



RICE LIBRARY BUILDING COMMITTEE

July 20, 2021

6PM

AGENDA



1. Project Update
 - a. Construction Schedule and Activity
 - b. Quality Assurance Report
 - c. Budget Update
 - i. Fundraising Status and Add/Alt Options
 - d. Retaining wall at the outdoor stairs
 - e. Signage Scope
2. Subcommittee Updates
 - a. Children's Garden – Results of Focus Groups
 - b. Information Technology – Bid Status
 - c. FF&E – Order Status
3. Next Steps
 - a. Action Items
 - b. Next Meeting

Materials:

- Project Update Dashboard
- Budget
- Retaining Wall Options (included in Project Update Dashboard)
- Signage Scope

The public may view the meeting via Zoom webinar. Register in advance for the webinar at:
<https://us02web.zoom.us/j/82979059225?pwd=cHd1L1RicXN5VjdDaStVR3JncS9FUT09>

Rice Public Library Monthly Report

CHA Project Number: 066398. 000



Prepared for:
Town of Kittery
200 Rogers Road
Kittery, Maine 03904

Prepared by:

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July 2021

01	Work Completed – Reporting Period
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This is the sixth report for the Rice Public Library Project. The reporting period is from June 12, 2021 through July 15, 2021 and will cover all work completed during that timeframe. Reports will be issued monthly, with the next report available August 2021.

The following activities occurred between June 12, 2021 and July 15, 2021.

Construction Activities

- 6/12/21: Site Utilities work continued
- 6/15/21: Sub-slab MEP rough in
- 6/15/21: Prep for boiler install
- 6/15/21: Inspections continued for rebar, concrete, and steel
- 6/15/21: A Building Committee Meeting was held.
- 6/16/21, 6/23/21, 6/30/21, 7/7/21: A Construction Meeting was held with Wright Ryan Construction, Lassel Architects, CHA, and the Town of Kittery.
- 6/16/21: Weekly check in calls continued on Wednesdays between the Town of Kittery and CHA to review ongoing progress and potential issues.
- 6/17/21: Steel erection preconstruction meeting
- 6/18/21: Steel delivery
- 6/23/21: Steel erection begins
- 6/30/21: Decking begins

02	Work Completed – Reporting Period Photos
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Photos were taken of the site on 6/30/21, 7/9/21, and 7/14/21 showing the steel erection and underground work.



1. Beginning of steel erection. Photo taken at southwest corner.



2. Start of decking install.



3. Last beam lifted into place.



4. Signed beam before lifting into place.



5. Underground plumbing in progress.



6. Photo looking down at new entrance taken from existing building.

03	Work Projected – Next Month
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Between 7/16/21 and August 2021 the following Construction Activities are planned.

Construction Activities

- 7/16/21 - 7/23/21: Decking will continue
- 7/22/21: Concrete pours will begin
- 7/29/21: Selective demo to begin in existing building
- 7/30/21: Create openings/structural supports in existing building
- 7/19/21 – 7/23/21: Spray fireproofing steel
- 7/26/21 – 8/20/21: Frame/sheath/air vapor barrier

- 8/13/21: Masonry infills in existing building
- 8/23/21: Begin masonry prep

04	Design Update
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The following is the design update for the months of June/July:
No ASIs or SKs were issued this month.

Lassel Architects issued their second monthly site report dated 6/24/21.
Thornton Tomasetti issued their first site report dated 6/23/21.

05	Construction Update
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The overall schedule remains the same with a turnover date of 3/15/22. Steel erection took place on schedule. The next major work will be the pouring of the slabs.

Three week look ahead schedules were provided by Wright Ryan for the construction meetings held on 6/16/21, 6/23/21, 6/30/21 and 7/7/21.

Wright Ryan began the steel erection this month and the last of the beams was recently lifted into place. Some Saturday work occurred to expedite the steel erection. Bracing is currently being installed. The underslab mechanical, electrical and plumbing work continues in preparation for the pouring of slabs. Backfilling around the slab will occur before the slab on grade is poured.

S.W. Cole and their consultant White Engineering have been performing periodic inspections. In White Engineering's first inspection report on the steel installation there were comments that CHA followed up on with Wright Ryan and Lassel, Scott Simons Architects, and Thornton Tomasetti. It was noted in two instances that sketches would be needed from the structural engineer of record for corrective work. The structural engineer was made aware of the sketches needed when he was on site and CHA is following up with Thornton Tomasetti.

