

**RPS District CORE Values: We C.A.R.E.**

Continuous Reflection and Improvement • Academic Excellence and Innovation • Respectful and Responsible Relationships • Engaged and Equitable Community

**Randolph Public Schools**  
"Building Tomorrow, Today"



**Elizabeth G. Lyons Elementary School Building Committee**

40 Highland Avenue  
Randolph, MA 02368  
Office: (781) 961.6200  
Fax: (781) 961.6295  
Website: [www.randolph.k12.ma.us](http://www.randolph.k12.ma.us)

Thea R. Stovell, Superintendent of Schools

**Building Committee:**

Mr. William Alexopoulos	Ms., Andrea Nixon
Dr. Carlos Colley	Mr. Adam Smith
Ms. Ida Gordon	Ms. Thea Stovell
Mr. Brian Howard	Mr. Ronald Lum
Ms. Cindy Sypher-Lopez	Ms. Pamela Davis
Mr. Paul McDermott	Mr. Keith Wortzman
Mr. Stephen Nesterak	

**RANDOLPH PUBLIC SCHOOLS  
LYONS SCHOOL BUILDING COMMITTEE  
MEETING AGENDA**

**Wednesday, February 10, 2021**

**1:00 PM – 2:00 PM**

**LOCATION: VIRTUAL**

**To join the Lyons School Building Committee Meeting, please join Zoom as follows:**

<https://zoom.us/j/96276105362?pwd=dzNuNTBvYWFEZmJxQTEyMzZkZzdCZz09>

Meeting ID: 962 7610 5362

Password: 1Lfd52

Join by phone

(US) 312 626 6799 US (Chicago); 1 646 558 8656 US (New York)

**1:00 PM**

1. Open Meeting
  - a. Review and approve January 27<sup>th</sup> Meeting Minutes
2. Feasibility Study Updates:
  - a. Review Preferred Schematic Report and Vote to permit the OPM to submit to the MSBA on February 24<sup>th</sup>
  - b. Website/public information update
3. Invoice Approval
  - a. TSKP Invoice:  
Invoice # 9 in the amount of \$ 14,714.15
4. Public Comment

**Next Meeting: February 24, 2021 at 1:00 PM**

**Conducted pursuant to the Executive Order dated March 12, 2020 suspending certain provisions of the Open Meeting Law, Gen. L. c. 30A §20 et seq. and 940 CMR 29.01 et seq.**

---

**Our Schools:** AIM Academy ~ Elizabeth G. Lyons ES ~ John F. Kennedy ES~ Margaret L. Donovan ES ~ Martin E. Young ES ~ Randolph Community MS ~ Randolph High School

**Non-Discrimination Policy**

The Randolph Public Schools does not discriminate on the basis of race, color, ancestry, national origin, religion, creed, sex, gender identity or expression, sexual orientation, marital status, pregnancy or pregnancy related condition, genetic information, disability, veteran's status, age or homelessness in admission to, access to, employment in, or treatment in its programs and activities.

<b>Project:</b> Randolph Lyons School	<b>Meeting Date:</b> January 27, 2021
<b>Time:</b> 1:04 PM	<b>Meeting Location:</b> Zoom
<b>Meeting:</b> School Building Committee	<b>Report By:</b> Tieshia Walton
<b>Attending:</b> Ida Gordon, Chair (IG) Andrea Nixon, Vice Chair (AN)* Thea Stovell (TS)* Carlos Colley (CC)* Brian Howard (BH)* Pam Davis (PD)* Adam Smith (AS) *	Steve Nesterak (SN)* Randall Luther / TSKP Jesse Saylor/TSKP Yugon Kim/ TSKP Tieshia Walton/Daedalus Christina Opper / Daedalus Keith Wortzman (KW)* Richard Marks / Daedalus (RM)
* Building Committee Member	
<b>Absent:</b> Cindy Lopez (CL)* Lisa Millwood* Paul McDermott *	William Alexopoulos * Ron Lum

**Item**

- 1 The meeting was called to order by the Committee Chair Ida Gordon at 1:04
- 2 Feasibility Study Updates

The Preferred Schematic Report will be submitted to the MSBA on February 24, 2021. Ms. Stovell is currently updating the Educational Program. There has been a lot of information added to the Ed Program on project-based learning and building use. Thea Stovell is having a final meeting on Friday to review and will have a draft to Richard on Friday or Monday.

