Fall Brook Elementary School

Leominster, MA

Fall Brook Building Committee Meeting #9

February 15, 2024









- 1. Call to Order
- 2. Administrative Actions
 - a. Review and Approval of 1/9/2024 Meeting Minutes Vote
 - b. Review Invoice Log, Warrant for Approval Vote
 - c. Revised Designer Contract Vote
 - d. Budget Update
 - e. Project Schedule Update
- 3. Designer Report
 - a. Visioning Process Update
 - b. Existing Conditions Investigations
- 4. Items Not Anticipated 48 Hours in Advance of Meeting
- 5. Public Comment
- 6. Next Steps
- 7. Adjournment



ROLL CALL

• Eight (8) voting members required for a quorum.

Voting Member	Present	Absent
Mr. Peter Angelini		
Mr. Mark Bodanza		
Mr. Greg Chapdelaine		
Mr. Bill Charpentier		
Ms. Paula Deacon		
Mr. Steven Mammone		
Mayor Dean Mazzarella, Chair		
Ms. Melanie Mikels		
Mr. Elliot Nadeau		
Ms. Jennifer Reddington		
Mr. Brandon Robbins		
Mr. Jeffrey Sullivan		
Mr. Gregory Thomas		
Mr. James Whitney		



- 1.
- 1. Call to Order
 - 2. Administrative Actions
 - a. Review and Approval of 1/9/2024 Meeting Minutes Vote
 - b. Review Invoice Log, Warrant for Approval Vote
 - c. Revised Designer Contract Vote
 - d. Budget Update
 - e. Project Schedule Update
 - 3. Designer Report
 - a. Visioning Process Update
 - b. Existing Conditions Investigations
 - 4. Items Not Anticipated 48 Hours in Advance of Meeting
 - 5. Public Comment
 - 6. Next Steps
 - 7. Adjournment



MEETING MINUTES FOR APPROVAL

- "Motion to approve the January 9, 2024, meeting minutes", made by _______, seconded by ______.
- Discussion
- Vote

Voting Member	Yea	Nay	Abstain
Mr. Peter Angelini			
Mr. Mark Bodanza			
Mr. Greg Chapdelaine			
Mr. Bill Charpentier			
Ms. Paula Deacon			
Mr. Steven Mammone			
Mayor Dean Mazzarella, Chair			
Ms. Melanie Mikels			
Mr. Elliot Nadeau			
Ms. Jennifer Reddington			
Mr. Brandon Robbins			
Mr. Jeffrey Sullivan			
Mr. Gregory Thomas			
Mr. James Whitney			



INVOICE LOG



MEMORANDUM

To: Gregory Chapdelaine, Purchasing Agent

From: Linda Liporto, LeftField, LLC

Date: February 5, 2024

Re: Fall Brook Elementary School - January 2024 Invoice Summary

Cc: Craig DiCarlo, LeftField, LLC

Enclosed for approval and processing, please find the following invoices:

INVOICES (Pa	yments)					
ProPay Code	Vendor	Invoice #	Budget Category	Description of Services		Invoice \$
0001-0000	LeftField, LLC	2023.009- 008	OPM Feasibility Study/Schematic Design	FS Phase Project Management Services for January 2024	s	22,056.00
					-	
				LEFTFIELD TOTAL	\$	22,056.00
				TOTAL:	\$	22,056.00

The invoices listed above are consistent with the Total Project Budget and to the best of our knowledge, are eligible for reimbursement from the Massachusetts School Building Authority. Leftfield, LLC recommends that the invoices be approved and paid.

The January 2024 OPM Monthly Report was electronically submitted to the MSBA and to the City of Leominster by the required February 12, 2024 deadline. All invoices above are included in the January 2024 Project Budget Report but can be revised if rejected by the City of Leominster.

If you have any questions, please feel free to contact Linda Liporto, Owner's Project Manager, Leftfield, LLC.

			LEFTFIELD TOTAL	\$ 22,056.00
Г			TOTAL:	\$ 22,056.00

The invoices listed above are consistent with the Total Project Budget and to the best of our knowledge, are eligible for reimbursement from the Massachusetts School Building Authority. Leftfield, LLC recommends that the invoices be approved and paid.