Wright Ryan submitted their sixth Pay Application including General Conditions costs for June, sitework, structural steel, roofing stored material, and mechanical and plumbing underground work. This was reviewed by CHA, Lassel and Scott Simons Architects and was signed and emailed to the Town of Kittery. The Town has been currently advised to hold on payment until the updated schedule has been received and the lien waivers from last month's requisition.

Wright Ryan has been proceeding with the issuance of RFIs and Submittals and the project continues to stay ahead of lead times and current market delays in materials.

Submittals
104 Issued to Date
97 Closed
7 Open

RFIs
27 Issued to Date
23 Closed
4 Open

06	Library Coordination
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Pricing options have been received from Wright Ryan for Alternate #4. The concrete retaining wall with the form liner is not an available option. There are two options for the wall, one with a granite veneer and one with a brick veneer. Both options will be reviewed at the next Building Committee meeting.

The open alternates are as follows:

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

07	Community Coordination
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There have not been any complaints from the community this month.

08	Budget Update
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Please see attached for the budget update. Potential Change Orders 1-17 have been issued by Wright Ryan to date. No additional PCOs were issued in the last month. The project is currently on budget.

No Change Orders were issued to Wright Ryan this month.

09	Attachments
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- Budget Update dated 7/15/21

Rice Public Library



8 Wentworth Street

Kittery, Maine 03904 Budget Update 7/15/2021

Category	Budget	Committed	Pending	Rejected	Remaining	Comments
Construction						
Allowances						
COVID 19 Safety Measures	\$ 10,000	\$ 47			\$ 9,953	
Shoring & Underpinning	\$ 28,400	\$ 212			\$ 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	\$ 20,459			\$ 210,061	
Percentage		8.9%			91.1%	
Fundraising/Grants	\$ 208,316					
Alternates						
Change Order 2: PCO 005: Alternate #1: Provide wood ceilings at circulation desk	\$ 7,546	\$ 7,546				5/17/21: Signed and returned to WR.
Change Order 2: PCO 006: Alternate #2: Provide acoustic panels in Reading Room 104	\$ 3,638	\$ 3,638				5/17/21: Signed and returned to WR.
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		\$ 38,000			
Change Order 2: PCO 007: Alternate #5: Provide cove lighting in new building along existing façade	\$ 13,081	\$ 13,081				5/17/21: Signed and returned to WR.
Change Order 2: PCO 008: Alternate #6: Add folding panel partitions between Rooms 003, 004 & 005	\$ 42,320	\$ 42,320				5/17/21: Signed and returned to WR.
Alternate #7: Provide Children's Garden	\$ 43,642	\$ 43,642				(not by Wright Ryan, Community Project)
Subtotal	\$ 231,460	\$ 110,227			\$ 98,089	
Percentage						
CM Contingency	\$ 86,001					
Trees Not Shown on CDs, Rebar Overrun		\$ 3,974				Trees \$2,300, Rebar \$1,674
PCO 010: Two Added Door Operators		\$ 4,786				6/11/21: Moved from Owner contingency to CM contingency.
PCO 015: Mechanical Platform		\$ 5,014				6/11/21: Moved from Owner contingency to CM contingency.
Subtotal	\$ 86,001	\$ 13,774			\$ 72,227	
Percentage		16.0%			84.0%	

Owner						
Contingency	\$ 295,000					
Change Order 2: PCO 001: 2" Foundation Insulation Credit		-\$ 647				5/17/21: Signed and returned to WR.
Change Order 1: PCO 002: Steel Escalation Cost		\$ 26,447				4/1: Signed and returned to WR.
Change Order 2: PCO 003: Addendum #4		\$ 10,124				5/17/21: Signed and returned to WR.
*Change Order 1: PCO 004: Builders Risk		\$ 7,035				4/1: Signed and returned to WR.
Unsubmitted PCO: Carpet Tile Alternate			(\$ 2,000.00)			
Change Order 3R1: PCO 009: Historic Shelving Relocation		\$ 19,677				6/28/21: Signed and returned to WR.
PCO 011: Curbing and Paving Lower Parking Lot				\$ 59,612.28		4/28/21: This will not be accepted.
Change Order 3R1: PCO 012: Increased Louver Sizes		\$ 405				6/28/21: Signed and returned to WR.
PCO 013R1: Alternate #4 Granite Stairs and Walkway				\$ 41,629.14		6/11/21: Wright Ryan is preparing granite and brick veneer costs compared to concrete for review.
Change Order 3R1: PCO 014: ASI #2 Community Room Ceiling Changes		\$ 6,245				6/28/21: Signed and returned to WR.
Change Order 3R1: PCO 016: Electrical Disconnect		\$ 2,010				6/28/21: Signed and returned to WR.
PCO 17: Retaining Wall Allowance Credit			(\$ 10,000.00)			
Subtotal	\$ 295,000	\$ 71,296	-\$ 12,000	\$ 101,241	\$ 235,704	
Percentage		24.2%	-4.1%		79.9%	

