

Feasibility Study Agreement Budget Revision Request No.2

TO: Director of Capital Planning  
 FROM: Jeffrey J. Marsden, Ed.D., Superintendent  
 Medfield Public Schools  
 Dale Street Elementary School  
 MSBA Project ID Number: 201701750005  
 DATE: May 13, 2020

RE: Feasibility Study Agreement (FSA) Budget Revision Request, NUMBER: 2  
 Pursuant to the Feasibility Study Agreement between the TOWN of MEDFIELD (the "District") and the MASSACHUSETTS SCHOOL BUILDING AUTHORITY (the "Authority"), the District hereby requests a revision to the Feasibility Study Budget, Exhibit A, dated May 13, 2019, for the Dale Street Elementary School Project. As required, the District has provided the information outlined in the table below to indicate the Feasibility Study Budget categories (line items) affected, the amounts needed and the reasons for the proposed revision.

The District acknowledges and agrees that it will not seek reimbursement from the Authority for any costs that exceed the already approved line item limits set forth in Exhibit A until after the Authority has accepted this Feasibility Study Budget Revision Request, and the Authority's ProPay system has been adjusted accordingly.

The District further acknowledges and agrees that in accordance with Section 3.3 of the Feasibility Study Agreement, any revisions to the Feasibility Study Budget will not result in an increase to the grant amount set forth in Section 2.1 of the Feasibility Study Agreement.

The District further acknowledges and agrees that the need for these revisions to the Feasibility Study Budget have been identified in the OPM monthly report as required pursuant to the Contract for Owner's Project Management Services between the District and the OPM.

The District further acknowledges and agrees that all of the information contained in this Feasibility Study Agreement Budget Revision Request has been reviewed and approved by the TOWN of MEDFIELD's School Building Committee, and it further certifies and acknowledges that the funds to pay for the costs associated with these proposed revisions are available as indicated by the signatures noted below.

*The Total Budget in the Current Feasibility Study Budget, Exhibit A of the FSA dated May 13, 2019 is \$1,000,000.00*

From Class' Code	From Classification Name	To Class' Code	To Classification Name	Budget Revision Amount	Reason for transfer (Attach all supporting documentation, e.g., executed contracts, amendments and or supporting invoices for reimbursable expenses)	Amount Remaining in Other	Ineligible/Cost/Scope Items excluded from the Total Facilities Grant
0004-0000	Other	0003-0000	Environmental & Site	\$926	Transfer from Other to Environmental & Site to meet cost for Designer Contract Amendment No. 2 for Site Survey and Phase 2 Geo-Environmental Investigations	\$49,074	

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By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.

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By: Gus Murby

By:  Jeffrey J. Marsden, Ed.D.

By:  Anna Mae O'Shea Brooke

Title: Chief Executive Officer

Title: Superintendent of Schools

Title: Chair of the School Committee

Date:

Date:

Date:

MASSACHUSETTS SCHOOL BUILDING AUTHORITY

By:

Title: Director of Capital Planning

Date:

# ATTACHMENT F

## CONTRACT FOR DESIGNER SERVICES

### AMENDMENT NO. 2

**WHEREAS**, the Town of Medfield ("Owner") and Arrowstreet, Inc., (the "Designer") (collectively, the "Parties") entered into a Contract for Designer Services for the Dale Street Elementary School Project on December 10, 2019 (the "Contract"); and

**WHEREAS**, effective as of May 13, 2020, the Parties wish to amend the Contract:

**NOW, THEREFORE**, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

- The Owner hereby authorizes the Designer to perform supplemental services pursuant to Article 8 of the Contract to provide supplemental services as described in the attached proposals, necessary to complete the Feasibility phase.