The January 2024 OPM Monthly Report was electronically submitted to the MSBA and to the City of Leominster by the required February 12, 2024 deadline. All invoices above are included in the January 2024 Project Budget Report but can be revised if rejected by the City of Leominster.

If you have any questions, please feel free to contact Linda Liporto, Owner's Project Manager, Leftfield, LLC.



WARRANT APPROVAL

•	"Motion to approve warrant number W34FY24	4 in the
	amount of \$22,056.00" made by	_, seconded
	by	

- Discussion
- Vote

Voting Member	Yea	Nay	Abstain
Mr. Peter Angelini			
Mr. Mark Bodanza			
Mr. Greg Chapdelaine			
Mr. Bill Charpentier			
Ms. Paula Deacon			
Mr. Steven Mammone			
Mayor Dean Mazzarella, Chair			
Ms. Melanie Mikels			
Mr. Elliot Nadeau			
Ms. Jennifer Reddington			
Mr. Brandon Robbins			
Mr. Jeffrey Sullivan			
Mr. Gregory Thomas			
Mr. James Whitney			

A/P VOUCHER TRANSMITTAL FORM

CITY OF LEOMINSTER, MA.

FY24

WARRANT NUMBER: WEEK ENDING: W34FY24

VENDOR NUMBER	Vendor Name	ACCOUN	ACCOUNT NUMBER		School		Use Only
	vendor Name	ORG CODE	OBJECT	AMOUNT	EGMESE.	School School Dept U	INVOICE #
	LeftField, LLC	3205300	530500	\$ 22,056.00	FALL		2023.009-00
_							
		_					
_							
_							
_							
_		_					
_		_			_		
			TOTAL	\$ 22,056.00			
			TOTAL	\$ 22,056.00	l,		
/we herehy cer	tify that the supplies and/or	convices as shown	on the hills er	closed in this your	her have h	een	
received by this	department in quantity and	quality as ordered	The prices h	we been verified a	nd that the		
	are due and hereby approve						
		eu ioi payment. The	e above states	nents are made ur	idei die		
penalties of per	IUI V.						

above amounts ar penalties of perjur		payment. The above statements are made under th	e
Signature:			
Title:	Mayor	Superintendent of Schools	Business Manager

REVISED DESIGNER PROPOSAL



November 30, 2023 Revised February 02,2024

Gregory Chapdelaine Purchasing Agent 25 West Street City Hall, Room 15 Leominster, MA 01453

RE: Fall Brook Elementary School Proposal for Feasibility and Schematic Design Services

Dear Mr. Chapdelaine

MDS Architects is pleased to submit this proposal for Architectural and Engineering Services for the Fall Brook Elementary School. The scope of work consists of Feasibility and Schematic Design Services as defined in the Request for Designer Services from the City of Leominster Public Schools dated August 9, 2023.

Project Schedule

MDS is prepared to begin immediately upon receiving a Notice to Proceed. MDS will perform its services consistent with the schedule prepared by Lefffield dated 10/27/2023, adjusted to reflect the actual Notice to Proceed date.

Fee Proposa

Base Fee		
Feasibility		\$498,295
Schematic Design		\$568, 240
	Base Fee Subtotal	\$1,066,535
Reimbursable Expenses		

Project Schedule

MDS is prepared to begin immediately upon receiving a Notice to Proceed. MDS will perform its services consistent with the schedule prepared by Leftfield dated 10/27/2023, adjusted to reflect the actual Notice to Proceed date.

Fee Proposal

Base Fee	
Feasibility	\$498,295
Schematic Design	\$568, 240
Base Fee Subtotal	\$1,066,535
Reimbursable Expenses	
Site Survey - Langan	\$47,500
Traffic Study - Langan	\$15,000
Hazardous Materials Survey - PEER	\$13,356
Geo-environmental - PEER	\$16,468
Geotechnical Investigations - LGCI	\$34,930
Reimbursable Expenses (with additional Insurance)	\$127,254
FS/SD Fee (with Reimbursable Expense)	\$1,193,789
Total Fee with Reimbursable Expenses (with additional insurance)	\$1,193,789