TSKP is working through the PSR binders and documenting the Devine Site. The Phase One Site Assessment has been released and they have begun pulling stuff together and coordinating meetings onsite to go through record searches. At the last building committee meeting TSKP had an estimate for a survey that also included flagging the wetlands for \$20,900 at the Devine site. TSKP received more proposals and now has a quote for \$17,000. TSKP will release the survey proposal at the end of the week. The snow on the ground may slow up the survey work but the surveyor can begin on site once the snow is clear.

TSKP had a discussion with Thea Stovell last week on the breakout areas and how they should be used and relate to the classrooms. Plan refinement is being done in the background.

Before the PSR submission on February 24<sup>th</sup> a budget update will be prepared.

Ms. Gordon would like Thea Stovell to have the School Committee review the Educational Program before submitting to the MSBA, Thea Stovell will share when finalized. Ms. Gordon would like to review just the project-based learning issues. Ms. Gordon would like a roof garden incorporated into

---

the Lyons. Thea stated that a garden is in the plan, maybe not on the roof. The District is putting together a three-year timeline to develop staff expertise in project-based learning.

Pam Davis would like Sensory Development incorporated into the design. TSKP noted that there will be a sensory room, and there is a lot of social/emotional learning being done throughout the District. Keith Wortzman suggests reaching out to the local collaborative where Ms. Stovell sits on the board and also visiting the newly constructed Stoughton High School.

After the PSR submission, there will be a "Facilities Assessment Subcommittee" meeting with the MSBA, OPM, Thea Stovell and TSKP. At the meeting, all materials submitted to the MSBA will be reviewed in detail, and changes may be requested prior to the MSBA Board Meeting in April. Richard will forward the date of the Board Meeting.

---

### 3 Approval of Meeting Minutes

Andrea made a motion to approve the meeting minutes from January 13, 2021, Pam seconded the motion. Andrea called for a roll call and voting was as follows;

- a. Carlos Colley-Yes
- b. Brian Howard-Yes
- c. Steve Nesterak-Yes
- d. Andrea Nixon-Yes
- e. Thea Stovell-Yes
- f. Pam Davis-Yes
- g. Keith Wortzman-Abstain
- h. Ida Gordon-Yes

7 yes, One Abstain

---

### 4 Invoice Approval

The invoices that were on the agenda to be approved at the December 16<sup>th</sup> meeting were not formally approved at that meeting.

Steve made a motion to approve the TSKP December 1, 2020 and Daedalus November 27, 2020 invoices, Brian seconded. Ida called for a roll call and voting was as follows;

- a. Carlos Colley-Yes
- b. Brian Howard-Yes
- c. Steve Nesterak-Yes
- d. Thea Stovell-Yes
- e. Pam Davis-Yes
- f. Ida Gordon-Yes
- g. Keith Wortzman- Yes
- h. Andrea Nixon- Yes
- i. Adam Smith- Yes

Daedalus requested postponement of action on their December invoice in the amount of \$10,000 until February. Looking for approval of the January 4<sup>th</sup> TSKP invoice # 8 in the amount of \$10,000.

