



## RICE LIBRARY BUILDING COMMITTEE

September 28, 2021

6PM

AGENDA



1. Project Update
  - a. Construction Schedule and Activity
    - i. Plant disturbance upper parking lot
  - b. Budget Update
  - c. Potential Change Orders and Funding Requests
    - i. PCO – Paint interior walls and ceiling of existing bldg
    - ii. PCO – replace carpet in second floor reading room of existing bldg
    - iii. Add/Alts – Wireless hotspots (IT)
    - iv. Add/Alts – Window coverings Addlt Areas (Finishes)
  
2. Subcommittee Updates
  - a. Children’s Garden Update – Survey and RFP Development
  - b. Information Technology – Contract Status
  - c. FF&E – Order Status and Map Detail on Bookcases
  - d. Signage – Wayfinding and Donor
  
3. Next Steps
  - a. Action Items
  - b. Next Meeting

### Materials:

- Project Update Dashboard
- Budget
- Cost Estimates for PCOs and Funding Requests

The public may view the meeting via Zoom webinar. Register in advance for the webinar at:  
[https://us02web.zoom.us/webinar/register/WN\\_da\\_h3zIS4iW2RV3IZt7Jg](https://us02web.zoom.us/webinar/register/WN_da_h3zIS4iW2RV3IZt7Jg)

# Rice Public Library Monthly Report

CHA Project Number: 066398.000



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

**Prepared by:**



1 Faneuil Hall Marketplace  
South Market Building, Suite 4195  
Boston, MA  
Phone: (617) 451-2717

**September 2021**

<b>01</b>	<b>Work Completed – Reporting Period</b>
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This is the eighth report for the Rice Public Library Project. The reporting period is from August 13, 2021 through September 16, 2021 and will cover all work completed during that timeframe. Reports will be issued monthly, with the next report available October 2021.

The following activities occurred between August 13, 2021 and September 16, 2021.

**Construction Activities**

- **8/16/21:** Site utilities around the building perimeter continued
- **8/16/21:** Removal of abandoned IT wires in existing building occurred
- **8/16/21:** Select demolition occurred
- **8/17/21:** A Building Committee Meeting was held
- **8/23/21:** Fireproofing of steel began
- **8/31/21:** Framing and sheathing on Traip side of building began
- **8/25/21, 9/1/21, 9/8/21, 9/15/21:** Construction Meetings were held with Wright Ryan Construction, Lassel Architects, CHA, and the Town of Kittery.
- **8/30/21:** The openings between the existing building and the new addition were cut open
- **8/30/21:** MEP work throughout the existing building is taking place
- **8/30/21:** Framing and sheathing Wentworth side of building began
- **8/31/21:** Wright Ryan’s subcontractor reviewed the existing roof conditions for repair scope
- **9/10/21:** Framing of interior partitions began

<b>02</b>	<b>Work Completed – Reporting Period Photos</b>
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Photos were taken of the site on 8/24/21 and 9/8/21 showing construction progress.



1. Overall Structure, view of fireproofing in progress.



2. View of Lower Level fireproofing.



3. Select demo in existing building continues.



4. Door frames on site.



5. View of demolished fire escape.



6. View of demolished window for new door opening.



7. Second floor mezzanine demolition.



8. View of interior framing beginning in new addition.

<b>03</b>	<b>Work Projected – Next Month</b>
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Between 9/16/21 and October 2021 the following Construction Activities are planned.

**Construction Activities**

- **9/20/21:** Framing and sheathing of north elevation to occur
- **September & October:** Masonry prep and installation to occur
- **9/20/21:** Interior partition work to continue
- **9/20/21:** MEPs in existing building to continue
- **9/20/21:** Air vapor barrier to be installed on exterior elevations
- **9/20/21:** Stair delivery and installation to begin
- **9/21/21:** Trenching for utilities at front of site to occur
- **9/23/21:** MEPs in new building to begin
- **9/27/21:** Framing and sheathing of roof to begin
- **9/30/21:** Frame elevator shaft
- **9/30/21:** Frame the stair shaft
- **September & October:** Frame and Drywall Existing Building Lower Level

<b>04</b>	<b>Design Update</b>
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The following is the design update for the months of August/September:

- ASI #10 Beam to Column Fireproofing Detail
- ASI #12 Window Framing Coordination
- ASI #13 Employee Breakroom Cabinetry Revised

Lassel Architects issued their Site Report #3 Dated 8/18/21 & 9/8/21.