Assumptions and Qualification

- The fee for architectural and engineering Services is based on the scope of services defined by MSBA standard contracts, the MSBA Module's and Module 4 for Feasibility and Schematic Design Services, and the RFP dated August 9, 2023.
- It is assumed that siting options will be limited to the current school property site on which the Fall Brook School is located.
- Investigations
 - Cutting and patching of architectural elements of the existing building to support the Hazardous Materials investigations is not included in this proposal and is assumed to be coordinated through the Owner's Project Manager.
 - Patching of grass and paved surfaces as may be required for borings is not included in this proposal and is assumed to be coordinated through the Owner's Project Manager.
- See attached scope of Haz-Mat Investigations. It is assumed that additional Haz-Mat Investigations will be required in the Design Development phase of work.
- See attached scope of Geo-environmental Investigations. It is assumed that additional borings and test pits will be required in the Design Development phase of work.
- Geothermal test well and associated analysis and engineering for a well field as would be required for an in-ground heat pump system is not included in this proposal.
- Architectural inspection and evaluation of the existing school building will be limited to a visual ground-based inspection of interior and exterior conditions.
- Per discussion with the City, some of our consultants, are exempted from the additional insurance requirements, as the additional insurance may not be appropriate or available for certain specialty consultants. Attached to this this letter is a record of our dialogues with the Owner on this topic.

If you have any questions, please do not hesitate to contact me. We look forward to getting started on this exciting project.

Best regards, MDS / MILLER DYER SPEARS

Nereyda Rodriguez, RA LEED AP BD+C, MCPPO Project Manager and Senior Associate

Attachments: Reimbursable Consultant Proposals

MDS / MILLER DYER SPEARS

William Spears, AIA, LEED AP, MCPPO Principal



MDS/MILLER DYER SPEARS 40 BROAD STREET, SUITE 103, BOSTON, MA 02109 617-338-5350 mds-bos.com

MDS/MILLER DYER SPEARS

REVISED DESIGNER PROPOSAL

 The city's insurance requirements were included in the RFS. MDS included basic insurance in their fee plus provided an additional fee for increased coverage to meet the city's requirements.

INSURANCE REQUIREMENTS
DESIGNER SERVICES RES FOR FALL BROOK ELEMENTARY SCHOOL
LEOMINSTER, MA

INSURANCE

The Designer shall purchase and maintain insurance of the type and limits listed in this section with respect to the services to be performed under this Agreement. Except as otherwise specifically provided in the Agreement, such insurance shall be provided at the Designer's sole octs and expense, and shall be in force and effect for the full term of the Agreement or for such longer period as this section may require. With respect to each such required insurance coverage and policy, the following General Insurance Requirements shall apoly.

Certificates of Insurance:

Simultaneously with its execution of the Agreement, the Designer shall deliver to the Owner three (3) original copies of a properly endorsed Certificate or Certificates of Insurance acceptable to the Owner as evidence that each of the required insurance coverages (evidencing no less than the required minimum limits) as hereinafter set forth have been purchased and are in full force and effect. Certificates shall show each type of insurance, insurance company, policy number, amount of insurance, deductibles/self-insured retentions, and policy effective and expiration dates. Copies of all required endorsements shall be attached to the Certificates. Throughout the period that the Designer is required to maintain any policies of insurance hereunder, the Designer shall submit updated Certificates prior to the expiration of each of the policies referenced in the Certificates so that the Owner shall at all times possess Certificates indicating current coverage. The Designer shall require its consultants and sub-consultants to purchase and maintain insurance coverage in the types and limits at least equal to that required of the Designer under this Agreement, and the Designer shall furnish evidence of such coverage of its consultants satisfactory to the Owner. Failure by the Designer to obtain all policy renewals and to provide the respective insurance Certificates as required shall constitute just cause for termination of Designer's services under this Agreement. The Owner reserves the right to request, and upon request, the Designer agrees to furnish, a copy of each insurance policy and all endorsements thereto.

Additional Insured Endorsements:

The Owner, the Massachusetts School Building Authority and all of their respective members, trustees, officers, employees, agents, consultants, contractors, successors, assigns, and other representatives (the "Indemnified Parties") will be named as Additional Insureds on all policies, with the exception of Workers' Compensation and Professional Liability Policies.