<b>Proposed Services</b>	<b>Company</b>	<b>Fee</b>
Phase 2 Geo-environmental	PEER Consultants, P.C.	\$20,141.00
Site Survey	Hancock Associates	\$35,200.00
<b>TOTAL:</b>		<b>\$55,341.00</b>

- For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

<b>Fee for Basic Services:</b>	Original Contract	Previous Amendments	Amount of This Amendment	After This Amendment
Feasibility Study Phase	<u>\$310,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$310,000.00</u>
Schematic Design Phase	<u>\$310,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$310,000.00</u>
Design Development Ph.	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
Construction Doc Phase	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
Bidding Phase	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
Construction Phase	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
Completion Phase	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
<b>Supplemental Services:</b>				
Environmental & Site	<u>\$0.00</u>	<u>\$45,585</u>	<u>\$55,341.00</u>	<u>\$100,926.00</u>

**Total Basic & Supplemental Services:**

Original Contract	Previous Amendments	Amount of This Amendment	After This Amendment
<u>\$620,000.00</u>	<u>\$45,585.00</u>	<u>\$55,341.00</u>	<u>\$720,926.00</u>

3. The Construction Budget shall be as follows:

Original Budget:                    \$ TBD  
Amended Budget                    \$ TBD

4. The Project Schedule shall be as follows:

Original Schedule:                    February 2021 (Estimated Completion of Schematic Design)  
Amended Schedule                    February 2021 (Estimated Completion of Schematic Design)

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

\_\_\_\_\_  
(print name)  
\_\_\_\_\_  
(print title)  
By \_\_\_\_\_  
(signature)  
Date \_\_\_\_\_

DESIGNER

Laurence Spang  
(print name)  
Principal, Arrowstreet, Inc.  
(print title)  
By \_\_\_\_\_  
(signature)  
Date \_\_\_\_\_



08 May 2020

Dale Street School Building Committee (Medfield, MA)  
Attention: Michael Quinlan  
459 Main Street  
Medfield, MA 02052

**Dale Street Elementary School – Request for Additional Services**

Dear Mr. Michael Quinlan and Members of the School Building Committee:

We are pleased to submit the following proposals to proceed with the following engineering services:

- PEER Consultants, P.C. for Phase 2 Geo-environmental
- Hancock Associates for Site Survey

The scope of this work is part of the supplemental services identified in the Contract for Designer Services provided by the Massachusetts School Building Authority (MSBA) and the Request for Designer Services (RFS) dated 10 December 2019. The scope of work for each service is included in the attached proposals and summarized in the attached Table of Supplemental Services.

**Compensation**

The value of these efforts outlined above is as follows:

Phase 2 Geo-environmental, including 10% for Arrowstreet mgt.	\$20,141
Site Survey, including 10% for Arrowstreet management	\$35,200
<b>Total</b>	<b>\$55,341</b>

The proposed scope, level of effort, and associated costs are based on our understanding of the project and the MSBA requirements. We look forward to reviewing this scope with you to assure that we match our efforts and costs with your needs and budget constraints.

Sincerely,

ARROWSTREET

Read and Agreed



Laurence Spang, AIA, LEED AP  
Principal

\_\_\_\_\_  
Authorized by  
Date

Distribution

Kathie Chainey  
Tina Soo Hoo  
Jeffrey Marsden  
Lynn Stapleton  
Gina Gomes-Cruz

Arrowstreet  
Arrowstreet  
Medfield Public Schools  
Leftfield  
Leftfield

**DALE STREET SCHOOL PROJECT (#19048)**

**TABLE OF SUPPLEMENTAL SERVICES**

DALE STREET SCHOOL AND WHEELOCK SCHOOL SITES

6 APRIL 2020

Revised 21 April 2020, 8 May 2020

SUPPLEMENTAL SERVICES	PDP (Completed for Both Sites)	PSR Both Sites	PSR After Site Selection	SD
<b>HazMat Identification</b> Dale Street School Only (PEER Consultants)		\$9,506		
<b>Geotechnical</b> Review of existing data; Utility location, soil borings, lab testing, report (Lahlaf Geotechnical Consulting)	\$1,210	\$18,012		
<b>Phase 1 Environmental Site Assessment</b> (PEER Consultants PC)		\$10,256		
<b>Phase 2 Geo-environmental</b> Environmental samples of soils and ground water, Testing and Phase 2 Report. (PEER Consultants PC)			\$20,141	
<b>Traffic</b> PSR: Evaluate preliminary design options, Evaluation of existing conditions & traffic report. SD: Data collection, evaluation and report. (4) Public Meetings. (Nitsch Engineering)		\$6,600		\$20,350
<b>Site Survey</b> Site and Utilities Survey			\$35,200* (will be less for Dale Site)	
<b>Totals</b>	\$1,210**	\$44,375**	<b>\$55,341**</b>	<b>\$20,350**</b>
	\$45,585** SBC approved on 4/22/20			

