Town of Reading
Meeting Posting with Agenda

2018-07-16 LAG

Board - Committee - Commission - Council:

Killam School Building Committee

Date: 2026-02-09 Time: 7:00 PM

Building: Reading Town Hall Location: Conference Room

Address: 16 Lowell Street Agenda:

Purpose: General Business

Meeting Called By: Joshua Delaune on behalf of Chair Carla Nazzaro

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.

Topics of Discussion:

https://us06web.zoom.us/j/86318312362?pwd=kfivOs8voTiCbULbrCa6hf2zDwkDv4.1

Meeting ID: 863 1831 2362
Passcode: 986369

1. Call to Order
2. Public Comment
3. KSBC Liaison Reports
4. 90% MSBA Submission*
5. Proprietary Items*
6. CPL Financial Review*
    a. Invoices
        i. BidDocs*
        ii. LBA*
        iii. Daily Times Chronicle*
        iv. Other*
    b. Commitments
        i. Facilities Clerk Contract*
        ii. Church Parking Lot License Agreement*
        iii. Revised LBA Amendment*
        iv. Other*
        v. Request for Proposals / Recommendations for approvals*
            1. Materials Testing
            2. Code Review
            3. Ealy Bid Package
7. CPL Schedule Review*
    a. Upcoming events
    b. Pre-Qual Update
8. Approval of Prior Meeting Minutes (01/20/26 Meeting)*
9. Future Agenda Items and Next Meeting dates
    a. KSBC XLT – 03/09/26
    b. KSBC Meeting – 03/16/26
10. Adjourn*

*Noted Potential vote required

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.

Town of Reading

Killam Elementary School

February 5, 2026

Project Budget and Cost Summary

Project Leade

A	C	D (Bud. Adj. Tab)	E (C+D)	F (Com. Cost tab)	G (E-F)	H Forecast. tab, >G	I (F+G+H)	J (Invoice Tab)	K (I-J)
	BUDGET			COST				CASH FLOW	
Description	PFA Approved	Authorized Changes	Approved Budget	Committed Costs	Uncommitted Costs	Forecast Costs	Total Project	Expenditures to Date	Balance To Spend
20 Construction									
Construction	$101,521,394	$0	$101,521,394	$147,800	$101,373,594	$0	$101,521,394	$0	$101,521,394
Change Orders		$0	$0	$0	$0	$0	$0	$0	$0
Subtotal	$101,521,394	$0	$101,521,394	$147,800	$101,373,594	$0	$101,521,394	$0	$101,521,394
30 Architectural & Engineering									
Design Development	$2,200,000	-$312,500	$1,887,500	$1,887,500	$0	$0	$1,887,500	$1,887,500	$0
Construction Documents	$3,200,000	$142,500	$3,342,500	$3,342,500	$0	$0	$3,342,500	$2,005,500	$1,337,000
Bidding / Negotiations	$350,000	-$63,500	$286,500	$286,500	$0	$0	$286,500	$0	$286,500
Closeout	$275,000	-$54,358	$220,642	$191,000	$29,642	$0	$220,642	$0	$220,642
Construction Administration	$3,200,000	$142,500	$3,342,500	$3,342,500	$0	$0	$3,342,500	$0	$3,342,500
Other Basic Services	$225,000	-$113,806	$111,194	$0	$111,194	$0	$111,194	$0	$111,194
Geotechnical & GeoEnv. Engineering	$200,000	$138,014	$338,014	$338,014	$0	$0	$338,014	$25,581	$312,434
Site Survey	$50,000	$5,000	$55,000	$55,000	$0	$0	$55,000	$39,435	$15,565
Survey of Existing Conditions / Wetlands	$25,000	$0	$25,000	$0	$25,000	$0	$25,000	$0	$25,000
Hazardous Materials	$200,000	$0	$200,000	$172,700	$27,300	$0	$200,000	$19,800	$180,200
Traffic Studies	$50,000	$59,450	$109,450	$109,450	$0	$0	$109,450	$76,996	$32,454
Other Reimbursable Costs	$50,000	$56,700	$106,700	$106,700	$0	$0	$106,700	$71,267	$35,433
Printing (Over the Minimum)	$20,000	$0	$20,000	$0	$20,000	$0	$20,000	$0	$20,000
A&E Feasibility Study	$850,000	$0	$850,000	$850,000	$0	$0	$850,000	$850,000	$0
Subtotal	$10,895,000	$0	$10,895,000	$10,681,864	$213,136	$0	$10,895,000	$4,976,078	$5,918,922
40 Administrative Costs									
OPM Feasibility Study	$335,500	$0	$335,500	$335,500	$0	$0	$335,500	$335,500	$0
OPM Design Development	$500,000	$0	$500,000	$250,000	$250,000	$0	$500,000	$250,000	$250,000
OPM Construction Contract Documents	$500,000	$0	$500,000	$500,000	$0	$0	$500,000	$40,466	$459,534
OPM Bidding	$150,000	$0	$150,000	$150,000	$0	$0	$150,000	$0	$150,000
OPM Construction Contract Admin	$3,300,000	$0	$3,300,000	$3,175,000	$125,000	$0	$3,300,000	$0	$3,300,000
OPM Closeout	$500,000	$0	$500,000	$216,569	$283,431	$0	$500,000	$0	$500,000
OPM: Cost Estimates	$90,000	$0	$90,000	$54,000	$36,000	$0	$90,000	$17,500	$72,500
Advertising	$5,000	$0	$5,000	$1,372	$3,628	$0	$5,000	$1,372	$3,628
Other Administrative Costs	$200,000	$0	$200,000	$45,163	$154,837	$345,163	$545,163	$350	$544,813
Other Project Costs (Moving)	$150,000	$0	$150,000	$0	$150,000	$0	$150,000	$0	$150,000
Utility Fees	$200,000	$0	$200,000	$0	$200,000	$0	$200,000	$0	$200,000
Legal	$100,000	$0	$100,000	$0	$100,000	$0	$100,000	$0	$100,000
Testing Services	$400,000	$0	$400,000	$54,746	$345,254	$0	$400,000	$0	$400,000
Swing Space / Modular	$750,000	$13,898	$763,898	$763,898	$0	$0	$763,898	$756,807	$7,091
Environmental & Site (FS/SD)	$500,000	-$188,280	$311,720	$283,130	$28,590	$0	$311,720	$273,130	$38,590
Other Project Costs (FS/SD)	$514,500	$79,874	$594,374	$594,374	$0	$0	$594,374	$593,174	$1,200
Subtotal	$8,195,000	-$94,508	$8,100,492	$6,423,752	$1,676,740	$345,163	$8,445,655	$2,268,298	$6,177,357
50 Furniture, Fixtures and Equipment									
Furniture, Fixtures and Equipment	$1,587,500	$0	$1,587,500	$0	$1,587,500	$0	$1,587,500	$0	$1,587,500
Equipment	$1,587,500	$0	$1,587,500	$0	$1,587,500	$0	$1,587,500	$0	$1,587,500
Technology		$0	$0	$0	$0	$0	$0	$0	$0
Subtotal	$3,175,000	$0	$3,175,000	$0	$3,175,000	$0	$3,175,000	$0	$3,175,000
Project Sub-Total	$123,786,394	-$94,508	$123,691,886	$17,253,416	$106,438,470	$345,163	$124,037,049	$7,244,376	$116,792,673
70 Project Contingency					Current Contingency	Potential Risk	Potential Contingency		
Construction Contingency (Hard Cost)	$5,076,069	$0	$5,076,069		$5,076,069	$0	$5,076,069		$5,076,069
Owner's Contingency (Soft Cost)	$1,149,320	$94,508	$1,243,828		$1,243,828	-$345,163	$898,665		$898,665
Subtotal	$6,225,389	$94,508	$6,319,897		$6,319,897	-$345,163	**$5,974,734**		**$5,974,734**
Project Total	$130,011,783	$0	$130,011,783	$17,253,416	$112,758,367	$0	$130,011,783	$7,244,376	$122,767,407

Committed Cost (Contracts/Pos)

VENDOR	AMOUNT	ISSUE DATE	SIGNED/ RETURN DATE	ENCUM (PO)	CODE	MSBA	Notes
Lavallee Brensinger Architects	$5,886.00	5/14/2025	06/02/25	LBA Amd 14	40-800	0003-0000	LBA Amd 14 - New Contract for geothermal test well services
Lavallee Brensinger Architects	$1,887,500.00	5/27/2025	06/02/25	LBA Amd 15	30-120	0201-0400	DD Phase
Lavallee Brensinger Architects	$3,342,500.00	5/27/2025	06/02/25	LBA Amd 15	30-130	0201-0500	CD Phase
Lavallee Brensinger Architects	$113,806.00	9/26/2025	10/14/25	LBA Amd 19	30-210	0204-0300	Soil Pre-Characterization
Lavallee Brensinger Architects	$0.00	9/18/2025	10/14/25	LBA Amd 20	Void	Void	Tree Survey (Voided - Submitted at $7,623.00)
Complete Cleaning Co	$140.00	10/1/2025	10/14/25	MSA	40-751	0603-0000	Modular Deep Cleaning
Lavallee Brensinger Architects	$5,500.00	10/30/2025	10/31/25	LBA Amd 21	30-210	0204-0300	Additional Soil Pre-Characterization
Comm-Tract Corp	$14,129.48	8/28/2025	11/12/25	PO NA	40-751	0603-0000	Modular Relocation - Fiber optic network
Partners Technology	$2,270.88	8/19/2025	11/12/25	PO 26000521	40-751	0603-0000	Modular Relocation - Audio
Modulease	$2,499.00	8/18/2025	11/12/25	Modulease CO 01	40-751	0603-0000	Modulease CO 01
Convergint	$4,000.00	11/22/2024	11/12/25	MSA	40-751	0603-0000	Modular Relocation - Telecommunication Services
Gov Connection Inc	$8,273.74	12/8/2025	12/15/25	26000243	40-751	0603-0000	Modular Relocation - Computer Power Supply
BidDocs Online Inc	$7,650.00	12/9/2025	12/15/25	PO N/A	40-300	0199-0000	Bid Hosting
Daily Times Chronicle	$1,372.00	1/29/2026	02/09/26	PO NA	40-200	0103-0000	Newspaper Ad - Peer Review, Tax Consultant, Materials Testing, Early Bid & Prequal
Peer Review Recommndation - 4LEA	$37,513.00	12/15/2025	02/09/26	4LEAF Contract	40-300	0199-0000	Peer Review Recommndation - Structural & Code
Early Package Recommendation - Sy	$147,800.00	1/20/2026	02/09/26	Systems Contract	20-200	0502-0000	Early Package Recommendation
Materials Testing Recommendation	$54,746.00	12/10/2025	02/09/26	UTS Contract	40-700	0602-0000	Materials Testing Recommendation
TOTAL	**$17,253,415.54**						**$17,253,415.54**

Town of Reading
Killam Elementary School
02/05/26

Project Budget Adjustments

Adjustment Item	BRR	Adjusted Amount	Date Approved	CODE	Comments
Move to A&E Geotech from Other Basic Services		$113,806.00	11/12/25	30-210	Internal Budget Adjustments - LBA Amd 19
from Other Basic Services to A&E Geotech		($113,806.00)	11/12/25	30-200	Internal Budget Adjustments - LBA Amd 19
Move to A&E Geotech from A&E Closeout		$5,500.00	11/12/25	30-210	Internal Budget Adjustments - LBA Amd 21
from A&E Closeout to A&E Geotech		($5,500.00)	11/12/25	30-150	Internal Budget Adjustments - LBA Amd 21
Move to Modular from SC Contingency		$1,624.19	11/12/25	40-751	Budget Adjustments - Modulease CO 01
From SC Contingency to Modular		($1,624.19)	11/12/25	70-500	Budget Adjustments - Modulease CO 01
Move to Modular from SC Contingency		$4,000.00	11/12/25	40-751	Budget Adjustments - Modulease CO 01
From SC Contingency to Modular		($4,000.00)	11/12/25	70-500	Budget Adjustments - Modulease CO 01
Move to Modular from SC Contingency		$8,273.74	12/15/25	40-751	Budget Adjustments - Modular Relocation
From SC Contingency to Modular		($8,273.74)	12/15/25	70-500	Budget Adjustments - Modular Relocation
Total Approved Adjustments to Date		**$0.00**			**$ -**

Town of Reading
Killam Elementary School
02/05/26

Colliers
Project Leaders

Expenditures - Invoices/Requisistions

Invoice Amount	Vendor	Invoice Number	Invoice Date	Approval Date	CODE	Propay Code	Propay Subm. #	Description
$501,375.00	Lavallee Brensinger Architects	22654	10/08/25	11/12/25	30-130	0201-0500	10	LBA Services September 2025 - CD
$69,785.00	Lavallee Brensinger Architects	22654	10/08/25	11/12/25	40-800	0003-0000	10	LBA Add Services September 2025 - Geothermal
$19,800.00	Lavallee Brensinger Architects	22654	10/08/25	11/12/25	30-240	0204-0200	10	LBA Add Services September 2025 - Hazmat
$617.76	Lavallee Brensinger Architects	22654	10/08/25	11/12/25	30-210	0204-0300	10	LBA Add Services September 2025 - Geotech
$10,450.00	Lavallee Brensinger Architects	22654	10/08/25	11/12/25	30-210	0204-0300	10	LBA Add Services September 2025 - Geoenvironmental
$806.05	Lavallee Brensinger Architects	22654	10/08/25	11/12/25	30-270	0203-9900	10	LBA Add Services September 2025 - Other Reimbursables
$9,900.00	Lavallee Brensinger Architects	22654	10/08/25	11/12/25	30-270	0203-9900	10	LBA Add Services September 2025 - Compliance Energy Modeling
$1,925.00	Lavallee Brensinger Architects	22654	10/08/25	11/12/25	30-270	0203-9900	10	LBA Add Services September 2025 - Tree Removal and Protection
$30,765.00	Colliers Project Leaders	1101071	10/05/25	11/12/25	40-020	0102-0400	10	CPL Services September 2025 - DD
$5,101.09	Gov Connection	76679257	07/22/25	12/15/25	40-751	0603-0000	11	Modular Relocation - Computer Power Supply
$1,385.72	Gov Connection	76684111	07/23/25	12/15/25	40-751	0603-0000	11	Modular Relocation - Computer Power Supply
$361.60	Gov Connection	76688904	07/24/25	12/15/25	40-751	0603-0000	11	Modular Relocation - Computer Power Supply
$1,081.45	Gov Connection	76693187	07/25/25	12/15/25	40-751	0603-0000	11	Modular Relocation - Computer Power Supply
$440.79	Gov Connection	76737333	08/07/25	12/15/25	40-751	0603-0000	11	Modular Relocation - Computer Power Supply
$741.89	Gov Connection	76753761	08/12/25	12/15/25	40-751	0603-0000	11	Modular Relocation - Computer Power Supply
($7,929.86)	Gov Connection	77071329	11/14/25	12/15/25	40-751	0603-0000	11	Modular Relocation - Credit
$32,149.25	Colliers Project Leaders	1122124	12/04/25	12/15/25	40-020	0102-0400	11	CPL Services November 2025 - DD (Total -)
$6,732.75	Colliers Project Leaders	1122124	12/04/25	12/15/25	40-030	0102-0500	11	CPL Services November 2025 - CD
$17,500.00	Colliers Project Leaders	1122124	12/04/25	12/15/25	40-100	0102-1100	11	CPL Services November 2025 - Cost Estimation
$501,375.00	Lavallee Brensinger Architects	23025	12/16/25	01/20/26	30-130	0201-0500		LBA Services November 2025 - CD
$1,312.74	Lavallee Brensinger Architects	23025	12/16/25	01/20/26	30-210	0204-0300		LBA Add Services November 2025 - Geotech
$7,546.00	Lavallee Brensinger Architects	23025	12/16/25	01/20/26	30-210	0204-0300		LBA Add Services November 2025 - Geoenvironmental
$50,194.10	Lavallee Brensinger Architects	23025	12/16/25	01/20/26	30-260	0204-1200		LBA Add Services November 2025 - Traffic Engineer
$2,640.00	Lavallee Brensinger Architects	23025	12/16/25	01/20/26	30-270	0203-9900		LBA Add Services November 2025 - Compliance Energy Modeling
$1,925.00	Lavallee Brensinger Architects	23025	12/16/25	01/20/26	30-270	0203-9900		LBA Add Services November 2025 - Tree Removal and Protection
$3,712.50	Lavallee Brensinger Architects	23025	12/16/25	01/20/26	30-230	0204-0400		LBA Add Services November 2025 - Supplemental Survey
$33,733.00	Colliers Project Leaders	1132845	01/07/26	01/20/26	40-030	0102-0500		CPL Services December 2025 - CD
$350.00	BidDocs Online	25-9KRD-1	01/26/26	02/09/26	40-300	0199-0000		30B Switchgear - Online Bid Hosting
$501,375.00	Lavallee Brensinger Architects	23076	01/13/26	02/09/26	30-130	0201-0500		LBA Services December 2025 - CD
$1,783.50	Lavallee Brensinger Architects	23076	01/13/26	02/09/26	30-260	0204-1200		LBA Add Services November 2025 - Traffic Engineer
$1,925.00	Lavallee Brensinger Architects	23076	01/13/26	02/09/26	30-270	0203-9900		LBA Add Services November 2025 - Tree Removal and Protection
$309.75	Daily Times Chronicle	251245	11/25/25	02/09/26	40-200	0103-0000		NewsPaper Ad - Materials Testing
$272.88	Daily Times Chronicle	251246	11/25/25	02/09/26	40-200	0103-0000		NewsPaper Ad - Peer Review
$324.50	Daily Times Chronicle	251247	11/25/25	02/09/26	40-200	0103-0000		NewsPaper Ad - Tax Consultant
$243.38	Daily Times Chronicle	251305	12/14/25	02/09/26	40-200	0103-0000		NewsPaper Ad - Early Bid Switchgear
$221.49	Daily Times Chronicle	260087	02/04/26	02/09/26	40-200	0103-0000		NewsPaper Ad - Prequal
$7,244,376.38	**Total Spent to Date**							**$7,244,376.38**