Additional Insured coverage for the City of Leominster Fall Brook Elementary School Project, Designer Services Agreement for Professional Services between Owner and Designer, the Commercial General Liability policy shall apply for ongoing and completed operations on a form no less broad than CG 20 10 11 BS) or a combination of forms CG 20 11 01 01 and CG 20 57 10 O1, with no privity of contract exclusive only to the designer if using consultants and/or subconsultants (or forms providing equivalent coverage). The Additional Insured endorsement form(s) shall state "Owner, the Massachusetts School Building Authority and all of their respective members, trustees, officers, employees, agents, consultants, contractors, successors, assigns, and other propresentatives* as the Additional Insured and shall state "All Locations" as saisns, and other propresentatives* as the Additional Insured and shall state "All Locations" as



Fall Brook Elementary School Leominster, MA

December 08, 2023

e: Insurance Requirements

The City of Leominster has requested that the design team meet insurance requirements that are above and beyond the requirements of the standard MSBA Contract. There is a cost for the design team to increase our coverage to the amount listed on Attachment F-Insurance Requirements for Design Services.

As a result of our discussion with Terry Curtin, the city's insurance advisor at KFDA, we agreed to provide insurance coverage for each member of the design team per the following table.

Company	Proposal	Liability Proposed Coverage	Liability/Auto Proposed Coverage	Liability	additional cost based on this proposal
MDS	Compliant	\$5M*	\$6M*	\$1M*	None
Vaysen - Educational Programmer	Keep as-is	\$1M/\$2M*	\$3M*	-	None
Langan- Civil, Survey, Traffic	Compliant	\$3M/\$3M*	\$6M*	\$1M*	None
Studio 2112 - Landscape	Keep as-is	\$2M/\$2M*	\$6M*	-	None
Souza True Partners- Structural	Keep as-is	\$3M/\$4M	\$3M*	\$1M*	\$5,000
	тороза	Proposed Coverage	Proposed Coverage	LiaUmity	based on this proposal
MDS	Compliant	\$5M*	\$6M*	\$1M*	None
Vaysen - Educational Programmer	Keep as-is	\$1M/\$2M*	\$3M*	-	None
Langan- Civil, Survey, Traffic	Compliant	\$3M/\$3M*	\$6M*	\$1M*	None
Studio 2112 - Landscape	Keep as-is	\$2M/\$2M*	\$6M*	-	None
Souza True Partners- Structural	Keep as-is	\$3M/\$4M	\$3M*	\$1M*	\$5,000
GGD- MEP/FP	Keep as-is	\$3M/\$4M	\$6M*	\$1M*	\$4,200
Colburn & Guyette - Food Service	Keep as-is	\$2M/\$3M*	\$2M*	\$1M*	None
Code Red - Code	Compliant	\$5M/\$5M*	\$7M *	\$1M*	None

Company	Proposal	Professional Liability Proposed Coverage	General Liability/Auto Proposed Coverage	Employer's Liability	Estimated additional cost based on this proposal
Pam Perini- Security	Increase	\$2M/\$3M	\$2M*	\$1M*	\$2,500
Lahlaf- Geotechnical Engineer	Increase	\$3M/\$3M	\$5M	\$1M*	\$17,000
PEER - Haz Mat And Geo- Environmental	Increase	\$3M/\$3M	\$8M*	\$1M*	\$516
AMF - Cost Estimator	Keep as-is	\$1M/\$1M*	\$1M*	\$500K*	None
Estimated Subtotal for Proposed Changes					\$29,216

*MDS Proposes to keep existing insurance coverage for Fall Brook Elementary Feasibility an

f our proposal is acceptable or you need further information, please feel free to contact u

Best regards, MDS / MILLER DYER SPEARS

Nereyda Rodriguez A LEED AP BD+C, MCPF Project Manager and Senior Associate William Spears, Ala, LEED AP, MCPPO

If our proposal is acceptable or you need further information, please feel free to contact us.