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

RICE PUBLIC LIBRARY
Budget

July 16, 2021

PHASE	CURRENT ESTIMATE		ACTUAL	
	CONSTRUCTION BUDGET	Q1 CONSTRUCTION COMPLETE	SPENT TO DATE	REMAINING
Soft Costs				
<i>Design and Engineering</i>				
Existing Conditions	19,000	19,000	19,000	-
Programming	7,500	7,500	7,500	-
SDs	105,000	105,000	105,000	-
Initial Permitting	5,000	5,000	5,000	-
Phase 1 Cost Estimating	4,000	4,000	4,000	-
DDs	105,000	105,000	105,000	-
Final Permits & Approvals	12,000	12,000	12,000	-
Phase 2 Cost Estimating	-	-	-	-
CDs	123,000	123,000	115,000	8,000
Bidding & Negotiating	12,800	12,800	12,800	-
CA - Shop Drawings, Requisite Reviews, 24 Site visits	54,000	54,000	16,200	37,800
<i>Other CA - Time and Materials</i>				
Site Plan	3,200	3,200	3,200	-
Geo Tech	7,345	7,345	7,345	-
Signage Design	10,000	10,000	-	10,000
Reimbursables	8,000	8,000	6,265	1,735
Subtotal Design & Engineering	475,845	475,845	418,310	57,535
<i>Misc Owner Soft Costs</i>				
Misc Expenses	2,000	2,000	1,324	676
Bonding	9,566	9,566	9,566	-
Permit Fees	5,472	5,472	5,472	-
Legal	15,000	13,330	13,330	-
Relocation Services (previously Construction Phasing)	93,000	93,000	39,111	53,889
Preconstruction Services	58,000	55,246	55,246	(0)
Owner Representative / Clerk of the Works	130,000	130,000	34,000	96,000
Signage Fabrication	10,000	10,000		10,000
Misc Consultants and Contracts	44,000	61,000	43,818	17,182
FFE (includes consulting)	243,110	230,460	16,072	214,388
<i>Technology/Security</i>				
Consulting	13,000	13,000	6,656	6,344
Hard Costs	85,000	85,000		85,000
Capital Campaign Consultant	50,000	50,004	50,004	-
Subtotal Soft Costs	1,233,993	1,233,924	692,909	541,015
Hard Costs				
Construction (Reno & Exp)	4,643,191	4,643,191	241,682	4,401,509
Subtotal Hard Costs	4,643,191	4,643,191	241,682	4,401,509
Contingencies				
Construction Contingency (15%)				
Owner's Contingency	295,000	295,000	71,296	223,704
Design Contingency ("held by owner")				
Subtotal Contingencies	295,000	295,000	71,296	223,704
Contingency as % of Total Project				
TOTAL	6,172,184.3	6,172,114.7	1,005,888	5,166,227
VARIANCE		(69.63)		

