



LINCOLN PUBLIC SCHOOLS

BUCKNER M. CREEL
ADMINISTRATOR FOR BUSINESS AND FINANCE

March 18, 2011

To: Lincoln School Committee
Mickey Brandmeyer
From: Buckner Creel

Subject: Lincoln School – Budget and Contract Matters

The following budget and contract matters are submitted for your review and action:

1. Budget revision. The proposed revision is essentially a house-keeping measure using our “one easy adjustment” option from MSBA to sweep study funds not under contract into the “Other Services” category. The original Feasibility Study budget of \$650,000 was broken down as follows:

- OPM – Feasibility Study \$200,000
- Architect & Engineer – Feasibility Study \$400,000
- Other Services \$ 50,000

We have awarded the major contracts for OPM and A&E services, so I recommend revising the Feasibility Study budget with MSBA to reflect the contract award amounts:

- OPM – Feasibility Study \$196,480
- Architect & Engineer – Feasibility Study \$397,000
- Other Services \$ 56,520

The School Building Committee approved this budget revision at its meeting on March 22, 2011. The Selectmen and the Superintendent must also approve the budget revision; those actions are occurring in parallel to this request.

Recommendation: That the School Committee approve the budget revision.

2. Amendments to the OMR contract.

- Amendment #1 will produce the Phase I Preliminary Site Assessment report to identify potential environmental hazards and issues with the site. The focus is on hazardous contamination and materials. CDW, OMR’s environmental consultant, will perform the work. The OMR proposal for \$3,300 is attached, and the price is less than another proposal for the same services.
- Amendment #2 will conduct a comprehensive hazardous materials (HAZMAT) survey in support of potential renovations to the Lincoln School buildings. The intent is to identify and quantify asbestos-containing building materials (ACM), lead-based paint (LBP), mercury switches, transformers, light ballasts, fluorescent tubes, and other visible hazardous materials, and will include limited destructive testing to access hidden spaces. CDW, OMR’s environmental consultant, will perform the work. The OMR proposal for \$9,845 is attached.
- Amendment #3 will accomplish the wetlands delineation discussed at the recent informal meeting with the Conservation Commission. The work will be performed under the supervision of Nitsch Engineering, OMR’s civil/site engineer, and will employ the services of LEC (a Nitsch sub consultant) to flag

the limits of wetlands, determine the location of the stream bank, and provide a report as to their findings. Nitsch will then prepare an AutoCAD drawing of the flag locations and stream bank locations obtained in the field and add the data to scanned files of the "Existing Conditions Survey Plans" for use by the OMR team going forward. The OMR proposal for \$8,030 is attached.

The School Building Committee approved these amendments at its meeting on March 22, 2011, and recommends that the School Committee amend the contract

Recommendation: That the School Committee approve the three proposed amendments and amend the OMR contract.

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Proposal Request #1

Reference

Contract for Designer Services between the Lincoln Public School Committee and OMR Architects Inc. for the Lincoln School Project.

Scope of Work

Phase I Preliminary Environmental Site Assessment (ESA) as per the attached CDW Consultants, Inc. proposal and scope of work dated 15 February 2011. This service is required to comply with MSBA requirements as part of the existing conditions analysis described under the MSBA publication "Module 3 – Feasibility Study" dated July 2010. Depending on the results of this preliminary ESA, additional assessment or response actions may be required to identify or confirm potential environmental issues.

Proposed Lump Sum Fee

Phase I ESA	\$ 3,000.00
OMR 10%	<u>\$ 300.00</u>
Total Proposed Lump Sum Fee	\$3,300.00

ARCHITECT
OMR Architects Inc.

By:

Martin A. Kretsch, AIA, LEED AP, Principal
Printed Name and Title:

Date:

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Proposal Request #2

Reference

Contract for Designer Services between the Lincoln Public School Committee and OMR Architects Inc. for the Lincoln School Project.

Scope of Work

Preliminary hazardous materials survey as per the attached CDW Consultants, Inc. proposal and scope of work dated 18 March 2011. This service is required to comply with MSBA requirements as part of the existing conditions analysis described under the MSBA publication "Module 3 – Feasibility Study" dated July 2010. Note that this is a preliminary study. A supplemental hazardous materials survey will be required in order to further verify the extent of hazardous materials, including PCB's and possibly additional destructive testing. The scope of the supplemental survey will be based on further understanding of the scope and nature of the building renovations.

Proposed Time and Materials (T&M) Not to Exceed (NTE) Fee

Preliminary Hazardous Materials Survey	\$ 8,950.00
OMR 10%	<u>\$ 895.00</u>
Total T&M NTE Fee	\$9,845.00

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Proposal Request #3

Reference

Contract for Designer Services between the Lincoln Public School Committee and OMR Architects Inc. for the Lincoln School Project.

Scope of Work

Wetlands delineation and survey location per the attached Nitsch Engineering, Inc. proposal and scope of work dated 18 March 2011. This service is required in order to determine the existing site conditions pertaining to the limits of the wetlands, the floodplain and the location of the stream bank, all of which are crucial for developing building design alternatives. Nitsch Engineering will be employing a wetlands scientist sub-consultant (LEC Environmental Consultants, Inc.) as part of this effort. Note that this level of survey information is adequate for the feasibility and Schematic Design phases. Additional site survey information will need to be obtained during the Design Development phase of the project.

Proposed Lump Sum Fee

Wetlands Delineation and Survey (LEC)	\$ 3,000.00
Wetlands Delineation and Survey (Nitsch)	\$ 4,300.00
OMR 10%	<u>\$ 730.00</u>
Total Proposed Lump Sum Fee	\$8,030.00

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