MDS / MILLER DYER SPEARS

Mercala K. forma

Nereyda Rodriguez A LEED AP BD+C, MCP

MDS / MILLER DYER SPEARS

William Spears, AtA, LEED AP, MCP

MDS/MILLER DYER SPEARS 40 BROAD STREET, SUITE 103, BOSTON, MA 02109 617-338-5350 mds-bos.com

MDS/MILLER DYER SPEARS

REVISED DESIGNER PROPOSAL

- "Motion to authorize the District to contract with **Miller Dyer Spears Architects** for designer services for the Feasibility Study and Schematic Design phases for the base fee of \$1,066,535 plus reimbursable expenses of \$127,254, totaling \$1,193,789" made by ______, seconded by ______.
- Discussion
- Vote

Voting Member	Yea	Nay	Abstain
Mr. Peter Angelini			
Mr. Mark Bodanza			
Mr. Greg Chapdelaine			
Mr. Bill Charpentier			
Ms. Paula Deacon			
Mr. Steven Mammone			
Mayor Dean Mazzarella, Chair			
Ms. Melanie Mikels			
Mr. Elliot Nadeau			
Ms. Jennifer Reddington			
Mr. Brandon Robbins			
Mr. Jeffrey Sullivan			
Mr. Gregory Thomas			
Mr. James Whitney			

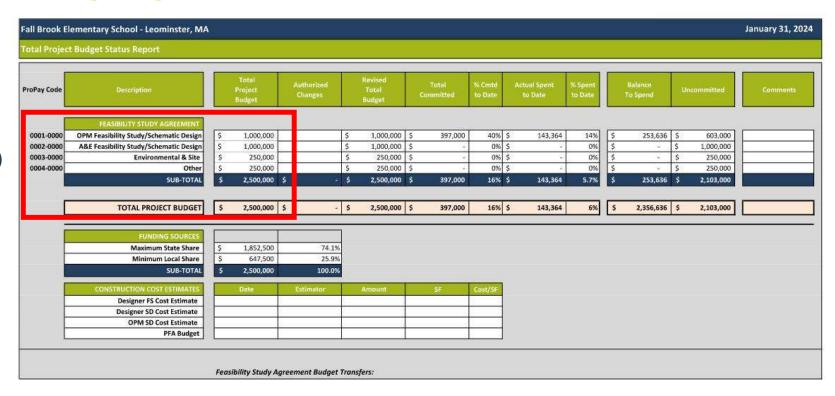


FEASIBILITY BUDGET

As of January 2024:

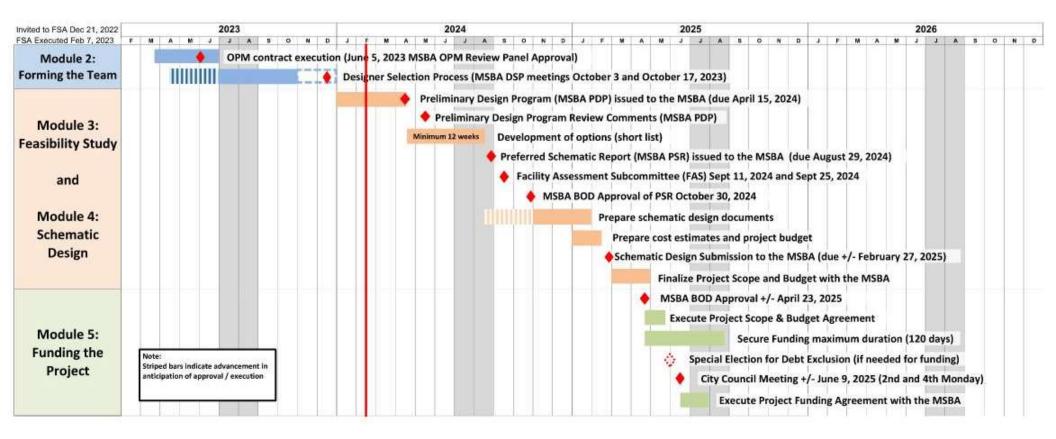
Committed: 16%
 (Does not include pending MDS contract)

• Expended: 6%





FEASIBILITY SCHEDULE



- 1. Call to Order
- 2. Administrative Actions
 - a. Review and Approval of 1/9/2024 Meeting Minutes Vote
 - b. Review Invoice Log, Warrant for Approval Vote
 - c. Revised Designer Contract Vote
 - d. Budget Update
 - e. Project Schedule Update



- 3. Designer Report
 - a. Visioning Process Update
 - b. Existing Conditions Investigations
- 4. Items Not Anticipated 48 Hours in Advance of Meeting
- 5. Public Comment
- 6. Next Steps
- 7. Adjournment



