June 15th. The final plan will be issued when the bounds have been set along the perimeter of the property. Based on partial walkthrough of the site this morning, it does not appear that temporary boundary markers were placed.
- **Vehicle Inventory:** D. Cabral shared the current vehicle inventory list with the design team. The list included dimensions and weight of each vehicle.
- **Geotechnical Site Assessment:** On hold.
- **Septic System Test Pits:** On hold.
- **Wetlands Flagging:** Environmental consultant visited the site on July 11th to identify and flag any wetlands encountered. Work was performed as part of BTGA's \$1,500 allowance. Pending update.
- **Environmental Site Assessment:** Geoenvironmental borings were started on July 11th and will continue through July 13th. Groundwater wells will be installed to collect water samples. Borings to date have gone 20'-25' depth with groundwater being encountered at approximately 15 feet. Trash was found within a foot of the surface to a depth of at least 13 feet. If time permits, additional borings will be drilled for soil analysis without groundwater wells. Samples will be sent to the lab this Friday with results expected in two weeks.
- **Sound Monitoring:** Two monitors were installed two weeks ago and ran monitoring for one week. One was located near Fall River Avenue, the other in the northwest corner closer to the residential area. Both show sound levels of roughly 35 decibels at night and 40-50 decibels during the day. These readers fall in the typical range for a semi urban area and are likely high during the day at the Northwest corner due to the existing machinery they use regularly at the recycling area. Code requires that we don't increase sound levels by more than 10 decibels. BTGA will take this existing information and add the anticipated sound levels that would be created through truck traffic, roof top units, etc., to determine the proposed overall decibels. Cavanaugh Tocci, acoustical consultant, will present proposed interventions to include as part of the project design.
- **Commissioning Agent Procurement:** CGA prepared a draft of a Request for Proposal (RFP) for third party commissioning. Once reviewed and approved by S. Cadime, CGA will assist with the procurement of these services. The hiring of the Commissioning Agent will be completed in the fall to have them on the project prior to the Design Development phase.



OPM Report

- **Project Directory:** CGA compiled and shared the Project Directory. Any correspondence for the Architectural Team is to go through BTGA.
- **Community Outreach:** Pending schematic designs and cost estimates.

➤ **ANTICIPATED PROJECT SCHEDULE (subject to change):**

- Jun 23 – Aug 23: Programming/Site Investigations (3m)
- Sep 23 – Dec 23: Schematic Design + Cost Estimate (4m)
- Jan 24 – Apr 24: Design Development + Cost Estimate (4m)
- May 24 – Aug 24: Construction Documents/Prequalification + Cost Estimate (4m)
- Sep 24 – Oct 24: Contractor Bidding (2m)
- Nov 24 – Dec 24: Town Meeting/Ballot Votes/Execute GC Contract (2m)
- Jan 25 – Apr 26: Construction & Project Closeout (16m)
- May 2026: Occupy Building

➤ **INVOICES (see attached):**

- CGA: Invoice DPW-004 in the amount of \$11,000.
- BTGA: Invoice 11618 in the amount of \$18,826.40

➤ **PRECONSTRUCTION PROJECT BUDGET:**

Project Budget	Budget	Billed to Date	Balance
OPM Basic Services	\$ 306,000.00	\$ 21,000.00	\$ 285,000.00
A&E: Basic Services	\$ 1,130,536.00	\$ 18,826.40	\$ 1,111,709.60
A&E Allowances:			
<i>Conservation Permitting</i>	\$ 5,000.00	\$ -	\$ 5,000.00
<i>Wetland Flagging</i>	\$ 1,500.00	\$ -	\$ 1,500.00
<i>MA DOT Permitting</i>	\$ 20,000.00	\$ -	\$ 20,000.00
<i>Expanded Traffic Study</i>	\$ 10,000.00	\$ -	\$ 10,000.00
<i>Geotech CD Specifications</i>	\$ 3,000.00	\$ -	\$ 3,000.00
Commissioning Agent	\$ 15,000.00		
Available Contingency	\$ 8,964.00		
Budget Subtotal	\$ 1,500,000.00	\$ 39,826.40	\$ 1,460,173.60

➤ **PROPOSED BUILDING COMMITTEE MEETING DATES (subject to change):**

- 08/09/23 – 4:00pm
- 09/13/23 – 4:00pm
- 10/11/23 – 4:00pm
- 11/08/23 – 4:00pm
- 12/13/23 – 4:00pm



CGA Project Management, LLC
P.O. Box 3147
Fall River, MA 02722

INVOICE

Town of Seekonk
100 Peck Street
Seekonk, MA 02771

Project: Seekonk DPW Complex
Invoice #: DPW-004
Invoice Date: 6/30/2023
Base Contract Amount: \$ 306,000.00
Amended Contract Amount: \$ -
Total Contract Amount: \$ 306,000.00

Description	Contract Amount	Previously Billed	Total Earned	% Complete	Current Billing
Designer Procurement	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	100%	\$ -
Schematic Design	\$ 66,000.00	\$ -	\$ 11,000.00	17%	\$ 11,000.00
Design Development	\$ 88,000.00	\$ -	\$ -	0%	\$ -
Construction Documents	\$ 120,000.00	\$ -	\$ -	0%	\$ -
Contractor Bid	\$ 22,000.00	\$ -	\$ -	0%	\$ -
Construction Phase	\$ 399,000.00	\$ -	\$ -	0%	\$ -
Project Closeout	\$ 20,000.00	\$ -	\$ -	0%	\$ -
Summary	\$ 725,000.00	\$ 10,000.00	\$ 21,000.00	3%	\$ 11,000.00

TOTAL DUE: \$ 11,000.00

Please remit payment to:
CGA Project Management, LLC
P.O. Box 3147
Fall River, MA 02722

Payment Terms: Thirty (30) days

Brewster Thornton Group Architects, LLP

317 Iron Horse Way Suite 202
Providence, RI 02908, United States
Tel: 401 861 1600 Fax: 401-861-5588

INVOICE

Town of Seekonk MA
Town Administrator's Office
Attn: Shawn Cadime
Seekonk, MA 02771

INVOICE DATE: 6/30/2023
INVOICE NO: 11618
BILLING THROUGH: 6/30/2023

2313 - Seekonk DPW

Managed By: Christine M Shea

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
2313 - Seekonk DPW - PreDesign	\$94,132.00	20.00	\$18,826.40	\$0.00	\$18,826.40
2313 - Seekonk DPW - Schematic Design	\$216,740.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Design Development	\$405,296.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Construction Documents	\$362,448.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Bidding	\$32,420.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Construction Administration	\$317,950.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Reimbursables	\$5,000.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Conservation Commission Allowance	\$5,000.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Energy Model	\$18,000.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Flagging of Wetlands	\$1,500.00	-	\$0.00	\$0.00	\$0.00
2313 - Seekonk DPW - Permitting through DOT Allowance	\$20,000.00	-	\$0.00	\$0.00	\$0.00
TOTAL	\$1,478,486.00		\$18,826.40	\$0.00	\$18,826.40

SUBTOTAL **\$18,826.40**

AMOUNT DUE THIS INVOICE **\$18,826.40**

This invoice is due on 7/30/2023

ACCOUNT SUMMARY

BILLED TO DATE	PAID TO DATE	BALANCE DUE
\$18,826.40	\$0.00	\$18,826.40

RETAINER SUMMARY

Client Retainer Received	Client Retainer Available	Parent Retainer Available	Project Retainer Received	Project Retainer Applied	Project Retainer Available
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00