<b>05</b>	<b>Construction Update</b>
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The overall schedule remains the same with a turnover date of 3/15/22. Fireproofing, and the start of exterior framing and sheathing occurred this month on schedule.

Three-week look ahead schedules were provided by Wright Ryan for the construction meetings held on 8/25/21, 9/1/21, 9/8/21 and 9/15/21.

Wright Ryan began fireproofing the structure, framing and sheathing the exterior walls and also began to frame interior partitions. Utilities work continued within the site boundaries. Demolition has continued on the interior of the existing building and mechanical/electrical/plumbing work has been ongoing. The openings between the existing building and the new building were created. There is more light gauge framing on site to continue with the interior partitions as well as the door frames.

Wright Ryan submitted their eighth Pay Application including General Conditions costs for August, demolition, sitework, concrete materials, flatwork labor, waterproofing, fireproofing, roofing,

doors/frames/hardware, metal studs, mechanical, electrical and plumbing. This was reviewed by CHA, Lassel and Scott Simons Architects and recommended for approval.

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**

117 Issued to Date  
110 Closed  
7 Open

**RFIs**

40 Issued to Date  
37 Closed  
3 Open

<b>06</b>	<b>Library Coordination</b>
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The signage submittal is expected soon from Wright Ryan and their subcontractor. The life safety base scope will be coordinated with the additional requested scope for pricing and procurement. Exterior signage as discussed last month might be with the assistance of volunteer design services. The shelving order was released this month.

<b>07</b>	<b>Community Coordination</b>
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There have not been any complaints from the community this month.

<b>08</b>	<b>Budget Update</b>
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Please see attached for the budget update. Potential Change Orders 1-19 have been issued by Wright Ryan to date. PCOs 19 was issued in the last month. The project is currently on budget.

Change Order 4 was returned to Wright Ryan in the amount of \$38,511.29.

<b>09</b>	<b>Attachments</b>
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- Budget Update dated 9/16/21

Rice Public Library



8 Wentworth Street

Kittery, Maine 03904 Budget Update 9/16/2021

Category	Budget	Committed	Pending	Rejected	Remaining	Comments
<b>Construction</b>						
Allowances						
COVID 19 Safety Measures	\$ 10,000	\$ 10,000			\$ 0	Credit is Applied to PCO 13R3
Shoring & Underpinning	\$ 28,400	\$ 212			\$ 28,188	
Ledge Removal	\$ 41,250	\$ 19,200			\$ 22,050	Includes Ledge Removal through July 29, 2021
Lower Level Retaining Wall	\$ 10,000	\$ 10,000			\$ 0	Credit is Applied to PCO 13R3
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)	
<b>Subtotal</b>	<b>\$ 230,520</b>	<b>\$ 59,612</b>			<b>\$ 170,908</b>	
<b>Percentage</b>		25.9%			74.1%	
<b>Fundraising/Grants</b>	<b>\$ 488,316</b>					
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		\$ 83,233			
Change Order 4: PCO 13R3: Alternate #4: Provide concrete walkway with granite steps from entry to lower level	\$ 38,000		\$ 37,886		\$ 114	8/12/21: Alternate #4 was accepted with granite veneer and granite cap and is offset with the COVID allowance credit -\$9,953 and retaining wall credit of -\$10,000.
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	\$ 58,000	\$ 58,000				(not by Wright Ryan, Community Project)
<b>Subtotal</b>	<b>\$ 245,818</b>	<b>\$ 124,585</b>	<b>\$ 121,119</b>		<b>\$ 242,612</b>	
<b>Percentage</b>						
CM Contingency						
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.
<b>Subtotal</b>	<b>\$ 86,001</b>	<b>\$ 13,774</b>			<b>\$ 72,227</b>	
<b>Percentage</b>		16.0%			84.0%	

