Town of Reading
Meeting Posting with Agenda

2018-07-16 LAG

Board - Committee - Commission - Council:

Killam School Building Committee

Date: 2026-04-22 Time: 7:00 PM

Building: Reading Town Hall Location: Conference Room

Address: 16 Lowell Street Agenda: Revised

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/82596135811?pwd=PRkaq2XWpvVDPYfyXcXxhq0AGVQHSz.1

Meeting ID: 825 9613 5811

Passcode: 174256

1. Call to Order
2. Public Comment
3. KSBC Liaison Reports
4. Builders Risk Policy*
5. Approve Updated Prequalified vendor list*
6. Property Perimeter Fence*
7. CPL Financial Review*
   a. Invoices
      i. LBA*
      ii. CPL*
      iii. Facilities Clerk*
      iv. Daily Times Chronicle*
      v. Other*
   b. Commitments
      i. Church Parking Lot License Agreement*
      ii. Revised LBA Amendment*
8. CPL Schedule Review*
   a. Upcoming events
9. Approval of Prior Meeting Minutes (03/16/26 & 03/30/26 Meeting) *
10. Future Agenda Items and Next Meeting dates
    a. KSBC XLT
       i. 05/11/26
       ii. 05/18/26
       iii. 06/08/26
    b. KSBC Meeting
       i. 05/21/26 (Thursday)
       ii. 06/15/26
11. 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

J.W. Killam Elementary School Project - Prequalified Contractors

MASONRY

Commercial Masonry Corp
Costa Brothers Masonry
Empire Masonry Corp.
Fernandes Masonry, Inc.
Lighthouse Masonry, Inc.
Marmelo Bros Construction
The Waterproofing Company LLC

MISC. METALS

American Steel Fabricators
Avid Ironworks, Inc.
EDM Construction Inc.
Quinn Bros. Of Essex.
Roman Iron Works, Inc.
Ryan Iron Works, Inc.
Superior Rail & Iron Works, Inc
The Berlin Steel Construction Company
United Steel
V&G Iron Works, INC

WATERPROOFING

ACME Waterproofing Co., Inc.
Armani Restoration Inc.
Beacon Waterproofing & Restoration, Inc.
Commercial Masonry Corp
Folan Waterproofing & Construction Co., Inc.
Gleeson Powers, Inc.
P.J. Spillane Co., Inc.
Superior Caulking and Waterproofing Co., Inc.
The Waterproofing Company LLC

ROOFING AND FLASHING

Capeway Roofing Systems, Inc.
GIBSON Roofs, Inc.
Greenwood Industries, INC.
Rockwell Roofing, Inc.
Silktown Roofing, Inc.
Stanley Roofing Company, Inc.
Young Developers LLC

METAL WINDOWS

A & A Window Products, Inc.
Advantage Glass Holding Co., LLC
Chandler Architectural Products, Inc.
GVW Inc.,
Greenfield Glass Company, Inc.
JJ Cardosi, Inc.
Kapiloff's Glass Inc.
Lizotte Glass, Inc
Lockheed Architectural Solutions, INC.
Middlesex Glass Company
R&R Window Contractors, Inc.

GLASS AND GLAZING

A & A Window Products, Inc.
Advantage Glass Holding Co., LLC
Aluminum & Glass Concepts, Inc.
Chandler Architectural Products, Inc.
GVW Inc.,
Greenfield Glass Company, Inc.
JJ Cardosi, Inc.
Kapiloff's Glass Inc.
Lizotte Glass, Inc
Lockheed Architectural Solutions, INC.
Middlesex Glass Company
R&R Window Contractors, Inc.

TILE

Ayotte & King For Tile, Inc.,
Capital Carpet & Flooring Specialists, Inc.
High Point Interiors, Inc.
Jantile Boston LLC
Joseph Cohn & Son Tile & Terrazzo, LLC
Pavilion Floors
Select Tile Marble & Flooring

ACOUSTICAL TILE

Central Ceilings, Inc.
Cheviot Corporation
H. Carr & Sons
K&K Acoustical Ceilings, Inc.
M.L. McDonald Sales Company LLC
New England Finish Systems, LLC
Professional Drywall

RESILIENT FLOORS

Ayotte & King For Tile, Inc.,
Capital Carpet & Flooring Specialists, Inc.
CJM Services, Inc.
Pavilion Floors
Select Tile Marble & Flooring

PAINTING

Bello Painting Co Inc
Dandis Contracting Inc
First Nick Companies
Homer Contracting Inc.
John W. Egan Co., Inc.
Keltic Painting LLC
King Painting, Inc.
NEW GENERATION PAINTING, INC.
Soep Painting

ELEVATORS

To be open bid

FIRE PROTECTION

Boston Fire Sprinkler Protection Co., LLC
Carlysle Engineering
City Point Fire Protection, Inc.
Covenant Fire Protection
Davis-Ulmer Sprinkler Co., Inc. DBA - Cogswell Sprinkler Co.
J.C. Cannistraro, LLC
Johnson Controls Fire Protection LP
Rustic Fire Protection Inc.
William M. Collins Company, Inc.
Wolverine Fire Protection Co.
Xcel Fire Protection, Inc.

PLUMBING

Araujo Bros Plumbing & Heating
E. Amanti & Sons, Inc.
Grasseschi Plumbing
Harold Brothers Mechanical
Kneeland Plumbing & Heating, Inc.
N.B. KENNEY COMPANY, INC.
P.J. Dionne Co., Inc.
Patrick J. Kennedy & Sons, Inc.

HVAC

E. Amanti & Sons, Inc.
General Mechanical Contractors, Inc.
Harold Brothers Mechanical
N.B. KENNEY COMPANY, INC.
Patrick J. Kennedy & Sons, Inc.

ELECTRICAL

Annese Electrical Services
Brothers Electrical Corp
LeVangie Electric Co., Inc.
Lynnwell Associates, Inc.
Systems Contracting
Wayne J. Griffin Electric, Inc

GENERAL CONTRACTORS

Brait Builders Corporation
Fontaine Bros., Inc.
J & J Contractors, Inc
W.T. Rich Company

Town of Reading

Killam Elementary School

April 16, 2026

Project Budget and Cost Summary

Project Leader

A	C	D	E	F	G	H	I	J	K
		(Bud. Adj. Tab)	(C+D)	(Com. Cost tab)	(E-F)	(Forecast. tab, >G	(F+G+H)	(Invoice Tab)	(I-J)
	BUDGET			COST				CASH FLOW	
Description	**PFA Approved**	**Authorized Changes**	**Approved Budget**	**Committed Costs**	**Uncommitted Costs**	**Forecast Costs**	**Total Project Costs**	**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	$50,000	$50,000	$0	$50,000
Subtotal	$101,521,394	$0	$101,521,394	$147,800	$101,373,594	$50,000	$101,571,394	$0	$101,571,394
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	$3,008,250	$334,250
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	$328,840	$9,174	$0	$338,014	$137,397	$200,617
Site Survey	$50,000	$5,000	$55,000	$55,000	$0	$0	$55,000	$40,590	$14,410
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	$86,955	$22,495
Other Reimbursable Costs	$50,000	$56,700	$106,700	$106,700	$0	$0	$106,700	$84,985	$21,715
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	$10,672,690	$222,310	$0	$10,895,000	$6,115,477	$4,779,523
40 Administrative Costs									
OPM Feasibility Study	$280,000	$55,500	$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	$213,432	$286,568
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	$1,876	$3,124	$0	$5,000	$1,876	$3,124
Other Administrative Costs	$200,000	$251,163	$451,163	$451,163	$0	$100,000	$551,163	$6,550	$544,613
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	$15,991	$765,991	$765,991	$0	$0	$765,991	$758,900	$7,091
Environmental & Site (FS/SD)	$500,000	-$73,988	$426,012	$283,130	$142,882	$0	$426,012	$273,130	$152,882
Other Project Costs (FS/SD)	$570,000	$24,374	$594,374	$594,374	$0	$0	$594,374	$593,174	$1,200
Subtotal	$8,195,000	$273,040	$8,468,040	$6,832,349	$1,635,691	$100,000	$8,568,040	$2,450,061	$6,117,979
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	$273,040	$124,059,434	$17,652,839	$106,406,595	$150,000	$124,209,434	$8,565,538	$115,643,895
70 Project Contingency					**Current Contingency**	**Potential Risk**	**Potential Contingency**		
Construction Contingency (Hard Cost)	$5,076,070	$0	$5,076,070		$5,076,070	-$50,000	$5,026,070		$5,026,070
Owner's Contingency (Soft Cost)	$1,149,319	-$273,040	$876,279		$876,279	-$100,000	$776,279		$776,279
Subtotal	$6,225,389	-$273,040	$5,952,349		$5,952,349	-$150,000	**$5,802,349**		**$5,802,349**
Project Total	$130,011,783	$0	$130,011,783	$17,652,839	$112,358,944	$0	$130,011,783	$8,565,538	$121,446,245

