



RICE LIBRARY BUILDING COMMITTEE

March 23 2021

6PM

AGENDA



1. Project Update
 - a. CHA Personnel Change Update
 - b. Construction Schedule and Activity
 - c. Materials Testing Contract
 - d. Groundbreaking Video
2. Budget and Add/Alternates
3. Subcommittee Updates
 - a. Finishes Presentation
4. Next Steps
 - a. Action Items
 - b. Next Meeting

Materials:

- Project Update Dashboard
- Budget and Add/Alts

The public may view the meeting via Zoom webinar. Register in advance for the webinar at:
https://us02web.zoom.us/webinar/register/WN_fpTIZDgbQzyZkS31N20wng

Due to the Declaration of a State of Emergency for the State of Maine and Town of Kittery, this meeting will be held remotely in accordance with LD 2167.

Rice Public Library Monthly Report

CHA Project Number: 066398. 000



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March 2021

01	Work Completed – Reporting Period
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This is the second report for the Rice Public Library Project. The reporting period is from February 20, 2021 through March 16, 2021 and will cover all work completed during that timeframe. Reports will be issued monthly, with the next report available April 2021.

The following activities occurred between February 20, 2021 and March 16, 2021.

Preconstruction Activities

- 2/23/21: A transition meeting was held to discuss the departure of Richard Marks between CHA and the Town of Kittery.
- 2/23/21: A Building Committee Meeting was held. CHA was in attendance.
- 2/24/21: A Preconstruction Meeting was held with Wright Ryan Construction, Scott Simons Architects, Lassel Architects, CHA, and the Town of Kittery.
- 2/25/21: A Preconstruction Meeting was held with the Town of Kittery and CHA to discuss construction logistics.
- 3/3/21: The first official Construction Meeting was held with Wright Ryan Construction, Scott Simons Architects, Lassel Architects, CHA, and the Town of Kittery.
- 3/4/21: The second Preconstruction Meeting was held with the Town of Kittery, Wright Ryan, and CHA to discuss construction logistics.
- 3/9/21: A brief meeting was held between the Town of Kittery and CHA to discuss CHA’s recommendation on a testing company after receiving three quotes for the project from John Turner Consulting, SW Cole and Briggs Engineering. SW Cole was recommended by CHA and approved by the Town of Kittery.
- 3/10/21: Weekly check in calls started between the Town of Kittery and CHA to review ongoing progress and potential issues.
- 3/10/21: The second Construction Meeting was held with Wright Ryan Construction, Scott Simons Architects, Lassel Architects, CHA, and the Town of Kittery.
- 3/15/21: Wright Ryan mobilized on site and began installing project signage regarding safety and COVID protocols.

02	Work Completed – Reporting Period Photos
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Photos were taken to document the existing conditions on the interior and exterior of the building as well as the site. Photos below are representative, but over a hundred photos were taken.



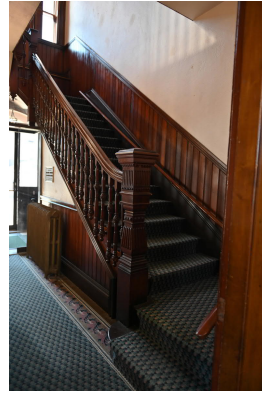
1. Exterior: south corner of site looking north.



2. Exterior: front façade



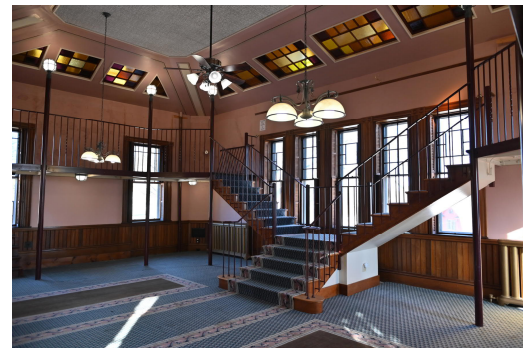
3. Exterior: west façade.



4. Interior: Main Stair



5. Interior: First Floor E-Commons



6. Interior: Second Floor Reading Room



7. Interior: Basement



8. Interior: Second Floor Collection



9. Interior: First Floor Catalog/Tech



10. Interior: First Floor Reading Room

03	Work Projected – Next Month
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Between 3/17/21 and April 2021 the following Construction Activities are planned.