\*Additional proposals requested. \*\* Includes 10% for Arrowstreet Management

Surveyors	DALE ST. SCHOOL SITE	WHEELOCK SCHOOL SITE
Hancock	\$25,900 + 800 for reimb.	\$31,200 + 800 for reimb.
Feldman	\$29,500 + \$600 for reimb.	\$41,500 + \$600 for reimb.
Nitsch	n/a	\$49,708

# HANCOCK ASSOCIATES

Surveyors | Engineers | Scientists

#23488A  
Revised

April 17, 2020

Arrowstreet, Inc.  
Ms. Tina T. Soo Hoo, AIA  
10 Post Office Square, Suite 700n  
Boston, MA 02109

**RE: Technical Proposal for Surveying Services  
Ralph Wheelock School  
17 Elm Street, Medfield, MA**

Dear Ms. Soo Hoo:

This letter serves as a Proposal for services to be provided by Hancock Survey Associates, Inc., (hereinafter "Hancock") to Arrowstreet, Inc. (hereinafter, "Client"), in connection with 17 Elm Street, Medfield, MA (Tax Map 33, Lot 92). Client endorsement of this Proposal will constitute acceptance of this Proposal, which once accepted, will become the Contract between the parties.

## OBJECTIVE

Prepare an Existing Conditions Plan.

## SCOPE OF SERVICES

### **Phase A-01: Existing Conditions Plan via Aerial Photogrammetry**

1. Conduct research at:
  - a. Assessor's Office.
  - b. Engineer's Office.
  - c. Department of Public Works.
  - d. Registry of Deeds.
  - e. Massachusetts Land Court.
  - f. Massachusetts Department of Transportation.
  - g. Utility companies.
2. Coordination with aerial subcontractor.
3. Aerial photogrammetry to locate buildings, pavement, utilities, stand-alone trees, parking, fences, walks, curb cuts, other pertinent site features, spot grades and elevation contours.
4. Field control survey via G.P.S. to locate horizontal and vertical aerial control points based on the Massachusetts State Plane Coordinate System (NAD 83).
5. Field level run or GPS to establish elevations based on the North American Vertical Datum of 1988 (NAVD 88).
6. Field boundary survey to locate existing monumentation and boundary evidence.
7. Field utility survey to establish rim and invert elevations and utility connections, pipe sizes and materials.
8. Office calculations and plotting of field and record data.
9. Drafting of an Existing Conditions Plan in AutoCAD format.
10. Initial printing and transmittal.

Notes: 1. Utilities will be shown from surveyed locations and best available data. No guarantee is made that all underground structures can be mapped due to inadequate municipal and utility company records.  
2. Sanitary sewer structures will not be opened to obtain inverts at this time due to the current health crisis. Record inverts will be shown if available from the Town.

**(NOT TO EXCEED): \$18,550.00**  
**AERIAL PHOTOGRAMMETRY BUDGET: \$12,650.00**  
**POLICE DETAIL EXPENSE: \$400.00**  
**REIMBURSABLE EXPENSE BUDGET: \$400.00**

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121 E. Berkeley St., 4th Fl. | Boston, MA 02118 | V: 617-357-8145 | F: 617-357-9495 | HancockAssociates.com

BOSTON, CHELMSFORD, DANVERS, MARLBOROUGH, NEWBURYPORT, PRINCETON, MA | SALEM, NH

#23488A  
Revised

Arrowstreet, Inc.  
PAGE 2 of 3  
April 17, 2020

#### COST

The cost estimate and the standard FEE SCHEDULE, as set forth on the attachments, shall remain effective for one hundred eighty (180) calendar days following the date of this Proposal. Subsequently, services will be billed per the FEE SCHEDULE effective at the time services are rendered.