Steve made a motion to approve the TSKP bill for \$10,000 for January and also extend an appreciation to Richard for extending out his payment schedule, Brian seconded the motion. Andrea called for a roll call and voting was as follows;

- a. Carlos Colley-Yes
- b. Brian Howard-Yes
- c. Steve Nesterak-Yes
- d. Andrea Nixon-Yes
- e. Adam Smith-Yes
- f. Thea Stovell-Yes
- g. Pam Davis-Yes
- h. Keith Worzman-Yes
- i. Ida Gordon-Yes

Unanimous

---

#### 5 Public Comments

There were some glitches with the website, emails weren't being responded too, and the problem is now fixed. Tieshia Walton and Christina Opper are working on organizing the website. Christina will contact Ms. Gordon and Thea Stovell in reference to public outreach. Christina is looking at distributing informational flyers. Pam suggested an electronic newsletter. Andrea suggested sending the newsletter through the Connect Ed Program app used by the District. Christina, Adam and John Monahan have had previous conversations about utilizing the Districts outreach platforms to contact the parents of students. There needs to be a determination on how to reach out to residents that don't have the Connect Ed app. There is a space on the website where you can sign up for newsletters, but there have not been a large number of people signing up. Brian has a system that can notify the Town about the website. Maybe a banner on RCTV that displays the project website information. Ms. Gordon suggested putting updates on the school website to direct people on where to go. Adam thinks the website is linked to the RPS site but will double check. Adam would like the selected site information added to the website. A complete update on community outreach will be presented at the next meeting.

---

#### 6 Meeting Adjournment

Andrea made a motion to adjourn, seconded by Pam. No roll call.

Next Meeting will be Wednesday February 10, 2021 at 1:00 PM

---

February 3, 2021

Steve Nesterak, Director of Facilities  
 Randolph Public Schools  
 40 Highland Avenue  
 Randolph, MA 02368

PROJECT: Elizabeth G. Lyons Elementary School  
 MSBA Design Services

PROJECT NO: 200303  
 INVOICE NO: 9 (Page 1 of 2)

**PROJECT SUMMARY**

Fee for Architectural Design Services is based on a lump sum of \$641,127, plus reimbursable items.

<u>Service or Phase</u>	<u>Contract Amount</u>	<u>Billed to Date</u>	<u>Paid to Date</u>
Feasibility Study	\$250,000.00	\$220,000.00 (88%)	\$210,000.00
Schematic Design	\$305,000.00	\$ 0.00	\$ 0.00
<b>Amendment #1</b>			
Geotechnical	\$ 8,800.00	\$ 8,800.00 (100%)	\$ 8,800.00
Surveying	\$ 29,150.00	\$ 29,150.00 (100%)	\$ 29,150.00
Redistricting Analysis	\$ 25,000.00	\$ 25,000.00 (100%)	\$ 22,500.00
<b>Amendment #2</b>			
Hazmat Inventory	\$ 6,697.00	\$ 5,962.09 (89%)	\$ 0.00
<b>Amendment #3</b>			
Additional Redistricting Study	\$ 2,200.00	\$ 2,200.00 (100%)	\$ 0.00
<b>Amendment #4</b>			
Devine Site Geotechnical Services	\$ 8,800.00	\$ 4,051.16 (46%)	\$ 0.00
<b>Amendment #5</b>			
Devine Site Phase I Environmental	\$ 5,480.00	\$ 0.00	\$ 0.00
	<u>\$641,127.00</u>	<u>\$295,168.25</u>	<u>\$270,450.00</u>

**PROFESSIONAL SERVICES**

Fee for Architectural Services and Reimbursable Items for the period ending January 31, 2021.

**AMENDMENT #1**

**REDISTRICTING ANALYSIS**

Milone & MacBroom	\$22,000.00
TSKP 10% Markup	\$ 2,200.00
TSKP (meetings/calls)	\$ 800.00
	<u>\$25,000.00</u>

Previously Billed \$22,500.00

Due this Invoice

\$2,500.00

*Oh Sustained 2/5/21*

**AMENDMENT #2**

**HAZMAT INVENTORY**

PEER Consultants	\$5,420.90
TSKP 10% Markup	\$ 542.09

Due this Invoice

\$5,962.99

*D. Galbraith Colley*

**2/5/21**

PROJECT: Elizabeth G. Lyons Elementary School  
MSBA Design Services

PROJECT NO: 200303  
INVOICE NO: 9 (Page 2 of 2)

