

# MONTHLY PROGRESS REPORT

REPORT NO. 002 | JULY 2018

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Payment Application	N/A
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Notable Correspondence	N/A

## SOUTHBOROUGH PUBLIC SAFETY COMPLEX

SOUTHBOROUGH, MASSACHUSETTS



Picture: Relocated Golf Clubhouse foundation walls.

### PROJECT DESCRIPTION:

This contract work is for a new Public Safety Complex Bldg. with Police and Fire Station headquarters. The station will include 5 apparatus bays, dispatch and communications, offices, dormitory space, kitchen, fitness room, and showers for the on-duty firefighters. The site is located right off of Cordaville Road and near Common Street. The new Police Station and Fire Station will be manned 24 hours a day, 7 days a week.

The project was designed by Context Architecture (formerly Donham & Sweeney) of Boston, MA. CTA Construction Managers of Waltham, MA was selected as the General Contractor. Both CTA Construction Managers and the Town of Southborough ("Town") executed a Standard Form of Agreement between Owner and Contractor (AIA A101). The Agreement stipulated sums of \$15,125,000.00 for complete construction.

## PROJECT COMPLETION

### LAST REPORT

**3.17%\***

\*This is the first Application for Payment

### CURRENT REPORT

**6.21%\*\***

\*\*as of Pay App No. 2

### PROJECT INFORMATION:

**Owner:**  
 Town of Southborough  
 17 Common St.  
 Southborough, MA 01772  
 508.480.0161

**Owner's Project Manager:**  
 The Vertex Companies, Inc. ("VERTEX")  
 Kevin Heffernan  
 400 Libbey Parkway  
 Weymouth, MA 02189  
 781.952.6000 / 6060F

**Architect:**  
 Context Architecture ("Context")  
 Jeff Shaw  
 98 Harrison Ave  
 Boston, MA 02111  
 617.423.1400

**Contractor:**  
 CTA Construction Managers ("CTA")  
 Jared Dougan, PM  
 400 Totten Pond Road  
 Waltham, MA 02451  
 781.786.6624

**PAYMENT DETAILS**

PAY APP NO. 2

Date Executed by Contractor  
August 2, 2018Date Certified by Architect  
August 6, 2018Original Contract Amount  
\$15,125,000Approved Change Orders  
\$ 26,563.30Amended Contract Amount  
\$ 15,151,563.30Approved To Date  
\$941,616.17Retainage Withholdings  
\$47,080.81Paid To Date  
\$453,843.85Pending Payment  
\$439,691.51Remaining To Bill  
\$14,257,028.00**PAYMENT STATUS**

A schedule of values ("SOV") was initially provided by CTA Construction Managers to the Owner, Context and Vertex for review. The SOV is an outline of the project cost break-downs per trade. The SOV will have adjustments as the rest of the sub-contractors get on board, there were no comments at this time, but continues to get reviewed at the weekly project meetings.

Payment Application No. 2 was submitted for review by Context and Vertex on July 27, 2018 in the amount of \$478,285.23.

After review of the pencil requisition by Context and Vertex, CTA resubmitted Application No. 2 in a revised amount of \$439,691.51.

Please note that several areas of the Schedule of Values are still incomplete, however as no work was completed in those areas the processing of Application for Payment No. 02 was not held up.

**POTENTIAL DAMAGES**

There are no potential damages to report at this time.

**PROJECT COMPLETION****LAST REPORT****3.17%\***

\*This is the first Application for Payment

**CURRENT REPORT****6.21%\*\***

\*\*as of Pay App No. 2

**AFFIRMATIVE CLAIMS**

There are no affirmative claims at this time.

# SCHEDULE UPDATE

CTA Construction Managers provided an updated schedule to the team for review on June 11, 2018. Vertex and Context are currently reviewing to ensure that the project will meet the July 1, 2019 substantial completion date. The Phase One work is on-going to relocate the existing Golf Clubhouse to its new location. Phase Two work is started early with the project fencing and bldg. foundation excavation work began 7/2/18. The location for the construction of the building. mock-up is being revised to the Woodward School soccer field.

**CTA submitted its revised baseline schedule on 7/31/18 and it is currently under review.**

## CONSTRUCTION ACTIVITY

**Site:**

Site work is being done by S. J. Blair Excavating . They are started excavating the Septic Field area on 6/6/18, and finished installing the septic chambers on 7/16/18. Tree cutting and excess excavated loam removal from site is on-going. Trenching of the septic system monitoring and temp power for the Golf Clubhouse to Woodward School Electrical Room started 7/30/18.

**Exterior Work:**

Relocated Golf Clubhouse foundation excavating work to begin 7/2/18. Excavation of Golf Clubhouse foundations finished 7/10/18, foundation footing rebars started 7/10/18 by Marguerite Concrete. Footing rebars finished, UTS of Mass inspected, and 18 cy concrete poured on 7/13/18. Stripped foundation footing forms 7/16/18. Foundation walls formwork and rebars started 7/18/18 and finished 7/25/18, UTS of Mass inspected, and 66 cy concrete poured on 7/26/18. Foundation walls stripped 7/27/18 and finished stripping forms on 7/30/18. New bldg. foundation excavating work to begin on 7/30/18.

**Interior work:**

Interior work RFIs and Submittals review are on-going; physical work has not started.

**Plumbing:**

RFIs and Submittals review are on-going; physical work has not started.

**HVAC:**

RFIs and Submittals review are on-going; physical work has not started.

**Electrical:**

RFIs and Submittals review are on-going; physical work has not started.