Town of Reading
Killam Elementary School
04/16/26
Project Budget Adjustments

Project Leaders

Adjustment Item	BRR	Adjusted Amount	Date Approved	CODE	Comments
Move to OPM FS to SC Contingency	C 14	$20,000.00	07/19/23	40-010	Moved $20k to cover OPM FS/SD Cost
From SC Cont to OPM FS	C 15	($20,000.00)	07/19/23	70-500	Moved $20k to cover OPM FS/SD Cost
Move to A/E FS from SC Contingency	FS BRR 01	$50,000.00	12/12/23	30-290	Moved $110k to Cover A/E FS/SD Cost
Move to A/E FS from SC Contingency	C 16	$60,000.00	12/12/23	30-290	Moved $110k to Cover A/E FS/SD Cost
From SC Cont to A/E FS	C 17	($60,000.00)	12/12/23	70-500	Moved $110k to Cover A/E FS/SD Cost
From SC Cont to A/E FS	C 25	($50,000.00)	12/12/23	70-500	Moved $110k to Cover A/E FS/SD Cost
Move back SC Contingency form OPM FS	C 08	($20,000.00)	07/19/23	40-010	Moved $20k to cover OPM FS/SD Cost
From OPM FS to SC Cont	C 09	$20,000.00	07/19/23	70-500	Moved $20k to cover OPM FS/SD Cost
Move A/E FS back to SC Contingency	C 11	($60,000.00)	12/12/23	30-290	Moved $110k to Cover A/E FS/SD Cost
To SC Cont from A/E FS	C 12	$60,000.00	12/12/23	70-500	Moved $110k to Cover A/E FS/SD Cost
Move to Other Project Costs from SC Cont	C 26	$269.67	03/11/24	40-810	Moved to cover Design Services Advertisment
From SC Cont to Other Project Costs	C 27	($269.67)	03/11/24	70-500	Moved to cover Design Services Advertisment
Move to Other Project Costs from SC Cont	C 28	$2,750.00	05/29/24	40-810	Move to cover LBA Amd 7
From SC Cont to Other Project Costs	C 29	($2,750.00)	05/29/24	70-500	Move to cover LBA Amd 7
Move to Other Project Costs from SC Cont	C 30	$3,600.00	06/11/24	40-810	Move to Cover Kartoon
From SC Cont to Other Project Costs	C 31	($3,600.00)	06/11/24	70-500	Move to Cover Kartoon
Move from Other Project Cost to SC Cont	FS BRR 01	($50,000.00)	10/21/24	40-810	Adjustment to coordinate to MSBA Propay System (No Cont Line)
To SC Cont from Other Project Cost	C 13	$50,000.00	10/21/24	70-500	Adjustment to coordinate to MSBA Propay System (No Cont Line)
Move to Other Project Costs from SC Cont	C 18	($269.67)	10/21/24	40-810	Adjustment to coordinate to MSBA Propay System (No Cont Line)
From SC Cont to Other Project Costs	C 19	$269.67	10/21/24	70-500	Adjustment to coordinate to MSBA Propay System (No Cont Line)
Move to Other Project Costs from SC Cont	C 20	($2,750.00)	10/21/24	40-810	Adjustment to coordinate to MSBA Propay System (No Cont Line)
From SC Cont to Other Project Costs	C 21	$2,750.00	10/21/24	70-500	Adjustment to coordinate to MSBA Propay System (No Cont Line)
Move to Other Project Costs from SC Cont	C 22	($3,600.00)	10/21/24	40-810	Adjustment to coordinate to MSBA Propay System (No Cont Line)
From SC Cont to Other Project Costs	C 23	$3,600.00	10/21/24	70-500	Adjustment to coordinate to MSBA Propay System (No Cont Line)
Move to OPM FS from Other Project Cost	BRR 001	($15,500.00)	12/16/24	40-810	Moved $15,500 to Cover Opm SD Cost Estimate
From Other Project Cost to OPM FS	BRR 001	$15,500.00	12/16/24	40-010	Moved $15,500 to Cover Opm SD Cost Estimate
Move to OPM FS from Other Project Cost	BRR 001	($40,000.00)	02/04/25	40-810	Moved $40,000 to Cover OPM FS/SD Cost
From Other Project Cost to OPM FS	BRR 001	$40,000.00	02/04/25	40-010	Moved $40,000 to Cover OPM FS/SD Cost
Move to Other Project Costs from Env & site	BRR 001	$79,873.61	03/10/25	40-810	Moved to cover Designer Amd 13
From Env. &Site to Other Project Cost	BRR 001	($79,873.61)	03/10/25	40-800	Moved to cover Designer Amd 13
END OF FS-SD					
Move to Other Project Cost (FS/SD) from A&E FS	iPFA	$50,000.00	06/02/25	40-810	Moved to correct for New PFA
From A&E FS to Other Project Cost (FS/SD)	iPFA	($50,000.00)	06/02/25	30-290	Moved to correct for New PFA
Move to Owner's SC Cont from OPM FS	VOID		06/02/25	40-810	Moved to correct for New PFA (was $55,500.) Correction Not needed
From OPM FS to Owner's SC Cont	VOID		06/02/25	40-010	Moved to correct for New PFA (was -$55,500.) Correction Not needed
Move to Other Project Costs from Eviron & Site	VOID		06/02/25	40-810	Moved to correct for New PFA (was $105,500.) Correction Not needed
Move to Owner's SC Cont from Eviron & Site	VOID		06/02/25	40-810	Moved to correct for New PFA (was $8,792.) Correction Not needed
From Eviron & Site to Owner's SC Cont / Other PC	VOID		06/02/25	40-800	Moved to correct for New PFA (was -$114,292.) Correction Not needed
Start of New PFA					
Move to Environ & Site from Owner's SC Const	BRR 001	$5,886.00	06/02/25	40-800	Moved to cover Designer Amd 14
From Owner's SC Const to Eviron & Site	BRR 001	($5,886.00)	06/02/25	70-500	Moved to cover Designer Amd 14
Move to A&E Const Doc from A&E Design Development	BRR 001	$142,500.00	06/02/25	30-130	Internal Budget Adjustments - LBA Amd 15
From A&E Design Development to A&E Const Doc	BRR 001	($142,500.00)	06/02/25	30-120	Internal Budget Adjustments - LBA Amd 15
Move to A&E Const Admin from A&E Design Development	BRR 001	$142,500.00	06/02/25	30-160	Internal Budget Adjustments - LBA Amd 15
From A&E Design Development to A&E Const Admin	BRR 001	($142,500.00)	06/02/25	30-120	Internal Budget Adjustments - LBA Amd 15
Move to Geotech from A&E Design Development	BRR 001	$18,708.00	06/02/25	30-210	Internal Budget Adjustments - LBA Amd 16
From A&E Design Development to Geotech	BRR 001	($18,708.00)	06/02/25	30-120	Internal Budget Adjustments - LBA Amd 16
Move to Traffic Studies from A&E Bidding / Negotiations	BRR 001	$59,450.00	07/14/25	30-260	Internal Budget Adjustments - LBA Amd 17
From A&E Bidding / Negotiations to Traffic Studies	BRR 001	($59,450.00)	07/14/25	30-140	Internal Budget Adjustments - LBA Amd 17

Adjustment Item	BRR	Adjusted Amount	Date Approved	CODE	Comments
Move to Other Reimbable Costs from Various	BRR 001	$56,700.00	07/14/25	30-270	Internal Budget Adjustments - LBA Amd 17
From A&E Design Development to Other Reimbable Costs	BRR 001	($8,792.00)	07/14/25	30-120	Internal Budget Adjustments - LBA Amd 17
From A&E Bidding / Negotiations to Other Reimbable Costs	BRR 001	($4,050.00)	07/14/25	30-140	Internal Budget Adjustments - LBA Amd 17
From A&E Closeout to Other Reimbable Costs	BRR 001	($43,858.00)	07/14/25	30-150	Internal Budget Adjustments - LBA Amd 17
Move to Site Survey from A&E Closeout	BRR 001	$5,000.00	08/14/25	30-230	Internal Budget Adjustments - LBA Amd 18
From A&E Closeout to Site Survey	BRR 001	($5,000.00)	08/14/25	30-150	Internal Budget Adjustments - LBA Amd 18
Move to A&E Geotech from Other Basic Services	BRR 001	$113,806.00	11/12/25	30-210	Internal Budget Adjustments - LBA Amd 19
from Other Basic Services to A&E Geotech	BRR 001	($113,806.00)	11/12/25	30-200	Internal Budget Adjustments - LBA Amd 19
Move to A&E Geotech from A&E Closeout	BRR 001	$5,500.00	11/12/25	30-210	Internal Budget Adjustments - LBA Amd 21
from A&E Closeout to A&E Geotech	BRR 001	($5,500.00)	11/12/25	30-150	Internal Budget Adjustments - LBA Amd 21
Move to Modular from SC Contingency	BRR 001	$1,624.19	11/12/25	40-751	Budget Adjustments - Modulease CO 01
From SC Contingency to Modular	BRR 001	($1,624.19)	11/12/25	70-500	Budget Adjustments - Modulease CO 01
Move to Modular from SC Contingency	BRR 001	$4,000.00	11/12/25	40-751	Budget Adjustments - Modulease CO 01
From SC Contingency to Modular	BRR 001	($4,000.00)	11/12/25	70-500	Budget Adjustments - Modulease CO 01
Move to Modular from SC Contingency	BRR 001	$8,273.74	12/15/25	40-751	Budget Adjustments - Modular Relocation
From SC Contingency to Modular	BRR 001	($8,273.74)	12/15/25	70-500	Budget Adjustments - Modular Relocation
Move to Modular from SC Contingency	BRR 001	$2,093.00	03/16/26	40-751	Budget Adjustments - Geinapp Amd 02
From SC Contingency to Modular	BRR 001	($2,093.00)	03/16/26	70-500	Budget Adjustments - Geinapp Amd 02
Move to Other Admin. Cost from SC Contingency	BRR 001	$251,163.00	03/16/26	40-300	Budget Adjustments - Reading Clerk Contract (Dave)
From SC Contingency to Other Admin. Cost	BRR 001	($251,163.00)	03/16/26	70-500	Budget Adjustments - Reading Clerk Contract (Dave)
Total Approved Adjustments to Date		**$0.00**			**$ -**

Town of Reading
Killam Elementary School
04/16/26

Committed Cost (Contracts/Pos)