Forecast Cost

VENDOR	AMOUNT	FORECASTED DATE	SIGNED/ RETURN DATE	ENCUM (PO)	CODE	Notes
Forecasted to Cover for Parking During Construction	$11,900.00	11/12/2025			40-400	$700/ Mpnth for approx. 17 month construction
Forcasted to Cover Reading Clerk Salary	$400,000.00	11/12/2025			40-300	$70 per hour for a planned duration of project
Forecast for Tax Consultant	$100,000.00	2/4/2026			40-300	Potential to Assist in filing for rebates and Credits
TOTAL	**$511,900.00**					**$511,900.00**

February 5, 2026

Killam Elementary School
Estimated Project Cash Flow Sheet

Colliers
Project Leaders

Phase		Month	OPM	Designer & Consultants	FF&E & Misc	Construction	Contingency	Estimated Outlay	Actual outlay	Est Cum	Act Cum
Feasibility Study Period	1	Aug-23	$8,203					$8,203	$620	$8,203	$620
	2	Sep-23	$15,096					$15,096	$11,903	$23,299	$12,523
	3	Oct-23	$15,096					$15,096	$8,303	$38,395	$20,825
	4	Nov-23	$15,096					$15,096	$7,433	$53,491	$28,258
	5	Dec-23	$14,025					$14,025	$0	$67,516	$28,258
	6	Jan-24	$14,584	$20,000				$34,584	$32,431	$102,100	$60,689
	7	Feb-24	$14,584	$50,000				$64,584	$60,074	$166,684	$120,763
	8	Mar-24	$14,584	$75,000				$89,584	$0	$256,268	$120,763
	9	Apr-24	$14,584	$75,000				$89,584	$91,282	$345,852	$212,045
	10	May-24	$14,584	$75,000	$2,500			$92,084	$141,991	$437,936	$354,036
	11	Jun-24	$14,584	$75,000	$2,500			$92,084	$74,197	$530,020	$428,233
	12	Jul-24	$14,584	$75,000				$89,584	$0	$619,604	$428,233
	13	Aug-24	$14,584	$75,000				$89,584	$156,873	$709,188	$585,106
Schematic Design	14	Sep-24	$14,584	$75,000				$89,584	$219,660	$798,772	$804,766
	15	Oct-24	$14,584	$75,000				$89,584	$88,483	$888,356	$893,249
	16	Nov-24	$14,584	$75,000				$89,584	$23,026	$977,940	$916,275
	17	Dec-24	$14,584	$75,000				$89,584	$139,799	$1,067,524	$1,056,073
	18	Jan-25	$15,174	$75,000				$90,174	$181,969	$1,157,698	$1,238,043
	19	Feb-25	$17,245	$75,000				$92,245	$0	$1,249,943	$1,238,043
	20	Mar-25	$25,000	$75,000				$100,000	$0	$1,349,943	$1,238,043
Fun-ding	21	Apr-25	$25,000	$300,000	$25,000			$350,000	$0	$1,699,943	$1,238,043
	22	May-25	$50,557	$300,000	$25,000			$375,557	$0	$2,075,500	$1,238,043
Design Developm	23	Jun-25	$66,000	$750,000	$35,000			$851,000	$579,060	$2,926,500	$1,817,103
	24	Jul-25	$66,000	$750,000	$450,000		$25,000	$1,291,000	$609,774	$4,217,500	$2,426,877
	25	Aug-25	$102,000	$750,000	$350,000		$25,000	$1,227,000	$1,498,900	$5,444,500	$3,925,776
Construction Documents	26	Sep-25	$65,000	$475,000	$10,000		$25,000	$575,000	$52,410	$6,019,500	$3,978,186
	27	Oct-25	$95,000	$475,000	$10,000		$25,000	$605,000	$753,568	$6,624,500	$4,731,754
	28	Nov-25	$65,000	$475,000	$10,000		$25,000	$575,000	$1,345,814	$7,199,500	$6,077,568
	29	Dec-25	$122,000	$475,000	$10,000		$25,000	$632,000	$57,565	$7,831,500	$6,135,133
	30	Jan-26	$86,000	$475,000	$10,000		$25,000	$596,000	$602,438	$8,427,500	$6,737,571
	31	Feb-26	$104,000	$475,000	$10,000		$25,000	$614,000	$506,806	$9,041,500	$7,244,376
	32	Mar-26	$128,000	$475,000	$10,000		$25,000	$638,000	$0	$9,679,500	
Bid	33	Apr-26	$128,000	$185,000	$10,000		$50,000	$373,000	$0	$10,052,500	
	34	May-26	$128,000	$185,000	$10,000		$50,000	$373,000	$0	$10,425,500	
Phase	35	Jun-26	$128,000	$150,000	$10,000	$750,000	$50,000	$1,088,000	$0	$11,513,500	
	36	Jul-26	$128,000	$150,000	$10,000	$1,500,000	$50,000	$1,838,000	$0	$13,351,500	
	37	Aug-26	$128,000	$150,000	$10,000	$2,250,000	$75,000	$2,613,000	$0	$15,964,500	
	38	Sep-26	$121,000	$150,000	$10,000	$4,500,000	$150,000	$4,931,000	$0	$20,895,500	
	39	Oct-26	$121,000	$150,000	$10,000	$5,500,000	$200,000	$5,981,000	$0	$26,876,500	
	40	Nov-26	$121,000	$150,000	$10,000	$6,500,000	$200,000	$6,981,000	$0	$33,857,500	
	41	Dec-26	$121,000	$150,000	$10,000	$6,500,000	$300,000	$7,081,000	$0	$40,938,500	
	42	Jan-27	$126,000	$150,000	$10,000	$6,500,000	$300,000	$7,086,000	$0	$48,024,500	
	43	Feb-27	$126,000	$150,000	$10,000	$6,500,000	$300,000	$7,086,000	$0	$55,110,500	
	44	Mar-27	$126,000	$150,000	$10,000	$6,500,000	$300,000	$7,086,000	$0	$62,196,500	
	45	Apr-27	$126,000	$150,000	$10,000	$6,500,000	$200,000	$6,986,000	$0	$69,182,500	
	46	May-27	$126,000	$150,000	$10,000	$6,500,000	$200,000	$6,986,000	$0	$76,168,500	
	47	Jun-27	$126,000	$150,000	$10,000	$5,500,000	$200,000	$5,986,000	$0	$82,154,500	
	48	Jul-27	$126,000	$150,000	$10,000	$4,500,000	$300,000	$5,086,000	$0	$87,240,500	

February 5, 2026

Killam Elementary School
Estimated Project Cash Flow Sheet

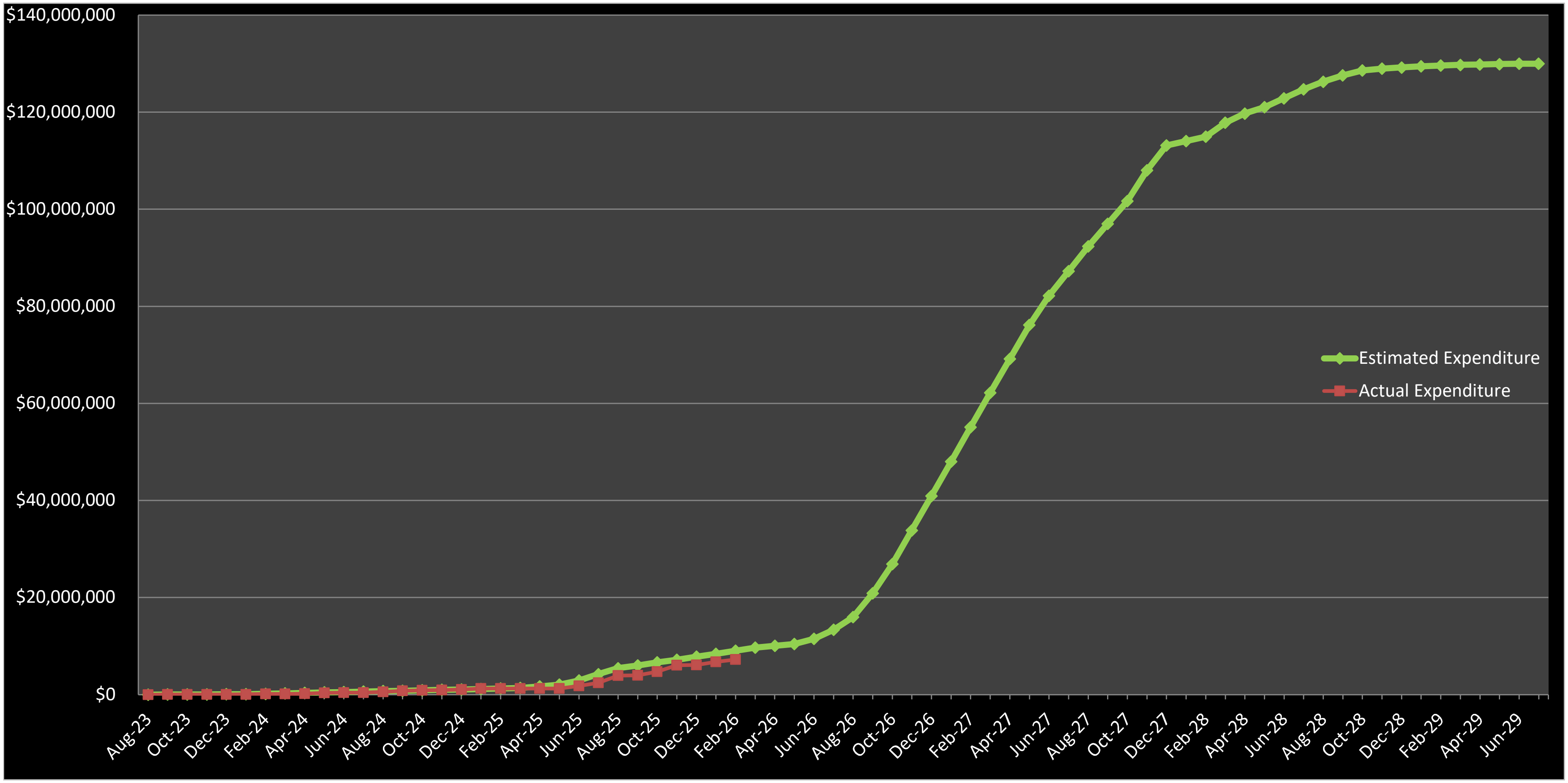
Phase	#	Month	OPM	Designer & Consultants	FF&E & Misc	Construction	Contingency	Estimated Outlay	Actual outlay	Est Cum	Act Cum
Construction	49	Aug-27	$126,000	$150,000	$50,000	$4,500,000	$300,000	$5,126,000	$0	$92,366,500	
	50	Sep-27	$126,000	$150,000	$50,000	$4,000,000	$300,000	$4,626,000	$0	$96,992,500	
	51	Oct-27	$133,000	$150,000	$100,000	$4,000,000	$300,000	$4,683,000	$0	$101,675,500	
	52	Nov-27	$154,000	$150,000	$1,750,000	$4,000,000	$300,000	$6,354,000	$0	$108,029,500	
	53	Dec-27	$154,000	$100,000	$1,100,000	$3,500,000	$250,000	$5,104,000	$0	$113,133,500	
	54	Jan-28	$127,000	$100,000	$250,000	$250,000	$175,000	$902,000	$0	$114,035,500	
	55	Feb-28	$127,000	$100,000	$250,000	$250,000	$175,000	$902,000	$0	$114,937,500	
	56	Mar-28	$108,000	$100,000	$25,000	$2,500,000	$175,000	$2,908,000	$0	$117,845,500	
	57	Apr-28	$100,000	$100,000	$25,000	$1,500,000	$150,000	$1,875,000	$0	$119,720,500	
	58	May-28	$100,000	$100,000	$25,000	$1,000,000	$100,000	$1,325,000	$0	$121,045,500	
	59	Jun-28	$100,000	$100,000	$25,000	$1,500,000	$100,000	$1,825,000	$0	$122,870,500	
	60	Jul-28	$100,000	$100,000	$25,000	$1,500,000	$100,000	$1,825,000	$0	$124,695,500	
	61	Aug-28	$100,000	$100,000	$25,000	$1,250,000	$100,000	$1,575,000	$0	$126,270,500	
	62	Sep-28	$82,000	$100,000	$25,000	$1,000,000	$100,000	$1,307,000	$0	$127,577,500	
	63	Oct-28	$82,000	$100,000	$25,000	$700,000	$100,000	$1,007,000	$0	$128,584,500	
	64	Nov-28	$82,000	$100,000	$25,000	$71,394	$100,000	$378,394	$0	$128,962,894	
Commissioning & Close out	65	Dec-28	$82,000	$50,000	$25,000		$100,000	$257,000	$0	$129,219,894	
	66	Jan-29	$58,000	$50,000	$25,000		$100,000	$233,000	$0	$129,452,894	
	67	Feb-29	$51,000	$40,000	$15,000		$50,000	$156,000	$0	$129,608,894	
	68	Mar-29	$51,000	$40,000	$10,000		$25,000	$126,000	$0	$129,734,894	
	69	Apr-29	$19,000	$40,000	$5,000		$25,000	$89,000	$0	$129,823,894	
	70	May-29	$15,000	$40,000	$2,500		$25,000	$82,500	$0	$129,906,394	
	71	Jun-29	$15,000	$40,000	$2,500		$25,000	$82,500	$0	$129,988,894	
	72	Jul-29	$3,000	$5,208			$14,681	$22,889	$0	$130,011,783	
		$130,011,783	**$5,375,500**	**$11,795,208**	**$4,980,000**	**$101,521,394**	**$6,339,681**	**$130,011,783**	**$7,244,376**		

February 5, 2026

Town of Reading

Killam Elementary School

Estimated Project Cash Flow Graph



100 Federal Street,
Floor 33
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 02, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School – BidDocs Online***
Invoice # 25-9KRD-1

Dear Mr. Kraunelis:

Colliers Project Leaders has reviewed the attached invoice and finds that this invoice package is in compliance with the contract. It is also an amount appropriate for the scope of services delivered during this time period.