FALL BRYK

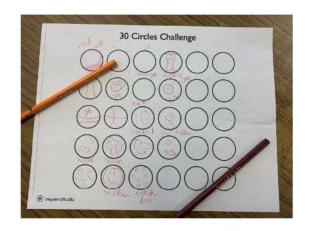
City of Leominster
Fall Brook Elementary School
Building Committee Meeting

February 15, 2024





Visioning Session #1



















Visioning Session #1





Students

- Liked active and large spaces
- Preferred working with a partner or small group
- Liked the outdoors/playground
- Disliked the bathrooms

Teachers

- Liked their own classrooms
- Need more classroom storage
- Liked the community
- Strongly felt need for specialized spaces
- Disliked the bathrooms and teacher's room
- · Like the school's connection to nature



Community

- Liked the welcoming feeling and community at the school's lobby
- Had questions about process and enrollment
- · Expressed desire for sustainability
- · Want a healthy and safe environment



Vaysen Studio

Envision the future in Fall Br k



Visioning Session #2

Topics

Basic Necessities

-Good Air Quality -Healthy Learning Environment -More Storage -More Bathrooms

Adjacencies

-Cafeteria Noise Concerns -Sp. ED teachers have limited access to rooms -Bathrooms

Connection to Nature

-Poor Outdoor space -Lacks Fun, Playful Qualities

Spectrum Identification



Individual/Separate from Classrooms



Connected to Classrooms

Technology

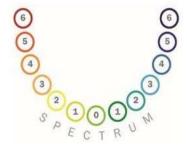
-What is too much -Technology changes too quickly -Adaptable technology

Adaptability

-Can this space be Something else in the future? -Will this space support a growing population?

Space

-Overall Lacks space needed for functionality











Existing building evaluations

Completed surveys

MDS - ADA evaluation

MDS - exterior envelope evaluation

CODE RED - code walkthrough

PEER - HazMat sampling

Perini - security evaluation

GGD - Electrical walk-through

GGD - Plumbing walk-through

GGD - Mechanical walk-through

STP - Structural evaluation

Reports will be issued with the PDP in April







Existing site evaluations

Sitework

Langan

Wetlands delineation completed

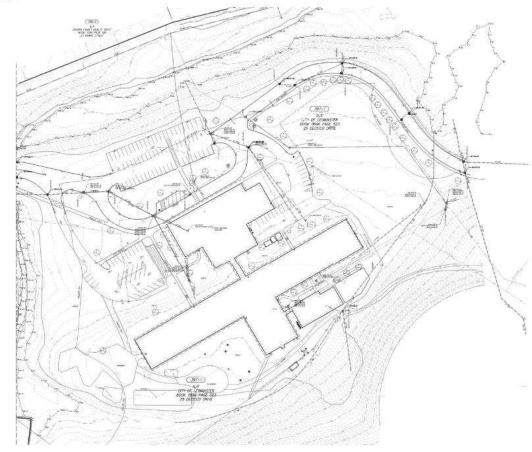
Survey initial draft completed

Traffic study data collection ongoing

Video traffic counting ongoing

Studio 2122

Landscape Architect has completed their site walkthrough







- 1. Call to Order
- 2. Administrative Actions
 - a. Review and Approval of 1/9/2024 Meeting Minutes Vote
 - b. Review Invoice Log, Warrant for Approval Vote
 - c. Revised Designer Contract Vote
 - d. Budget Update
 - e. Project Schedule Update
- 3. Designer Report
 - a. Visioning Process Update
 - b. Existing Conditions Investigations
- 4. Items Not Anticipated 48 Hours in Advance of Meeting5. Public Comment
- 6. Next Steps
- 7. Adjournment



PROPOSED WORKING GROUP (WG)

- The Working Group (WG) will work closely with MDS as they develop the design.
 - · Meet with the Designer every other week or more frequently during the design phases
- The WG will make recommendations to the Fall Brook Building Committee
 - The FBBC remains the ultimate decision maker for all aspects of the project
- The WG will invite subject matter experts to meetings as needed
- Effective WGs are typically 6-10 people
- The Superintendent's office recommends the following individuals for the WG:
 - Paula Deacon, Superintendent
 - Steven Mammone, Assistant Superintendent
 - Laureen Cipolla, Curriculum Director
 - Megan Cartier, ELL
 - Laura Van Dorn, SPED
 - Jeff Sullivan, Principal
 - Butch Nadeau, Facilities Director
 - Lynn Fiandaca, Sustainability Advocate