VENDOR	AMOUNT	ISSUE DATE	SIGNED/ RETURN DATE	ENCUM (PO)	CODE	MSBA	Notes
Lavallee Brensinger Architects	-$28,590.00	6/17/2025	07/14/25	LBA Amd 17	40-800	0003-0000	Deduct from LBA Amd 02 - Traffic Study (GPI)
Lavallee Brensinger Architects	$50,160.00	6/17/2025	07/14/25	LBA Amd 17	30-260	0204-1200	Traffic Engineer (On-Ste)
Lavallee Brensinger Architects	$59,290.00	6/17/2025	07/14/25	LBA Amd 17	30-260	0204-1200	Traffic Engineering (off-site)
Lavallee Brensinger Architects	$77,000.00	6/17/2025	07/14/25	LBA Amd 17	30-270	0203-9900	Compliance Energy Modeling - TEDI, LEED and Backstop
Lavallee Brensinger Architects	$7,700.00	6/17/2025	07/14/25	LBA Amd 17	30-270	0203-9900	Tree Removal and Protection Plan
Lavallee Brensinger Architects	$24,750.00	8/13/2025	08/18/25	LBA Amd 18	30-230	0204-0400	Supplemental Survey - Charles & Haverhill Streets
Daily Times Chronicle	$354.00	3/26/2025	08/18/25	PO NA	40-751	0603-0000	District advertising for Modular Relocation IFB
Daily Times Chronicle	$348.10	5/16/2025	08/18/25	PO NA	40-751	0603-0000	District advertising for Modular Relocation IFB
Modulease	$714,400.00	5/5/2025	08/18/25	Modulease Contract	40-751	0603-0000	Contract for modular Relocation
ADF Painting Co	$3,000.00	8/6/2025	08/18/25	PO 26000411	40-751	0603-0000	Exterior Painting - Modular Relocation
Gienapp Architects	$10,447.73	8/14/2025	08/18/25	GEINAPP Amd 01	40-751	0603-0000	Amendment 01 for Reimbursable Costs
Complete Cleaning Co	$3,500.00	6/23/2025	08/18/25	MSA	40-751	0603-0000	Move contents from Classrooms to Gym
Knox Company	$535.00	8/14/2025	08/18/25	PO 26000488-001	40-751	0603-0000	Knoxbox Surface Mount Hinged Door - Modular Relocation
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
Gienapp Architects	$2,093.00	12/18/2025	03/16/26	GEINAPP Amd 02	40-751	0603-0000	Gienapp Remb. Services December 2025 - Modular Relocation
Daily Times Chronicle	$190.94	3/11/2026	03/16/26	PO NA	40-200	0103-0000	Newspaper Ad - Elevator Prequal
David Dallaire - Facilities Clerk	$406,000.00	2/18/2026	03/16/26	David Dallarie Contract	40-300	0102-9900	Reading Clerk Salary
Daily Times Chronicle	$313.14	3/11/2026	04/22/26	PO NA	40-200	0103-0000	Newspaper Ad - FSB and GC Bid posting
Lavallee Brensinger Architects	-$9,174.00	4/9/2026	04/22/26	LBA Amd 22	30-210	0204-0300	LBA Amd 16 Geotech Fee Error Correction
TOTAL	**$17,652,838.62**						**$17,652,838.62**

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	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 December 2025 - Traffic Engineer
$1,925.00	Lavallee Brensinger Architects	23076	01/13/26	02/09/26	30-270	0203-9900		LBA Add Services December 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
$2,093.00	Gienapp Architects	682.29-R2	12/18/25	03/16/26	40-751	0603-0000		Gienapp Remb. Services December 2025 - Modular Relocation
$501,375.00	Lavallee Brensinger Architects	23289	02/10/26	03/16/26	30-130	0201-0500		LBA Services January 2026 - CD
$720.72	Lavallee Brensinger Architects	23289	02/10/26	03/16/26	30-210	0204-0300		LBA Add Services January 2026 - Geotech
$1,155.00	Lavallee Brensinger Architects	23289	02/10/26	03/16/26	30-230	0204-0400		LBA Add Services January 2026 - Acoustic Survey
$1,398.53	Lavallee Brensinger Architects	23289	02/10/26	03/16/26	30-270	0203-9900		LBA Add Services January 2026 - Other Reimbursables
$9,959.40	Lavallee Brensinger Architects	23289	02/10/26	03/16/26	30-260	0204-1200		LBA Add Services January 2026 - Traffic Engineer
$6,710.00	Lavallee Brensinger Architects	23289	02/10/26	03/16/26	30-270	0203-9900		LBA Add Services January 2026 - Compliance Energy Modeling
$108,024.40	Lavallee Brensinger Architects	23289	02/10/26	03/16/26	30-210	0204-0300		LBA Add Services January 2026 - Soil Pre-Characterization
$63,340.00	Colliers Project Leaders	1143662	02/05/26	03/16/26	40-030	0102-0500		CPL Services January 2026 - CD
$42,122.00	Colliers Project Leaders	1153042	03/05/26	03/16/26	40-030	0102-0500		CPL Services February 2026 - CD
$190.94	Daily Times Chronicle	260201	03/11/26	03/16/26	40-200	0103-0000		NewsPaper Ad - Elevator Prequal
$313.14	Daily Times Chronicle	260329	04/07/26	04/22/26	40-200	0103-0000		NewsPaper Ad - FSB and GC Bid posting
$1,200.00	David Dallaire	DDCOW01	04/01/26	04/22/26	40-300	0102-9900		David Dallaire - January 2026 Services
$2,500.00	David Dallaire	DDCOW02	04/01/26	04/22/26	40-300	0102-9900		David Dallaire - February 2026 Services
$2,500.00	David Dallaire	DDCOW03	04/01/26	04/22/26	40-300	0102-9900		David Dallaire - March 2026 Services
$501,375.00	Lavallee Brensinger Architects	23495	03/20/26	04/22/26	30-130	0201-0500		LBA Services February 2026 - CD
$180.18	Lavallee Brensinger Architects	23495	03/20/26	04/22/26	30-210	0204-0300		LBA Add Services February 2026 - Geotech
$5,610.00	Lavallee Brensinger Architects	23495	03/20/26	04/22/26	30-270	0203-9900		LBA Add Services February 2026 - Compliance Energy Modeling
$2,890.80	Lavallee Brensinger Architects	23495	03/20/26	04/22/26	30-210	0204-0300		LBA Add Services February 2026 - Soil Pre-Characterization
$67,504.00	Colliers Project Leaders	1162442	04/07/26	04/22/26	40-030	0102-0500		CPL Services March 2026 - CD
$8,565,538.49	**Total Spent to Date**							**$8,565,538.49**

April 16, 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	$737,089	$9,679,500	$7,981,465
Bid	33	Apr-26	$128,000	$185,000	$10,000		$50,000	$373,000	$584,073	$10,052,500	$8,565,538
	34	May-26	$128,000	$185,000	$10,000		$50,000	$373,000	$0	$10,425,500	
	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	
Phase	48	Jul-27	$126,000	$150,000	$10,000	$4,500,000	$300,000	$5,086,000	$0	$87,240,500	

April 16, 2026

Killam Elementary School
Estimated Project Cash Flow Sheet

Colliers Project Leaders

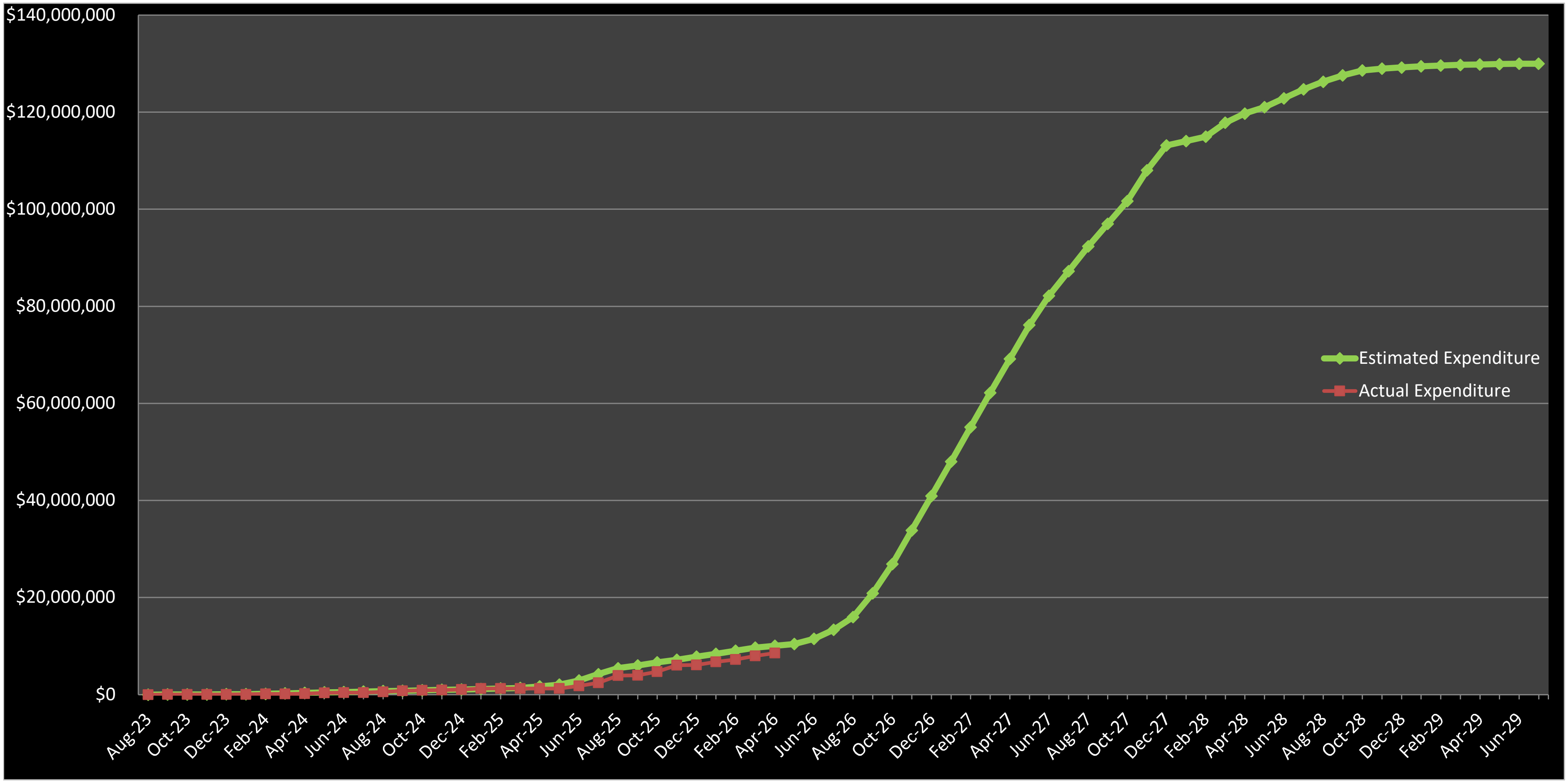
Phase	Month		OPM	Designer & Consultants	FF&E & Misc	Construction	Contingency	Estimated Outlay	Actual outlay	Est Cum	Act Cum
Construction	49	Aug-27	$126,000	$150,000	$50,000	$4,500,000	$300,000	$5,126,000	$0	$92,366,500	
	50	Sep-27	$126,000	$150,000	$50,000	$4,000,000	$300,000	$4,626,000	$0	$96,992,500	
	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**	**$8,565,538**		