The referenced invoice #25-9KRD-1, for BidDocs Online for the 30B Switchgear Procurement Electronic Hosting/Electronic Bidding Services. The total recommended Payment is $350.00. We recommend payment of this amount, using the ProPay Code: 0102-9900

Please feel free to contact me at (617) 860-2267 if you have any questions concerning this invoice.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair
Attachment: BidDocs Online Invoice #25-9KRD-1

BidDocs ONLINE™

ONE SOURCE...CONNECTING SOLUTIONS

January 26, 2026

Mr. Joshua Delaune (jdelaune@readingma.gov)
Town of Reading Permanent Building Committee
16 Lowell Street
Reading, MA 01867

cc: justin.ferdenzi@collierseng.com

Town of Reading - J.Warren Killam Elementary School - Switchgear
BDO Invoice #25-9KRD-1

Project Posting:	*Cost*	*Per Unit*		*Quantity*	*Total*
Electronic Hosting/Electronic Bidding Services - c. 30B	$350.00	/ Project	X	1 =	$350.00
Sub Total					**$350.00**

Sales Amount		$350.00
Misc. Charges		$0.00
Sales Tax	Exempt	$0.00
Grand Total		$350.00
Payment Received		$0.00
BALANCE DUE		**$350.00**

Lorna X. Yamrenko

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# **251245**

Billing Key 251245 Reading RFP No. #KS 26-01 Killam Elementary

Run 1 11/25/2025 **Run 2** **Run 3**

# of Inches 10.5 **# of Runs** 1

Cost $309.75 **Notary Fee** **Total Cost** **$309.75**

Payment Date **Payment** **Balance Due** **$309.75**

100 Federal Street,
Floor 13
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School - Publishing Services***
Invoice #251245

Dear Mr. Kraunelis,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, Daily Times Chronicle, invoice #251245, and recommend payment of $309.75 for publishing services for the J. Warren Killam Elementary School Project.

We recommend payment of this amount, using the following ProPay Codes and Breakdowns.

Invoice Number	Task	Request This Period	ProPay Code
251245	**Publishing Services – Town of Reading: RFP Construction & Material Testing Legal Ad**	$309.75	0103-0000

Please feel free to contact me at (617) 860-2267 if you have any questions concerning this invoice.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

Attachment: Daily Times Chronicle Invoice #251245 $309.75- ProPay Code: 0103-0000

100 Federal Street,
Floor 13
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School - Publishing Services***
Invoice #251305

Dear Mr. Kraunelis,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, Daily Times Chronicle, invoice #251305, and recommend payment of $243.38 for publishing services for the J. Warren Killam Elementary School Project.

We recommend payment of this amount, using the following ProPay Codes and Breakdowns.

Invoice Number	Task	Request This Period	ProPay Code
251305	**Publishing Services – Town of Reading: IFB Early Electrical Legal Ad**	$243.38	0103-0000

Please feel free to contact me at (617) 860-2267 if you have any questions concerning this invoice.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

Attachment: Daily Times Chronicle Invoice #251305 $243.38 - ProPay Code: 0103-0000

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# **251305**

Billing Key 251305 Reading IFB - KS-26-05 Killam Sch Early Electrical Pkg

Run 1 12/17/2025 **Run 2** **Run 3**

# of Inches 8.3 **# of Runs** 1

Cost $243.38 **Notary Fee** **Total Cost** **$243.38**

Payment Date **Payment** **Balance Due** **$243.38**

100 Federal Street,
Floor 13
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School - Publishing Services***
Invoice #251247

Dear Mr. Kraunelis,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, Daily Times Chronicle, invoice #251247, and recommend payment of $324.50 for publishing services for the J. Warren Killam Elementary School Project.

We recommend payment of this amount, using the following ProPay Codes and Breakdowns.

Invoice Number	Task	Request This Period	ProPay Code
251247	**Publishing Services – Town of Reading: RFP Tax Consultant Legal Ad**	$324.50	0103-0000

Please feel free to contact me at (617) 860-2267 if you have any questions concerning this invoice.

Sincerely,

Justin Ferdenzi

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

Attachment: Daily Times Chronicle Invoice #251247 $324.50 - ProPay Code: 0103-0000

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# **251247**

Billing Key 251247 Reading RFP No. #KS 26-03 Tax Consultant Killam Elementary

Run 1 11/25/2025 **Run 2** **Run 3**

# of Inches 11.0 **# of Runs** 1

Cost $324.50 **Notary Fee** **Total Cost** **$324.50**

Payment Date **Payment** **Balance Due** **$324.50**

---

100 Federal Street,
Floor 13
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School - Publishing Services***
Invoice #251246

Dear Mr. Kraunelis,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, Daily Times Chronicle, invoice #251246, and recommend payment of $272.88 for publishing services for the J. Warren Killam Elementary School Project.

We recommend payment of this amount, using the following ProPay Codes and Breakdowns.

Invoice Number	Task	Request This Period	ProPay Code
251246	**Publishing Services – Town of Reading: RFP Code Peer Review Legal Ad**	$272.88	0103-0000

Please feel free to contact me at (617) 860-2267 if you have any questions concerning this invoice.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

Attachment: Daily Times Chronicle Invoice #251246 $272.88- ProPay Code: 0103-0000

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# **251246**

Billing Key 251246 Reading RFP No. #KS 26-02 Peer Review Killam Elementary

Run 1 11/25/2025 **Run 2** **Run 3**

# of Inches 10.6 **# of Runs** 1

Cost $272.88 **Notary Fee** **Total Cost** **$272.88**

Payment Date **Payment** **Balance Due** **$272.88**

---

100 Federal Street
Floor 13
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

January 14, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School Designer Services***
Invoice # 23076

Dear Mr. Kraunelis:

Colliers Project Leaders has reviewed the attached invoice and finds that the invoice is in compliance with the contract and the amount is appropriate for the scope of services delivered during this time period.

The referenced invoice is #23076 for Lavallee Brensinger Architects, for the Month of December 2025. The total recommended Payment is $505,083.50

We recommend payment of this amount, using the following ProPay Codes and Breakdowns.

Invoice Number	Task	Request This Period	ProPay Code
23076	**Construction Documents**	$501,375.00	0201-0500
23076	**Traffic Engineer**	$1,783.50	0204-1200
23076	**Tree Removal and Protection**	$1,925.00	0203-9900

Please feel free to contact me at (508) 326 6078 if you have any questions concerning this invoice.
Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com
Attachments: 2025 12 LBA Inv#23076

LAVALLEE BRENSINGER ARCHITECTS

155 Dow Street, Suite 400
Manchester, NH 03101
603-622-5450

Matthew Kraunelis
Town of Reading MA
16 Lowell Street
Reading, MA 01867

January 13, 2026
Project No: 23-106-00
Invoice No: 23076
Customer PO # 23004647-001

Invoice Total: $505,083.50

Project 23-106-00 Reading Killam Elementary School

Professional Services from December 1, 2025 to December 31, 2025

Task 025 Feasibility Study

Fee

Total Fee	400,000.00			
Percent Complete	100.00	Total Earned	400,000.00	
		Previous Fee Billing	400,000.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
			Total this Task	**0.00**

Task 026 Reimbursable Expenses

Total this Task **0.00**

Task 100 Basic Services

Phase 002 Schematic Design

Fee

Total Fee	450,000.00			
Percent Complete	100.00	Total Earned	450,000.00	
		Previous Fee Billing	450,000.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
			Total this Phase	**0.00**

Phase 003 Design Development - 0201-0400

Fee

Total Fee	1,887,500.00			
Percent Complete	100.00	Total Earned	1,887,500.00	
		Previous Fee Billing	1,887,500.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
			Total this Phase	**0.00**

Phase 004 Construction Documents - 0201-0500

Fee

Total Fee	3,342,500.00			
Percent Complete	60.00	Total Earned	2,005,500.00	
		Previous Fee Billing	1,504,125.00	
		Current Fee Billing	501,375.00	
		Total Fee		**501,375.00**
			Total this Phase	**$501,375.00**

Phase 005 Bidding & Negotiation - 0201-0600

Fee

Total Fee	286,500.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
			Total this Phase	**0.00**

Phase 006 Construction Administration - 0201-0700

Fee

Total Fee	3,342,500.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
			Total this Phase	**0.00**

Phase 007 Closeout - 0201-0800

Fee

Total Fee	191,000.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
			Total this Phase	**0.00**
			Total this Task	**$501,375.00**

Task 101 Reimbursable Expenses - Basic

Total this Task **0.00**

Task 200 Add Services

Phase 001 Amendment #1 - Survey

Fee

Total Fee	26,400.00			
Percent Complete	100.00	Total Earned	26,400.00	
		Previous Fee Billing	26,400.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**

Phase 007 Amendment #7 - HVAC Cost Estimate - 0004-0000

Fee

Total Fee	2,750.00			
Percent Complete	100.00	Total Earned	2,750.00	
		Previous Fee Billing	2,750.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 008 Amendment #8 - SD Energy Modeling - 0004-0000

Fee

Total Fee	16,500.00			
Percent Complete	100.00	Total Earned	16,500.00	
		Previous Fee Billing	16,500.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 009 Amendment #9 - Presentation Boards - 0004-0000

Fee

Total Fee	2,753.94			
Percent Complete	100.00	Total Earned	2,753.94	
		Previous Fee Billing	2,753.94	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 010 Amendment #13 - Continuation of Services - 0004-0000

Fee

Total Fee	500,000.00			
Percent Complete	100.00	Total Earned	500,000.00	
		Previous Fee Billing	500,000.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 011 Amendment #11 - HVAC System Comparison Estimate - 0003-0000

Fee

Total Fee	1,540.00			
Percent Complete	100.00	Total Earned	1,540.00	
		Previous Fee Billing	1,540.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 013 Amendment #14 - Geothermal Add Services - 0003-0000

Fee

Total Fee 72,810.00

Percent Complete	100.00	Total Earned	72,810.00	
		Previous Fee Billing	72,810.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**

Total this Phase **0.00**

Phase 014 Amendment #16 - DD-CL Add Services

Fee

Billing Phase	Phase Fee	Percent Complete	Fee Earned	Previous Fee Billing	Current Fee Billing
Hazardous Materials - 0204-0200	172,700.00	11.465	19,800.00	19,800.00	0.00
Geotechnical - 0204-0300	148,038.00	5.1233	7,584.50	7,584.50	0.00
Geoenvironmental - 0204-0300	70,670.00	25.4648	17,996.00	17,996.00	0.00
Soil Testing - 0204-0400	3,300.00	0.00	0.00	0.00	0.00
Building Control Plan - 0204-0400	3,850.00	10.00	385.00	385.00	0.00
Supplemental Survey - 0204-0400	11,000.00	100.00	11,000.00	11,000.00	0.00
Certified Plot Plan - 0204-0400	4,400.00	0.00	0.00	0.00	0.00
Site Acoustic Survey - 0204-0400	7,700.00	75.00	5,775.00	5,775.00	0.00
Reimbursables - 0203-9900	22,000.00	11.9398	2,626.75	2,626.75	0.00
Total Fee	443,658.00		65,167.25	65,167.25	0.00

Total Fee **0.00**

Total this Phase **0.00**

Phase 015 Amendment #17 - DD-CL Add Services #2

Remaining funds of $28,590 have been moved from phase 002 to this phase.

Fee

Billing Phase	Phase Fee	Percent Complete	Fee Earned	Previous Fee Billing	Current Fee Billing
Traffic Engineering 0204-1200	109,450.00	70.3481	76,996.00	75,212.50	1,783.50
Compliance Energy Modeling 0203-9900	77,000.00	79.1429	60,940.00	60,940.00	0.00
Tree Removal and Protection 0203-9900	7,700.00	100.00	7,700.00	5,775.00	1,925.00
Total Fee	194,150.00		145,636.00	141,927.50	3,708.50

Total Fee **3,708.50**

Total this Phase **$3,708.50**

Phase 016 Amendment # 18 - Additional Survey Services - 0204-0400

Fee

Total Fee 24,750.00

Percent Complete	90.00	Total Earned	22,275.00	
		Previous Fee Billing	22,275.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**

		Total this Phase	**0.00**

Phase 017 Amendment #19 - Soil Pre-characterization

Fee

Total Fee	113,806.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 019 Amendment # 21 - Add'l Soil Precharacterization

Fee

Total Fee	5,500.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**
		Total this Task		**$3,708.50**
		Total this Invoice		**$505,083.50**

Project Outstanding Invoices

Invoice Number	Invoice Date	Balance Due
23025	12/16/2025	568,705.34
Total		**568,705.34**

	Current	Prior	Total
Billings to Date	**505,083.50**	**5,249,628.59**	**5,754,712.09**

Your mission inspires us. Our creativity and knowledge empower you. Together we achieve excellence.

Thank you for your business. Our standard payment terms are thirty (30) days from invoice date. Any amounts remaining unpaid beyond thirty (30) days are subject to interest at a rate of 1.0% per month, 12% per annum or at the legal prevailing rate.

Jenni Katajamaki
Lavallee Brensinger Architects
99 Bedford Street
Boston, MA 02111

December 18, 2025
Invoice No: 0425530

Project NEX-2300326.00 Reading, MA - J. Warren Killiam Elementary School MSBA Project (sub LBPA)

LBA Project No: 23-106-00

Services Rendered Include: Cost reconciliation meeting on 11/3/25; Bi-weekly team meeting on 11/19/25; Meeting with Town to review Charles St and Haverhill St designs on 11/19/25; Meeting with project team on 11/21/25 to discuss curb line location and cross-section of Haverhill St; Coordination on crash barrier for Haverhill St / playground.

Professional Services from November 01, 2025 to November 28, 2025

Task 00004 Design Development Phase

Fee

Billing Phase	**Fee**	**Percent Complete**	**Fee Earned**	**Prior Earned**	**Current Earned**
Design Development Phase	21,600.00	100.00	21,600.00	21,600.00	0.00
Total Fee	21,600.00		21,600.00	21,600.00	0.00

Total Fee **0.00**

Total this Task **0.00**

Task 00005 Construction Documents

Fee

Billing Phase	**Fee**	**Percent Complete**	**Fee Earned**	**Prior Earned**	**Current Earned**
Construction Documents	43,700.00	87.00	38,019.00	37,145.00	874.00
Total Fee	43,700.00		38,019.00	37,145.00	874.00

Total Fee **874.00**

Total this Task **874.00**

Task 00006 Bidding Phase

Fee

Billing Phase	**Fee**	**Percent Complete**	**Fee Earned**	**Prior Earned**	**Current Earned**
Bidding Phase	5,300.00	0.00	0.00	0.00	0.00
Total Fee	5,300.00		0.00	0.00	0.00

Total Fee **0.00**

Total this Task **0.00**

Task 00007 Construction Phase Administration

Fee

Billing Phase	**Fee**	**Percent Complete**	**Fee Earned**	**Prior Earned**	**Current Earned**
Construction Phase Administration	18,200.00	0.00	0.00	0.00	0.00
Total Fee	18,200.00		0.00	0.00	0.00

Total Fee **0.00**

Total this Task **0.00**

Task 00008 Meetings & Follow-on Services

Fee

Billing Phase	**Fee**	**Percent Complete**	**Fee Earned**	**Prior Earned**	**Current Earned**
Meetings & Follow-on Services	10,700.00	97.00	10,379.00	9,630.00	749.00
Total Fee	10,700.00		10,379.00	9,630.00	749.00

Total Fee **749.00**

Total this Task **749.00**

Total this Invoice **1,623.00**

Billings to Date

	Current	**Prior**	**Total**
Fee	1,623.00	151,884.00	153,507.00
Totals	**1,623.00**	**151,884.00**	**153,507.00**

terrain k
landscape architecture

Approved As Is
by Jenni Katajamaki
on 12/9/2025 at 9:29 AM

REQUEST FOR PAYMENT

To: **Lavallee | Brensinger Architects**
Purchasing Department
155 Dow Street; Suite 400
Manchester, NH 03101
Attn. Jenni Katajamaki

Project Name: **Killam Elementary School**
Contract Number:
Purchase Number: **LBA PO # 23-106-00**
Contract Date: 12/06/2023; 05/28/2025
Terraink Number: 24001
Invoice Number: **2191**

From: **Terraink, Incorporated**
7 Central Street
Suite 150
Arlington, MA 02476
Phone: 781-316-1595
Email: admin@terraink.com

BILLING PERIOD: 01 December 2025 through 31 December 2025

FIXED FEE CONTRACT

Task	Description	Contract Amount	Previous Billing Against Contract	Current Invoice Amount	Total Billing Against Contract	Percent Complete	Remaining Balance On Contract	Current Invoice Payout
1	Feasibility Phase	$ 10,000.00	**10,000.00**	**-**	10,000.00	100%	-	**-**
2	Schematic Design Phase	$ 15,000.00	**15,000.00**	**-**	15,000.00	100%	-	**-**
3	Permitting and Town Regulations Phase	$ 13,000.00	**13,000.00**	**-**	13,000.00	100%	-	**-**
4	Design Development Phase	$ 80,000.00	**80,000.00**	**-**	80,000.00	100%	-	**-**
5	Early Site Package and Enabling Package; Standalone Document; **Dec 2025 percentage based billing (100%)**	$ 50,000.00	**37,500.00**	**12,500.00**	50,000.00	100%	-	**12,500.00**
6	Construction Document Phase; **Dec 2025 percentage based billing (60%)**	$ 50,000.00	**22,500.00**	**7,500.00**	30,000.00	60%	20,000.00	**7,500.00**
7	Bidding Phase	$ 5,000.00	**-**	**-**	-		5,000.00	**-**
8	Construction Administration Phase	$ 40,000.00	**-**	**-**	-		40,000.00	**-**
9	Project Close Out Phase	$ 4,000.00	**-**	**-**	-		4,000.00	**-**
10	**Add Service:** Tree Protection & Removal Plan; 08/13/2025 NTP Email	$ 7,000.00	**5,250.00**	**1,750.00**	7,000.00	100%	-	**1,750.00**
11	**Add Service:** Arborist + TI Mgt Fee	$ -	**-**	**-**	-		-	**-**
	TOTALS	**$ 274,000.00**	**183,250.00**	**21,750.00**	**205,000.00**	**66%**	**69,000.00**	**21,750.00**

		Total this Phase		**0.00**

Phase 002 Amendment #2 - Traffic

This phase will not be billed any further, remaining funds have been moved to phase 015.