AMENDMENT #3

ADDITIONAL REDISTRICTING STUDY

Milone & MacBroom	\$2,000.00	
TSKP 10% Markup	<u>\$ 200.00</u>	
Due this Invoice		\$2,200.00

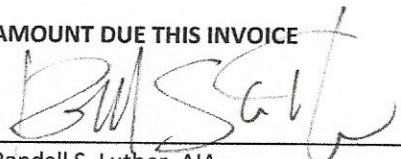
AMENDMENT #4

DEVINE SITE GEOTECHNICAL SERVICES

McPhail Associates	\$3,682.87	
TSKP 10% Markup	<u>\$ 368.29</u>	
Due this Invoice		<u>\$4,051.16</u>

AMOUNT DUE THIS INVOICE

\$14,714.15

  
\_\_\_\_\_  
Randall S. Luther, AIA  
Principal

*Dr. Sustard 2/5/21*

cc: [rmarks@chacompanies.com](mailto:rmarks@chacompanies.com)  
[tjarrett@chacompanies.com](mailto:tjarrett@chacompanies.com)

**STILL OUTSTANDING**

1/4/21 Invoice #8 **\$10,000.00**



Amendment #2



**PEER Consultants, P.C.**

409 12th St SW  
Suite 603  
Washington, DC 20024

**To:**

Yugon Kim, TSKP Boston Director, Associate  
TSKP  
119 Braintree Street, Suite 201  
Boston, MA 02134

Invoice No. 34620  
Sequential Invoice No. 5

via e-mail: ykim@tskp.com  
617-987-0182

12/10/2020

**Devine Elementary School - Limited Hazardous Building Material Services**  
55 Old Street, Randolph, MA

PEER Project No. 007517-001

Billing: October 1, 2020 through November 30, 2020

Per 9/30/2020 Proposal

Task 1.01 Hazardous Building Materials	\$	1,768.00
Task 1.01a 109 samples @ \$15/sample	\$	1,635.00
Task 1.01b 11 samples @ \$20/sample	\$	220.00
Task 1.01c Location Estimate (4.5 hrs @ \$138.20/hr)	\$	621.90
Task 1.01d General Cost Estimate	\$	622.00
Task 1.01e Letter Report	\$	554.00
	\$	<u>5,420.90</u>

Invoice Total: \$ 5,420.90

X 1.1

5962.99

**Reviewed and Certified by:**

PEER Consultants, PC

*Kathy Kennedy*

Accounts Receivable Dept.

(202) 478-2060

**Invoice**

 **MILONE & MACBROOM**

99 Realty Drive  
Cheshire, CT 06410  
203.271.1773  
ap@mminc.com

Randall Luther  
TSKP Studio  
One Hartford Square West  
146 Wyllys Street, Building 1-203  
Hartford, CT 06106

November 27, 2020  
Invoice No: 151218

Project Manager Michael Zuba

Project 141.12351.00080 Randolph School Redistricting Feasibility - Randolph, MA

Professional Services for the Period: October 31, 2020 to November 27, 2020

Billing Group 0020 Additional Scenario

Total Fee 2,000.00 *x 1.1 = \$2200*

Percent Complete	100.00	Total Earned	2,000.00
		Previous Fee Billing	1,000.00
		Current Fee Billing	1,000.00

**Total Fee 1,000.00**

**Billing Group Total \$1,000.00**

**Total Project Invoice Amount \$1,000.00**

**Outstanding Invoices**

Number	Date	Balance
98893	8/28/2020	1,100.00
150298	10/30/2020	2,100.00
<b>Total</b>		<b>3,200.00</b>



**Invoice**

 **MILONE & MACBROOM**

99 Realty Drive  
 Cheshire, CT 06410  
 203.271.1773  
 ap@mminc.com

Randall Luther  
 TSKP Studio  
 One Hartford Square West  
 146 Wyllys Street, Building 1-203  
 Hartford, CT 06106