PROPOSED WORKING GROUP

- "Motion to appoint a Working Group for the Fall Brook Elementary School project, whose membership is identified by the Superintendent's office and may be modified from time to time, to collaborate with the Designer and make recommendations to the Fall Brook Building Committee", made by ______, seconded by _____.
- Discussion
- Vote

Voting Member	Yea	Nay	Abstain
Mr. Peter Angelini			
Mr. Mark Bodanza			
Mr. Greg Chapdelaine			
Mr. Bill Charpentier			
Ms. Paula Deacon			
Mr. Steven Mammone			
Mayor Dean Mazzarella, Chair			
Ms. Melanie Mikels			
Mr. Elliot Nadeau			
Ms. Jennifer Reddington			
Mr. Brandon Robbins			
Mr. Jeffrey Sullivan			
Mr. Gregory Thomas			
Mr. James Whitney			



- 1. Call to Order
- 2. Administrative Actions
 - a. Review and Approval of 1/9/2024 Meeting Minutes Vote
 - b. Review Invoice Log, Warrant for Approval Vote
 - c. Revised Designer Contract Vote
 - d. Budget Update
 - e. Project Schedule Update
- 3. Designer Report
 - a. Visioning Process Update
 - b. Existing Conditions Investigations
- 4. Items Not Anticipated 48 Hours in Advance of Meeting
- **>**
 - 5. Public Comment
 - 6. Next Steps
 - 7. Adjournment



- 1. Call to Order
- 2. Administrative Actions
 - a. Review and Approval of 1/9/2024 Meeting Minutes Vote
 - b. Review Invoice Log, Warrant for Approval Vote
 - c. Revised Designer Contract Vote
 - d. Budget Update
 - e. Project Schedule Update
- 3. Designer Report
 - a. Visioning Process Update
 - b. Existing Conditions Investigations
- 4. Items Not Anticipated 48 Hours in Advance of Meeting
- 5. Public Comment
- 6. Next Steps
 - 7. Adjournment



NEXT STEPS

Tuesday 3/12/24, 1:00pm

Regular FBBC Meeting

Tuesday 4/9/24, 1:00pm

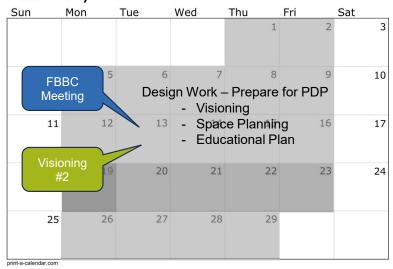
Regular FBBC Meeting

- Vote to approve PDP submission

Monday 4/15/24

Prelim Design Program submission

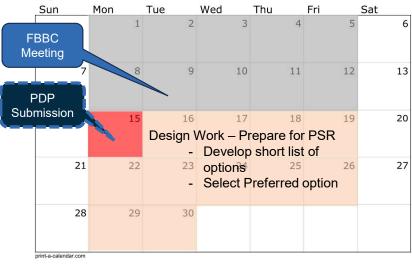
February 2024



March 2024



April 2024





- 1. Call to Order
- 2. Administrative Actions
 - a. Review and Approval of 1/9/2024 Meeting Minutes Vote
 - b. Review Invoice Log, Warrant for Approval Vote
 - c. Revised Designer Contract Vote
 - d. Budget Update
 - e. Project Schedule Update
- 3. Designer Report
 - a. Visioning Process Update
 - b. Existing Conditions Investigations
- 4. Items Not Anticipated 48 Hours in Advance of Meeting
- 5. Public Comment
- 6. Next Steps
- 7
 - 7. Adjournment



ADJOURNMENT

- "Motion to adjourn" made by ______, seconded by _____.
- Discussion
- Vote

Voting Member	Yea	Nay	Abstain
Mr. Peter Angelini			
Mr. Mark Bodanza			
Mr. Greg Chapdelaine			
Mr. Bill Charpentier			
Ms. Paula Deacon			
Mr. Steven Mammone			
Mayor Dean Mazzarella, Chair			
Ms. Melanie Mikels			
Mr. Elliot Nadeau			
Ms. Jennifer Reddington			
Mr. Brandon Robbins			
Mr. Jeffrey Sullivan			
Mr. Gregory Thomas			
Mr. James Whitney			



THANK YOU!