Fee

Total Fee	120,450.00			
Percent Complete	76.2639	Total Earned	91,859.90	
		Previous Fee Billing	91,859.90	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 003 Amendment #3 - HazMat

Fee

Total Fee	4,950.00			
Percent Complete	100.00	Total Earned	4,950.00	
		Previous Fee Billing	4,950.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 004 Amendment #4 - Environmental

Fee

Total Fee	14,520.00			
Percent Complete	100.00	Total Earned	14,520.00	
		Previous Fee Billing	14,520.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 005 Amendment #5 - GeoTech

Fee

Total Fee	41,800.00			
Percent Complete	100.00	Total Earned	41,800.00	
		Previous Fee Billing	41,800.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

Phase 006 Amendment #6 - Soil Testing - 0003-0000

Fee

Total Fee	2,750.00			
Percent Complete	100.00	Total Earned	2,750.00	
		Previous Fee Billing	2,750.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
		Total this Phase		**0.00**

100 Federal Street,
Floor 13
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School - Publishing Services***
Invoice #260087

Dear Mr. Kraunelis,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, Daily Times Chronicle, invoice #260087, and recommend payment of $221.49 for publishing services for the J. Warren Killam Elementary School Project.

We recommend payment of this amount, using the following ProPay Codes and Breakdowns.

Invoice Number	Task	Request This Period	ProPay Code
260087	**Publishing Services – Town of Reading: RFQ Killam PreQual Notice**	$221.49	0103-0000

Please feel free to contact me at (617) 860-2267 if you have any questions concerning this invoice.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

Attachment: Daily Times Chronicle Invoice #260087 $221.49 - ProPay Code: 0103-0000

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# **260087**

Billing Key 260087 Reading RFQ KS-26-06 Killam School Demo

Run 1 2/4/2026 **Run 2** **Run 3**

# of Inches 7.3 **# of Runs** 1

Cost $221.49 **Notary Fee** **Total Cost** **$221.49**

Payment Date **Payment** **Balance Due** **$221.49**

100 Federal Street
13th Floor
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Re: J. Warren Killam Elementary School – 30B Switchgear Procurement

Dear Mr. Kraunelis:

Attached are the bids received from Tilton Electric Inc. and System Contracting Inc. for the J. Warren Killam Elementary School project for the 30B Switchgear and Generator procurement.

Colliers Project Leaders, the Owner's Project Manager, have reviewed both the bids and:

- Confirm it is within the overall budget.
- Confirm it is within the respective line-item budgets.

Also, attached to this letter is the fee bid comparison between Tilton Electric Inc. and System Contracting Inc., and we recommend awarding the contract to System Contracting Inc. for a total of One Hundred Forty-Seven Thousand Eight Hundred and 00/100 Dollars ($147,800.00). (ProPay Code: 0502-0000)

We respectfully request that the Town execute this agreement at the earliest opportunity. Please let us know if you have any questions.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

BID SUMMARY

TO THE AWARDING AUTHORITY: Town of Reading

A. The Undersigned proposes to furnish all labor and materials required for **J. Warren Killam Elementary School - Switchgear** at **J. Warren Killam Elementary School** in Reading, Massachusetts, in accordance with the accompanying plans and specifications prepared by **Lavallee Brensinger Architects** for the contract price specified below, subject to additions and deductions according to the terms of the specifications.

B. This bid includes addenda numbered: 1, 2, 3

C. The proposed contract price is:
One Hundred Forty-seven Thousand Eight Hundred Dollars $147,800.00.

D. Summary of Work

The project consists of but not limited to: This Early Package is for the procurement of the Electrical Switchgear for the New J. Killam Elementary School Project

Systems Contracting Inc.
Name of Bidder

David Hollett

David Hollett - Bid Submitter

01/20/2026
Signature & Title

7 Scobee Circle
Plymouth, MA 02360
Business Address

The **Bid Summary** is for general information only. The official bid documents submitted by the Bidder shall take precedence over the Bid Summary form.

NON-PUBLIC VIEW

NON-PUBLIC VIEW

FORM OF GENERAL BID
KILLAM ELEMENTARY SCHOOL – EARLY ELECTRICAL PACKAGE
BID NO. KS-26-05

To - The Town of Reading, acting by its Town Manager, as Awarding Authority.

A. The undersigned proposes to furnish all materials and equipment for this procurement package for the Town of Reading, Massachusetts acting by its Town Manager and in accordance with the accompanying specifications provided by the Department of Public Works, Reading, Massachusetts for the sum specified below, subject to additions and deductions according to the contract document and in all respects according to the terms thereof.

B. The undersigned declares that no person in the employ of said Town has any pecuniary interest in this proposal or in the contract for the work he proposes to do and that he understands and agrees that the Town, its agents and employees, are not to be in any manner held responsible for the accuracy of, or bound by, any estimates or plans relating to the work and that if any have been given or made they are to be considered solely as a base for filling out and comparing the several proposals.

C. The undersigned agrees that he will within seven (7) days, Sundays and holidays excluded, after receipt of a notice of award by the Department of Public Works, execute the contract in triplicate, and furnish the required insurance certificates plus a materials bond, as required by the contract documents, the premiums for which are to be paid by the vendor and are included in the contract price.

D. The undersigned agrees that the timeframe for furnishing all equipment required by this contract shall be March 31st, 2027.

This Bid Includes Addenda Through No. 3 **:**

Name of Vendor Bidding: Systems Contracting Inc.

Business Address: 7 Scobee Circle

City, State, Zip Code: Plymouth MA 02360

Fed. ID No.: 042988900

PART 1 Tel. No.: 508-746-7000 ; Fax No.: N/A

EMAIL Address: bobbarnes@systeminc.com

KILLAM ELEMENTARY SCHOOL EARLY ELECTRICAL PACKAGE
BID NO. KS-26-05

BID One Hundred Fourty Seven Thousand Eight Hundred $ 147,800.00
(written) (figures)

Pursuant to M.G.L.CH, 62C, Sec 49A, the undersigned Bidder certifies under the penalties of perjury that it is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Name of Firm: Systems Contracting Inc.

By: ______________ President 1/20/26
(Signed Name) (Title) (Date)

Robert Barnes / President
(Printed Name) (Title)

bobbarnes@systeminc.com
(Email address)

100 Federal Street
13th Floor
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Re: J. Warren Killam Elementary School – Materials testing and Inspection

Dear Mr. Kraunelis:

Colliers Project Leaders received the proposals for Materials testing and Inspection for the J. Warren Killam Elementary School project on December 15th, 2025. We have reviewed the received bids and incorporated the total estimated cost in the table below. Based on our review we recommend moving forward with U.T.S. of Mass., Inc. for a total of Fifty-Four Thousand Seven Hundred Fourty-Six and 00/100 Dollars ($54,746.00). (ProPay Code: 0602-0000)

No.	Firm Name	Total Estimates Cost
1	U.T.S. of Mass., Inc.	$54,746.00
2	Prime Consulting	$55,720.00
3	Aardvark GE & Testing	$57,545.00

We respectfully request that the Town execute this agreement at the earliest opportunity. Please let us know if you have any questions.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

Of Mass., Inc.
"The Construction Testing People"

December 10, 2025
P31164

Town of Reading
c/o: Colliers Engineering & Design
100 Federal Street, 13th Floor
Boston, MA 02110
Attn: Harani Kumaresh & Justin Ferdenzi

RE: #KS-26-01
Material Testing and Construction Inspection Services
Killiam Elementary School (KES) Project
Reading, Massachusetts

To whom it may concern,

We are pleased to submit the following contract for testing and inspection services for your consideration.

SOILS

Mechanical Analysis	$ 130.00
Proctor Density	$ 140.00
#200 Wash Sieve	$ 130.00
Professional Engineer, as needed, per hour	$ 200.00
Staff Engineer (EIT), as needed, per hour	$ 95.00

Field Inspection

Services of an experienced technician at the site to observe placement of fill and conduct required density tests to check compaction of same; all required equipment for testing to be supplied by us and used in space provided by the General Contractor.

Sand Cone Method (per hour)	$ 58.00
Nuclear Densometer Method (per hour)	$ 60.00
Daily Troxler usage charge (per day)	$ 55.00
Transportation of soil samples to lab for testing when man not at site (per trip)	$ 60.00

Of Mass., Inc.
"The Construction Testing People"

CONCRETE

Field Inspection

Services of an experienced inspector at the site to check slump, air, and density of fresh concrete; fabricate test specimens; daily report of work; specimens to be temporarily stored at site in acceptable box supplied by the General Contractor.
(per hour) $ 56.00

Cylinder Testing

Includes casting in molds (furnished by UTS), removal from molds, labeling, entering into our database, curing and storage in proper CCRL approved curing facility, compressive strength testing per specified schedule (ASTM C39), reporting results and disposal. All cylinders logged into lab reporting system will be compressive strength tested and reported.
(per sample) $ 22.00

Transportation of cylinders to lab when man not at site or when three or more sets (per trip) $ 60.00

ACI LEVEL II CONCRETE CONSTRUCTION SPECIAL INSPECTOR

The services of an ACI Level II Concrete Construction Special Inspector at the site qualified to inspect and record the results of concrete construction inspection based upon codes and job specifications during pre-placement, placement, and post-placement operations. (per hour) $ 75.00

F-NUMBER TESTING

Services of an experienced technician to conduct testing concrete floor slab(s) for F(f) and F(1) tolerances conducted in accordance with the provisions set forth in ASTM-E1155-14 and ACI Materials Journal #117 using the Allen Face Co., D-Meter. (per section) $ 750.00

UTS Of Mass., Inc.
"The Construction Testing People"

MASONRY

Field Inspection

Services of an experienced inspector to witness batching of mortar in the field; witness placing of block; sampling of block, grout, and mortar in accordance with specifications; witnessing fabrication of test prisms; daily report of work.
(per hour) $ 58.00

Mortar Testing

Curing, testing, reporting of mortar cubes in conjunction with field inspection (per cube) $ 22.00

Grout Prism Testing

Curing, capping, testing, reporting of grout test prisms in conjunction with field inspection (per prism) $ 35.00

Block Prism Testing

Curing, capping, testing, reporting of block test prisms, fabricated by the mason contractor, in conjunction with field inspection (2 block high-8x16) (per prism) $ 75.00

Transportation of test samples to lab for testing when man not at site (per trip) $ 60.00

STRUCTURAL STEEL

Reinforcing Steel

Services of an experienced reinforcing steel inspector to monitor/inspect reinforcing placement to ensure the specified grade, size, clearances, coverage, spacing, quantities, supports and cleanliness is in conformance with the approved reinforcing steel drawings.
(per hour) $ 64.00

Light Gauge Metal Framing

Services of an experienced inspector to verify type, size, quantity, location, details, and connections of framing members.
(per hour) $ 70.00

Fabrication

Services of an experienced inspector to perform a structural steel shop inspection. Duties will include the review of the Quality Control Manual, welding procedures, welder qualifications, Certificates of Compliance, material traceability and quality control inspection reporting as required in the Statement of Special Inspections. Perform a visual inspection of the cutting, layout, bolting and welding procedures. Perform visual inspections of completed members including dimensional verification, weld quality and conformance with the respective shop drawing. Perform non-destructive testing using the magnetic particle and/or ultrasonic methods, as required. A comprehensive report will be generated describing the observations of said inspection (per hour) $ 150.00
Plus, travel at fabrication rate, expenses & lodging, if applicable.

Erection

Services of an experienced structural steel inspector to monitor/inspect the erected structural steel members to ensure the specified grade, size, and connections are in conformance with the approved structural steel drawings.
(per hour) $ 70.00

Shear Connector Stud

Services of and experienced inspector to perform visual inspection and testing of the shear connector installation including verification of size, spacing and quantities. Testing will include the "ringing" of the shear connectors and performing the bending of the shear connector to ensure conformance with AWS D1.1, Section 9 Steel Welding Code and project specifications.
(per hour) $ 70.00

NONDESTRUCTIVE TESTING

Ultrasonic Testing

Services of a certified technician to perform ultrasonic examination of welds in accordance with AWS-D1.1 steel welding code and ASTM E-164.
(per hour) $ 75.00

Magnetic Particle Testing

Services of a certified technician to perform magnetic particle and/or dye penetrant examination of welds in accordance with AWS-D1.1 steel welding code and ASTM E-706.
(per hour) $ 75.00

CWI INSPECTION AND TESTING

Services of a of a AWS certified welding inspector to monitor the welding procedures and perform visual inspections of the completed welds to ensure conformance with the project specifications and program of testing and inspections.
(per hour) $ 90.00

AIR VAPOR BARRIER A.V.B INSPECTION

Services of an experienced technician to perform visual inspection of the air vapor barrier application, including the inspection of the adhesive application, A.V.B. application and overlapping, and verification of the manufacturer's application procedures.
(per hour) $ 65.00

FIREPROOFING INSPECTION

Services of an experienced inspector to observe application of fireproofing in accordance with specifications.
(per hour) $ 65.00

ASTM E736 Test Methods for Cohesion/Adhesion (per test)	$ 35.00
Laboratory Testing (per hour)	$ 75.00

UTS Of Mass., Inc.
"The Construction Testing People"

WATERPROOFING INSPECTION

Services of an experienced technician to observe the application of waterproofing/sealant in accordance with project specification and manufacturer's recommendations.
(per hour) $ 65.00

FIRESTOPPING INSPECTION

IFC Certified Inspector

Services of an experienced **International Firestop Council (IFC) certified inspector** to visually inspect and test fire stop systems. Inspector will also review project plans and specifications as needed for compliance with,
ASTM E2174-Standard Practice of On-Site Inspection of Installed Fire Stops.
ASTM E2393-Standard Practice of On-Site Inspection of Installed Fire Resistive Joint Systems and Fire Barriers.
(per hour) $ 200.00

In order for UTS to perform the required inspection and field testing for the on-site firestop systems, UTS needs a complete set of inspection documents, including the listed design for every firestop system that is in use on-site from each trade that is installing firestop, along with an on-site kick off meeting.

BITUMINOUS CONCRETE

Field Observation and Testing

The services of an experienced asphalt technician at the project site to observe placement of bituminous concrete, depth of binder and topcoat, observe compaction procedures and submit daily reports of these activities.
(per hour) $ 62.50

Laboratory Analysis of Materials:	
Extractions (per test)	$ 125.00
Marshall Density Determinations (each)	$ 125.00
In Place Density (each)	$ 125.00

WINDOW TESTING

See attachment A

Of Mass., Inc.
"The Construction Testing People"

The final cost of testing services will be determined by the actual testing and inspections performed at the unit prices provided in the price proposal.