Soft Costs as % of Construction

25%

Updated: 7/16/2021

	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	\$ 547,500	\$ 63,000		
BASE PROJECT									
<i>Design Costs</i>	475,845	475,845						475,845	0
<i>Owner's Costs</i>									
Other Soft Costs	379,614	24,155	342,883	12,576				379,614	0
FFE ¹	230,460			230,460				230,460	0
IT Consulting	13,000		13,000					13,000	0
IT ²	85,000		926	84,074				85,000	0
Capital Campaign Consultant	50,004			50,004				50,004	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	6,172,114.7 TRUE	500,000	5,000,000	499,930	50,000	59,184	63,000	6,172,114	0
ENHANCEMENTS/ADD ALTS									
IT ⁶	89,000							-	(89,000)
Wood ceiling over circulation desk ⁴	7,546					7,546		7,546	0
Acoustic panels in Children's Reading Room ⁸	3,638					3,638		3,638	0
Cove lighting in new bldg along existing façade ⁹	13,081					13,081		13,081	0
Exterior stairway	38,000					38,000		38,000	0
Folding Partitions ⁷	42,320					42,320		42,320	0
Upper parking lot improvements ⁵	83,233							-	(83,233)
Children's Garden ¹⁰	58,000					58,000		58,000	0
IT Supplemental - Computers TBD ¹¹	20,000								(20,000)
Lower Parking Lot (by DPW) ¹²	60,000								(60,000)
Monumental/Wayfinding Signage (TBD) ¹³	15,000								(15,000)
FFE (TBD)	15,000							-	(15,000)
ENHANCEMENTS TOTAL	444,818	-	-	-	-	162,585	-	162,585	(282,233)
GRAND TOTAL FUNDED COSTS	\$ 6,616,933	\$ 500,000	\$ 5,000,000	\$ 499,930	\$ 50,000	\$ 221,769	\$ 63,000	\$ 6,334,699	
AVAILABLE REMAINING FUNDING		\$ -	\$ -	\$ 70	\$ -	\$ 325,731	\$ -		325,801
GRAND TOTAL - Under/(Over)									43,568

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 Bid Response.
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.
11. IT Supplemental based on fundraising and desire to purchase computers for self-search catalogue and self check out (data drops included in IT package already)
12. Lower parking lot was moved from project to CIP, should be moved back into project budget
13. Monumental wayfinding signage added based on June discussion

Sign Loca. #	Location	Sign Reads:	Qty	Placement
<u>LOWER LEVEL</u>				
1	R 002	Community Room, Maker Sp, Business Ctr, Restroom		Hanging
2	R 004	Community Room		Wall
3	R 005	Maker Space		Wall
4	R 006	IT *		Door
5	R 007	EMR *		Door
6	R 013	Business Center		Door
7	R 015	Maine History Room		Door
8	R 016	Nonfiction, Maine Room		Hanging
9	R 017	Nonfiction (1 in the middle of the room)		Hanging
10	R 107	Cookbooks & Travel 2nd Level		Wall ?
11	R 018	Staff Only *		Door
12	R 022	Boiler & Furnace *		Door
13		Outside single door to community Rm		Door
<u>FIRST LEVEL</u>				
14		New Entrance Sign		
15	R 103	Circulation (possibly on beam above)		Hanging
16	R 106	Staff Only *	x2	Door
17	R 107	Circulation Office *		Door
18	R 109	Director's Office *		Door
19	R 102	E-commons, Audio Bks, Mys, Sci/Fan, Western, Periodicals & Newspapers		Hanging
20	R 108	Fiction	x2	Hanging
21	R 108	Large Print	x2	Hanging
22	R 108	Multi media		Hanging
23	R104	New Books		Wall
24	R 112	Sci/Fan, Western, Periodicals & Newspapers, Audio Books		Hanging
25	R 113	Science Fiction & Fantasy		Shelf End
26	R 113	Western Fiction		Shelf End
27	R 113	E-Commons		Hanging
28, 29	R 116	Periodicals	x2	Doors
30, 31	R 114	Cataloging Office *	x2	Doors
<u>SECOND LEVEL</u>				
32	R 201	Easy Readers		Hanging
33	R 201	Graphic Novels		Hanging
34	R 202	Youth Services (possibly on beam above)		Hanging
35	R 203	Youth Services Office *		Door
36	R 204	Multimedia		Hanging
37	R 204	Junior Fiction		Hanging
38	R 204	Picture Books		Hanging
39	R 204	Junior Nonfiction		Hanging
40	R 205	Storytime		Hanging
41	R 207	Parent Collection		Wall
42	R 206	Young Adult, Travel, Cookbooks		Wall
43	R 211	YA Game Room		Wall
44	R 212	YA Study		Wall
45, 46	R 214	Travel	x2	Wall
47	R 215	Staff Only (attic door) *		Door
48, 49	R 216	Cookbooks	x2	Wall
50	R 213	Young Adult Fiction		Wall

Sign	<u>Location</u>	<u>Sign Reads:</u>	<u>Qty</u>	<u>Placement</u>
Loca. #				
TBD		Giving Wall and Donor recognition		Various
Exterior		Exterior Monumental Signage		TBD

NOTES:

* Signs should be simple and uniform

1. All hanging signs should be double sided (not necessarily the same thing on both sides) with directional arrows as needed
2. Some signage can be on shelving units
3. Elevator should include information about what is on each floor and which way to exit.
4. Stairwells should have signage that shows what is on each floor.