



Dover Community Center Project

Building Committee Meeting

September 11, 2023

Prepared by: Colliers Project Leaders

Colliers

Project Leaders

Agenda

- Vote on Approval of Meeting Minutes
- Construction Progress & Schedule
- Budget Report
- Invoice Summary/Vote on Recommendation of Payments
- Change Orders
- Construction Change Directives
- Citizen Comments
- Future Business Recommendations

Approval of Meeting Minutes

- 8/2/23 Meeting Minutes

Construction Progress

August Progress:

- Tree cutting/tree protection
- Erosion control
- Limited site demolition and grading at south side
- 1910 Building selective demolition
- Abatement of floor tile, windows, and sinks
- Permanent power disconnect
- Trailer temporary power

Upcoming Activities:

- Building temporary power
- Additional abatement work

Ongoing Activities:

- Roof and additional abatement work
- Sitework at north and east sides

Construction Progress



Construction Progress



Construction Progress



Construction Progress



Construction Progress



Construction Schedule

ID	Task Name	Duration	Start
1	MILESTONES	321 days	Mon 7/10/23
2	CONTRACT DATE	1 day	Mon 7/10/23
3	NOTICE TO PROCEED DATE	1 day	Mon 7/10/23
4	BUIDING DEMOLITION BEGINS	1 day	Ned 8/23/23
5	FOUNDATIONS BEGIN	1 day	Fri 9/8/23
6	STRUCTURAL STEEL BEGIN	1 day	Tue 10/3/23
7	EXTERIOR FRAMING BEGINS	1 day	Mon 1/8/24
8	WEATHER TIGHT BEGINS	1 day	Fri 12/15/23
9	WEATHER TIGHT COMPLETE	1 day	Wed 3/6/24
10	PERMANENT POWER	1 day	Tue 3/19/24
11	CONTRACT SUBSTANTIAL COMPLETION(NTP+420)	1 day	Mon 9/2/24
12	CURRENT SUBSTANTIAL COMPLETION	1 day	Mon 9/2/24
13	CONTRACT FINAL COMPLETION (NTP+455)	1 day	Mon 10/7/24
14	CURRENT FINAL COMPLETION	1 day	Mon 10/7/24

Budget Report

Date: September 11, 2023

	Budget		Approved Budget w/ Transfers	Contracted Project Costs		Anticipated Costs		Remaining Balance (C - F)	%			
	Project Budget	Approved Transfers		Paid	Unpaid	Total Contract	Planned, but not Contracted		% of Contract Paid (D1/D)	% of Budget Paid (D1/C)		
	Budget developed as of 7/14/2023											
I. Construction												
<u>A.</u> Building & Site	\$ 19,324.0	\$ (5.3)	\$ 19,318.7	\$ 704.2	\$ 18,614.5	\$ 19,318.7	\$ -	\$ 19,318.7	\$ -	3.65%		
IV. Furniture, Fixtures & Equipment (FF&E)												
<u>A.</u> FF&E	320.0	-	320.0	-	-	-	320.0	320.0	-			
<u>B.</u> Audio/Video	112.0	-	112.0	-	-	-	112.0	112.0	-			
<u>C.</u> Technology	61.2	-	61.2	-	-	-	61.2	61.2	-			
Total FF & E	493.2	-	493.2	-	-	-	493.2	493.2	-			
A. Fees												
<u>1.</u> Feasibility & Schematic Design	346.9	-	346.9	346.9	-	346.9	-	346.9	-	100%		
<u>2.</u> Architect	1,929.0	-	1,929.0	1,544.2	384.8	1,929.0	-	1,929.0	-	80%		
<u>3.</u> Special Consultants												
<u>a.</u> Haz. Mat. Monitoring	42.5	-	42.5	18.2	-	18.2	24.3	42.5	-	43%		
<u>d.</u> Geo-Tech Monitoring	7.5	20.0	27.5	-	-	-	27.5	27.5	-	0%		
<u>g.</u> Peer Reviews	10.0	-	10.0	9.8	-	9.8	0.2	10.0	-	100%		
<u>4.</u> Project Management	697.0	-	697.0	400.4	296.2	696.6	-	696.6	0.4	57%		
<u>5.</u> Building Commissioning	51.3	-	51.3	5.4	45.9	51.3	-	51.3	-	11%		
<u>6.</u> Owner's Cost Estimator	22.5	-	22.5	22.5	-	22.5	-	22.5	-	100%		
<u>8.</u> Owner's Legal Fees	10.0	-	10.0	-	-	-	-	-	10.0	0%		
<u>10.</u> Utility Assessment	10.0	-	10.0	1.0	-	1.0	9.0	10.0	-	10%		
Sub-total Fees	3,126.7	20.0	3,146.7	2,348.4	726.9	3,075.3	61.0	3,136.3	10.4			
B. Expenses												
<u>1.</u> Owner's Insurance	20.3	(20.0)	0.3	-	-	-	0.3	0.3	-			
<u>3.</u> Printing/Bid Hosting	12.0	-	12.0	6.8	-	6.8	5.2	12.0	-	57%		
<u>6.</u> Materials Testing	60.0	-	60.0	-	-	-	60.0	60.0	-	0%		
<u>8.</u> Consultant Reimbursables	35.0	-	35.0	7.5	12.5	20.0	15.0	35.0	-	21%		
<u>9.</u> Moving/Relocation	85.0	-	85.0	21.2	-	21.2	63.8	85.0	-	25%		
<u>11.</u> Advertising	5.9	-	5.9	5.9	-	5.9	-	5.9	-	100%		
<u>13.</u> Misc. Expenses	17.5	-	17.5	0.8	-	0.8	-	0.8	16.7	5%		
Sub-total Expenses	235.7	(20.0)	215.7	42.2	12.5	54.7	144.3	199.0	16.7			
Total Fees and Expenses	3,362.4	-	3,362.4	2,390.6	739.4	3,130.0	205.3	3,335.3	27.1	76%	71%	
VI. Contingency												
A. Construction & Owner's Project												
<u>1.</u> Construction	1,346.7	5.3	1,352.0	-	-	220.8	220.8	220.8	1,131.2	84%		
<u>2.</u> Owner's Project	1,097.7	-	1,097.7	-	-	-	-	-	1,097.7	100%		
Total Contingency	2,444.4	5.3	2,449.7	-	-	220.8	220.8	220.8	2,228.9	91%		
Total Project	\$ 25,624.0	\$ -	\$ 25,624.0	\$ 3,094.8	\$ 19,353.9	\$ 22,448.7	\$ 919.3	\$ 23,368.0	\$ 2,256.0	13.79%	12.08%	