RICE PUBLIC LIBRARY

Budget

September 24, 2021

PHASE	CURRENT ESTIMATE	CURRENT ESTIMATE	ACTUAL	
	Q1 CONSTRUCTION COMPLETE	Q2 CONSTRUCTION COMPLETE	SPENT TO DATE	REMAINING
<b>Soft Costs</b>				
<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	-
Intitial 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	123,000	-
Bidding & Negotiating	12,800	12,800	12,800	-
CA - Shop Drawings, Requisite Reviews, 24 Site visits	54,000	64,000	31,600	32,400
<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	6,397	1,603
<b>Subtotal Design &amp; Engineering</b>	<b>475,845</b>	<b>485,845</b>	<b>441,842</b>	<b>44,003</b>
<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	13,330	13,330	13,330	-
Relocation Services (previously Construction Phasing)	93,000	93,000	41,511	51,489
Preconstruction Services	55,246	55,246	55,246	(0)
Owner Representative / Clerk of the Works	130,000	130,000	62,000	68,000
Signage Fabrication	10,000	10,000	-	10,000
Misc Consultants and Contracts	61,000	61,000	48,463	12,537
FFE (includes consulting)	230,460	226,207	16,072	210,135
<i>Technology/Security</i>				
Consulting	13,000	6,656	6,656	-
Hard Costs	85,000	85,000	40,587	44,413
Hard Costs Add/Alt: Wireless	-	-	-	-
Capital Campaign Consultant	50,004	50,004	50,004	-
<b>Subtotal Soft Costs</b>	<b>1,233,924</b>	<b>1,233,326</b>	<b>792,073</b>	<b>441,253</b>
<b>Hard Costs</b>				
Construction (Reno & Exp)	4,643,191	4,643,191	1,346,694	3,296,497
<b>Subtotal Hard Costs</b>	<b>4,643,191</b>	<b>4,643,191</b>	<b>1,346,694</b>	<b>3,296,497</b>
<b>Contingencies</b>				
Construction Contingency (15%)				
Owner's Contingency	295,000	295,000	71,922	223,078
Design Contingency ("held by owner")				
<b>Subtotal Contingencies</b>	<b>295,000</b>	<b>295,000</b>	<b>71,922</b>	<b>223,078</b>
<b>Contingency as % of Total Project</b>				
<b>TOTAL</b>	<b>6,172,114.7</b>	<b>6,171,517.1</b>	<b>2,210,689</b>	<b>3,960,828</b>



	COSTS	CIP	BOND	NEH	RPLC FUNDRAISING	TRANSFER FROM RPLC ASSETS	TOTAL FUNDED	UNFUNDED
AVAILABLE FUNDS		\$ 500,000	\$ 5,000,000	\$ 500,000	\$ 546,350	\$ 63,000		
<b>BASE PROJECT</b>								
<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 <sup>1</sup>	230,460			230,460			230,460	0
IT Consulting	13,000		13,000				13,000	0
IT <sup>2</sup>	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			122,886	109,114	63,000	295,000	0
<b>BASE PROJECT TOTAL<sup>3</sup></b>	6,172,114.7 TRUE	500,000	5,000,000	500,000	109,114	63,000	6,172,114	0
<b>ENHANCEMENTS/ADD ALTS</b>								
IT <sup>6</sup>	95,692						-	(95,692)
Wood ceiling over circulation desk <sup>4</sup>	7,546				7,546		7,546	0
Acoustic panels in Children's Reading Room <sup>8</sup>	3,638				3,638		3,638	0
Cove lighting in new bldg along existing façade <sup>9</sup>	13,081				13,081		13,081	0
Exterior stairway	38,000				38,000		38,000	0
Folding Partitions <sup>7</sup>	42,320				42,320		42,320	0
Upper parking lot improvements <sup>5</sup>	83,233				83,233		83,233	0
Children's Garden <sup>10</sup>	58,000				58,000		58,000	0
IT Supplemental - Computers TBD <sup>11</sup>	20,000						-	(20,000)
Lower Parking Lot (by DPW) <sup>12</sup>	60,000				60,000		60,000	0
Monumental/Wayfinding Signage (TBD) <sup>13</sup>	15,000						-	(15,000)
FFE (deemed not needed)	-						-	0
<b>ENHANCEMENTS TOTAL</b>	436,510	-	-	-	305,818	-	305,818	(130,692)
<b>GRAND TOTAL FUNDED COSTS</b>	\$ 6,608,625	\$ 500,000	\$ 5,000,000	\$ 500,000	\$ 414,932	\$ 63,000	\$ 6,477,932	
<b>AVAILABLE REMAINING FUNDING</b>		\$ -	\$ -	\$ -	\$ 131,418	\$ -		
<b>GRAND TOTAL - Under/(Over)</b>								<b>726</b>