#### PAYMENT

**Hancock will require an initial payment on account of \$12,650.00 to cover aerial photogrammetry (please make checks payable to Hancock Survey Associates, Inc.). Please mail payment to Hancock Survey Associates, Inc. 185 Centre Street, Danvers, MA 01923. This sum shall be applied toward actual fees incurred on a percentage complete basis.**

**CLIENT agrees to pay a finance charge of one percent (1%) per month on past due amounts. Please refer to paragraph 4 of the attached Terms and Conditions for Invoice terms.**

#### ADDITIONAL ASSISTANCE

Aside from the project SCOPE OF SERVICES, Hancock is capable of providing additional technical services such as, but not necessarily limited to:

- Stake property lines
- Engineering services
- Environmental services
- Construction Layout services
- Post-construction as-built survey
- Approval process services such as attending meetings with municipal boards or concerned parties

These efforts are not included within the SCOPE OF SERVICES and would be billed separately as set forth below, under COST.

#### SCHEDULING

Hancock is presently in a position to begin work on this project immediately upon our receipt of the executed contract and the initial payment set forth under PAYMENT.

We estimate completion of Phase A-01 within four (4) to six (6) weeks of receipt of the executed contract and the initial payment. Completion of work may be delayed by COVID-19 protocols and compliance with State and Federal Regulations.

#### PROJECT ADMINISTRATION

Hancock requests that Client or a specific individual designated by Client be the Principal Contact on this project. Hancock will report to the Principal Contact, and to the extent necessary, provide copies of correspondence and seek direction.

Within Hancock, I will serve as the Project Manager, and will be the primary contact person for day-to-day activities on the project.

#### ACCEPTANCE

If this Proposal meets with your approval, please sign and date where provided below, retain a copy for your records and **return the entire signed/executed original to me, together with your initial payment on account.** Also, please identify the Principal Contact, (with telephone number) with whom we should communicate.

Finally, please review your files for any subsurface utility/facility information you may have and forward them to us. We would be glad to make copies in-house as needed.

This Proposal may be withdrawn by Hancock, if not accepted, as set forth above, within thirty (30) calendar days of the date hereon.

#23488A  
Revised

Arrowstreet, Inc.  
PAGE 3 of 3  
April 17, 2020

Thank you for your consideration of our proposal. We look forward to working with you on this project.

Respectfully submitted,

HANCOCK SURVEY ASSOCIATES, INC.



Jason A. Ellis, P.L.S.  
Survey Manager/Associate

JAE/kar

**Proposal & Attachments Accepted:** \_\_\_\_\_  
(Authorized Endorser for Arrowstreet, Inc.)(Title)

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Phone No:** \_\_\_\_\_ **Fax No:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Billing Contact:** \_\_\_\_\_ **Working Contact:** \_\_\_\_\_

**Billing Address (if different than above):** \_\_\_\_\_

**Attachments:** Fee Schedule  
Terms and Conditions

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## FEE SCHEDULE

<u>Professional Services</u>	<u>Hourly Rate</u>
Principal	\$ 180.00
Registered P.L.S.	120.00 - 170.00
Registered P.E.	100.00 - 170.00
Registered Landscape Architect (R.L.A.)	140.00
Senior Wetland Scientist	120.00 - 160.00
Project Engineer / Project Surveyor	100.00 - 140.00
Senior Project Manager	125.00 - 160.00
Project Manager	125.00 - 130.00
Staff Engineer / Staff Surveyor	75.00 - 115.00
Staff Wetland Scientist / Staff Landscape Architect	75.00 - 100.00
Civil Technician	75.00 - 100.00
Survey Crew (two-person)	150.00 - 180.00
Survey Crew (three-person)	195.00 - 245.00
G.P.S. Survey Crew	130.00 - 225.00
D.E.P. - Soil Evaluator	110.00 - 150.00
D.E.P. - Certified Septic System Inspector	110.00 - 150.00

<u>Additional Professional Services</u>	<u>Hourly Rate</u>
Pre-Trial/Expert Witness/Testimony	\$ 250.00
Draftsperson/CAD	70.00 - 100.00
Administrative Support	50.00
Researcher	75.00
Archivist	60.00
Archive Retrieval Fee	125.00

Hancock reserves the right to determine the personnel and equipment (robotic, GPS, etc.) combination per crew with no effect on survey crew rates shown hereon.

