



Dover Community Center Project

Building Committee Meeting

September 11, 2023

Prepared by: Colliers Project Leaders



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

Ongoing Activities:

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

Upcoming Activities:

- Building temporary power
- Additional abatement work

Construction Progress



Construction Progress



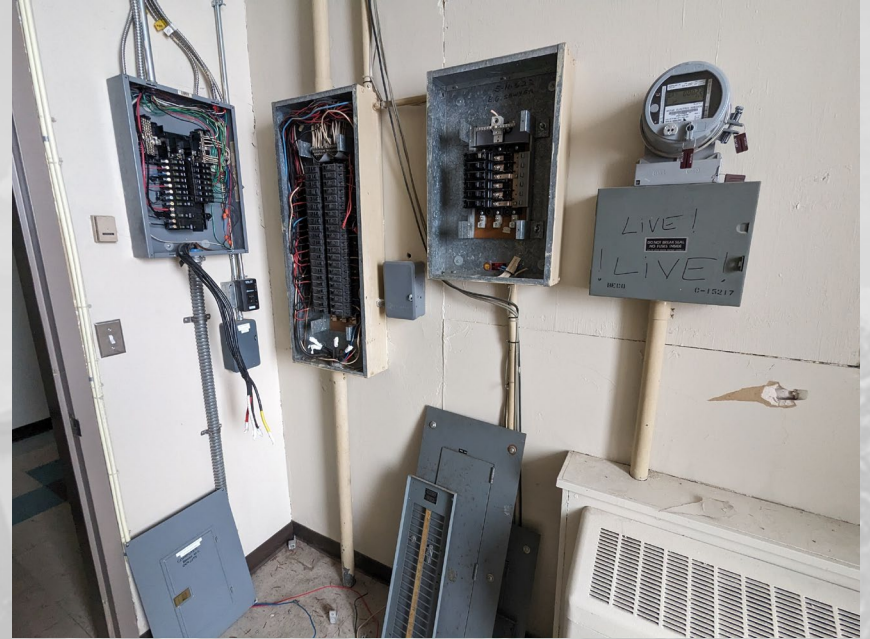
Construction Progress



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	BUILDING DEMOLITION BEGINS	1 day	Wed 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

Date: September 11, 2023		A	B	C	D1	D2	D	E	F	G	H	I
Budget developed as of 7/14/2023		Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)	%	
		Project Budget	Approved Transfers	Approved Budget w/ Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)		% of Contract Paid (D1/D)	% of Budget Paid (D1/C)
I. Construction												
A.	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)												
A.	FF&E	320.0	-	320.0	-	-	-	320.0	320.0	-		
B.	Audio/Video	112.0	-	112.0	-	-	-	112.0	112.0	-		
C.	Technology	61.2	-	61.2	-	-	-	61.2	61.2	-		
Total FF & E		493.2	-	493.2	-	-	-	493.2	493.2	-		
A. Fees												
1	Feasibility & Schematic Design	346.9	-	346.9	346.9	-	346.9	-	346.9	-	100%	
2	Architect	1,929.0	-	1,929.0	1,544.2	384.8	1,929.0	-	1,929.0	-	80%	
3	Special Consultants											
a	Haz. Mat. Monitoring	42.5	-	42.5	18.2	-	18.2	24.3	42.5	-		43%
d	Geo-Tech Monitoring	7.5	20.0	27.5	-	-	-	27.5	27.5	-		0%
g	Peer Reviews	10.0	-	10.0	9.8	-	9.8	0.2	10.0	-	100%	
4	Project Management	697.0	-	697.0	400.4	296.2	696.6	-	696.6	0.4	57%	
5	Building Commissioning	51.3	-	51.3	5.4	45.9	51.3	-	51.3	-	11%	
6	Owner's Cost Estimator	22.5	-	22.5	22.5	-	22.5	-	22.5	-	100%	
8	Owner's Legal Fees	10.0	-	10.0	-	-	-	-	-	10.0	0%	
10	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												
1	Owner's Insurance	20.3	(20.0)	0.3	-	-	-	0.3	0.3	-		
3	Printing/Bid Hosting	12.0	-	12.0	6.8	-	6.8	5.2	12.0	-		57%
6	Materials Testing	60.0	-	60.0	-	-	-	60.0	60.0	-		0%
8	Consultant Reimbursables	35.0	-	35.0	7.5	12.5	20.0	15.0	35.0	-		21%
9	Moving/Relocation	85.0	-	85.0	21.2	-	21.2	63.8	85.0	-		25%
11	Advertising	5.9	-	5.9	5.9	-	5.9	-	5.9	-		100%
13	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											Actual Remaining	Forecasted Remaining
A.	Construction & Owner's Project											
1	Construction	1,346.7	5.3	1,352.0	-	-	-	220.8	220.8	1,131.2	100%	84%
2	Owner's Project	1,097.7	-	1,097.7	-	-	-	-	-	1,097.7	100%	100%
Total Contingency		2,444.4	5.3	2,449.7	-	-	-	220.8	220.8	2,228.9	100%	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 Global, 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
Add Soft Cost Contingency:	\$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