April 16, 2026

Town of Reading

Killam Elementary School

Estimated Project Cash Flow Graph



100 Federal Street
Floor 13
Boston, MA 02110

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

Project Leaders

April 14, 2026

Jayne Wellman
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School Designer Services***
Invoice # 23495

Dear Ms. Wellman:

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 #23495 for Lavallee Brensinger Architects, for the Month of February 2026. The total recommended Payment is $ $510,055.98

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

Invoice Number	Task	Request This Period	ProPay Code
23495	**Construction Documents**	$501,375.00	0201-0500
23495	**Geotechnical**	$180.18	0204-0300
23495	**Compliance Energy Modeling**	$5,610.00	0203-9900
23495	**Soil Pre-characterization**	$2,890.80	0204-0300

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: 2026 02 LBA Inv#23495

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

March 20, 2026
Project No: 23-106-00
Invoice No: 23495
Customer PO # 23004647-001

Invoice Total: $510,055.98

Project 23-106-00 Reading Killam Elementary School

Professional Services from February 1, 2026 to February 28, 2026

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	90.00	Total Earned	3,008,250.00	
		Previous Fee Billing	2,506,875.00	
		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**

			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**

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	5.7319	8,485.40	8,305.22	180.18
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	90.00	6,930.00	6,930.00	0.00
Reimbursables - 0203-9900	22,000.00	18.2967	4,025.28	4,025.28	0.00
Total Fee	443,658.00		68,621.68	68,441.50	180.18

Total Fee **180.18**

Total this Phase **$180.18**

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	79.4476	86,955.40	86,955.40	0.00
Compliance Energy Modeling 0203-9900	77,000.00	95.1429	73,260.00	67,650.00	5,610.00
Tree Removal and Protection 0203-9900	7,700.00	100.00	7,700.00	7,700.00	0.00
Total Fee	194,150.00		167,915.40	162,305.40	5,610.00

Total Fee **5,610.00**

Total this Phase **$5,610.00**

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	97.4599	Total Earned	110,915.20	
		Previous Fee Billing	108,024.40	
		Current Fee Billing	2,890.80	
		Total Fee		**2,890.80**
		Total this Phase		**$2,890.80**

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		**$8,680.98**
		Total this Invoice		**$510,055.98**

Project Outstanding Invoices

Invoice Number	Invoice Date	Balance Due
23289	2/10/2026	629,343.05
Total		**629,343.05**

	Current	Prior	Total
Billings to Date	**510,055.98**	**6,384,055.14**	**6,894,111.12**

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.

LGCI
Lahlaf Geotechnical Consulting, Inc.
100 Chelmsford Road
Suite 2
Billerica, MA 01862
Phone: (978) 330-5912
Fax: (978) 330-5056
E-mail: LGCI@LGCinc.net

Invoice

Invoice No.:	2412-08
Invoice for Period Ending:	02/01/2026
Date:	3/3/2026

Proj. #23-106-00
Task 200
Phase 014

Bill To

Lavallee Brensinger Architects
155 Dow Street, Suite 400
Manchester, NH 03101

Contract Amendment No. 16

Terms	Client No.	Project Name	Project Number	Location
Due on receipt	2090	Prop. J Warren Killam Elem. Sc	2412	Reading, MA

Description	Qty	Rate	Amount
Services Performed January 1, 2026 through February 1, 2026 LGCI Proposal No. 25057 $126,240.00 Amount Previously Billed $ 7,550.20 Current LGCI Invoice No. 2412-08 $ 163.80 Total Billed to Date $7,714.00 Balance Remaining from Budget $118,526.00 Task 8.3 Consultation			
Senior Geotechnical Engineer - Consultation	0.7	234.00	163.80

Make check payable to Lahlaf Geotechnical Consulting, Inc.

Total due this invoice	$163.80
Balance Due	$163.80

Thornton Tomasetti

Thornton Tomasetti, Inc.
120 Broadway
New York, NY 10271

Federal Tax ID: 13-1251070

SEND PAYMENT & REMITTANCE ADVICE TO
(Include Project Number and Invoice Number)
P.O. Box 781187 Philadelphia, PA 19178-1187 USA
accountsreceivable@thorntontomasetti.com

Bank:	Wells Fargo 420 Montgomery Street San Francisco, CA 94104	Routing Number: Account #: Account Name: Swift:	121000248 2000039485775 Thornton Tomasetti, Inc. WFBIUS6S

Proj. #23-106-00
Task 200
Phase 015

Contract Amendment No. 17

INVOICE

Lavallee Brensinger Architects
Jenni Katajamaki
Attn: Accounts Payable
155 Dow Street, Suite 400
Manchester, NH 03101

Invoice Date: February 17, 2026
Payment Terms: Net 30 Days
Project No: P23264_00
Invoice No: ARIV0033435

Killam Elementary School - Schematic Design
LBA Project Number: 23-106-00

For professional services through February 20, 2026

Progress detail

Phase	Fee	Percent complete	Previous billing	Current billing	Remaining contract
Killam Elementary School - SD					
9300 FS-SD	25,000.00	100.00%	25,000.00	0.00	0.00
Design Assistance Energy Modeling ASR	25,000.00	96.00%	22,500.00	1,500.00	1,000.00
TEDI ASR	25,000.00	96.00%	22,500.00	1,500.00	1,000.00
Backstop ASR	30,000.00	95.00%	26,250.00	2,250.00	1,500.00
LEED Model	15,000.00	94.00%	12,750.00	1,350.00	900.00
Subtotal	**120,000.00**	**96.33%**	**109,000.00**	**6,600.00**	**4,400.00**
				Subtotal	6,600.00

Compliance Energy
Modeling 0203-9900

Invoice subtotal	6,600.00
	0.00
Total this Invoice	**6,600.00**
Currency	USD

Invoice

CDW CONSULTANTS, INC.
Terms: Due upon Receipt; (508) 875-2657
Remit: 4 California Avenue, Suite 301
Framingham, MA 01701

LAVALEE BRENSINGER ARCHITECTS
99 BEDFORD STREET SUITE 501
BOSTON, MA 02111

February 24, 2026
Project No: 02248.00
Invoice No: 0000002

Proj. #23-106-00
Task 200
Phase 017

Contract Amendment No. 19

Project 02248.00 LBA-KILLAM ES - SOIL PRECHARACTERIZATION

Professional Services from January 1, 2026 to January 31, 2026

Task 00001 SOIL BORING, GRID LAYOUT, PREMARKING

Fee

Total Fee	4,630.00			
Percent Complete	100.00	Total Earned	4,630.00	
		Previous Fee Billing	4,630.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
			Total this Task	**0.00**

Task 00002 SOIL PRECHAR SAMPLING AND LABORATORY

Fee

Total Fee	81,310.00			
Percent Complete	100.00	Total Earned	81,310.00	
		Previous Fee Billing	81,310.00	
		Current Fee Billing	0.00	
		Total Fee		**0.00**
			Total this Task	**0.00**

Task 00003 SOIL CHARACTARIZATION SUMMARY

Fee

Total Fee	17,520.00			
Percent Complete	85.00	Total Earned	14,892.00	
		Previous Fee Billing	12,264.00	
		Current Fee Billing	2,628.00	
		Total Fee		**2,628.00**
			Total this Task	**$2,628.00**

Total this Invoice **$2,628.00**

Outstanding Invoices

Number	Date	Balance
0000001	1/29/2026	98,204.00
Total		**98,204.00**

Total Now Due **$100,832.00**

100 Federal Street
Floor 13
Boston, MA 02110

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Colliers
Project Leaders

April 14, 2026

Jayne Wellman
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School Project Management Services***
Invoice #0001162442

Dear Ms. Wellman:

Attached please find Colliers Project Leaders (CPL) invoice #0001162442, in the amount of $67,504.00 for Owner Project Manager services as authorized in Contract for the J Warren Killam Elementary School Project, during the month of March 2026.