Fees for professional services (including travel time, safety training, etc.) are based on hourly rates with time kept to the nearest tenth hour. The hourly rates indicated represent an approximation for the category. Overtime is charged at 1.33 times the appropriate hourly rate.

<u>Reimbursable Expenses</u>	<u>Unit Price</u>
Photocopying	\$ 0.15 per page
Multi Copy Printer	2.00 per print (18 x 24)
	3.00 per print (24 x 36)
	4.00 per print (30 x 42)
Mylar Plan	5.00 per sheet (18 x 24)
	6.00 per sheet (24 x 36)
	6.50 per sheet (30 x 42)
Iron Rods	3.00 per rod
Granite Bounds	75.00 per bound
Concrete Bounds	55.00 per bound
Stakes (Hubs)	2.00 per stake
Stakes (3' grades)	1.75 per stake
Stakes (5' grades)	2.50 per stake
Compact Disk (cd)	2.00 per cd
Mileage	0.50 per mile

Research expenses, reprographics, subcontracting, specialized training, tolls/parking, safety equipment, filing fees, job specific supplies, postage and courier services are charged at cost plus fifteen percent.

February 10, 2020

Hancock Associates  
185 Centre Street  
Danvers, MA 01923  
Phone: (978) 777-3050 • Fax: (978) 774-7816  
Email: info@hancockassociates.com

## TERMS AND CONDITIONS

**1. Fees.** Fees for professional services cover only those labor items expressly included in the Scope of Services. Fees do not include such items as application filing and regulatory review fees, materials reimbursement, excavating equipment rental, or, where applicable, services beyond hours allotted in the Scope of Services. Such items would be invoiced in accordance with the attached FEE SCHEDULE.

**2. Inclement Weather.** Where field work such as land surveying or soil testing is required, every reasonable effort will be made to avoid delays due to inclement weather conditions. However, HANCOCK will not be responsible for protracted services and/or down time on site due to inclement weather. Such services/down time will be charged to CLIENT at our standard rates.

**3. Additional Services.** Professional and/or subcontracted services not expressly included in the Scope of Services are not covered by this Agreement and are not included in the Fee. An estimate of fees for additional professional and/or subcontracted services will be furnished to CLIENT upon request.

**4. Invoices.** Accounts are customarily invoiced on a monthly basis. Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. CLIENT agrees to pay a finance charge of one percent (1%) per month on past due amounts. HANCOCK may, after written notice to CLIENT, suspend or terminate services, or withhold work products should CLIENT not pay the amount invoiced within forty-five (45) days of the date of the invoice. In the event legal services are employed by HANCOCK to collect past due amounts, any related costs or expenses, including reasonable attorney's fees, shall be paid by CLIENT.

**5. Ownership of Documents.** All plans, specifications, notes, sketches, tracings, calculations, surveys, reports, and other documents, whether on paper, plastic, magnetic (digital) or other media, are instruments of professional service. HANCOCK shall retain ownership of, and all common law, statutory, and other reserved rights (including copyright) in, such plans and documents. Such instruments are prepared and intended only for use as an integrated set on the particular project and for the limited purposes specified. Modification or use on other projects of such instruments of service, or copies thereof, shall be at CLIENT'S sole risk. CLIENT shall indemnify HANCOCK and its employees against any claim or liability arising out of any such modification or use.

**6. Standard of Care.** HANCOCK shall perform its work in a manner consistent with the presently prevailing standard of care and skill ordinarily exercised by members of the profession practicing under similar conditions within this geographic vicinity. No warranty, representation or guarantee, express or implied, is made or intended by this Agreement.