<u>Estimated Cost of Testing and Inspections: $54,746.00</u>

U T S of Massachusetts, Inc. is an approved testing laboratory, License No. CTL-009, complying with all state regulations governing such certifications.

Testing and inspection can commence immediately. Please notify our office as to who will be requesting services covered by this proposal.

The above prices are based on the following conditions:

A. Notification of inspection must be received twenty-four (24) hours prior to inspection for prompt service. Short notice and/or same day notifications are subject to a $100.00 surcharge.

B. Any inspections where the inspector or technician is on site for less than 4 hours will be billed at a minimum day. In any case that the inspector or technician is on site longer than 4 hours it will be billed at the maximum day rate.

C. Overtime Monday through Friday will be at time and one-half rate. Saturdays, Sundays, and Holidays will be billed at double time rate. Overtime will be billed anytime the workday exceeds 8 hours or if work is done outside of normal business hours. Normal business hours are Monday through Friday 7:00 AM to 5:00 PM.

D. Cancellation of scheduled inspection will be a minimum day rate unless notified four (4) hours prior to scheduled inspection. Cancellation notifications must be emailed to dispatch@utsofmass.com . Cancellations must include: Assigned UTS Job Number or Project Address, type of inspection, date and time of inspection, along with contact information (Contact Name, Company, Phone Number of person cancelling inspection). Cancellations will only be received during normal business hours.

E. Multi-Service field inspection is when an inspector performs inspections for multiple services during a single site visit. Multi-Service field inspections will be billed at the higher rate of the two services. This service is as permitted by the daily workload.

F. There will be no additional charges for mileage or any other expenses including parking. If parking is not provided by the project free of charge, it will be invoiced at cost plus a 10% charge.

G. Travel time will be billed as part of work hours. A one (1) hour round trip will be charged.

H. All lab work performed outside of normal business hours will be subject to a lab opening surcharge.

I. Any changes to scheduled concrete cylinder breaks after they have been inventoried will be subject to an additional charge of $25.00 per cylinder.

J. Client agrees not to hire UTS personnel for at least one (1) year after completion of this contract.

K. Please be aware that all of our reports are available as PDF files via email. Upon request for additional administrative work, reports needed to be uploaded into site specific formats are subject to administrative charge.

L. This proposal and the prices set forth herein shall remain valid for 90 days. In the event that this proposal is not accepted within 90 days of issuance, the prices contained within the proposal shall be reviewed and may be subject to escalation.

M. If Client does not commence the work described in this proposal within six (6) months after the date the Client has accepted this proposal, the prices for the work described in this proposal shall be revisited and may be subject to escalation.

N. The prices set forth in this proposal assume that there is no prevailing wage applicable to the professional services detailed in this proposal and to be performed for the Client.

O. To the fullest extent permitted by law, Contractor/Owner shall indemnify, defend, and hold harmless UTS, UTS's consultants, and any agents and employees of each (with counsel acceptable to UTS) from and against any and all claims, damages, losses and expenses, for bodily injury, sickness, disease, or death or injury to or destruction of tangible property, including but not limited to all defense costs and attorney's fees, arising out of or resulting from performance of the work, including any and all alleged acts or omissions by UTS or it consultants, agents or employees, as well as those arising out of the acts or omissions of Contractor/Owner, an Architect, a Subcontractor, a Supplier, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, or any other person or entity regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Notwithstanding any other provision of this Agreement, such obligation shall be read to comply with applicable statutes and shall be extended to all circumstances referenced herein unless specifically prohibited by law. All obligations under this Section shall survive any termination of this Agreement.

We appreciate the opportunity to be of service to you and we look forward to working with you on this project.

Please **SIGN** and **RETURN** accepted proposal prior to commencement of work, **THANK YOU.**

Sincerely,
U T S OF MASS., INC.

Michael A. Garland

Michael A. Garland
Quality Control Manager

ACCEPTED BY: ______________________________ DATE: ____________________

P31164

U.T.S. Of Mass., Inc.
"The Construction Testing People"

ATTACHMENT A

Window, Door, & Curtain Wall Testing

December 10, 2025

Re: Field Tests of Windows, Doors, and Curtain Wall
#KS-26-01
Material Testing and Construction Inspection Services
Killiam Elementary School (KES) Project
Reading, Massachusetts

To whom it may concern,

We are writing in response to your request for a proposal to perform air infiltration and/or water penetration testing on windows, doors and curtain walls installed at the above referenced project. Based upon our conversation, we propose to provide the following testing services.

We propose to perform air infiltration testing in general accordance with ASTM E783, *"Standard Test Method for Field Measurement of Air Leakage through Installed Exterior Windows and Doors,"* and water penetration testing in general accordance with ASTM E1105, *"Test Method for Field Determination of Water Penetration of Installed Exterior Windows, Curtain Walls and Doors by Uniform or Cyclic Static Air Pressure Difference,"* or AAMA 502-12, *"Voluntary Specification for Field Testing of Newly Installed Fenestration Products."* as well as AAMA 501.2 *"Quality Assurance and Diagnostic Water Leakage Field Check of Installed Storefronts, Curtain Walls and Sloped Glazing Systems."* Testing will be conducted at the pressures stated in the specifications.

Access to the interior surfaces of the window/door/curtain walls, electrical connections, and water connections for our hoses located near the test areas are to be provided by others. Access to the exterior is also to be provided by others, i.e., lifts or staging. We recommend that interior finishes should not be installed at the test locations until after the tests are completed, or, if finishes are already in-place, such finishes should be removed. Any damage to paint and wall surfaces resulting from the attachment of the test chamber is to be repaired by others. Perimeter caulking beads shall be allowed to cure for a minimum of 72 hours prior to field testing of the window.

We request that representatives of the window/door/curtain wall installer, window/door/curtain wall manufacturer, and any other trades which are associated with the installation, such as the air/vapor barrier installer, weatherproofing contractor, and architect, be notified of these tests so that they may be present during testing. Upon completion of our tests, we will issue a written report detailing our tests and results for the window/door/curtain walls and describing our observations of the testing.

Of Mass., Inc.
"The Construction Testing People"

Our charges for these testing services for the windows, doors, and curtain walls, including the report, will be at a rate of $ 3,000.00 per day. This is based upon a regular workday of eight hours (seven hours in the field and 1 hour to write the report) during the regular work week of Monday through Friday.

If a quantity of windows that can be tested in a day is provided, it is strictly an estimate based on ideal conditions. The amount of windows to be tested is subject to change due to variation of window size(s), interior and exterior window accessibility, and project conditions. Our charges for any other services, such as attendance of meetings, if required, will be invoiced for actual hours of service in accordance with "Schedule of Fees and Conditions," page which is hereby made part of this proposal. Reimbursable expenses, if any, will be invoiced at cost plus ten percent. Invoices will be submitted once a month for services performed during the previous month. Payment of our invoices will be due within thirty days of invoice date.

Note: On the occasion when UTS is on-site and windows cannot be tested for any reason, such as incomplete installation or lack of access, etc., resulting in a cancellation of the testing, a minimum charge of $ 1,500.00 will be applied.

We appreciate the opportunity to submit our proposal and we will be pleased to be of service. If this proposal is acceptable to you, please sign the enclosed copy and return it to us for our files. In addition, please provide a job number or purchase order number, and the name and phone number of a billing contact.

Sincerely,
U T S OF MASS., INC.
Michael A. Garland

Michael A. Garland
Quality Control Manager

ACCEPTED BY: ______________________________ DATE: ____________________

Schedule of Fees and Conditions

1. Fees for Weatherproofing Inspection and Testing Services

Our fees for weatherproofing consulting, inspection, and testing services are based on the time worked on the project by our staff, including travel time. Our charges for staff engineers, weatherproofing construction inspectors and testing technicians are for services performed during the regular work week, Monday through Friday, a full day consists of 7 hours in the field and 1 hour writing the report. Saturdays, Sundays, and/or Holidays will be invoiced at 2.0 times the rate.

2.Equipment and Services by Others

1. Test pressures and procedures to be supplied by others.
2. Access to the interior and exterior of the test area. This includes scaffolding, ladders, lifts as well as a lift operator or other means of access to the interior and exterior wall surfaces by our personnel for purposes of inspections and testing, if required, shall be provided by others.
3. Water supply and connections for our hoses for purposes of water testing, if required, shall be provided by others. Water source should be within 250 ft from testing area, if further than 250 ft additional hose will be supplied by contractor.
4. Labor and materials to make and repair openings in exterior and interior walls for purposes of our examinations, if required, shall be provided by others. UTS shall not be responsible for any repair work for damage which may have resulted from testing.
5. Pertinent project architectural drawings, shop drawings, specifications and related documentation shall be provided by others for our review.
6. If the exterior temperature is below 32° Fahrenheit, a tent and heater will be supplied by others to maintain the work area temperature above freezing.
7. When union are on a project and must be used, the union workers must be provided by others.
8. Onsite parking must be supplied for one fenestration testing vehicle.

3. Payment

Our invoices generally will be submitted once a month for services performed during the previous month. Payment of our invoices will be due within thirty days of invoice date. If invoices are to be submitted and to be approved by other parties, including the architect, prior to payment, such parties shall use due diligence in processing the invoices and shall advise us promptly of any delays affecting their approval and payment.

Materials Testing and Construction Inspection Services Reading Killam Elementary School Project

Pricing Sheet

Name of Testing Agency

UTS of Mass, Inc.

Unit Cost / Fee Schedule

SOILS:

Field Inspection Rates

Half Day	Full Day	Hourly Overtime Rate
$240.00	$480.00	1.5 / 2

Services include but are not limited to: Inspections, recording and reporting of visual inspection of soils placement and lift thickness, compaction/soils density testing (using nuclear methods) of fill, and soil sampling by sieve and proctor testing, for conformance with Project drawings and Specifications, and all applicable shop drawings and submittals.

Samples/Tests - Rates

Washed Sieve Analysis	Modified Proctor Test & Curve	Hydrometer Test	Ash Burn Walkley/Black Test	Chemical Analysis	Pick up & Delivery Rates
$130.00	140.00	$200.00	N/A	$1,500.00	$60.00

ASPHALT:

Field Inspection Rates

Half Day	Full Day	Hourly Overtime Rate
$250.00	$500.00	1.5 / 2

Services include but are not limited to: Inspection of base and binder courses, thickness, temperature, compaction testing and inspection for conformance to Project drawings and Specifications, and all applicable shop drawings and submittals.

Samples/Tests – Rates

Asphalt Content	Aggregate Gradation
$125.00	$125.00

CONCRETE:

Reinforcing Steel Inspection Rates

Half Day	Full Day	Hourly Overtime Rate
$256.00	$512.00	1.5 / 2

Services include but are not limited to: Inspections, recording and reporting of installations of reinforcing steel, welded steel, and anchor rods, for conformance with Project drawings and Specifications, and all applicable shop drawings and submittals.

Concrete Field Inspection Rates and description of included service.

Half Day	Full Day	Hourly Overtime Rate
$224.00	$448.00	1.5 / 2

Services include but are not limited to: Inspections, recording and reporting of all concrete testing, plant inspection, truck delivery timing and slip collection, materials certifications, test cylinder fabrication, and continuous inspection of poured-in-place concrete for conveyance, placement, consolidation and finishing, all in conformance with Project drawings and Specifications, and all applicable shop drawings and submittals.

Concrete Cylinder Testing – Lab Rates

Size of Cylinder	Composite Sample – Min. Quantity of Cylinders, including reports	Flat Rate for additional composite sample, including reports	Pick up and Delivery Rates	Additional Reports	Additional Cylinder
4"x8"	6 cylinders per set	$132.00	$60.00	N/C	$22.00

Services include but are not limited to: Testing, recording and reporting of all concrete cylinder testing, all in conformance with Project drawings and Specifications, and all applicable shop drawings and submittals. Pickup and delivery of Composite Sample cylinders included in unit rate.

MASONRY:

Masonry Placement Inspection

Half Day	Full Day	Hourly Overtime Rate
$232.00	$464.00	1.5 / 2

Services include but are not limited to: Testing, recording and reporting on inspection of complete masonry systems including grout and mortar mixing, masonry unit installations and associated reinforcing, anchors and ties; mortar cube fabrication, grout prism fabrication, review of materials certificates for compliance, and inspection of weather protection, all in conformance of Project drawings and Specifications, and all applicable shop drawings and submittals.

Compression Tests – Lab Rates

Quantity of Cubes	Mortar Cube Test	CMU Test	Masonry Prism Test	Grout Prism Test	Pick Up and Delivery Rates
6 per set	$22.00	$75.00	$75.00	$35.00	$60.00

STRUCTURAL STEEL/COLD FORM STEEL FRAMING:

Structural Steel and Cold Form Steel Framing Field Inspector Rates

Hourly	Half Day	Full Day	One Week	One Month	Overtime
$70.00	$280.00	$560.00	$2,800.00	$11.200.00	1.5 /2
Services include but are not limited to: Testing, recording and reporting on materials mill test certifications, visual inspections and physical verification of field (pre and post heat) welded and bolted connections, all non-destructive testing and inspections, and inspections for all shear connections, moment connections, metal decking, metal stair framing, and all related structural connection details, for conformance to Project drawings and Specifications, and all applicable shop drawings and submittals.					

Ultrasonic & Magnetic Particle Testing Rates

Ultrasonic Hourly	Magnetic Particles Hourly
$75.00	$75.00

FIREPROOFING:

Field Inspection rates

Half Day	Full Day	Hourly Overtime Rate
$260.00	$520.00	1.5 / 2
Services include but are not limited to: Testing, recording and reporting on Inspection of fireproofing installation, material thickness, adhesion, cohesion and density, and inspection for conformance to Project drawings and Specifications, and all applicable shop drawings and submittals.		

COMBINATION RATES:

Half Day	Full Day	Hourly Overtime Rate
* Higher Unit Rate will be billed		1.5 / 2
Services include but are not limited to: Combination rates for one technician to perform Soils, Asphalt, Concrete, Masonry, Reinforcing steel, light gauge steel, thermal and moisture protections, fire stops and protective coatings, and other accompanying field inspections and testing.		

Project Management and all incidental expenses shall be included in the individual wage rates submitted herein, and not be billed separately.

Material Testing Proposal Matrix

Number	Item Desc.	# of Tests Estimated	Unit of Measure	Unit Cost	Subtotal
1	**Concrete**				
1a	Cylinders Required per set: 6	30	Per Set	$132.00	$3,960.00
1b	Inspection of controlled concrete placement with slump, air entrainment, temperature, truck timing, casting of cylinder w/delivery to testing lab.	20	Half Days	$224.00	$4,480.00
1c	Inspection of controlled concrete placement with slump, air entrainment, temperature, truck timing, casting of cylinder w/delivery to testing lab.	10	Full Days	$448.00	$4,480.00
1d	Reinforcing Steel Inspections - Half Day	15	Half Days	$256.00	$3,840.00
1e	Reinforcing Steel Inspections - Half Day	5	Full Days	$512.00	$2,560.00
2	**Soil & Aggregate**				
2a	Soil Inspection - Half Day	20	Half Days	$240.00	$4,800.00
2b	Soil Inspection - Full Day	10	Full Days	$480.00	$4,800.00
2c	Gradation Analysis	5	Each	$130.00	$650.00
2d	Modified Proctor Test	5	Each	$140.00	$700.00
3	**STRUCTURAL STEEL Per ASTM**				
3a	Shop inspection of fabrication	1	Half Days	$600.00	$600.00
3b	Inspection of structural steel-plumb and level, bolts	20	Half Days	$280.00	$5,600.00
3c	Inspection of structural steel-plumb and level, bolts	10	Half Days	$280.00	$2,800.00
4	**MORTAR/GROUT Per ASTM Standards**				
4a	Form mortar/grout cubes for compressive strength.	3	Half Days	$232.00	$696.00
4b	Laboratory pick-up of mortar/grout cubes, test and report results.	3	Each	$60.00	$180.00
5	**ASPHALT PAVING PER ASTM STANDARDS**				
5a	Field Inspection	4	Half Days	$250.00	$1,000.00
5b	Aggregate Gradation	4	Each	$125.00	$500.00
6	**COMBINATION RATES**				
6a	Half Day ex. Concrete/Soils - Soils Rate Billed	30	Half Days	$240.00	$7,200.00
6b	Full Day TBD by Higher Unit Rate of Combo Service	10	Full Days	$480.00	$4,800.00
7	**SPECIAL INPSECTION SERVICES**				
7a	Field Technician for Special Inspection	1	Half Days	$300.00	$300.00
7b	Professional Engineer for Special Inspections.	1	Half Days	$800.00	$800.00
	Total Estimated Cost				$54,746.00

100 Federal Street
13th Floor
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Re: J. Warren Killam Elementary School – Third Party Structural and Code Review

Dear Mr. Kraunelis:

Colliers Project Leaders received the proposals for Third-party Structural and Code Review for the J. Warren Killam Elementary School project on December 15th, 2025. We have reviewed the received bids and incorporated the total estimated cost in the table below. Based on our review we recommend moving forward with 4LEAF, INC. for a total of Thirty-Seven Thousand Five Hundred Thirteen and 00/100 Dollars ($37,513.00). (ProPay Code: 0199-0000)

No.	Firm Name	Total Estimates Cost
1	Howe Engineering (Code Only)	$8,000.00
2	4LEAF Inc. (Structural & Code)	$37,513.00
3	WSP (Structural & Code)	$52,000.00

We respectfully request that the Town execute this agreement at the earliest opportunity. Please let us know if you have any questions.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

PROPOSAL TO PROVIDE

CONSTRUCTION PLAN AND CODE REVIEW SERVICES

TO THE

TOWN OF READING

SECTION 5

FEE PROPOSAL

4LEAF, INC.