Construction Activities

- 3/17/21: Weekly check in phone calls between the Town of Kittery and CHA will continue.
- 3/17/21: A Construction Meeting will be held with Wright Ryan Construction, Scott Simons Architects, Lassel Architects, CHA and the Town of Kittery.
- 3/17/21: Site clearing will occur followed by ledge removal and excavation for the foundation.
- 3/22/21: An FF&E meeting will be held the week of 3/22/21 to discuss ongoing furniture selections.
- 3/23/21: A Building Committee meeting will be held. CHA will be in attendance.
- 3/24/21: A Construction Meeting will be held with Wright Ryan Construction, Scott Simons Architects, Lassel Architects, CHA and the Town of Kittery.
- 3/31/21: A Construction Meeting will be held with Wright Ryan Construction, Scott Simons Architects, Lassel Architects, CHA and the Town of Kittery.
- Preparation of the virtual Groundbreaking video has been taking place. Photos have been taken in front of the existing library with the shovel cutout. Videos and quotes have been uploaded to the Town’s Dropbox for inclusion in the video compilation.

04	Design Update
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No further Addenda have been issued since Addendum #4 was issued on 1/12/21.

The following is the design update for the month of March:

MSK-1 dated 3/9/21 was issued to clarify the fire dampers.

RFI #8 Sketch response was issued 3/10/21 to clarify the design of the site stairs.

RFI #16 Sketch response was issued on 3/15/21 to clarify trees to be removed.

05	Construction Update
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Wright Ryan provided an updated schedule dated 3/2/21 and the overall schedule remains the same with a turnover date of 3/15/21.

The first Three week look ahead schedule will be provided by Wright Ryan for the construction meeting held on 3/17/21.

Wright Ryan mobilized on Monday, 3/15/21. Safety signage, COVID signage and a safety kit have been installed at the existing library. Wright Ryan is setting up their office in the basement of the existing building. The site fence and screening have gone up. Construction will then begin with clearing of the project site, ledge removal and excavation for foundations. The elevator drilling is planned to occur at the beginning of April with foundations to begin in mid-April.

Wright Ryan has confirmed the pricing on Addendum #4 and the total cost is \$10,331.39. This cost will be reviewed by the design team and OPM.

Wright Ryan submitted their second Pay Application to cover minor costs for General Conditions time spent in February. This was reviewed by CHA, Lassel and Scott Simons Architects and was signed and emailed to the Town of Kittery to process.

Wright Ryan has the majority of the subcontractors bought out and is proceeding with the issuance of RFIs and Submittals.

Submittals

- 33 Issued to Date
- 9 Closed within 15 Days (Allowed by Contract)
- 14 Open within 15 Days
- 10 Open within 21 Days

RFIs

- 16 Issued to Date
- 4 Closed within 7 Days (Allowed by Contract)
- 6 Closed within 14 Days
- 4 Open within 7 Days
- 2 Open past 7 Days

06	Library Coordination
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Following the library’s move out of the existing library, CHA and Wright Ryan reviewed the remaining items in the space including some shelving on the walls, plam countertops, existing bookcases, the horseshoe circulation desk and the resource table. Wright Ryan, Lee Perkins and CHA will meet on site to review these remaining items. It is expected that none of these items are to be salvaged except for the existing bookcases and the circulation desk. Wright Ryan is reviewing if a carpenter and laborer can demo the other items at no cost to the project.

The Memorandum of Understanding from Maine Historic Preservation was sent from CHA to Wright Ryan and Scott Simons & Lassel Architects for their information and coordination.

Alternates

The deadline for the Alternates as indicated in the GMP is 90 days from the executed contract, or 4/5/21. The Library should provide decisions on the acceptance of any Alternates at this time. Alternate No. 4 is currently with Wright Ryan to confirm pricing and is expected within a week’s time.

- | | | |
|-------|---|--------------|
| No. 1 | Provide wood ceilings at circulation desk | Add \$7,546 |
| No. 2 | Provide Acoustic panels in Reading Room 104 | Add \$3,638 |
| No. 3 | Add upper parking lot including curbing and paving | Add \$83,233 |
| No. 4 | Provide concrete walkway with granite steps from entry to lower level | Add \$38,000 |
| No. 5 | Provide cove lighting in new building along existing façade | Add \$13,081 |
| No. 6 | Add folding panel partitions between Rooms 003, 004, 005 | Add \$42,320 |

No. 7 Provide Children's Garden

Add \$43,642

07	Community Coordination
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Informational postcards were issued to the neighborhood notifying abutters that construction will be starting on site and the site clearing, ledge removal and drilling for the elevator will begin to occur.