**7. Risk Allocation / Limitation of Liability.** CLIENT understands and agrees that HANCOCK'S liability for negligence (professional or otherwise), errors or omissions of any kind or nature arising out of or relating to any services rendered under this Agreement, shall be specifically limited to and shall not exceed the amount of HANCOCK'S fees under this Agreement. This limitation shall apply to all services rendered on this project, whether rendered under this Agreement, addenda thereto, or subsequent agreements.

**8. Right of Entry.** CLIENT will provide right of entry onto property or properties involved in the project for HANCOCK staff, subcontractors and all necessary equipment in order to complete the work.

**9. Real Property and Utilities.** During prosecution of the work, HANCOCK shall take all reasonable precautions to avoid damage to real property and surface/subsurface utilities/structures/systems, and to avoid inconveniencing users of the property. Where excavation is necessary, HANCOCK will backfill and rough grade, however, HANCOCK shall not be responsible for repairing or replacing any surface/subsurface utilities/structures/systems, trees, shrubs, plants or sod, It is understood by CLIENT that, in the normal course of work, some damage and/or inconvenience may occur. CLIENT agrees to indemnify HANCOCK and its employees against any such damage or inconvenience that may occur.

**10. Information Furnished By CLIENT.** CLIENT agrees to disclose to HANCOCK project / site information relating to issues such as, but not necessarily limited to, buried waste, hazardous conditions, real property occupation, or unrecorded easements / property agreements. HANCOCK shall have the right to rely on the accuracy of such information furnished by CLIENT. CLIENT agrees to indemnify HANCOCK and its employees against all claims or liability arising as a result of inaccurate information furnished to HANCOCK by CLIENT.

**11. Oil and Hazardous Materials.** Services provided by HANCOCK will not include any testing for oil or hazardous materials on the site of the work, nor any evaluation of site under Massachusetts General Laws, c. 21E. HANCOCK will be under no obligation to test for, evaluate, analyze, or disclose the presence on the site of oil or hazardous materials.

**12. Applicable Law.** This Agreement shall be subject to and interpreted and construed according to the laws of the Commonwealth of Massachusetts. The Commonwealth of Massachusetts shall be the sole jurisdiction for any and all legal actions.

**13. Assignment** Neither CLIENT nor HANCOCK shall assign its interest in this Agreement without the written consent of the other.

**14. Termination.** In the event that any progress payments then due and payable are not paid in accordance to the terms of this agreement, HANCOCK may stop all work until payment of the amount due has been received. Additionally, in the event of non-payment of any amount due and payable, HANCOCK reserves the right and may, after written notice to client, terminate its' service under this Agreement. In the event that HANCOCK so elects to terminate, HANCOCK shall retain sole and exclusive title and possession of work provided hereunder, including but not limited to; all engineering work, all reports, all sketches, all plans, all surveys, all notes, all documents submitted to any governmental agency. In the event that HANCOCK exercises its right to terminate its services under this clause for non-payment, said termination shall not be deemed to constitute a breach of contract by HANCOCK.

**15. Severability.** In the event that any term, condition, or other provision of this Agreement is held to be unenforceable, the remaining provisions or portions shall remain in place, valid and binding on the parties.

**16. Entire Agreement.** This Agreement, including attachments incorporated herein by reference, represents the entire agreement and understanding between the parties. Any modifications to this Agreement shall be in writing and signed by authorized representatives of the parties.



December 15, 2019

Jessica Bessette  
Arrowstreet  
10 Post Office Square, Suite 700N  
Boston, MA 02109

E: bessette@arrowstreet.com  
P: (617) 623-5555

Re: PEER Proposal – Dale Street Elementary School Limited GeoEnvironmental Sampling  
45 Adams Street, Medfield, MA

Dear Jessica:

In accordance with your request, PEER Consultants is pleased to provide this cost proposal to conduct limited geoenvironmental testing (soil and groundwater) related to the construction of a new school building at a location determined by the Owner, and located in Medfield, MA.