In the period of March 1 - March 31, 2026, the specific tasks undertaken and billed to this invoice include:

- Prepare and attend in person School Building Committee meeting.
- Attend and prepared agendas for XLT Meetings.
- Attend Design meetings
- Review Architect invoice
- Coordinate with the design team for the 90% CD MSBA comments
- Modular relocation invoices and commitment review
- Evaluate FSB and GC prequalification SOQs
- Coordinate with the Town on the third party structural and code reviewer, Switchgear contract execution
- Coordinate with third party structural review on the review of the 90%CD drawings
- Coordinate with the design team for the 100%CD drawings

Please take note of our new remit to address;101 Crawfords Corner Road Suite 3400, Holmdel, New Jersey 07733. Please feel free to contact me at (508) 215-6050 if you have any questions concerning this invoice.

Sincerely,

Justin Ferdenzi,
Project Manager

ProPay Code:
$67,504.00: 0102-0500

Attachement : 2026 03 Colliers Invoice #1162442

Colliers Project Leaders
A Division of Colliers Engineering & Design

101 Crawfords Corner Road, Suite 3400
Holmdel, NJ 07733
732 383 1950

Town of Reading
Attn: Jayne Wellman
16 Lowell St
Reading, MA 01867

Invoice : 0001162442
Invoice Date : 4/7/2026

Project : 23010425A
Project Manager: Osterman, Derek
Project Name : Reading MA/ OPM - J. Warren Killam Elementary School

For Professional Services Rendered Through 3/31/2026

				Billings		
	Fee	**Remaining Fee**	**% Complete**	**To Date**	**Previous**	**Current**
Feasibility Study / Schematic Design Phase	320,000.00	0.00	100.00	320,000.00	320,000.00	0.00
Cost Estimating	15,500.00	0.00	100.00	15,500.00	15,500.00	0.00
Design Development	250,000.00	0.00	100.00	250,000.00	250,000.00	0.00
Construction Documents	500,000.00	296,568.25	40.69	203,431.75	135,927.75	67,504.00
Bidding	150,000.00	150,000.00	0.00	0.00	0.00	0.00
Construction Administration	3,175,000.00	3,175,000.00	0.00	0.00	0.00	0.00
Completion / Closeout	216,569.00	216,569.00	0.00	0.00	0.00	0.00
Estimating	54,000.00	26,500.00	50.93	27,500.00	27,500.00	0.00
Subtotal:	4,681,069.00	3,864,637.25	17.44	816,431.75	748,927.75	67,504.00

Current Billings	67,504.00
Amount Due This Bill	67,504.00

mike.carroll@collierseng.com;
justin.ferdenzi@collierseng.com

In accordance with our business terms and conditions, acceptance of this invoice is implied unless Colliers Project Leaders USA NE, LLC is notified by 14 days from the date of this invoice.
If timely payment cannot be made due to any discrepancy, please E-mail a brief explanation to Billing@colliersengineering.com and we will reply as soon as possible.
EFT/ACH PAYMENT INFO: Colliers Engineering & Design, Inc. | JP Morgan Chase | Routing 021000021 | Account# 836759092

PM05 - Construction Documents

Labor

Rate Labor

Class	*Hours*	*Rate*	*Amount*
Assistant Project Manager	76.00	198.0000	15,048.00
Financial Specialists	4.50	177.0000	796.50
MEP/Tech Support	0.25	260.0000	65.00
Project Director	33.25	354.0000	11,770.50
Project Manager	76.00	213.0000	16,188.00
Regional Director	4.00	458.0000	1,832.00
Senior Project Manager	79.00	276.0000	21,804.00
Total Rate Labor			***67,504.00***

Total Labor **67,504.00**

Total Bill Task: PM05 - Construction Documents **67,504.00**

Total Project: 23010425A - Reading MA/ OPM - J. Warren Killam Elementary School **67,504.00**

100 Federal Street,
Floor 13
Boston, MA 02110

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

Colliers
Project Leaders

April 14, 2026

Jayne Wellman
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School –David Dallaire Clerk of Work Services***
Invoice #DDCOW01

Dear Ms. Wellman,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, David Dallaire, invoice # DDCOW01, and recommend payment of $1,200.00 for construction management clerk of work 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
DDCOW01	**David Dallaire - Clerk of Work Services**	$1,200.00	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

Attachment: 2026 01 David Dallaire Invoice #DDCOW01 $1,200.00 - ProPay Code: 0102-9900

David R. Dallaire
Construction Management Clerk of Work
42 Margin Street
Peabody MA 01960-1930

Invoice for Labor

Invoice Number: DDCOW01
Date: January 31 2026
Total Time: 16 Hours
Total: $1200.00

Scope of Work for Pay Period

- 1/5 Zoom Meeting
- 1/9 Received and responded to Letter
- 1/12 Zoom Kick off meeting and W/9 form
- 1/22 received 90% plans and specs
- 1/25 visited site and existing school
- 1/28 Meet at Office with Joe Huggins and Jayne Wellman

100 Federal Street,
Floor 13
Boston, MA 02110

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

Project Leaders

April 14, 2026

Jayne Wellman
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School –David Dallaire Clerk of Work Services***
Invoice #DDCOW02

Dear Ms. Wellman,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, David Dallaire, invoice # DDCOW02, and recommend payment of $2,500.00 for construction management clerk of work 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
DDCOW02	**David Dallaire - Clerk of Work Services**	$2,500.00	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

Attachment: 2026 02 David Dallaire Invoice #DDCOW02 $2,500.00 - ProPay Code: 0102-9900

David R. Dallaire
Construction Management Clerk of Work
42 Margin Street
Peabody MA 01960-1930

Invoice for Labor

Invoice Number: DDCOW02
Date: February 28 2026
Total Time: 34 Hours
Total: $2500.00

Scope of Work for Pay Period

- 2/2 Study and begin to review Documents
- 2/4 continue to review Documents
- 2/5 Zoom Meeting
- 2/9 Zoom Meeting 7 pm
- 2/12 Email response to Sawtelle wall
- 2/13 Liability Insurance quote
- 2/17 Study documents
- 2/18 Received Contract
- 2/25 Received and trained on Owners Computer
- 2/27 renewed Boston ABC License for 2026

100 Federal Street,
Floor 13
Boston, MA 02110

Main: +1 617 330 8000
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Colliers
Project Leaders

April 14, 2026

Jayne Wellman
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School –David Dallaire Clerk of Work Services***
Invoice #DDCOW03

Dear Ms. Wellman,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, David Dallaire, invoice # DDCOW03, and recommend payment of $2,500.00 for construction management clerk of work 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
DDCOW03	**David Dallaire - Clerk of Work Services**	$2,500.00	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

Attachment: 2026 03 David Dallaire Invoice #DDCOW03 $2,500.00 - ProPay Code: 0102-9900

David R. Dallaire
Construction Management Clerk of Work
42 Margin Street
Peabody MA 01960-1930

Invoice for Labor

Invoice Number: DDCOW03
Date: March 31 2026
Total Time: 34 Hours
Total: $2500.00

Scope of Work for Pay Period

- 3/2 Signed Contract in Reading Town Hall
- 3/9 Zoom Meeting 7 pm and minutes review
- 3/16 Zoom Meeting at 7 pm
- 3/23 zoom Meeting 11 am
- 3/30 Zoom Meeting at 7 pm
- 3/31 reviewed structural Documents provide Invoice backup

100 Federal Street,
Floor 13
Boston, MA 02110

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

Project Leaders

April14, 2026

Jayne Wellman
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J Warren Killam Elementary School - Publishing Services***
Invoice #260329

Dear Mr. Kraunelis,

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, Daily Times Chronicle, invoice #260329, and recommend payment of $313.14 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
260329	**Publishing Services – Town of Reading: FSB and GC Bid Notice**	$313.14	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 #260329 $313.14 - 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# **260329**

Billing Key 260329 Reading IFB KS-26-07 Killam School

Run 1 4/7/2026 **Run 2** **Run 3**

# of Inches 10.3 **# of Runs** 1

Cost $313.14 **Notary Fee** **Total Cost** **$313.14**

Payment Date **Payment** **Balance Due** **$313.14**

100 Federal Street,
Floor 13
Boston, MA 02110

www.cplusa.com

Colliers
Project Leaders

April 14, 2026

Jayne Wellman
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: J. Warren Killam Elementary School Designer Amendment #22

Dear Ms. Wellman:

Colliers Project Leaders has reviewed and recommend the approval of Lavallee Brensinger Architects' Contract Amendment #22 for the J. Warren Killam Elementary School project.

Lavallee Brensinger Architects' Contract Amendment #22 is for fee correction from Amendment #16 associated with the geochemical fee, resulting from a calculation error in the LBA fee proposal. This correction results in a total credit of *Nine Thousand One Hundred Seventy-Four 00/100 Dollars ($9,174.00)*. We recommend using the following ProPay Codes and Breakdowns.

Additional Services	Proposed Fee	ProPay Code
Geotechnical Fee Correction	($9,174.00)	0204-0300

As design work is ongoing, we respectfully request execution of 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

LAVALLEE | BRENSINGER ARCHITECTS

April 9, 2026

Ms. Jayne Wellman
Town Manager
Town of Reading, MA
16 Lowell St.
Reading, MA 01867

Re: Killam Elementary School
Owner-Architect Contract Amendment No. 22 – Fee Correction

Dear Ms. Wellman

We have found a calculation error in our fee proposal for Amendment No. 16 resulting in an over-charge of $9,174.00.