**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 addit wood ceilings elsewhere in the bld.
5. Unclear what remaining costs for DPW will exist with funded Enhancement.
6. Based on Bid Response + \$5,000 for town IT to do computer setups, network configs, etc.
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

**RICE PUBLIC LIBRARY  
IT INFRASTRUCTURE**

	Pre-Con Quote	Bid + ADD/ALT	VARIANCE
<b>GRAND TOTAL</b>	\$ 167,155	\$ 180,692	\$ 10,892
<b>Security</b>	\$ 44,127	\$ 51,872	\$ 7,744
Cabling	\$ 21,840	\$ 26,084	
Equipment	\$ 22,287	\$ 25,788	
<b>Community Room</b>	\$ 18,675	\$ 51,085	\$ 32,410
Labor	\$ 1,179	\$ 13,043	
Equipment	\$ 17,496	\$ 38,042	
<b>Conference Room Lo</b>	\$ 4,769	\$ 5,497	\$ 727
Labor	\$ 2,155	\$ 2,155	
Equipment	\$ 2,614	\$ 2,642	
<b>ADD: Video Conf System</b>		\$ 700	
<b>Ditigal Signage</b>	\$ 3,920	\$ 4,277	\$ 357
Labor		\$ 1,893	
Equipment		\$ 2,384	
<b>Childrens Room</b>	\$ 11,049	\$ 13,248	\$ 2,199
Labor	\$ 1,353	\$ 3,777	
Equipment	\$ 9,696	\$ 9,471	
<b>Base Project General</b>	\$ 69,614	\$ 37,068	\$ (32,545)
Labor	\$ 33,509	\$ 21,073	
Equipment	\$ 36,105	\$ 15,995	
<b>Telephone (not in Connectivity Point Cost)</b>			
Telephone	\$ 15,000	\$ 15,000	
<b>ADD: Wireless</b>		\$ 7,301	
Labor		\$ 5,281	
Equipment		\$ 2,020	
CREDIT for Consulting		\$ (4,656)	

# VAN DE GRAAF PAINTING COMPANY

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POBOX 2709

South Portland, Me 04116

Phone: (207) 415 – 6870 Cell #

Teunis Sr.

Email: painters@maine.rr.com

## Change Order Proposal for Additional Painting

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Date: 9/15/2021

Contractor: Wright-Ryan Construction

Project: Rice Library

Van De Graaf Painting Company proposes to provide  
paintings and coatings per plans and specifications:

Painting Existing Building Walls = 9,885.00

Painting Existing Building Ceilings = 2,945.00

Painting Existing Back of House Walls = 2,430.00

Painting Existing Back of House Ceilings = 485.00

Total Change Order Amount = 15,745.00

EXCLUSIONS: Finishing Existing Trim and Doors

Authorized Signature: \_ THV

*Teunis H. Van De Graaf*



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53 Waterford Rd, Harrison, ME 04040

[LYNNE@UniversalDesignzMaine.com](mailto:LYNNE@UniversalDesignzMaine.com)

**BID PROPOSAL**

DATE: March 7, 2021

PROJECT: Rice Library, Kittery ME

SECTION: Window Treatments

Provide & Install Draper Techmatic/Flexshades with Fascia

One trip to measure

One trip to install

One time order

Freight

Shades included in the 'clouded' area

FIVE Room Darkening

FOUR Light Filtering

FOUR Dual Shades (RD/LF)

Light Filtering to be E-Screen 3%

Room Darkening to be SB9000

**LUMP SUM -----\$4500.00**

**Sales Tax: exempt**

ADD to do remaining shades

THIRTEEN Light Filtering

**LUMP SUM ----- \$1300.00**

NOTE:

Addendum n/a

Proper Blocking to be provided by G C

Quote expires March 2022..... then subject to Industry Increases that may occur

Any deviation from Quantity, and Sizes, Trips (noted above) will result in price adjustment

NO Side or Sill Channels included

**NO Attic/Maintenance stock included, unless noted above otherwise**  
If Performance/Bid Bond required ADD 5% to Lump Sum

Thank you for the opportunity to provide you with this BID PROPOSAL.