**1. SCOPE OF WORK**

PEER will provide an environmental scientist to collect pre-characterization environmental samples consisting of soil matrix and groundwater matrix concurrent with the development of geotechnical test borings (completed by Others) on the site of the proposed new school structure.

PEER assumes that the geotechnical consultant may choose to drill up to 8 borings over the footprint of the building, and therefore, PEER proposes to collect up to 8 soil samples from the borings, and up to 4 groundwater samples utilizing temporary groundwater wells inserted at the time of the geotechnical boring development.

Based on our assumption that there may be up to 8 geotechnical borings, we anticipate staffing this project with one person, and conducting the soil and groundwater geoenvironmental assessment, at the project site, during up to three business days (assumes 2-3 geotechnical borings per day).

**Please inform us in advance whether this study may take place during normal business hours, or whether we will need to make arrangements for sampling during holidays, or the weekend.**



If our understanding of the scope of the project, or any of our assumptions, is different from actual anticipated work, please inform us immediately, and we will make appropriate adjustments to the proposal.

**2. COST**

For the work outlined above, we propose a fee for services as indicated in the following table. The number of samples is estimated; a place holder based on the assumed number of soil samples or groundwater samples collected, and will be billed only for actual samples analyzed (more or less).

Technical Level of Effort	Cost (\$)
<b>Dale Street School, Medfield, MA</b>	
1. Preparation, Soil and Groundwater GeoEnvironmental Sampling, Sample Chain of Custody Documentation, and Delivery of the Samples to the Analytical Laboratory. [One inspector during three (3) business days. Includes ODCs of mileage and expendable sampling supplies.]	5,620.00
2. Collect eight (8) soil samples for pre-characterization parameters and submit to an analytical laboratory: Volatile Organics, Semi-Volatile Organics, TPH, VPH, EPH, PP13 Metals and Hex Chromium, PCBs, Conductivity, pH, Flash Point, Ignitability, Moisture Content, Reactive Cyanide, Reactive Sulfide. [8 soil samples @ \$920/sample] =	7,360.00
3. Collect four (4) groundwater samples for RGP pre-characterization parameters and submit to an analytical laboratory: Volatile Organics, Semi-Volatile Organics, TPH, VPH, EPH, PCBs, Cyanide, RCRA 8 Metals, Iron, Copper, Antimony, Nickel, Hexavalent Chromium, Total Suspended Solids [4 groundwater samples @ \$785/sample] =	3,140.00
4. Phase 2 Soil and Groundwater Pre-characterization Report as per the activities in Task 1 (electronic deliverable)	2,190.00

**3. SCHEDULE**

We can start work as soon as this project is awarded to PEER, and as soon as you can schedule property access and other site support staff for this project.

**4. STAFF RESPONSIBILITY**

Mr. David Gorden will be in charge of the project, and we understand that you will provide general direction and policy decisions on behalf of your organization. Other staff members with appropriate technical backgrounds will participate on this project.



**5. GENERAL PROVISIONS**

Our work for clients is conducted on a confidential basis, and we will treat information received from you or developed by us in accordance with our Established Professional Standards.

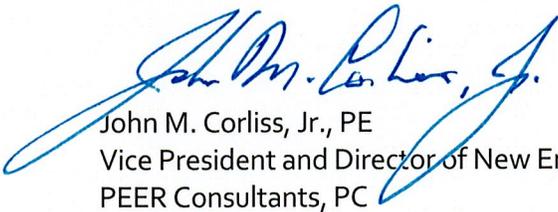
Our work will be on a best efforts basis. We expect that the results will meet the objectives sought, and we have assigned to the work professional personnel having the required skills, experience and competence. Our recommendations and the written material we provide will be our best judgment based upon the information available to us. In any event, our liability for damages arising out of your use of the results of our work or any recommendations we may make shall not be greater than the amount paid to us for the professional services rendered.

Any change in this agreement shall be confirmed in writing. This agreement shall be interpreted according to the laws of the Commonwealth of Massachusetts.

**6. ACCEPTANCE**

We appreciate the opportunity to work with you on this important assignment. To authorize us to proceed, please sign and return this proposal to us.