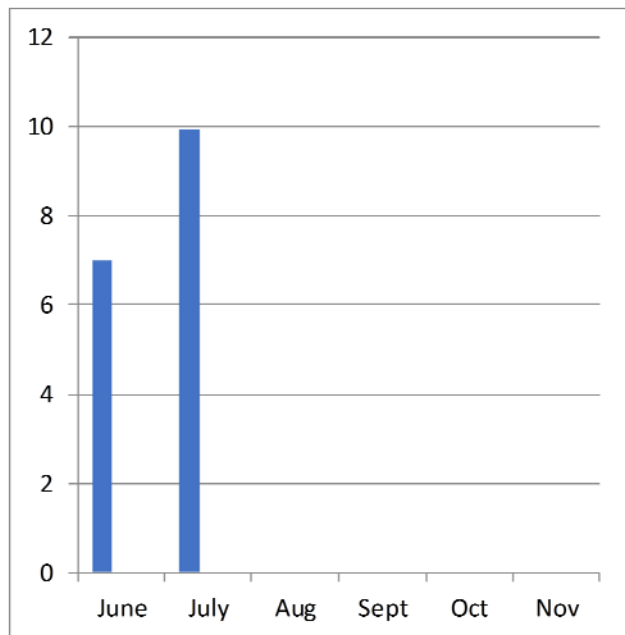
**Steel:**

RFIs and Submittals review are on-going; physical work has not started.

**Safety:**

CTA Construction Managers along with VERTEX has been ensuring on-site job safety. Job-site meetings has not started yet, until other subcontractors are on site. S. J. Blair does equipment inspections and servicing every morning, and having safety meetings several times a week with their work crew.

**Manpower per Month**



**Manpower:**

The average daily manpower has been approximately 10 men per day. The low for the month was 6 men; the high was 14 men.

**Certified Payrolls:**

Certified payrolls continue coming in to Vertex from the sub-contractors. VERTEX will maintain copies, and review all certified payrolls.

## CHANGE ORDERS / PROPOSAL REQUESTS

Following is a complete list of PCO's to date. PCO's that have been zeroed out under the TOTAL column have been rejected.

PCO No.	CE No.	CCD No.	Description	Total
1	1		Seismic clips (ASI 02) - (\$8,025.67)	\$ -
2	2	1	Clubhouse trailer upgrades & storage containers	\$ 8,926.12
3	3		Cleanouts (ASI 01) (original value - \$2,070.09))	\$ 1,447.38
4	4		Guardrail curbing & asphalt (RFI 01)	\$ 3,927.00
5	5		Kitchen Sink Revision (RFI 10) - Orig. \$7,429.42) - Revised	\$ 1,173.19
6	6		Ice maker - plumbing connection (RFI 15/ASI 05) (\$1,550.79)	\$ -
7	8		Clubhouse dampproofing - (\$2,580.52)	\$ -
8	10	2	Clubhouse foundation revisions	\$ -
9	11		Clubhouse HVAC - (\$4,417.58)	\$ -
10	12	3	Clubhouse plumbing	\$ 10,564.85
11	13	4	Clubhouse basement ceiling demo	\$ 3,969.24
12	14	6	Temp clubhouse electrical	\$ 6,631.02
13	15	5	Clubhouse electrical demo	\$ 5,040.33
14	16		Ice maker - electrical	\$ 645.15
15	17		Plumbing permit fees (\$2,395.31)	\$ -
16	18		Sewer pump electrical revisions	\$ 24,225.38
17	19		<i>Not yet received</i>	
18	20		Clubhouse temporary power	\$ 20,752.67
19	21		<i>Not yet received</i>	
20	22		Clubhouse duct demolition	\$ 881.84
21	23		Clubhouse ADA paving	\$ 8,886.24
22	24	RFI 27	Clubhouse foundation drainage	\$ 3,680.16
23	25		<i>Not yet received</i>	
24	26		Brick alternate	\$ (43,000.00)
<b>Totals</b>				<b>\$ 57,750.57</b>

## ISSUES / CONCERNS

At the time of this report, VERTEX's primary concern is making sure that the Phase One—Relocating Golf Clubhouse is completed, so that the Phase Two Public Safety Bldg. work can proceed on schedule. CTA was concerned about completing before the deadline for Phase 1 so they inquired about utilizing the existing septic tank in the even that the new system was not ready. VERTEX inquired with Context and was able to provide CTA with flow rates that would allow CTA to understand how often they would need to pump the septic tank before the new field is on line.

# SITE DOCUMENTATION

01



Photo depicts CAM HVAC demo of the Golf Clubhouse basement AC ducts on 7/27/18.

02



Photo depicts the demo Golf Clubhouse AC ducts on 7/27/18..

03



Photo depicts Marguerite Concrete stripping foundation forms from new Golf Clubhouse foundation on 7/27/18.

04



Photo depicts the Marguerite Concrete foundation walls concrete pour on 7/26/18.

# SITE DOCUMENTATION

05



Photo depicts the UTS of Mass concrete inspection and testing on 6/26/18.

06



Photo depicts the complete demo of the Golf Clubhouse wood deck on 6/26/18.

07



Photo depicts progress of the Septic tanks installation work on 7/26/18.

08



Photo depicts the 11,000 gallon septic tanks delivery and installation on 7/23/18.

# SITE DOCUMENTATION

09



Photo depicts the loading of excess loam from the site on 7/26/18.

10



Photo depicts the on-going site excavation work, rocks and boulders near Woodward School side on 7/26/18.

11



Photo depicts the excavated site rocks and boulders on 7/26/18.

12



Photo depicts the Golf Clubhouse foundation walls ready for concrete pour on 7/26/18.

## SITE DOCUMENTATION

13



Photo depicts the delivered Public Safety Bldg. steel rebar on 7/25/18.

14



Photo depicts the removal of excess loam from the site on 7/25/28.