Invoice Summary

INVOICES

Company / Vendor Name	Role	Invoice Number	Services Date	Invoice Date	Date Approved	Invoice Amount	Amount Approved
MOCC	General Contractor	2	August '23	08/31/23	08/31/23	\$ 373,044.81	\$ 373,044.81
Colliers Project Leaders	Owner's Project Manager	Unknown	August '23	TBD	TBD	\$ 21,154.00	\$ 21,154.00
FMA	Architect	1190-29	August '23	09/01/23	09/10/23	\$ 38,679.54	\$ 38,679.54
EFI Glocal, Inc.	Hygienist	400000225565	August '23	08/30/23	08/31/23	\$ 18,222.15	\$ 18,222.15
Eagle Leasing	Container Rental	R12594352	August '23	08/15/23	08/29/23	\$ 398.00	\$ 398.00
Totals						\$ 451,498.50	\$ 451,498.50

Change Orders

Change Order No. 1 – 8/25/23:

- PCO 1: Temp. Fencing Credit: (\$6,564.34)
- PCO 2: Removal of Additional Tree: \$1,285.33

Total:

(\$5,279.01)

Time Extension:

0 Days

Construction Change Directives

Construction Change Directive No. 1 – 9/8/23:

1. (2) Boilers	\$51,000.00
2. 1970 Clerestory Windows	\$36,000.00
3. (16) Corkboards	\$17,300.00
4. (5) 1910 Window Frame Caulk	\$10,400.00
5. 1930 Second Floor Lintels	\$9,980.00
6. (6) Exterior Door Frame Caulk	\$8,000.00
7. (15) 1930 Window Frame Caulk	\$4,800.00
8. (4) Sinks	\$1,000.00
9. (12) 1970 Windows Credit	(\$3,300.00)
10. General Conditions (21-days)	\$73,563.00

Total T&M Not to Exceed: **\$220,848.13**

Time Extension Not to Exceed: **21 Calendar Days**

Contingency

Current Construction Contingency:	\$1,351,979
<i>Add Soft Cost Contingency:</i>	\$1,097,700
Total Contingency:	\$2,449,679
Less Additional Asbestos Estimated Costs:	\$220,848.13 (9%)
Total Estimated Remaining Contingency:	\$2,228,830.87

Citizen Comments



Future Business Recommendations



Pay App. Schedule

Pencil Pay App. Submitted by MOCC:	Tue 9/26
Colliers/FMA Comments due to MOCC:	Fri 9/29
Final Pay App. Submitted by MOCC:	Tue 10/3
Final Review/Certification:	Fri 10/6
Building Committee Meeting to Recommend Approval:	Mon 10/9
Mona uploads the Pay App. Into the Town System:	Tue 10/10
Town Admin./Selectboard Designee Approval (Warrant):	Wed 10/18
Treasurer releases the checks:	Unknown

Asbestos Abatement Base Scope

1. Floor Tile
2. Door & Window Frame Caulking
3. Roofing & Mastics
4. Sink Coating

TOTAL SCHEDULED VALUE = \$185K

GC Invoice Summary

MOCC August Pay App. In the Amount of **\$373,044.81** for:

- General Conditions
- Schedule
- Abatement
- Structural steel & misc. metal shops
- Sitework