DATE: 12/15/25
4LEAF JOB NO.: N/A
4LEAF PM: Neil Hall, CBO
PROJECT(S): **New Killam Elementary School (KES) Project**
LOCATION: Town of Reading
TASK ORDER # 1

TOWN OF READING - CONSTRUCTION PLAN AND CODE REVIEW SERVICES	DATE	ESTIMATED HOURS	UNIT PRICE	ESTIMATED TOTAL
Non-Structural Plan Review	12/15/2025	136	$130	$17,680
Structural Plan Review	12/15/2025	52	$145	$7,540
Fire Plan Review	12/15/2025	52	$130	$6,760
Project Management	12/15/2025	24	$185	$4,440
			Preliminary Sub-Total of Services provided by 4LEAF	***$36,420***
			Preliminary Estimated Fees	***$36,420***
			3% Administrative Fee	***$1,093***
			Total Preliminary Estimated Fees	***$37,513***

Estimate is to provide Construction Plan and Code Review Services for the new Killam Elementary School (KES) project in the Town of Reading, MA.

4LEAF will bill at a rate of $145/hr. for structural, $130/hr. for non-structural and fire, and $185/hr. for project management services. All invoices will receive a 3% administrative fee.

4LEAF will perform these services on a time and materials basis and utilize 4-hour minimums in 4-hour increments. Estimate is inclusive of first review and all rechecks.

4LEAF will bill mileage driven to/from jobsite at cost plus 20%. Rates per the attached Fee Schedule. Any overtime must be requested by Client in writing via email.

Any additional time will require a change order. 4LEAF is not responsible for any design or contractor delays.

SECTION 5: FEE PROPOSAL

FY2025-2026 FEE SCHEDULE & BASIS OF CHARGES

FOR THE TOWN OF READING

All Rates are Subject to Basis of Charges

PLAN REVIEW COST STRUCTURE	NOTES
Plan Review Percentage: 70% (Inclusive of all disciplines, except Fire and Civil, which are billed hourly) **Hourly Plan Review**: $130 Non-Structural Review $145 Structural Review	Fee includes: ➢ Initial review and two (2) rechecks. Hourly charges apply after three (3) or more rechecks. ➢ Shipping, courier, and electronic service.

Building

Structural Plan Review Engineer $145/hour
Non-Structural Plans Examiner $130/hour
Fire Plans Examiner $130/hour
Civil Plan Review (Grading, Improvement Plans) $165/hour
Project Manager $185/hour

BASIS OF CHARGES

Rates are inclusive of "tools of the trade" such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.
- All invoices will receive a 3% administrative fee.
- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed at 1.5x the plan review fee listed in the fee schedule. Return time will be within seven (7) days of receipt of the plans from the Town.
- Plan review of deferred submittals & revisions will be billed at the hourly rates listed.
- All plan review services will be subject to 2-hour minimum fee.
- All plan review services are billed on a percentage basis and include the initial review and 2 rechecks.
  - Plan reviews will be billed on an hourly basis only after the initial review and 2 rechecks unless otherwise agreed upon on a case-by-case basis.
  - Fire and Civil Reviews are billed on an hourly basis and are not included in our plan review percentage.
- Inspection services canceled less than 24 hours of requested time of service will be subject to a two (2) hour minimum charge.
- Overtime and Premium time will be charged as follows:
  - *Regular time (work begun after 5AM or before 4PM)* *1 x hourly rate*
  - *Nighttime (work begun after 4PM or before 5AM)* *1.125 x hourly rate*

- *Overtime (over 8-hour M-F or Saturdays)* *1.5 x hourly rate*
- *Overtime (over 8 hours Sat or 1st 8-hour Sun)* *2 x hourly rate*
- *Overtime (over 8 hours Sun or Holidays)* *3 x hourly rate*

- Overtime will only be billed with prior authorization of the Director or other designated Town personnel.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys' fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF's liability will be limited to the value of services provided.

100 Federal Street,
Floor 33
Boston, MA 02110

Main: +1 617 330 8000
www.cplusa.com

Colliers
Project Leaders

February 04, 2026

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J. Warren Killam Elementary School – Daily Times Chronicle: Advertising Services***

Dear Mr. Kraunelis:

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, invoices #251245, #251246, # 251247, 251305, and #260087 are subject to approval of the corresponding Commitment recommend payment of $1,372.00 for various advertising services for the J. Warren Killam Elementary School Project.

Subject to approval of the corresponding Commitment, we recommend payment of this amount, using the following ProPay Codes and Breakdowns.

Task	Request This Period	ProPay Code
Advertising Services – Materials Testing, Peer Review, Tax Consultant and Early Bid Switchgear.	$1,372.00	0103-0000

Please feel free to contact me at (774) 294-6659 if you have any questions concerning this invoice.

Sincerely,

Justin Ferdenzi,
Project Manager
Justin.ferdenzi@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# 251245

Billing Key 251245 Reading RFP No. #KS 26-01 Killam Elementary

Run 1 11/25/2025 **Run 2** **Run 3**

# of Inches 10.5 **# of Runs** 1

Cost $309.75 **Notary Fee** **Total Cost** $309.75

Payment Date **Payment** **Balance Due** **$309.75**

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# 251246

Billing Key 251246 Reading RFP No. #KS 26-02 Peer Review Killam Elementary

Run 1 11/25/2025 **Run 2** **Run 3**

# of Inches 10.6 **# of Runs** 1

Cost $272.88 **Notary Fee** **Total Cost** **$272.88**

Payment Date **Payment** **Balance Due** **$272.88**

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# 251247

Billing Key 251247 Reading RFP No. #KS 26-03 Tax Consultant Killam Elementary

Run 1 11/25/2025 **Run 2** **Run 3**

# of Inches 11.0 **# of Runs** 1

Cost $324.50 **Notary Fee** **Total Cost** **$324.50**

Payment Date **Payment** **Balance Due** **$324.50**

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# **251305**

Billing Key 251305 Reading IFB - KS-26-05 Killam Sch Early Electrical Pkg

Run 1 12/17/2025 **Run 2** **Run 3**

# of Inches 8.3 **# of Runs** 1

Cost $243.38 **Notary Fee** **Total Cost** **$243.38**

Payment Date **Payment** **Balance Due** **$243.38**

Daily Times Chronicle

Reading -- Wakefield

Woburn Daily Times, Inc., PO Box 2433, Woburn MA 01888
781-933-3700

INVOICE

Bill To Town of Reading

Attn: Joshua Delaune, MPA

Address 1 16 Lowell Street

Address 2

City Reading State MA ZIP 01867

PO#

Legal Ad# 260087

Billing Key 260087 Reading RFQ KS-26-06 Killam School Demo

Run 1 2/4/2026 **Run 2** **Run 3**

# of Inches 7.3 **# of Runs** 1

Cost $221.49 **Notary Fee** **Total Cost** **$221.49**

Payment Date **Payment** **Balance Due** **$221.49**

Project Leaders

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors	Successors	Actual Start	Actual Finish	Total Slack
1	✓		**Forming the Team (MSBA MOD 02)**	**187 days**	**Thu 4/13/23**	**Tue 12/12/23**			**Thu 4/13/23**	**Tue 12/12/23**	**0 days**
2	✓		**OPM Selection**	**86.5 days**	**Thu 4/13/23**	**Thu 8/3/23**			**Thu 4/13/23**	**Thu 8/3/23**	**0 days**
10	✓		**Design Team Selection**	**99.25 days**	**Mon 8/7/23**	**Tue 12/12/23**			**Mon 8/7/23**	**Tue 12/12/23**	**0 days**
28	✓		**Feasibility (MSBA MOD 03)**	**244 days**	**Mon 12/18/23**	**Wed 10/30/24**			**Mon 12/18/23**	**Wed 10/30/24**	**0 days**
29	✓		**Preliminary Design Program Initiative (PDP)**	**179 days**	**Mon 12/18/23**	**Wed 8/7/24**			**Mon 12/18/23**	**Wed 8/7/24**	**0 days**
30	✓		Existing Conditions Assessment	42 days	Tue 1/2/24	Mon 2/26/24	27FS+15 days	42,43	Tue 1/2/24	Mon 2/26/24	0 days
31	✓		Design Process	117 days	Tue 1/2/24	Fri 5/31/24	27FS+15 days	46	Tue 1/2/24	Fri 5/31/24	0 days
32	✓		**Meetings - Community, SBC, User Groups**	**110 days**	**Mon 12/18/23**	**Thu 5/9/24**			**Mon 12/18/23**	**Thu 5/9/24**	**0 days**
42	✓		Cost Estimating - Preliminary Alternatives	15 days	Thu 4/11/24	Wed 5/1/24	39FS+3 days,30	40	Thu 4/11/24	Wed 5/1/24	0 days
43	✓		**Preliminary Design Program Submission (PDP)**	**0 days**	**Mon 5/20/24**	**Mon 5/20/24**	**41FS+8 days,30**	**44FS+1 day,48FS+1**	**Mon 5/20/24**	**Mon 5/20/24**	**0 days**
44	✓		MSBA PDP Review	30 days	Tue 5/21/24	Mon 7/1/24	43FS+1 day	45,50FS-10 days	Tue 5/21/24	Mon 7/1/24	0 days
45	✓		District Response to MSBA PDP Review Comments	20 days	Mon 7/1/24	Thu 7/25/24	44	46	Mon 7/1/24	Thu 7/25/24	0 days
46	✓		MSBA Acceptance of PDP	10 days	Fri 7/26/24	Wed 8/7/24	45,31	55	Fri 7/26/24	Wed 8/7/24	0 days
47	✓		**Preferred Schematic Report (PSR)**	**125 days**	**Tue 5/21/24**	**Wed 10/30/24**			**Tue 5/21/24**	**Wed 10/30/24**	**0 days**
48	✓		Design Process (PSR)	57.88 days	Tue 5/21/24	Mon 8/5/24	43FS+1 day		Tue 5/21/24	Mon 8/5/24	0 days
49	✓		**Meetings - Community, SBC, User Groups**	**43 days**	**Mon 6/17/24**	**Mon 8/12/24**			**Mon 6/17/24**	**Mon 8/12/24**	**0 days**
55	✓		**Preferred Schematic Report Submission (PSR)**	**0 days**	**Wed 8/21/24**	**Wed 8/21/24**	**54FS+8 days,46**	**59FS+1 day,57FS+2**	**Wed 8/21/24**	**Wed 8/21/24**	**0 days**
56	✓		MSBA Facilities Assessment Subcommittee (FAS)	0 days	Wed 9/11/24	Wed 9/11/24	55FS+15 days		Wed 9/11/24	Wed 9/11/24	0 days
57	✓		MSBA Facilities Assessment Subcommittee (FAS)	0 days	Wed 9/25/24	Wed 9/25/24	55FS+27 days	62,58	Wed 9/25/24	Wed 9/25/24	0 days
58	✓		District Response to FAS Comments	10 days	Wed 9/25/24	Tue 10/8/24	57	62	Wed 9/25/24	Tue 10/8/24	0 days
59	✓		MSBA PSR Review	32 days	Thu 8/22/24	Wed 10/2/24	55FS+1 day	60,62	Thu 8/22/24	Wed 10/2/24	0 days
60	✓		District Response to MSBA PSR Review Comments	9 days	Thu 10/3/24	Tue 10/15/24	59	61FS+1 day,62,66S	Thu 10/3/24	Tue 10/15/24	0 days
61	✓		MSBA Conference Call to Review PSR	0 days	Wed 10/16/24	Wed 10/16/24	60FS+1 day	62FS+11 days	Wed 10/16/24	Wed 10/16/24	0 days
62	✓		MSBA Board Approval of Preferred Solution	0 days	Wed 10/30/24	Wed 10/30/24	57,58,59,60,61FS+1	64,76	Wed 10/30/24	Wed 10/30/24	0 days
63			**Schematic Design (MSBA MOD 04)**	**219 days**	**Wed 10/16/24**	**Wed 7/30/25**			**Wed 10/16/24**	**NA**	**1141.63 days**
64	✓		Schematic Design	28 days	Wed 10/30/24	Fri 12/6/24	62	71FS+1 day	Wed 10/30/24	Fri 12/6/24	0 days
65	✓		**Meetings - SBC**	**73 days**	**Wed 10/16/24**	**Wed 1/22/25**			**Wed 10/16/24**	**Wed 1/22/25**	**0 days**
71	✓		SD Cost Estimates	20 days	Mon 12/9/24	Mon 1/6/25	64FS+1 day	69,72,73,91	Mon 12/9/24	Mon 1/6/25	0 days
72	✓		Establish Project Scope & Budget	10 days	Wed 1/15/25	Wed 1/29/25	71,69,70FF	74FS+5 days	Wed 1/15/25	Wed 1/29/25	0 days
73	✓		Establish CM@R or ch149	0.88 days	Mon 12/16/24	Mon 12/16/24	71,69,70FF	79	Mon 12/16/24	Mon 12/16/24	0 days
74	✓		OPM Informational email to MSBA	0.88 days	Fri 1/31/25	Fri 1/31/25	72FS+5 days,70	79FS+6 days	Fri 1/31/25	Fri 1/31/25	0 days
75	✓		**DESE Submittal**	**152 days**	**Wed 10/30/24**	**Fri 5/16/25**			**Wed 10/30/24**	**Fri 5/16/25**	**0 days**
76	✓		Prepare DESE Submittal	77 days	Wed 10/30/24	Tue 2/11/25	62	77	Wed 10/30/24	Tue 2/11/25	0 days
77	✓		MSBA Review of DESE Submittal	36 days	Tue 2/11/25	Fri 3/28/25	76	78	Tue 2/11/25	Fri 3/28/25	0 days
78	✓		DESE Review & Approve	39 days	Fri 3/28/25	Fri 5/16/25	77		Fri 3/28/25	Fri 5/16/25	0 days
79	✓		**Schematic Design Report Submission**	**0 days**	**Mon 2/10/25**	**Mon 2/10/25**	**74FS+6 days,73**	**80FS+1 day,86**	**Mon 2/10/25**	**Mon 2/10/25**	**0 days**
80	✓		MSBA SD Review	36.88 days	Tue 2/11/25	Fri 3/28/25	79FS+1 day	81	Tue 2/11/25	Fri 3/28/25	0 days
81	✓		District Response to MSBA SD Review Comments	11 days	Mon 3/31/25	Fri 4/11/25	80	82,83	Mon 3/31/25	Fri 4/11/25	0 days
82	✓		Project Scope and Budget Conference	0 days	Wed 3/26/25	Wed 3/26/25	81	83	Wed 3/26/25	Wed 3/26/25	0 days
83	✓		MSBA Board Approval Schematic Design	13 days	Fri 4/11/25	Wed 4/30/25	81,82		Fri 4/11/25	Wed 4/30/25	0 days
84			50% DCAMM Designer Evaluation Submission	10 days	Thu 7/17/25	Wed 7/30/25	115		NA	NA	1141.63 days
85	✓		**Extended Design Prior to the Start of DD**	**46 days**	**Mon 3/10/25**	**Tue 5/13/25**			**Mon 3/10/25**	**Tue 5/13/25**	**0 days**
86	✓		Extendend Design	46 days	Mon 3/10/25	Tue 5/13/25	79	87	Mon 3/10/25	Tue 5/13/25	0 days
87	✓		Owner release into DD	0 days	Tue 5/13/25	Tue 5/13/25	86	115	Tue 5/13/25	Tue 5/13/25	0 days
88	✓		**Funding the Project (MSBA MOD 05)**	**96.75 days**	**Wed 1/8/25**	**Tue 5/13/25**			**Wed 1/8/25**	**Tue 5/13/25**	**0 days**
89	✓		**Reading Funding Process**	**96.75 days**	**Wed 1/8/25**	**Tue 5/13/25**			**Wed 1/8/25**	**Tue 5/13/25**	**0 days**
90	✓		**Develop Meeting & Vote Language**	**26.88 days**	**Wed 1/8/25**	**Thu 2/13/25**			**Wed 1/8/25**	**Thu 2/13/25**	**0 days**
91	✓		Secure MSBA Vote & Specical Town Meeting Language	18 days	Wed 1/8/25	Fri 1/31/25	71	92	Wed 1/8/25	Fri 1/31/25	0 days
92	✓		Finalize Language with Town Council & MSBA	0 days	Fri 1/31/25	Fri 1/31/25	91	93,94	Fri 1/31/25	Fri 1/31/25	0 days
93	✓		Submit Language to Matt to Write Article	11 days	Fri 1/31/25	Thu 2/13/25	92	96,109FS+30 days	Fri 1/31/25	Thu 2/13/25	0 days
94	✓		Submit Language to Laura (Min 35 days before election)	0 days	Fri 1/31/25	Fri 1/31/25	92	96	Fri 1/31/25	Fri 1/31/25	0 days