The geotechnical portion of our contract Amendment No. 16 was calculated in error, as follows:

	Geotechnical Fee	Fee with 10% Markup
Values on Amendment No. 16 dated 5/29/25	$134,580	$148,038
Corrected Value	$126,240	$138,864
Difference	$8,340	$9,174

This contract amendment consists of a credit to the owner of $9,174.

Please refer to the attachment for additional information.

Sincerely,

Leigh S. Sherwood, AIA, LEED AP, NCARB
Principal

Attachments:

- Corrected pages from Amendment No. 16, dated 5/29/25

Cc:
Michael Carroll, Justin Ferdenzi, Colliers Project Leaders

Marked-up Copy of Amendment #16 - 4/9/26

LAVALLEE | BRENSINGER ARCHITECTS

May 29, 2025

Mr. Matthew Kraunelis
Town Manager
Town of Reading, MA
16 Lowell St.
Reading, MA 01867
E-Mail: mkraunelis@ci.reading.ma.us

Re: Killam Elementary School
Owner-Architect Contract Amendment No. 16 - Additional DD-CL Services #1

Dear Mr. Kraunelis,

Please find attached Amendment No. 16 to the Owner-Architect Contract. The services listed in this proposal are considered extra services over the basic under the MSBA Designer Contract.

138,864

This Amendment consists of the following:

	Additional Service	Consultant	Proposed Fee	Fee with 10% Markup
1	Hazardous Materials	UEC	$157,000	$172,700
2	Geotechnical	LGCI	~~$134,580~~ 126,240	~~$148,038~~
3	Geoenvironmental	CDW	$64,245	$70,670
4	Soil Testing	Samiotes	$3,000	$3,300
5	Building Control Plan	Samiotes	$3,500	$3,850
6	Supplemental Survey	Samiotes	$10,000	$11,000
7	Certified Plot plan	Samiotes	$4,000	$4,400
8	Site Acoustic Survey	Acentech	$7,000	$7,700
9	Reimbursables		$20,000	$22,000
	Total		$403,325	$443,658

Summary Description of Services
Please refer to the attached proposals for a detailed description.

1. Hazardous Materials – Includes destructive investigation to verify quantities of hazardous materials in the existing building and final specifications for their removal.
2. Geotechnical – Finalization of the geotechnical design; includes earthwork specifications and CA services.
3. Geoenvironmental – Finalization of the geoenvironmental design; includes specifications and construction oversight of impacted regulated soil removal.
4. Soil Testing - Required to finalize stormwater management design.
5. Building Control Plan – Includes preparation of a building control plan to provide guidance to the contractor as to how to locate the building on the site.
6. Supplemental survey – Includes extending the survey to abutting properties and to across the street on Charles and Haverhill Streets, as well as a tree-by-tree survey of the wooded area.
7. Certified Plot Plan - Required by the building department as part of the ZBA application.
8. Site Acoustic Survey - Recommended to demonstrate compliance with MassDEP sound regulations.
9. Reimbursables - Budget number to hold for reimbursable expenses such as filing fees, permit fees, and printing costs. To be billed at cost + 10% markup.

The total amount of this contract amendment is $443,658

Please refer to the attachments for additional information.

Sincerely,

Leigh S. Sherwood, AIA, LEED AP, NCARB
Principal

Attachments:

- Attachment F – Contract for Designer Services Amendment No.16
- Proposals:
  - Universal Environmental Consultants (UEC) Hazardous Materials Consulting proposal, dated April 16, 2025
  - Lahlaf Geotechnical Consulting, Inc. (LGCI) Geotechnical Services proposal, dated May 16, 2025
  - CDW Geoenvironmental proposal, dated May 23, 2025
  - Acentech Community Noise Survey proposal, dated May 23, 2025
  - Samiotes Building Control Plan and Supplemental Topo proposal, dated May 29, 2025

LGCI
Lahlaf Geotechnical Consulting, Inc.

May 16, 2025

Ms. Jenni Katajamaki, RA, LEED® AP, MCPPO
Senior Project Manager
Lavallee Brensinger Architects
99 Bedford Street
Boston, MA 02111
Phone: (617) 398-2046
Mobile: (401) 837-4472
E-mail: jenni.katajamaki@lbpa.com

Re. Proposal for CD and CA Phase Geotechnical Services
Proposed J. Warren Killam Elementary School
Reading, Massachusetts
LGCI Proposal No. 25057
LGCI Project No. 2412

Dear Ms. Katajamaki:

Lahlaf Geotechnical Consulting, Inc. (LGCI) appreciates the opportunity to submit this proposal to provide Construction Document (CD) and Construction Administration (CA) geotechnical services for the proposed J. Warren Killam Elementary School in Reading, Massachusetts. This proposal is based on information you provided to us in your request for proposal (RFP) dated May 16, 2025.

Project Description and Background

The site is located at 333 Charles Street in Reading, MA. The site is bordered by Charles Street on the western side, by private properties on the northern and southern sides, and by Haverhill Street on the eastern side. The site is currently occupied by the existing school building, paved areas around the building, and an athletic field and playground on the eastern side of the site. The athletic field consists of a baseball field and is located between the existing school and Haverhill Street.

The proposed construction will include a new school building that will be located in the existing athletic field on the eastern side of the site. We understand that the proposed building will have a gross area of 122,941 square feet and footprint of about 50,200 sq. ft.

The proposed construction will also include paved driveways and a parking lot within the southern area of the existing school; and a playground, a baseball field, and a basketball court within the northern side of the existing school after the latter is demolished.

LGCI performed explorations and submitted a preliminary geotechnical report dated December 16, 2024. Our explorations indicated asphalt and topsoil, overlying fill extending to depths of up to 10 feet beneath the ground surface, overlying buried organic soil and subsoil extending to depths of up to 6 feet beneath the ground surface, overlying native deposits of sand and sand and gravel extending to the bottom of the borings or top of weathered rock.

LGCI recommended removing the surficial organic soil, the exisitng fill, and the buried organic soil and subsoil and supporting the proposed building on Structural Fill placed directly on the native sand and gravel layer.

The purpose of our services is to assist Lavallee Brensinger Architects with the construction documents and to perform geotechnical field services during construction.

Review Plans and Specifications (Task 8)

1. Review of Drawings – LGCI will review the foundation and civil drawings and will provide comments in writing, as needed, including markup of the foundation plan. We have budgeted ten (10) hours for this task.

2. Specifications – We will prepare Earth Moving Specifications. We have budgeted twelve (12) hours for this task.

3. Consultation – We have budgeted fourteen (14) hours for meetings and consultation with the you.

Construction Administration (Task 9)

1. Review Contractor's Submittals and Respond to Contractor's Questions – We will review the geotechnical aspect of contractor's submittals and we will provide written responses. We have budgeted thirty (30) hours for this task.

2. Observe the Subgrade of Footings and Slabs – We will provide a geotechnical field representative to observe the preparation of the subgrade of footings and slabs. Our scope does not include observation of backfilling operations and field density testing. We understand that you will retain a separate testing agency to perform these services. We have budgeted seventy -five (75) visits for this task.

3. Field Reports – Our representative will prepare daily field reports containing a summary of our observations and a summary of the geotechnical recommendations made in the field. We have budgeted one (1) hour per report, and three (3) hours of project manager time for review.

Recommendations for stormwater management, erosion control, slope stability analyses, pavement design, site specific seismic analyses, seismic settlement, liquefaction analysis, pile analysis and design, and cost or quantity estimates are not included in our scope of work.

LGCI's scope of services does not include an environmental assessment for the presence or absence of wetlands or analytical testing for hazardous or toxic materials in the soil, surface water, groundwater, or air, on or below or around this site, or mold in the soil or in any structure at the site. Any statements regarding odors, colors, or unusual or suspicious items or conditions are strictly for the information of the client.

Marked-up Copy of Amendment #16 - 4/9/26

Proposed Schedule

We will submit our comments on the foundation and civil drawings, and Earth Moving Specifications within about two (2) weeks of receiving the drawings. We will review submittals within two (2) weeks of receiving the submittal. Our daily field observation reports will be submitted the week after our observations.

Project Fee

We estimate that our fee will be about **$126,240**. We propose performing the services described in Task 8 (items 1 and 2) on a lump sum basis and the remainder of our services on a time-and-expenses basis using rates in the table below. The breakdown of our estimated fee is shown below:

8	**Review Plans and Specifications**		
	1 Review Drawings	2,340.00	
	2 Prepare Specifications	2,800.00	**CD Phase**
	3 Consultation	3,200.00	**8,340.00**
9	**Construction Administration**		
	1 Contractor Submittals and RFIs	7,500.00	
	2 Site Visits to Observe the Subgrade of Footings and Slabs	84,800.00	**CA Phase**
	3 Field Observation Reports, Review, and Coordination	25,600.00	**117,900.00**
			126,240.00

~~Total: $134,580~~ 126,240

values were added in error

No services beyond those described above would be provided without your prior knowledge and approval. If site conditions or your needs require a change in the scope of work, we will prepare for your approval a change order request that summarizes the changes to the project scope and fee.

Our services will be performed using the following unit rates.

Title/Position	2025	2026
Senior Geotechnical Engineer/Principal	234.00	244.00
Geotechnical Engineer/Project Manager	180.00	187.00
Senior Geotechnical Staff/Field Representative	117.00	122.00
Geotechnical Staff/Field Representative	111.00	115.00
Junior Geotechnical Staff/Field Representative	93.00	103.00
Mobilization Charge	60	63

Terms and Conditions

We propose performing our services in accordance with the terms and conditions of our existing agreement dated April 15, 2024 and signed by Mr. Chris Drobat of Lavallee Brensinger Architects on the same date.