D. LYNNE MAXFIELD-COLE  
Owner/Designer

**NOT FOR CONSTRUCTION**

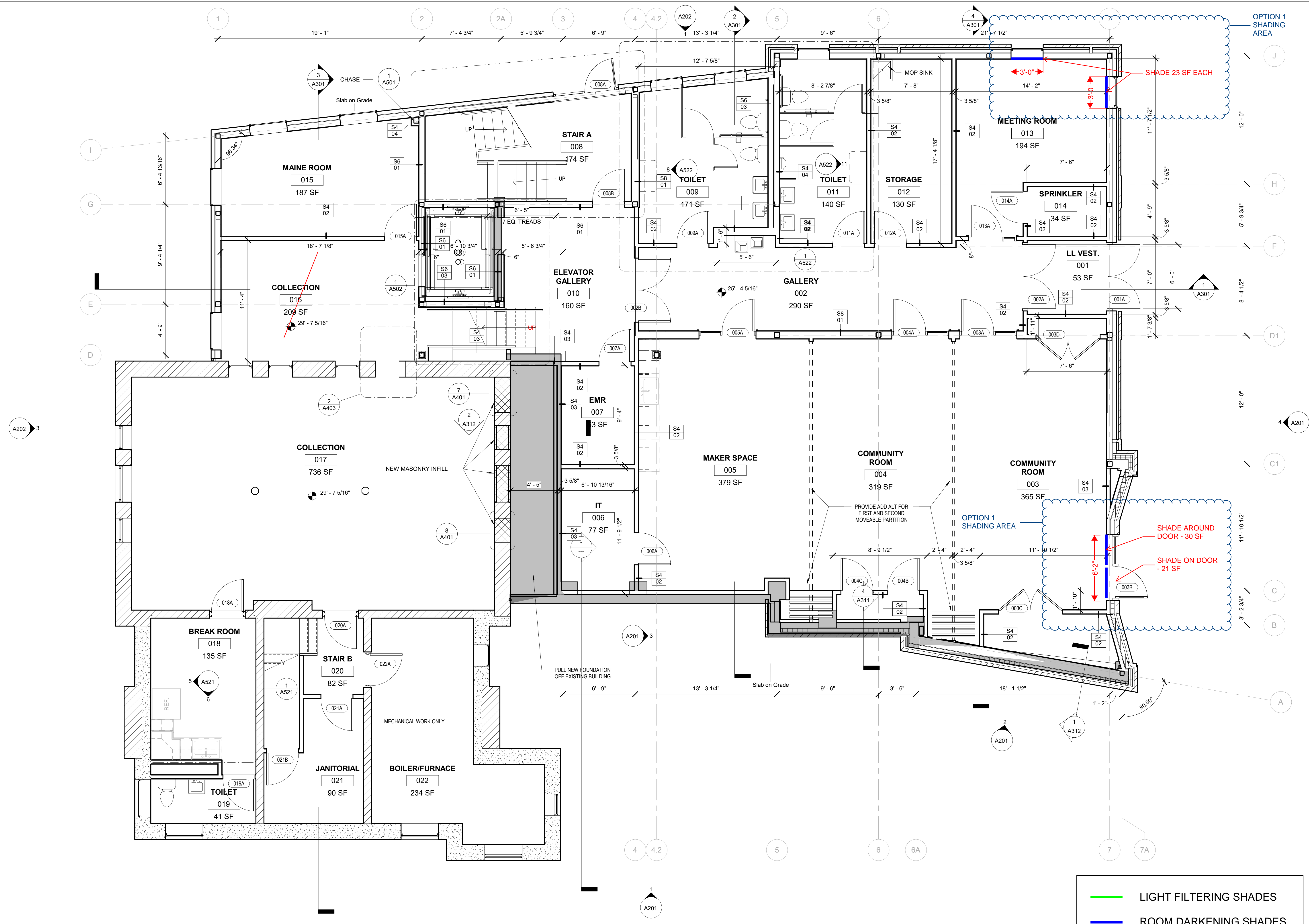
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REVISION:

NO.	DATE
1	DATE
2	DATE
3	DATE
4	DATE
5	DATE
6	DATE

DATE OF ISSUE: 2020.10.20  
PROJECT NUMBER: 2018-0200  
STATUS: BID SET

LOWER LEVEL PLAN

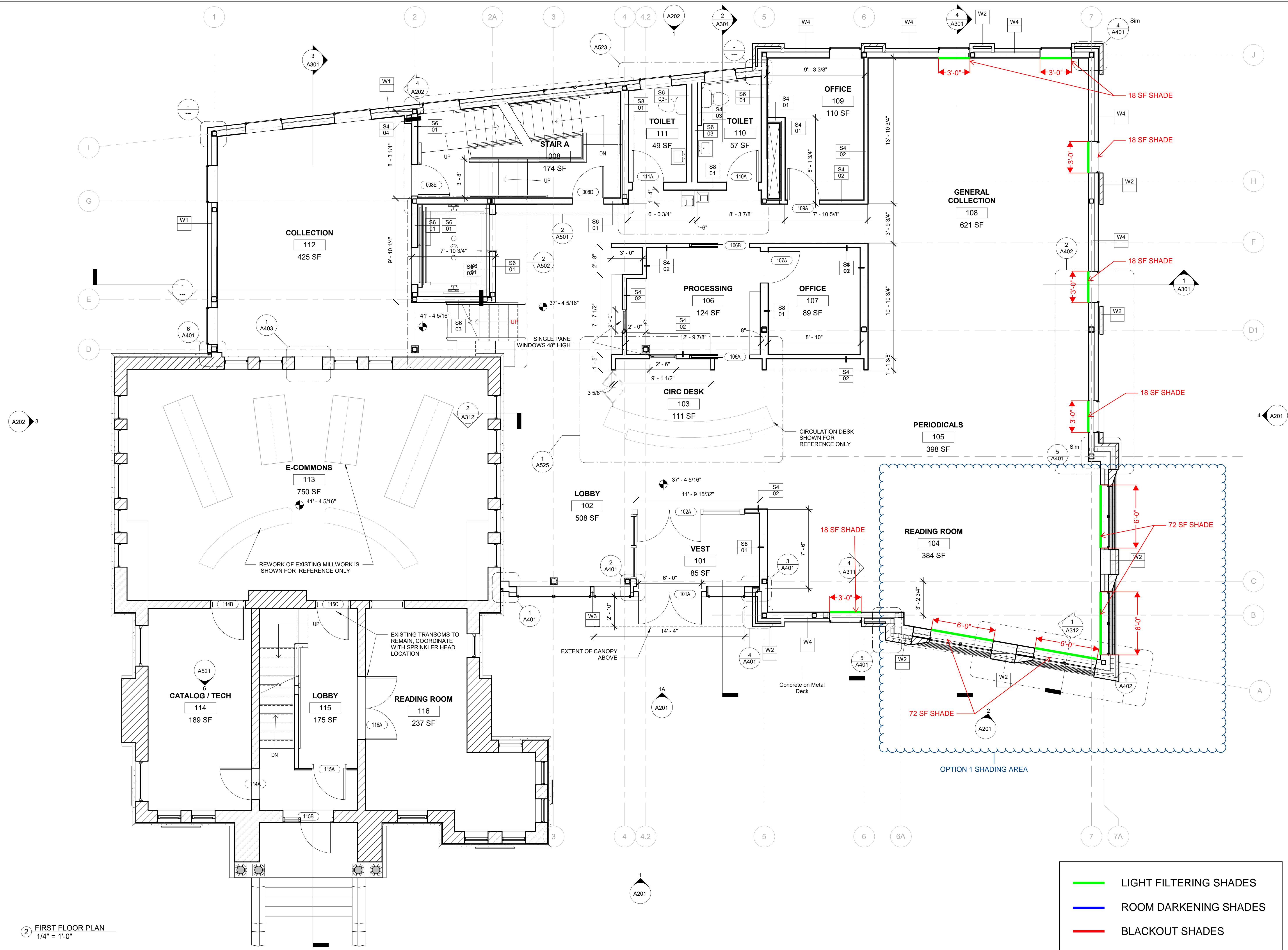
**A101**



1 LOWER LEVEL  
1/4" = 1'-0"

- LIGHT FILTERING SHADES
- ROOM DARKENING SHADES
- BLACKOUT SHADES

NO.	DATE
1	DATE
2	DATE
3	DATE
4	DATE
5	DATE
6	DATE



② FIRST FLOOR PLAN  
1/4" = 1'-0"