Killiam Elementary School

Colliers
Project Leaders

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors	Successors	Actual Start	Actual Finish	Total Slack
95			**Special Town Meeting**	**61.25 days**	**Thu 2/13/25**	**Mon 5/12/25**			**Thu 2/13/25**	**Mon 5/12/25**	**0 days**
96			Information to Select Board for Special Town Meeting	0 days	Thu 2/13/25	Thu 2/13/25	94,93	97	Thu 2/13/25	Thu 2/13/25	0 days
97			Select Board Meeting - Vote to Close Warrant for Special Town Meeting	2 days	Fri 2/14/25	Tue 2/18/25	96	99,98	Fri 2/14/25	Tue 2/18/25	0 days
98			Select Board Meeting - Vote for Special Town Meeting (14 days before Town Meeting and no meeting on 04/08/25 or 04/15/25)	0 days	Tue 4/1/25	Tue 4/1/25	97	101FS+10 days,99	Tue 4/1/25	Tue 4/1/25	0 days
99			Special Town Meeting Warrant Published	14 days	Tue 4/1/25	Thu 4/17/25	98,97	101FS+10 days,10(	Tue 4/1/25	Thu 4/17/25	0 days
100			Special Town Meeting Warrant Report Published	0 days	Thu 4/17/25	Thu 4/17/25	99	101	Thu 4/17/25	Thu 4/17/25	0 days
101			Special Town Meeting (05/01-05/05)	2 days	Thu 5/1/25	Mon 5/5/25	98FS+10 days,99FS+	103,102	Thu 5/1/25	Mon 5/5/25	0 days
102			Post Warrant for Election	1 day	Mon 5/5/25	Tue 5/6/25	101		Mon 5/5/25	Tue 5/6/25	0 days
103			Waiting Period after Special Town Meeting	5 days	Mon 5/5/25	Mon 5/12/25	101	112	Mon 5/5/25	Mon 5/12/25	0 days
104			**Town Meeting**	**32.13 days**	**Tue 3/25/25**	**Thu 5/8/25**			**Tue 3/25/25**	**Thu 5/8/25**	**0 days**
105			Town Meeting Warrant Published	0 days	Tue 3/25/25	Tue 3/25/25		107FS+25 days,10	Tue 3/25/25	Tue 3/25/25	0 days
106			Town Meeting Warrant Report Published	0 days	Fri 4/4/25	Fri 4/4/25	105FS+9 days	107FS+16 days	Fri 4/4/25	Fri 4/4/25	0 days
107			Town Meeting (04/28, 05/01, 05/05 & 05/08)	10 days	Mon 4/28/25	Thu 5/8/25	105FS+25 days,106		Mon 4/28/25	Thu 5/8/25	0 days
108			**Popular Election**	**34.5 days**	**Tue 3/25/25**	**Tue 5/13/25**			**Tue 3/25/25**	**Tue 5/13/25**	**0 days**
109			Information to Select Board for Elections	0 days	Tue 3/25/25	Tue 3/25/25	93FS+30 days	110FS+6 days	Tue 3/25/25	Tue 3/25/25	0 days
110			Select Board Meeting - Vote for Election to happen (35 days before election and no meeting on 04/08 or 04/15)	0 days	Tue 4/1/25	Tue 4/1/25	109FS+6 days	112FS+25 days,111	Tue 4/1/25	Tue 4/1/25	0 days
111			Select Board must notify the Town Clerk of Election	1 day	Wed 4/2/25	Wed 4/2/25	110	112	Wed 4/2/25	Wed 4/2/25	0 days
112			**Vote (Special Elecation - Has to be 7 days after closing and Historically on a Tu**	**0 days**	**Tue 5/13/25**	**Tue 5/13/25**	**103,110FS+25 days,**	**115**	**Tue 5/13/25**	**Tue 5/13/25**	**0 days**
113			**Design Development (MODULE 6)**	**262.25 days**	**Fri 5/23/25**	**Fri 5/1/26**			**Fri 5/23/25**	**NA**	**930.38 days**
114			**Design Development (DD)**	**89.38 days**	**Fri 5/23/25**	**Wed 9/17/25**			**Fri 5/23/25**	**NA**	**1103.25 days**
115			Design Development Drawings	41 days	Fri 5/23/25	Thu 7/17/25	112,87	117SS+15 days,11	Fri 5/23/25	Thu 7/17/25	0 days
116			MHC - Project Notification Form Filing	0 days	Tue 7/22/25	Tue 7/22/25	115FS+3 days		Tue 7/22/25	Tue 7/22/25	0 days
117			Register Project with USBGC	0 days	Thu 6/12/25	Thu 6/12/25	115SS+15 days	125	Thu 6/12/25	Thu 6/12/25	0 days
118			DD Cost Estimating	15 days	Thu 7/17/25	Tue 8/5/25	115	119	Thu 7/17/25	Tue 8/5/25	0 days
119			DD Estimate Reconciliation Meeting	2 days	Wed 8/6/25	Thu 8/7/25	118	123FS+6 days,120	Wed 8/6/25	Thu 8/7/25	0 days
120			Finalize VE log and Reconciled Budget	2 days	Thu 8/7/25	Mon 8/11/25	119	121	Thu 8/7/25	Mon 8/11/25	0 days
121			Review Budget with XLT	0 days	Mon 8/11/25	Mon 8/11/25	120	122	Mon 8/11/25	Mon 8/11/25	0 days
122			Issue SBC Documents	4 days	Mon 8/11/25	Fri 8/15/25	121	123	Mon 8/11/25	Fri 8/15/25	0 days
123			SBC Meeting	1 day	Fri 8/15/25	Mon 8/18/25	119FS+6 days,122	124	Fri 8/15/25	Mon 8/18/25	0 days
124			SBC Meeting - Approve DD Submission	0 days	Mon 8/18/25	Mon 8/18/25	123	125FS+1 day,126F	Mon 8/18/25	Mon 8/18/25	0 days
125			Submit DD Pacakge to MSBA	0 days	Tue 8/19/25	Tue 8/19/25	124FS+1 day,117	128,131	Tue 8/19/25	Tue 8/19/25	0 days
126			Site Plan Review and Stormwater Permit Special Hearing	0 days	Mon 8/25/25	Mon 8/25/25	124FS+5 days	127	Mon 8/25/25	Mon 8/25/25	0 days
127			Site Plan Review and Stormwater Permit Approval	8 days	Mon 8/25/25	Wed 9/3/25	126		Mon 8/25/25	Wed 9/3/25	0 days
128			MSBA Review and Comments (Business Days)	13 days	Tue 8/19/25	Thu 9/4/25	125	129	Tue 8/19/25	Thu 9/4/25	0 days
129			Respond to MSBA DD comments (Business Days)	10 days	Thu 9/4/25	Wed 9/17/25	128	140	NA	NA	1103.25 days
130			**60% Construction Documents Phase (60% CD)**	**93 days**	**Tue 8/19/25**	**Thu 12/18/25**			**Tue 8/19/25**	**NA**	**1032.88 days**
131			60% Construction Drawings	40 days	Tue 8/19/25	Thu 10/9/25	125	132	Tue 8/19/25	Thu 10/9/25	0 days
132			SBC Meeting	0 days	Thu 10/9/25	Thu 10/9/25	131	133	Thu 10/9/25	Thu 10/9/25	0 days
133			60% CDs for Pricing	0 days	Thu 10/9/25	Thu 10/9/25	132	134	Thu 10/9/25	Thu 10/9/25	0 days
134			60% CD Cost Estimating	15 days	Thu 10/9/25	Wed 10/29/25	133	135FS+3 days	Thu 10/9/25	Wed 10/29/25	0 days
135			60% CD Reconciliation Meeting	0 days	Mon 11/3/25	Mon 11/3/25	134FS+3 days	139FS+7 days,136	NA	NA	1067.88 days
136			Finalize VE log and Reconciled Budget	2 days	Mon 11/3/25	Tue 11/4/25	135	137FS+1 day	Mon 11/3/25	Tue 11/4/25	0 days
137			Review Budget with XLT	0 days	Wed 11/5/25	Wed 11/5/25	136FS+1 day	138	Wed 11/5/25	Wed 11/5/25	0 days
138			Issue SBC Documents	1 day	Thu 11/6/25	Thu 11/6/25	137	139FS+2 days	Thu 11/6/25	Thu 11/6/25	0 days
139			SBC Meeting - Approve 60% Submission	0 days	Wed 11/12/25	Wed 11/12/25	135FS+7 days,138F	144,140FS+1 day	Wed 11/12/25	Wed 11/12/25	0 days
140			Submit 60% CD Package to MSBA	0 days	Thu 11/13/25	Thu 11/13/25	139FS+1 day,129	141	Thu 11/13/25	Thu 11/13/25	0 days
141			MSBA Review and Comments (Business Days)	16 days	Thu 11/13/25	Thu 12/4/25	140	142	Thu 11/13/25	Thu 12/4/25	0 days
142			Respond to MSBA 60% comments (Business Days)	11 days	Thu 12/4/25	Thu 12/18/25	141	145	Thu 12/4/25	Thu 12/18/25	0 days
143			**90% Construction Documents Phase (90% CD)**	**130.5 days**	**Wed 11/12/25**	**Fri 5/1/26**			**Wed 11/12/25**	**NA**	**930.38 days**

Colliers
Project Leaders

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors	Successors	Actual Start	Actual Finish	Total Slack
144	✓		90% Construction Documents	49 days	Wed 11/12/25	Thu 1/15/26	139	165SS,145,146,18(	Wed 11/12/25	Thu 1/15/26	0 days
145	✓		90% CDs Issued for Cost Estimating	0 days	Thu 1/15/26	Thu 1/15/26	142,144	147	Thu 1/15/26	Thu 1/15/26	0 days
146			90% CDs Issued for Code Review	0 days	Thu 1/15/26	Thu 1/15/26	144		NA	NA	1011.88 days
147			90% CD Cost Estimating	10 days	Thu 1/15/26	Thu 1/29/26	145	148FS+2 days	NA	NA	15.5 days
148			90% CD Reconciliation Meeting	0 days	Mon 2/2/26	Mon 2/2/26	147FS+2 days	149	NA	NA	15.5 days
149			Finalize VE log and Reconciled Budget	2 days	Mon 2/2/26	Wed 2/4/26	148	150	NA	NA	14.75 days
150			Review Budget with XLT	0 days	Wed 2/4/26	Wed 2/4/26	149	151	NA	NA	14.75 days
151			Issue SBC Documents	1 day	Wed 2/4/26	Thu 2/5/26	150	152FS+2 days	NA	NA	14.75 days
152			SBC Meeting - Approve 90% CD Submission	0 days	Mon 2/9/26	Mon 2/9/26	151FS+2 days	153FS+1 day	NA	NA	15.5 days
153			Submit 90% CD Package to MSBA	0 days	Tue 2/10/26	Tue 2/10/26	152FS+1 day	154	NA	NA	15.5 days
154			MSBA review of 90% Package (Business Days)	16 days	Tue 2/10/26	Tue 3/3/26	153	155	NA	NA	15.5 days
155			District Team's Response to MSBA Review of 90% package (Business Days)	11 days	Tue 3/3/26	Tue 3/17/26	154	156	NA	NA	15.5 days
156			Completion of the Bid Documents	10 days	Wed 3/18/26	Mon 3/30/26	155	158,157FS-3 days	NA	NA	14.5 days
157			Issue SBC Documents	0 days	Thu 3/26/26	Thu 3/26/26	156FS-3 days		NA	NA	879.25 days
158			SBC Meeting - Approve Bid Document Submission	0 days	Mon 3/30/26	Mon 3/30/26	156	191,159	NA	NA	14.5 days
159			100% CD Package MSBA Submission	1 day	Tue 3/31/26	Tue 3/31/26	158	160,192SS	NA	NA	12.88 days
160			100% CD Package to MSBA review	14 days	Wed 4/1/26	Fri 4/17/26	159	161	NA	NA	31.38 days
161			100% CD DCAMM Designer Evaluation	10 days	Fri 4/17/26	Fri 5/1/26	160	202	NA	NA	31.38 days
162			**Construction Phase (MODULE 7)**	**860.88 days**	**Wed 11/12/25**	**Thu 11/30/28**			**Wed 11/12/25**	**NA**	**200 days**
163			**Early Package #01 Switchgear**	**366.38 days**	**Wed 11/12/25**	**Thu 4/8/27**			**Wed 11/12/25**	**NA**	**608.63 days**
164			**Bid Package for Switchgear & Generator**	**56 days**	**Wed 11/12/25**	**Tue 1/27/26**			**Wed 11/12/25**	**NA**	**1004.88 days**
165	✓		Completion of the Early Bid documents	21 days	Wed 11/12/25	Tue 12/9/25	144SS	166	Wed 11/12/25	Tue 12/9/25	0 days
166			Submit Advertisement for Early Bids	1 day	Wed 12/10/25	Wed 12/10/25	165	167FS+3 days	NA	NA	1038.88 days
167	✓		SBC Meeting - Approve Early Package-Invitation For Bid	0 days	Mon 12/15/25	Mon 12/15/25	166FS+3 days	168	Mon 12/15/25	Mon 12/15/25	0 days
168	✓		Advertise for Early bid package	1 day	Mon 12/15/25	Tue 12/16/25	167	169	Mon 12/15/25	Tue 12/16/25	0 days
169	✓		Early Bid Package Submission Period	21 days	Tue 12/16/25	Wed 1/14/26	168	170	Tue 12/16/25	Wed 1/14/26	0 days
170	✓		Early Package Bids Due	0 days	Wed 1/14/26	Wed 1/14/26	169	171FS+4 days	Wed 1/14/26	Wed 1/14/26	0 days
171			SBC Meeting - Review results/ Vote to Award	0 days	Tue 1/20/26	Tue 1/20/26	170FS+4 days	172	NA	NA	667.75 days
172			Issue Notice of Award	5 days	Tue 1/20/26	Tue 1/27/26	171	174	NA	NA	667.75 days
173			**Construction for Switchgear**	**312.63 days**	**Tue 1/27/26**	**Thu 4/8/27**			**NA**	**NA**	**608.63 days**
174			Execute Contract	5 days	Tue 1/27/26	Mon 2/2/26	172	175	NA	NA	615.63 days
175			Shop Drawings	30 days	Tue 2/3/26	Mon 3/16/26	174	176	NA	NA	615.63 days
176			Fabriation and Delivery	300 days	Tue 3/17/26	Thu 4/8/27	175	177	NA	NA	666.75 days
177			GC To take Delivery of Switchgear	0 days	Thu 4/8/27	Thu 4/8/27	176		NA	NA	608.63 days
178			**Base Contract**	**119.38 days**	**Mon 12/15/25**	**Fri 5/29/26**			**Mon 12/15/25**	**NA**	**12.75 days**
179			**Prequalification Base Contract**	**81.25 days**	**Mon 12/15/25**	**Tue 3/31/26**			**Mon 12/15/25**	**NA**	**24.63 days**
180	✓		SBC Meeting - Approve Prequal Sub Committee (PQC)	0 days	Mon 12/15/25	Mon 12/15/25	144SS+25 days	181	Mon 12/15/25	Mon 12/15/25	0 days
181			PQC - Kick-Off	7 days	Mon 1/26/26	Tue 2/3/26	180	182	Mon 1/26/26	NA	0 days
182			PQC - Approve RFQ	0 days	Tue 2/3/26	Tue 2/3/26	181	183	NA	NA	0 days
183			PQC - Submit Ad for Qualifications	6 days	Wed 1/28/26	Wed 2/4/26	182	184	Wed 1/28/26	NA	24.63 days
184			PQC - Advertise for Qualifications (GCs/FSB) online	0 days	Wed 2/4/26	Wed 2/4/26	183	185	NA	NA	24.63 days
185			PQC - Qualifications Submission Period	18 days	Wed 2/4/26	Fri 2/27/26	184	186	NA	NA	24.63 days
186			Qualifications Due	0 days	Fri 2/27/26	Fri 2/27/26	185	187	NA	NA	24.63 days
187			PQC - Distribute & Review SOQs	2 days	Fri 2/27/26	Tue 3/3/26	186	188	NA	NA	24.63 days
188			PQC - Review PreQuals	21 days	Tue 3/3/26	Fri 3/27/26	187	189	NA	NA	24.63 days
189			PQC - Complete SOQ Review and Approve List of Contractors	2 days	Mon 3/30/26	Tue 3/31/26	188	191	NA	NA	24.63 days
190			**Bidding Base Contract**	**47 days**	**Tue 3/31/26**	**Fri 5/29/26**			**NA**	**NA**	**14.38 days**
191			Advertise for bids (Central Reg, New Paper, City Hall)	5 days	Tue 3/31/26	Tue 4/7/26	189,158	195	NA	NA	24.63 days
192			Issue Bid Docs to Project Dog for Clerical Review	0 days	Tue 3/31/26	Tue 3/31/26	159SS	193	NA	NA	14.38 days
193			Bid Documents Published Online	6 days	Tue 3/31/26	Tue 4/7/26	192	194,197,195	NA	NA	14.38 days
194			Contractor Pre-Bid Briefing Session/Conference	0 days	Tue 4/7/26	Tue 4/7/26	193	196,198	NA	NA	47.38 days