THE RIGHT CHOICE IN PROJECT MANAGEMENT



DESIGNER PROPOSAL



November 30, 2023

Gregory Chapdelaine Purchasing Agent 25 West Street City Hall, Room 15 Leominster, MA 01453



ear Mr. Chapdelaine,

MDS Architects is pleased to submit this proposal for Architectural and Engineering Services for the Fall Brook Elementary School. The scope of work consists of Feasibility and Schematic Design Services as defined in the Request for Designer Services from the City of Leominster Public Schools dated August 9, 2023.

Project Schedule

MDS is prepared to begin immediately upon receiving a Notice to Proceed. MDS will perform its services consistent with the schedule prepared by Leftfield dated 10/27/2023, adjusted to reflect the actual Notice to Proceed date.

Fee Proposa

Base Fee		
Feasibility		\$492,445
Schematic Design		\$562,390
	Base Fee Subtotal	\$1,054,835
Reimbursable Expenses		
Site Survey - Langan		\$47,500

Project Schedule

MDS is prepared to begin immediately upon receiving a Notice to Proceed. MDS will perform its services consistent with the schedule prepared by Leftfield dated 10/27/2023, adjusted to reflect the actual Notice to Proceed date.

Fee Proposal

Base Fee	
Feasibility	\$492,445
Schematic Design	\$562, 390
Base Fee Subtotal	\$1,054,835
Reimbursable Expenses	
Site Survey - Langan	\$47,500
Traffic Study - Langan	\$15,000
Hazardous Materials Survey - PEER	\$12,840
Geo-environmental - PEER	\$16,468
Geotechnical Investigations - LGCI	\$17,930
Reimbursable Expenses (w/o additional insurance)	\$109,738
FS/SD Fee with Reimbursable Expense (w/o additional insurance)	\$1,164,573
Additional Insurance Coverage (estimate - see attachment)	t.b.d.
Total Fee with Reimbursable Expenses (with additional insurance)	t.b.d.

MDS/MILLER DYER SPEARS 40 BROAD STREET, SUITE 103, BOSTON, MA 02109 617-338-5350 mds-bos.com



November 30, 2023 Revised February 02,2024

Gregory Chapdelaine Purchasing Agent 25 West Street City Hall, Room 15 Leominster, MA 01453

RE: Fall Brook Elementary School Proposal for Feasibility and Schematic Design Services

Dear Mr. Chapdelaine,

MDS Architects is pleased to submit this proposal for Architectural and Engineering Services for the Fall Brook Elementary School. The scope of work consists of Feasibility and Schematic Design Services as defined in the Request for Designer Services from the City of Leominster Public Schools dated August 9, 2023.

Project Schedule

MDS is prepared to begin immediately upon receiving a Notice to Proceed. MDS will perform its services consistent with the schedule prepared by Leftfield dated 10/27/2023, adjusted to reflect the actual Notice to Proceed date.

Fee Proposal

Base Fee	
Feasibility	\$498,295
Schematic Design	\$568, 240
Dase recount	\$1,066,535
Reimbursable Expenses	
Site Survey - Langan	\$47,500
Traffic Study - Langan	\$15,000
Hazardous Materials Survey - PEER	\$13,356
Geo-environmental - PEER	\$16,468
Geotechnical Investigations - LGCI	\$34,930
Reimbursable Expenses (with additional mounts)	\$127,254
FS/SD Fee (with Reimbursable Expense)	\$1,193,789
Total Fee with Reimbursable Expenses (with additional insurance)	\$1,193,789

MDS/MILLER DYER SPEARS 40 BROAD STREET, SUITE 103, BOSTON, MA 02109 617-338-5350 mds-bos.com

\$1,066,535 - \$1,054,835 = \$11,700 \$127,254 - \$109,738 = \$17,516

\$11,700 + \$17,516 = **\$29,216**