LGCI trusts that the above proposal will be sufficient to meet your needs. If this proposal is acceptable, please sign and return a complete copy of this proposal to LGCI. If you have any questions, please call us at (978) 330-5912.

Sincerely,

LAHLAF GEOTECHNICAL CONSULTING, INC.

Abdelmadjid M. Lahlaf, Ph.D., P.E.
Principal Engineer

Agreed to by (please type name): ________________________ **on (date):**________________

Company Name: _____________________________________

Signature: _____________________________________

ATTACHMENT C

PARTICIPATION SCHEDULE FOR DESIGNER CONTRACTS
BY SDO CERTIFIED ENTERPRISES

This form shall be submitted to the Owner by the Designer upon execution of the Contract for Designer Services attached hereto.

Owner: Town of Reading **Project No:** 23-106-00

Name of Company	Description of Work	SDO Cert.	Dollar Value Participation
1. Samiotes Consultants, Inc.	Civil Engineering	WBE	$ 418,400
2. Lim Consultants, Inc.	Structural Engineering	WBE & MBE	$ 465,000
3. B+AC, LLC	Structural Engineering	MBE	$ 25,000
4. CA Crowley Engineering, Inc.	Plumbing & Fire Protection	WBE	$ 278,000
5.Terraink	Landscape Architecture	WBE	$ 274,000
6. Lahlaf Geotechnical Consulting, Inc.	Geotechnical Engineering	MBE	$ 155,900
7. MoharDesign LLC	FF&E	WBE	$ 154,050
8. Systems, Software, Support Inc.		WBE	$ 313,500
9. CDW Consultants, Inc.	Geoenvironmental	WBE	$ 172,705
10. FS Engineers	Geoenvironmental	MBE	$ 13,200

Dollar Value of MBE Commitment: $659,100
Dollar Value of WBE Commitment: $2,075,655.00
Dollar Value of VBE Commitment: $0
Dollar Value of SDVOBE Commitment: $0
Total Dollar Value Commitment: $2,269,755.00
Original Fee for Basic Services Amount $11,468,946.94

DESIGNER CERTIFICATION

The undersigned certifies under the penalties of perjury that (1) it intends to subcontract with the above listed firms for the identified work and dollar amounts and (2) certifies that he/she has read the terms and conditions of the Designer Contract with regards to SDO certified entities participation and is authorized to bind the Designer to the commitment set forth above.

Signature Page Follows

April 9, 2026
Date

Lance Whitehead, AIA
Name of Architect/Engineer

Authorized Signature

One Washington Mall, Suite 1101,
Address

Boston, MA 02108
City, State & Zip Code

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 22

WHEREAS, the Town of Reading ("Owner") and Lavallee Brensinger Architects (the "Designer") (collectively, the "Parties") entered into a Contract for Designer Services for the Killam Elementary School Project at the Killam Elementary School on the 12th day of December in the year Two-Thousand Twenty-three ("Contract"); and

WHEREAS, effective as of April 09, 2025, the Parties wish to amend the Contract:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes the Designer to perform services for the Design Development Phase, the Construction Phases, and the Final Completion Phase of the Project, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services:	Original Contract Including Amd 1-21	After this Amendment 22
Feasibility Study Phase	$ 400,000.00	$ 400,000.00
Environmental and Site	$ 283,130.00	$ 283,130.00
Other Services (FS)	$ 505,503.94	$ 505,503.94
Schematic Design Phase	$ 450,000.00	$ 450,000.00
Design Development Phase	$ 1,887,500.00	$ 1,887,500.00
Construction Document Phase	$ 3,342,500.00	$ 3,342,500.00
Bidding Phase	$ 286,500.00	$ 286,500.00
Construction Phase	$ 3,342,500.00	$ 3,342,500.00
Completion Phase	$ 191,000.00	$ 191,000.00
Other Basic Services	$ 0.00	$ 0.00
Extra Services Over the Basic	$ 789,487.00	$ 780,313.00
Total Fee	$ 11,478,120.94	$ 11,468,946.94

This Amendment is a result of: Additional Service – Fee Credit from Amendment 16 GeoTech Fee

3. The Construction Budget shall be as follows:

Original Budget:	$ 101,521,394
Amended Budget	$ TBD

4. The Project Schedule shall be as follows:

Original Schedule:	2026 04-10 Killam ES Schedule
Amended Schedule	TBD

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

____
(print name)

____
(print title)

By __________________________________
(signature)

Date________________________________

DESIGNER

____
(print name)

____
(print title)

By __________________________________
(signature)

Date________________________________

100 Federal Street,
Floor 33
Boston, MA 02110

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

Colliers
Project Leaders

April 14, 2026

Jayne Wellman
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

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

Dear Ms. Wellman:

Colliers Project Leaders, the Owner's Project Manager, has reviewed the attached, invoice #260329 is subject to approval of the corresponding Commitment recommend payment of $313.14 for CG and FSB advertising service 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 – GC and FSB Bid Posting	$313.14	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# **260329**

Billing Key 260329 Reading IFB KS-26-07 Killam School

Run 1 4/7/2026 **Run 2** **Run 3**

# of Inches 10.3 **# of Runs** 1

Cost $313.14 **Notary Fee** **Total Cost** **$313.14**

Payment Date **Payment** **Balance Due** **$313.14**

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

ID	Indicators	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,106I		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,11ɛ	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,126FS	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,138FS	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**

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

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

Town of Reading
Meeting Minutes

2016-09-22 LAG

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2026-03-16 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:**

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

Members - Not Present:

Shawn Brandt, Carla Nazzaro and Ed Ross.

Others Present:

Reading Town Manager Jayne Wellman, Reading Fecilities Clerk David Dallaire, 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:
Vice Chair Pat Tompkins called the meeting to order at 7:00 pm.

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

Public Comment:
No reports.

Liaison Reports:

LBA Project Team Update:
Jenni Katajamaki introduced David Harris, who will be taking on a more active role in the project as it transitions into the construction phase. Mr. Harris, an experienced architect, will be leading the construction administration efforts for the project moving forward.

Mr. Harris noted that he has been involved with the project previously and looks forward to working more closely with the Committee as the project advances from design into construction. He highlighted the significance of this phase as the project moves from planning and documentation into implementation. Members of the project team welcomed Mr. Harris and expressed confidence in his experience and contributions to the project.

Pat Tompkins reported that the Killam School Building Committee (KSBC) member list, originally submitted to the Massachusetts School Building Authority (MSBA) at the start of the project, requires an update due to recent changes.

Pat was noted that Jayne Wellman will replace Matt Kulies in the Town Manager role. In addition, Carla Nazzaro will remain as Chair and continue as the School Committee appointee. However, it was noted for the record that she will not be seeking reelection to the School Committee.

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to make the changes to the MSBA report indicating that Carla Nazzaro remains as school committee representative and Jane Wellman is now the acting town manager.

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

CPL Financial Review*

Justin Ferdenzi presented the financial status of the project. The project currently maintains a construction budget of approximately $101.5 million. Total expenditures to date for architectural and engineering services are approximately $5,065,421, with a remaining balance of $5,289,579. For administrative costs, expenditures to date total approximately $2,376,044, with a remaining balance of $677,774. Overall, total project expenditures to date are approximately $7,981,465, with a remaining project budget balance of approximately $116,113,677. Justin noted that the project continues to track within budget at this stage.

Next, the Committee reviewed several project commitments requiring approval. The first item was a change order in the amount of $2,093 associated with survey work performed by Hancock Survey Associates, including applicable markups. The Committee also reviewed an invoice from the Daily Times Chronicle for advertisement costs associated with the Request for Qualifications (RFQ) for general contractors and subcontractors. In addition, the Committee reviewed the contract for David Dallaire related to Killam facilities clerk services.

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to approve a commitment to Gienapp Architects in the amount of $2,093.00 for J. Warren Killam Elementary School Project.

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

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to approve a commitment to Daily Times Chronicle in the amount of $190.94 for Advertisement for J. Warren Killam Elementary School Project.

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

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to approve a commitment to Facilities Clerk David Dallaire in the amount of $406,000.00 for J. Warren Killam Elementary School Project.

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

Justin presented budget adjustments, noting two internal adjustments related to the Facilities Clerk and Gienapp Architects. He then presented various invoices for the month of February for the Committee's review and approval.

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to accept LBA Invoice No. 23289 in the total amount of $629,343.05 for J. Warren Killam Elementary School Project.

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

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to accept Colliers Invoice No. 1143662 in the total amount of $63,340.00 for J. Warren Killam Elementary School Project.

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

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to accept Colliers Invoice No. 1153042 in the total amount of $42,122.00 for J. Warren Killam Elementary School Project.

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

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to accept Geinapp Invoice No. 682.29-R2 in the total amount of $2,093.00 for J. Warren Killam Elementary School Project.

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

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to accept Daily Times Chronicle Invoice No. 260201 in the total amount of $190.94 for J. Warren Killam Elementary School Project.

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

Justin presented several forecasted project costs for the Committee's awareness. A potential cost of approximately $11,900 was identified for use of a church parking lot. The project team noted that discussions with the property owner are ongoing and that this option remains under consideration. Due to uncertainty in securing this location, the team is also evaluating alternative parking strategies, including on-site accommodations and other off-site options.

The Committee also reviewed forecasted allowance for the gymnasium floor, including a potential humidification system. The project team discussed that, while a humidification system could help regulate moisture levels, it may also introduce additional maintenance considerations. At this time, the team is not recommending installation but has included an allowance to address potential future flooring maintenance if needed.

In addition, Justin presented a forecasted cost for a tax consultant. Based on initial discussions, the consultant has provided a not-to-exceed estimate of $100,000 for services, with final costs to be based on time and materials. The Committee discussed authorizing Town staff to proceed with contract negotiations. Justin noted that no costs have been forecasted at this time for Potential Change Orders (PCOs), as the project has not yet entered the construction phase.