Sincerely,



John M. Corliss, Jr., PE  
Vice President and Director of New England Operations  
PEER Consultants, PC

Accepted for  
Arrowstreet

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



Dale Street School - Medfield, MA

May 13, 2020

Total Project Budget Status Report

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
<b>FEASIBILITY STUDY AGREEMENT</b>										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 230,000		\$ 230,000	\$ 230,000	100%	\$ 125,800	55%	\$ 104,200	
0002-0000	A/E Feasibility Study/Schematic Design	\$ 650,000	\$ (30,000)	\$ 620,000	\$ 620,000	0%	\$ 186,000	30%	\$ 434,000	*1
0003-0000	Environmental & Site	\$ 60,000	\$ 40,926	\$ 100,926	\$ 100,926	0%	\$ -	0%	\$ 100,926	*1, 2
0004-0000	Other	\$ 60,000	\$ (10,926)	\$ 49,074	\$ -	0%	\$ -	0%	\$ 49,074	*1, 2
	<b>FEASIBILITY STUDY AGREEMENT SUB-TOTAL</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 950,926</b>		<b>\$ 311,800</b>	<b>31%</b>	<b>\$ 688,200</b>	
<b>ADMINISTRATION</b>										
0101-0000	Legal Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	Owner's Project Manager	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0500	Construction Contract Documents	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-0600	Bidding	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-0700	Construction Contract Administration	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-0800	Closeout	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-0900	Extra Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-1100	Cost Estimates	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-1000	Reimbursable & Other Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0103-0000	Advertising (and Printing)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0199-0000	Other Administrative Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>		<b>\$ -</b>	
<b>ARCHITECTURE &amp; ENGINEERING</b>										
	A/E Basic Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0500	Construction Contract Documents	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0600	Bidding	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0700	Construction Contract Administration	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0800	Closeout	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-9900	Other Basic Services (Structural)	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
	Extra and Reimbursable Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0203-9900	Other Reimbursable Costs (Printing)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0200	Hazardous Material (incl. monitoring)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>		<b>\$ -</b>	
<b>CONSTRUCTION COSTS</b>										
0401-0300	Construction	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0508-0000	Change Orders	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>		<b>\$ -</b>	
<b>MISCELLANEOUS PROJECT COSTS</b>										
0602-0000	Testing Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0699-0000	Other Project Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>		<b>\$ -</b>	
<b>CONTINGENCY</b>										
0507-0000	Construction Contingency (5% of the construction amount)	\$ -	\$ -	\$ -	\$ -		\$ -	0%	\$ -	
0801-0000	Owner's Contingency (0.5% of the total project budget)	\$ -	\$ -	\$ -	\$ -		\$ -	0%	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>		<b>\$ -</b>	
	<b>TOTAL PROJECT BUDGET</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 950,926</b>	<b>95%</b>	<b>\$ 311,800</b>	<b>31%</b>	<b>\$ 688,200</b>	
	<i>(sum of all sub-totals above)</i>									

Dale Street School - Medfield, MA

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**Total Project Budget Status Report**

FUNDING SOURCES	
State Share	
Local Share	
<b>SUB-TOTAL</b>	<b>\$ -</b>

Total Project Budget	Exclusions	Basis of Total Facilities Grant	Reimbursement Rate	MSBA Share
\$ 1,000,000	\$ -	\$ -	-	\$ -

CONSTRUCTION COST ESTIMATES	
SD Cost Estimate -	Date
60% CD Cost Estimate -	
Bid -	

Amount	SF	Cost Per SF

**Feasibility Study Agreement Budget Transfers:**

- FSA BRR 01 03/04/2020 1. Transfer \$30,000 from A/E Feasibility Study/Schematic Design and \$10,000 from Other Contingency for a total of \$40,000 to Environmental & Site. FSA BRR 1 is being circulated for signature.
- FSA BRR 02 05/13/2020 2. Transfer \$926 from Other Contingency to Environmental & Site to cover costs of Site Survey and Phase 2 Geo-Environmental Investigations. FSA BRR 2 is being circulated for signature.