Colliers
Project Leaders

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors	Successors	Actual Start	Actual Finish	Total Slack
195			Filed Sub-Bid time	23 days	Tue 4/7/26	Wed 5/6/26	193,191	196	NA	NA	24.38 days
196			Filed Sub-Bids Due	0 days	Wed 5/6/26	Wed 5/6/26	195,194	198	NA	NA	24.38 days
197			GC Bid Time	33 days	Tue 4/7/26	Tue 5/19/26	193	198	NA	NA	14.38 days
198			General Contractor Bids Due	0 days	Tue 5/19/26	Tue 5/19/26	197,194,196	199	NA	NA	14.38 days
199			Review Results of GC Bids with SBC	3 days	Tue 5/19/26	Fri 5/22/26	198	200	NA	NA	14.38 days
200			Vote to Approve GC Bid	0 days	Fri 5/22/26	Fri 5/22/26	199	201	NA	NA	14.38 days
201			Issue Notice of Award	0 days	Fri 5/22/26	Fri 5/22/26	200	202,204	NA	NA	14.38 days
202			Execute Contract	5 days	Fri 5/22/26	Fri 5/29/26	201,161	205,204	NA	NA	14.38 days
203			**Phase 1 - New Building Construction**	**493.38 days**	**Fri 5/29/26**	**Mon 2/28/28**			**NA**	**NA**	**14.38 days**
204			Notice to Proceed	1 day	Fri 5/29/26	Mon 6/1/26	201,202	206	NA	NA	842.38 days
205			Construction	438 days	Fri 5/29/26	Fri 12/17/27	202	211,217,219FF,220	NA	NA	14.38 days
206			EPA - NPDES Notice of Intent and Approval	65 days	Mon 6/1/26	Fri 8/21/26	204	226FF	NA	NA	842.38 days
207			Substantial Completion of New School Building	0 days	Fri 12/17/27	Fri 12/17/27	205	208,210,214	NA	NA	14.38 days
208			Receive Temporary Certificate of Occupancy (TCO)	0 days	Fri 12/17/27	Fri 12/17/27	207	209,214,227	NA	NA	60.38 days
209			Student/Staff Tours of New Building	10 days	Fri 12/17/27	Thu 12/30/27	208	222FF	NA	NA	460.38 days
210			Move from Existing Building to New	36 days	Fri 12/17/27	Wed 2/2/28	207	211	NA	NA	14.38 days
211			Occupy	5 days	Sun 2/20/28	Mon 2/28/28	205,210	213FS+5 days,214	NA	NA	0 days
212			50% DCAMM Rating (Contractor)	10 days	Fri 12/17/27	Thu 12/30/27	205		NA	NA	460.38 days
213			**Phase 2 - Demo and Site**	**210 days**	**Fri 3/3/28**	**Thu 11/30/28**	**211FS+5 days**		**NA**	**NA**	**0 days**
214			Construction	200 days	Fri 3/3/28	Thu 11/16/28	211,208,207	215,223,224FF,236	NA	NA	0 days
215			Substantial conpletion	0 days	Thu 11/16/28	Thu 11/16/28	214	234	NA	NA	0 days
216			100% DCAMM Rating (Contractor)	10 days	Thu 11/16/28	Thu 11/30/28	224		NA	NA	200 days
217			**Project Closeout (MODULE 8)**	**402.38 days**	**Fri 12/17/27**	**Tue 5/15/29**	**205**		**NA**	**NA**	**68 days**
218			**Punchlist**	**280.38 days**	**Fri 12/17/27**	**Wed 12/13/28**			**NA**	**NA**	**190 days**
219			Contractor Punch List for Designer	14 days	Fri 12/17/27	Tue 1/4/28	205FF	221	NA	NA	423.38 days
220			Design Team Punch List	1.5 mons	Fri 12/17/27	Tue 1/25/28	205FF		NA	NA	22.02 mons
221			Punch List - Phase 1 Contractor to Perform Punch	33 days	Tue 1/4/28	Tue 2/15/28	219		NA	NA	423.38 days
222			FF&E Punchlist	15 days	Fri 12/17/27	Wed 1/5/28	209FF		NA	NA	455.38 days
223			FF&E Closeout	20 days	Thu 11/16/28	Wed 12/13/28	214	231	NA	NA	46 days
224			Punch List - Phase 2	33 days	Thu 10/5/28	Thu 11/16/28	214FF	228,231,234,236,2	NA	NA	0 days
225			**Cx**	**275.38 days**	**Fri 12/17/27**	**Wed 12/6/28**			**NA**	**NA**	**182.38 days**
226			Commissioning New Building	4 mons	Fri 12/17/27	Wed 3/29/28	206FF		NA	NA	19.52 mons
227			Commissioning + 10 month	11 mons	Fri 12/17/27	Tue 9/26/28	208	228,229,238,240	NA	NA	9.12 mons
228			Final Commissioning Report to MSBA	10 days	Thu 11/16/28	Thu 11/30/28	224,227	229	NA	NA	162 days
229			Commissioning Certificate of Completion to MSBA	5 days	Thu 11/30/28	Wed 12/6/28	227,228	240	NA	NA	162 days
230			**USGBC**	**76 days**	**Fri 2/9/29**	**Tue 5/15/29**			**NA**	**NA**	**0 days**
231			Final Construction Package to USGBC	66 days	Fri 2/9/29	Wed 5/2/29	223,224,234	232	NA	NA	0 days
232			LEED-S Construction Application & Final Review	10 days	Thu 5/3/29	Tue 5/15/29	231	233,240	NA	NA	0 days
233			USGBC issue Green School Program Certification letter	0 days	Tue 5/15/29	Tue 5/15/29	232	238	NA	NA	0 days
234			Closeout GC - Final Change Order	66 days	Thu 11/16/28	Fri 2/9/29	224,215	231,235	NA	NA	0 days
235			GC Request for Final Payment	15 days	Fri 2/9/29	Wed 2/28/29	234	237	NA	NA	97 days
236			Submission of As-Builts and O&M	44 days	Thu 11/16/28	Fri 1/12/29	224,214	238	NA	NA	98 days
237			DCAMM Evaluation Form following GC Final Payment	10 days	Wed 2/28/29	Tue 3/13/29	235	239	NA	NA	97 days
238			Final Reimbursement Request Submittal to MSBA	3.4 mons	Tue 5/15/29	Wed 8/8/29	233,227,236	241	NA	NA	0 mons
239			Corrective actions by GC	22 days	Tue 3/13/29	Tue 4/10/29	237		NA	NA	97 days
240			MSBA Closeout	33 days	Tue 5/15/29	Tue 6/26/29	232,227,229	241	NA	NA	35 days
241			Project Complete	0 days	Wed 8/8/29	Wed 8/8/29	238,240		NA	NA	0 days

2016-09-22 LAG

Town of Reading
Meeting Minutes

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2026-01-20 Time: 7:00 PM

Building: Reading Town Hall Location: Conference Room

Address: 16 Lowell Street Session: Open Session

Purpose: General Business Version: Draft

Attendees: **Members - Present:**

Pat Tompkins, John Coote, Chris Haley, Kirk McCormick, Greg Stepler, Nancy Twomey, and Carla Nazzaro.

Members - Not Present:

Shawn Brandt, Ed Ross.

Others Present:

Assistan Town Manager Jayne Wellman, Colliers Project Director Mike Carroll, Colliers Project Manager Justin Ferdenzi, LBA Project Manager Jenni Katajamaki, LBA Architect Leigh Sherwood

Minutes Respectfully Submitted By: Harani Kumaresh

Topics of Discussion:

This meeting was held in-person in the Town Hall Conference Meeting Room and remotely via Zoom.

Call to order:
Chair Carla Nazzaro called the meeting to order at 7:00 pm.

Roll call attendance: Pat Tompkins, John Coote, Chris Haley, Kirk McCormick, Greg Stepler, Nancy Twomey, and Carla Nazzaro.

Chair Nazzaro introduced Dave Delair, the newly appointed Facilities Clerk. Mr. Delair provided a brief overview of his professional background, including over 40 years of experience as a superintendent with major construction firms and recent work as a Clerk of the Works on healthcare, higher education, and municipal projects. Committee members welcomed Mr. Delair to the project team.

Public Comment:
No reports.

Liaison Reports:

Proprietary Items:

Jenni Katajamaki noted that a vote will be requested at the next meeting to approve certain proprietary items, including security systems, public address systems, building management systems, and door core systems. These items require proprietary specifications under Massachusetts public bidding laws to ensure compatibility with existing Town systems. Supporting information will be distributed in advance of the next meeting.

Fence / Cable Barrier Working Group Update:

John Coote provided an update regarding the working group meeting held to review barrier options along Haverhill Street adjacent to the playground. It was reported that the working group agreed to proceed with a cable barrier solution. Discussion followed regarding design parameters, vehicle impact assumptions, and performance standards. Jenni Katajamaki confirmed that the barrier is being designed based on traffic engineer recommendations, including a 15,000-pound vehicle traveling at 50 miles per hour, consistent with roadway barrier standards. Jenni Katajamaki agreed to provide supporting calculations and documentation from the manufacturer for Committee review.

Church Parking Update:

Jayne Wellman provided an update regarding ongoing discussions with Christ the King Parish concerning a parking license agreement. The Parish is currently engaged in a discernment process regarding future property use, with a formal update expected after January 22, 2026. Feedback to date indicates no anticipated impact to the Town's ability to secure parking for staff and contractors.

Furniture Planning Update: Chair Nazzaro mentioned that multiple meetings have been held regarding furniture selection. A test day is planned at the Killam gymnasium, during which teachers and staff will evaluate furniture options for functionality prior to final selection.

CPL Financial Review*

Justin Ferdenzi presented the financial status of the project. The construction budget remains at $101,521,394 pending receipt of base contract bids. Architectural and engineering expenditures to date total approximately $4.47 million, and administrative costs total approximately $2.27 million. Cash flow projections were reviewed and remain generally consistent with anticipated expenditures.

Next, Jestin reviewed forecasted project costs related to previously approved items, including the Facilities Clerk position and the anticipated church parking license agreement. While budgets for these items have been approved, executed contracts are expected to be finalized and presented to the Committee at an upcoming meeting.

On a motion by Nancy Twomey, seconded by Pat Tompkins, the Killam School Building Committee voted 7-0-0 to approve LBA Invoice No. 23025 in the amount of $568,705.34 for the J. Warren Killam Elementary School Project.

Roll call vote: Pat Tompkins – Yes; John Coote – Yes; Chris Haley – Yes; Kirk McCormick – Yes; Greg Stepler – Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.

On a motion by Nancy Twomey, seconded by Pat Tompkins, the Killam School Building Committee voted 7-0-0 to approve Colliers Project Leaders Invoice No. 1132845 in the amount of $33,733.00 for the J. Warren Killam Elementary School Project.

Roll call vote: Pat Tompkins – Yes; John Coote – Yes; Chris Haley – Yes; Kirk McCormick – Yes; Greg Stepler – Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.

Cash flow projections were reviewed in detail. Current expenditures are tracking closely with projected billings and remain slightly below the forecast curve. As the project enters the construction phase, expenditures are expected to increase significantly with the commencement of general contractor requisitions and subcontractor billings. Overall, the project remains financially stable and within established budget parameters.

Request for Proposals (RFP) Update:

Justin Ferdenzi reported that proposals have been received for a tax consultant, code review services, and construction materials testing. Meetings will be scheduled with tax consultant proposers to review scope and anticipated return on investment related to tax credits and grant opportunities, including those associated with the Inflation Reduction Act. Code review and materials testing proposals remain under evaluation.

Justin updated that the Early electrical switchgear bid packages were received, with pricing reported as favorable and trending within budget. Final review is underway. John Coote inquired about the role of the tax consultant, Justin explained that the intent is to engage a specialized advisor to assist the Town in identifying, pursuing, and securing all eligible tax credits, rebates, and grant opportunities associated with the project. This includes, but is not limited to, incentives available under the Inflation Reduction Act (IRA) and other state and federal programs. The consultant would also advise on timing, documentation requirements, and compliance considerations to maximize potential financial returns to the Town.

CPL Schedule Update

Justin Ferdenzi reviewed the project schedule, and the 90% Construction Document submission to the MSBA is scheduled for February 10, 2026. A Building Committee vote to authorize submission will occur prior to that date. The General Contractor prequalification review process is scheduled to begin in the coming weeks. Overall, the project schedule remains on track.

Approval of Prior Meeting Minutes (12/15/25) *

On a motion by Nancy Twomey, seconded by Pat Tompkins, the Killam School Building Committee voted to approve the December 15, 2025, meeting minutes as amended.

Roll call vote: Pat Tompkins – Yes; John Coote – Yes; Chris Haley – Yes; Kirk McCormick – Yes; Greg Stepler – Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.

Future Agenda Items & Next Meeting Dates

The next Killam School Building Committee meeting is scheduled for Monday, February 9, 2026, at 7:00 PM.

Adjourn*

On a motion by Nancy Twomey, seconded by Pat Tompkins, the Killam School Building Committee voted to adjourn the meeting at approximately 8:00 PM.

Roll call vote: Pat Tompkins – Yes; John Coote – Yes; Chris Haley – Yes; Kirk McCormick – Yes; Greg Stepler – Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.