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to accept a Tax Consultant for a not to exceed estimate of $100,000.00 and for the Town to negotiate a contract for J. Warren Killam Elementary School Project.

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

John Coote inquired about parking options in relation to the potential use of the church parking lot and alternative solutions. Jayne Wellman noted that the existing agreement with Burbank is limited in scope and does not currently include additional parking capacity for this project. While it may be considered in the future, no discussions have taken place to expand that agreement at this time.

The Committee reviewed alternative options, including use of off-site parking with shuttle service and accommodating vehicles on-site with the use of parking attendants. It was noted that identifying a solution for teacher parking remains the primary priority.

Discussion also included contractor parking, with the understanding that contractors are responsible for their own parking arrangements. However, it was acknowledged that limited on-site capacity, particularly during peak construction, may require contractors to seek off-site parking solutions, which could impact overall project costs. The Committee recognized that both teacher and contractor parking will require continued coordination, and that parking logistics may influence project costs as the project moves into construction.

Justin presented an update on the project cash flow. It was noted that current actual expenditures are tracking closely with projected estimates, and the project remains within the planned cash flow projections. Encumbrances to date are consistent with expectations, and no concerns were identified at this time. The project team noted that cash flow is expected to increase significantly as the project moves into the construction phase, particularly following contractor procurement anticipated in the May–June timeframe.

<u>CPL Schedule Update</u>

Justin Ferdenzi provided an update on the project schedule. The project is currently at the 100% Construction Document submission, The final bid documents are anticipated to be completed by March 25, 2026. The design team will finalize the documents and present them, along with the list of prequalified contractors and subcontractors, to the Committee for review and approval at the March 30, 2026 meeting. Following Committee approval, the full package will be submitted to the Massachusetts School Building Authority (MSBA).

Upon approval, the project will proceed to the bidding phase, during which bid documents will be issued to prequalified contractors. The project team anticipates receiving bids and proceeding with contract award by the end of May 2026. The project team also provided an update on the prequalification process, noting that approximately 150 submissions were received across general contractors and subcontractor trades, indicating strong interest in the project. The team is currently reviewing and evaluating submissions, including reference checks and financial qualifications, in coordination with the prequalification committee.

Mike Carroll noted that only one submission was received for the elevator trade, and the package has been reissued. If additional responses are not received, the project team will follow the appropriate process to evaluate and incorporate that scope into the bidding phase. The project team expects to present the final list of prequalified contractors to the Committee for approval at the next meeting.

Pat Tompkins discussed quality control measures for the final bid documents, particularly with respect to coordination between trades and avoiding inconsistencies in specifications. Mike explained that the documents have undergone multiple levels of review at each design phase, including schematic design, design development, 60%, and 90% submissions. These reviews included internal quality control by the design team, as well as reviews by the Owner's Project Manager and independent estimators. He noted that the project has also undergone a third-party code review, with comments currently being addressed by the design team. Additional reviews are being coordinated with the building inspector and fire department as the project advances toward final submission.

The project team further noted that multiple stakeholders, including the design team, Owner's Project Manager, commissioning agent, and MSBA, have reviewed the documents to identify and resolve potential conflicts or gaps. The team emphasized that lessons learned from past projects are being incorporated to minimize coordination issues. While acknowledging that no set of construction documents is entirely without error, the project team expressed confidence that the multi-layered review process will help minimize discrepancies and reduce the risk of avoidable issues during construction.

90 % MSBA Submission Comments

Justin reported that the 90% Construction Documents were submitted to the Massachusetts School Building Authority (MSBA), and comments have been received in response. The project team is currently preparing responses to the MSBA comments, which are required to be submitted within 14 days. The design team and Owner's Project Manager are coordinating their respective responses and will reach out to the District if additional information is required. It was noted that the materials included in the meeting package reflect the MSBA's comments, and that the formal response document is still in progress.

Approval of Prior Meeting Minutes (02/09/26) *

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to accept the meeting minutes of February 20, 2026.

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

Future Agenda Items & Next Meeting Dates

Pat Tompkins confirmed that the next KSBC meetings will be held on Monday, March 30th and Tuesday, April 21th. The March XLT meeting will take place on Monday, March 23rd and April 13th. No additional agenda items were proposed.

Pat inquired about the projected dated that the bid documents will be available. Mike Carroll and Justin Ferdenzi confirmed that the bid documents are anticipated to be issued on April 7, 2026. The project team expects to receive Filed Sub-Bids on May 6, 2026, followed by General Contractor bids on May 19, 2026. The Notice of Award is anticipated to be issued on May 22, 2026. It was noted that the Committee's May meeting will be scheduled to align with the contract award process. Mike also noted that a site walk for contractors is tentatively planned for Friday, April 17, 2026, to allow bidders sufficient time to review the site and submit questions in advance of bid deadlines.

The Committee discussed scheduling for upcoming meetings. It was noted that the March 30, 2026 meeting may be conducted remotely, depending on the final agenda. The next meeting is currently scheduled for April 21, 2026; however, potential conflicts with holidays and other Town meetings were identified. The Committee agreed to further coordinate and confirm the final meeting date.

Adjourn*

On a motion by Nancy Twomey, seconded by John Coote, the Killam School Building Committee voted 6-0-0 to adjourn at 8:00 pm.

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

Town of Reading
Meeting Minutes

2016-09-22 LAG

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2026-03-30 Time: 7:00 PM

Building: Virtual Location: Zoom

Address: Session: Open Session

Purpose: General Business Version: Draft

Attendees: **Members - Present:**

Carla Nazzaro, Pat Tompkins, Shawn Brandt, John Coote, Chris Haley,Ed Ross, Greg Stepler, and Nancy Twomey.

Members - Not Present:

Kirk McCormick.

Others Present:

Reading Town Manager Jayne Wellman, Reading Fecilities Clerk David Dallaire, Colliers Project Director Mike Carroll, Colliers Project Manager Justin Ferdenzi, LBA Project Manager Jenni Katajamaki, LBA Architect David Harris

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:
Carla Nazzaro called the meeting to order at 7:00 pm and confirmed that the meeting was being held virtually.

Roll call attendance: Pat Tompkins, Shawn Brandt, John Coote, Chris Haley, Ed Ross, Greg Stepler, Nancy Twomey, and Carla Nazzaro.

Public Comment:
No reports.

Liaison Reports:

Mike Carroll noted that the team is planning to conduct outreach to project abutters to provide a direct update on the project timeline and upcoming activities. This meeting is anticipated to occur in mid-April, avoiding school vacation week, and will likely be held at the school.

Carla also noted that an upcoming KSBC meeting will include a presentation of the site development and exterior design, including playground layouts and exterior finishes. Members of the playground committees and parents will be invited to view the final renderings.

Prequalified Contractors Approval*

Justin presented the results of the prequalification process, noting strong interest from both general contractors and subcontractors. Only one general contractor was disqualified due to financial capacity concerns.

Approximately 30 subcontractors were disqualified, with the majority due to failure to acknowledge required addenda despite follow-up notifications. The remaining disqualifications were primarily due to firms not meeting the scale or experience requirements of the project. Justin noted that most trades still have a strong pool of qualified bidders, generally ranging from four to five or more per trade.

For the elevator trade, only one submission was initially received and later rejected, and no submissions were received in the reissued round. As a result, the recommendation is to proceed with the elevator scope as an open filed sub-bid, which is consistent with typical industry practice.

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Building Committee voted 8-0-0 to approve the prequalified contractor and filed sub-bidder list as presented for J. Warren Killam Elementary School Project.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes; John Coote – Yes; Chris Haley – Yes; Ed Ross – Yes; Greg Stepler- Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.

Authorize Documents to be Issued for Bid*

Carla introduced the request for the committee to authorize issuance of the 100% bid documents. It was noted that the documents are scheduled to be issued on April 7, 2026, with filed sub-bids due May 6, 2026, and general contractor bids due May 19, 2026.

Jhon Coote inquired regarding the status of the third party peer reviews. Justin provided an update on peer reviews, noting that structural and code review comments have been received and are being incorporated where applicable. Items still under discussion may be addressed through addenda if necessary. The committee requested that review comments and responses be shared for transparency.

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Building Committee voted 8-0-0 to issue the 100%, bid documents as prepared for J. Warren Killam Elementary School Project.

Discussion included clarification on procurement requirements, noting that the project will follow prevailing wage and allow both union and open shop participation depending on contractor agreements

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes; John Coote – Yes; Chris Haley – Yes; Ed Ross – Yes; Greg Stepler- Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.

Future Agenda Items & Next Meeting Dates

Carla reviewed upcoming meeting dates, noting that the next KSBC meeting is currently scheduled for April 22, 2026 followed by May 11, 2026.Though dates may shift depending on the bid timeline, and noted that the future meetings are aligned with key procurement milestones to allow timely review and award.

Mike Carroll reviewed upcoming milestones, noting that prequalification notifications will be issued immediately following the meeting. Bid documents are scheduled to be issued on April 7, 2026, with a contractor site walk planned for Friday, April 17, 2026. Filed sub-bids are due May 6, 2026, followed by general contractor bids on May 19, 2026. The project team anticipates awarding the contract by late May or early June, with construction mobilization planned after the school year concludes.

Chris Haley noted that the Select Board has officially appointed Jane Wellman as Town Manager. Carla confirmed that the MSBA will be notified of this update within the required timeframe.

Adjourn*

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Building Committee voted 8-0-0 to adjourn.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes; John Coote – Yes; Chris Haley – Yes; Ed Ross – Yes; Greg Stepler- Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.