The Rice Public Library Project website is still under development and it will include items such as the Project Team, Photos & Videos, Contact Information, Schedule Updates and the Groundbreaking. It is expected that this will be available in the month of March.

08	Budget Update
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Please see attached for the budget update. Potential Change Orders 1-4 have been issued to date. The project is currently on budget.

Change Orders issued to Wright Ryan to Date: None

Change Orders are expected to be issued for the four PCOs issued to date. The Town of Kittery and CHA have discussed reviewing PCOs on the 3rd Wednesday of each month in preparation for Wright Ryan's monthly Pay Application. PCOs that effect the use of the building or finishes will be brought to the Building Committee for review. Pricing is still to be finalized for Alternate #4 for the exterior stairway.

09	Attachments
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- Budget Update dated 3/17/21



Category	Budget	Committed	Pending	Remaining
Construction				
Allowances				
COVID 19 Safety Measures	\$ 10,000	\$ -		\$ 10,000
Shoring & Underpinning	\$ 28,400	\$ -		\$ 28,400
Ledge Removal	\$ 41,250	\$ -		\$ 41,250
Lower Level Retaining Wall	\$ 10,000	\$ -		\$ 10,000
Winter Conditions	\$ 29,000	\$ -		\$ 29,000
Architectural Woodwork Retrofit	\$ 8,000	\$ -		\$ 8,000
Insulation Upgrades at Existing Building	\$ 2,500	\$ -		\$ 2,500
Parapet & Internal Gutter Framing	\$ 35,520	\$ -		\$ 35,520
Firestopping not specified in trades	\$ 4,000	\$ -		\$ 4,000
Slate Roofing replacement/repairs	\$ 10,500	\$ -		\$ 10,500
Plaster Patching	\$ 12,000	\$ -		\$ 12,000
Floor Prep & Moisture Mitigation	\$ 7,350	\$ -		\$ 7,350
Internal Roof Leaders related to Addendum 3	\$ 26,000	\$ -		\$ 26,000
Fire Dampers not shown currently	\$ 6,000	\$ 20,200		(\$ 14,200)
Subtotal	\$ 230,520			\$ 210,320
Percentage		8.76%		91.24%
Alternates				
Alternate #1: Provide wood ceilings at circulation desk	\$ 7,546	\$ -		
Alternate #2: Provide acoustic panels in Reading Room 104	\$ 3,638	\$ -		
Alternate #3: Add upper parking lot including curbing and paving	\$ 83,233	\$ -		
Alternate #4: Provide concrete walkway with granite steps from entry to lower level	\$ 38,000	\$ -		
Alternate #5: Provide cove lighting in new building along existing façade	\$ 13,081	\$ -		
Alternate #6: Add folding panel partitions between Rooms 003, 004 & 005	\$ 42,320	\$ -		
Alternate #7: Provide Children's Garden	\$ 43,642	\$ -		
Subtotal	\$ 231,460			
Percentage				
CM Contingency	\$ 86,001	\$ -		\$ 86,001
Subtotal	\$ 86,001			\$ 86,001
Percentage				100%
Owner				
Contingency	\$ 295,000			
PCO 001: 2" Foundation Insulation Credit			(\$ 646.70)	
PCO 002: Steel Escalation Cost		\$ 26,447.33		
PCO 003: Addendum #4			\$ 10,331.39	
*PCO 004: Builders Risk			\$ 7,034.99	
Unsubmitted PCO: Carpet Tile Alternate			(\$ 2,000.00)	
Subtotal	\$ 295,000	\$ 26,447	\$ 14,720	\$ 253,833
Percentage		8.97%	4.99%	86.05%

* To be charged against the Builders Risk in the Budget outside of the Owner's Contingency