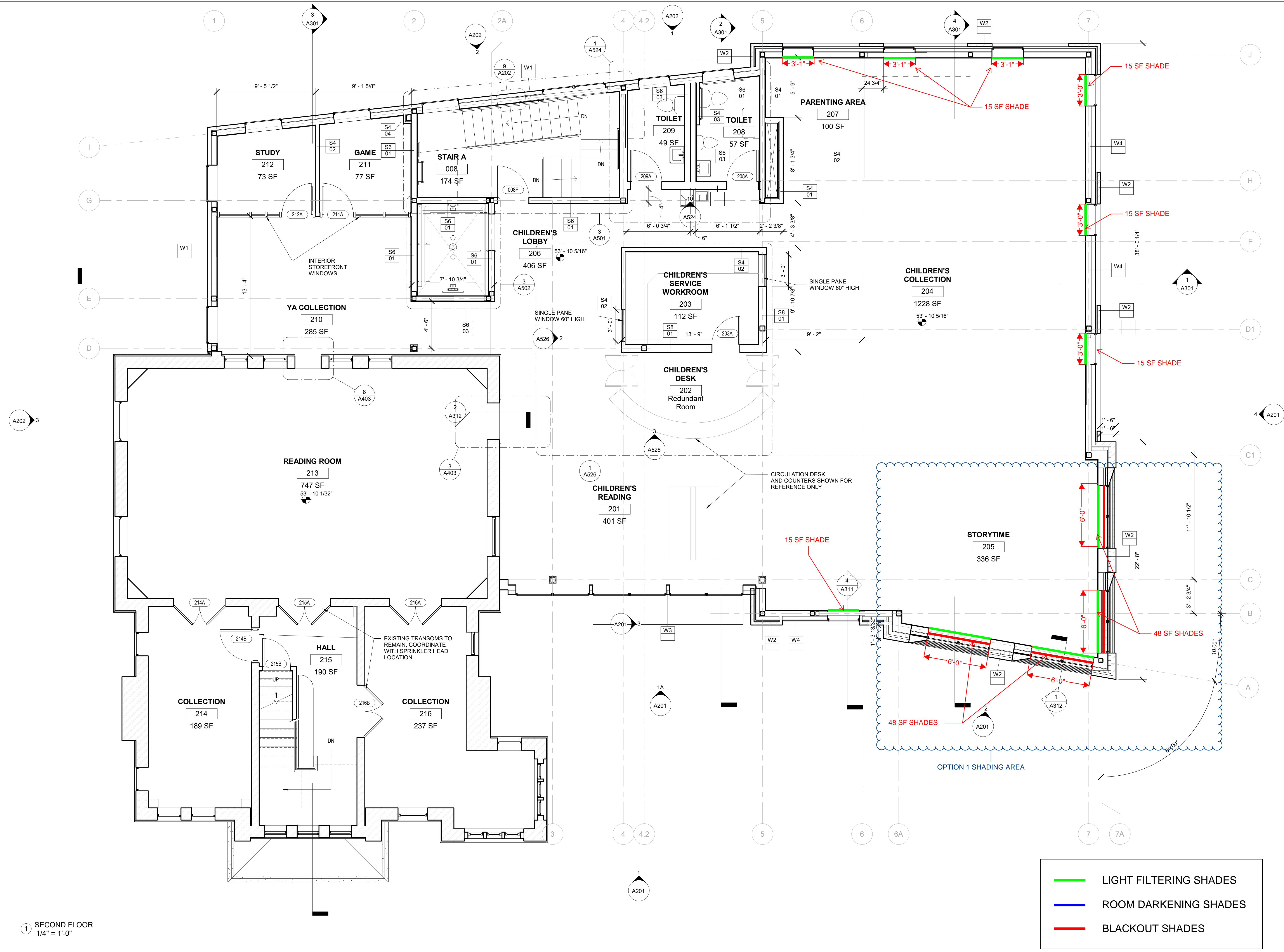
**OPTION 1 SHADING AREA**

- LIGHT FILTERING SHADES
- ROOM DARKENING SHADES
- BLACKOUT SHADES

NOT FOR CONSTRUCTION



NO.	DATE
1	DATE
2	DATE
3	DATE
4	DATE
5	DATE
6	DATE



1 SECOND FLOOR  
1/4" = 1'-0"

<span style="color: green;">—</span>	LIGHT FILTERING SHADES
<span style="color: blue;">—</span>	ROOM DARKENING SHADES
<span style="color: red;">—</span>	BLACKOUT SHADES