RICE PUBLIC LIBRARY

Budget

March 19, 2021

PHASE	CURRENT ESTIMATE		ACTUAL
	BUDGET	SPENT TO DATE	REMAINING
Soft Costs			
<i>Design and Engineering</i>			
Existing Conditions	19,000	19,000	-
Programming	7,500	7,500	-
SDs	105,000	105,000	-
Intitial Permitting	5,000	5,000	-
Phase 1 Cost Estimating	4,000	4,000	-
DDs	105,000	105,000	-
Final Permits & Approvals	12,000	12,000	-
Phase 2 Cost Estimating	-	-	-
CDs	123,000	115,000	8,000
Bidding & Negotiating	12,800	12,800	-
CA - Shop Drawings, Requisite Reviews, 24 Site visits	54,000	5,400	48,600
<i>Other CA - Time and Materials</i>			
Site Plan	3,200	3,200	-
Geo Tech	7,345	7,345	-
Signage Design	10,000	-	10,000
Reimbursables	8,000	6,260	1,740
Subtotal Design & Engineering	475,845	407,505	68,340
<i>Misc Owner Soft Costs</i>			
Misc Expenses	5,000	1,324	3,676
Bonding	9,566	9,566	-
Permit Fees	5,472	5,472	-
Legal	15,000	13,330	1,670
Relocation Services (previously Construction Phasing)	93,000	34,311	58,689
Preconstruction Services	55,000	50,267	4,733
Owner Representative / Clerk of the Works	130,000	10,000	120,000
Signage Fabrication	10,000		10,000
Misc Consultants and Contracts	44,000	4,048	39,953
FFE (includes consulting)	243,110	14,130	228,981
<i>Technology/Security</i>			
Consulting	13,000	6,656	6,344
Hard Costs	85,000		85,000
Capital Campaign Consultant	50,000	20,835	29,165
Subtotal Soft Costs	1,233,993	577,444	656,550
Hard Costs			
Construction (Reno & Exp)	4,643,191	40,749	4,602,442
Subtotal Hard Costs	4,643,191	40,749	4,602,442
Contingencies			
Construction Contingency (15%)			
Owner's Contingency	295,000	26,447	268,553
Design Contingency ("held by owner")			
Subtotal Contingencies	295,000	26,447	268,553
Contingency as % of Total Project			
TOTAL	6,172,184.3	644,640	5,527,544

VARIANCE

Soft Costs as % of Construction

25%

	COSTS	CIP	BOND	NEH	RPLC	OTHER GRANTS	TRANSFER FROM RPLC ASSETS	TOTAL FUNDED	UNFUNDED	
AVAILABLE FUNDS	\$	500,000	\$ 5,000,000	\$ 500,000	\$ 50,000	\$ 267,500	\$ 63,000			
BASE PROJECT										
<i>Design Costs</i>	475,845	475,845						475,845	0	
<i>Owner's Costs</i>										
Other Soft Costs	367,038	24,155	342,883					367,038	0	
FFE ¹	243,110			243,110				243,110	0	
IT Consulting	13,000		13,000					13,000	0	
IT ²	85,000		926	84,074				85,000	0	
Capital Campaign Consultant	50,000			50,000				50,000	0	
<i>Construction</i>									0	
Construction	4,643,191		4,643,191					4,643,191	0	
Other Contingency	-							-	0	
Owner's Contingency	295,000			122,816	50,000	59,184	63,000	295,000	0	
BASE PROJECT TOTAL³	6,172,184.3	500,000	5,000,000	500,000	50,000	59,184	63,000	6,172,184	0	
	TRUE									
ENHANCEMENTS/ADD ALTS										
IT ⁵	82,155							-	(82,155)	1
Wood ceiling over circulation desk ⁴	7,546					7,546		7,546	0	1
Acoustic panels in Children's Reading Room ⁸	3,638							-	(3,638)	
Cove lighting in new bldg along existing façade ⁹	13,081							-	(13,081)	
Exterior stairway	38,000					38,000		38,000	0	1
Folding Partitions ⁷	42,320							-	(42,320)	2
Upper parking lot improvements ⁵	83,233							-	(83,233)	3
Children's Garden ¹⁰	43,642					43,642		43,642	0	1
FFE (TBD)	35,000							-	(35,000)	
ENHANCEMENTS TOTAL	348,615	-	-	-	-	89,188	-	89,188	(259,427)	
GRAND TOTAL FUNDED COSTS	\$ 6,520,799	\$ 500,000	\$ 5,000,000	\$ 500,000	\$ 50,000	\$ 148,372	\$ 63,000	\$ 6,261,372		
AVAILABLE REMAINING FUNDING		\$ -	\$ -	\$ -	\$ -	\$ 119,128	\$ -		119,128	
GRAND TOTAL - Under/(Over)									(140,299)	

- Notes:**
1. Base project costs include VE items 9, 12, 14, & 15
 2. Base project costs include VE item 10.
 3. Base project does not include \$32,310 in Lower Parking Lot work to be done by Town through DPW; funds not identified yet.
 4. Finishes Com eliminated addlt wood ceilings elsewhere in the bld.
 5. Unclear what remaining costs for DPW will exist with funded Enhancement.
 6. Based on initial IT Est with Tel added.
 7. Track/ceiling structure will be installed as part of base project
 8. Added by Finishes Com
 9. Added by Finishes Com
 10. Childrens Garden will be designed and constructed as an Owners Project.