October 30, 2020  
 Invoice No: 150298

Project Manager Michael Zuba

Project 141.12351.00080 Randolph School Redistricting Feasibility - Randolph, MA

**Professional Services for the Period: October 3, 2020 to October 30, 2020**

Billing Group	001X	Preliminary Redistricting		#1
Total Fee	22,000.00	$\times 1.1 = \$24,200$		
		$+ 800$		
Percent Complete	100.00	Total Earned	\$25,000	22,000.00
		Previous Fee Billing		20,900.00
		Current Fee Billing		1,100.00
		<b>Total Fee</b>		<b>1,100.00</b>
		<b>Billing Group Total</b>		<b>\$1,100.00</b>

Billing Group	0020	Additional Scenario		#3
Total Fee	2,000.00			
Percent Complete	50.00	Total Earned	1,000.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	1,000.00	
		<b>Total Fee</b>		<b>1,000.00</b>
		<b>Billing Group Total</b>		<b>\$1,000.00</b>
		<b>Total Project Invoice Amount</b>		<b>\$2,100.00</b>

**Outstanding Invoices**

Number	Date	Balance
98893	8/28/2020	1,100.00
<b>Total</b>		<b>1,100.00</b>



December 29, 2020  
 Project No: 6979.2.D2  
 Invoice No: 0067936

TSKP Studio  
 146 Wyllys Street  
 Hartford, CT 06106

Attention: Mr. Randall Luther  
 Email: rluther@tskp.com

Lyons Elementary School; Randolph, Massachusetts  
 Geotechnical Engineering Services  
 Feasibility and SD Phase - Devine Site  
 Proposal dated 11/20/20 - Budget \$8,000

**Professional Services from November 1, 2020 to November 30, 2020**

**Professional Personnel**

	<b>Totals</b>	<b>Hours</b>		<b>Amount</b>	
		11.00		460.37	
	<b>Total Labor</b>		<b>2.5 times</b>	<b>460.37</b>	<b>1,150.93</b>

**Consultants**

	New England Boring Cont.			2,280.00	
	<b>Total Consultants</b>		<b>1.1 times</b>	<b>2,280.00</b>	<b>2,508.00</b>

**Reimbursable Expenses**

	Travel			23.94	
	<b>Total Reimbursables</b>		<b>1.0 times</b>	<b>23.94</b>	<b>23.94</b>

**Total this Invoice** **\$3,682.87**

**Billings to Date**

	Current	Prior	Total
Labor	1,150.93	0.00	1,150.93
Consultant	2,508.00	0.00	2,508.00
Expense	23.94	0.00	23.94
<b>Totals</b>	<b>3,682.87</b>	<b>0.00</b>	<b>3,682.87</b>

x 1.1  
 -----  
 4051.16

Randolph - Elizabeth G. Lyons Elementary School  
**TOTAL PROJECT COST SUMMARY - FEASIBILITY STUDY PHASE**  
As of: 2/5/2021



Description of Work	Approved Budget	Committed to Date	Paid to Date	Current Invoices	Balance to Complete (Committed less Paid to Date)	Budget Variance	% Billed to Date
<b>Feasibility Study Phase</b>							
OPM Feasibility Study	\$ 275,000	\$ 275,000	\$ 170,510	\$ -	\$ 104,490	\$ -	62%
A&E Feasibility Study	\$ 555,000	\$ 555,000	\$ 210,000	\$ 10,000	\$ 345,000	\$ -	42%
Reimbursable A&E Expenses – Feasibility Study (Allowance)	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	0%
Environmental & Site (included in A&E Fee)	N/A	N/A	N/A	N/A	N/A		
Traffic Study (included in A&E Fee)	N/A	N/A	N/A	N/A	N/A		
Hazmat Testing (included in A&E Fee)	N/A	N/A	N/A	N/A	N/A		
Geotech (Allowance) See Note A	\$ 15,000	\$ 8,800	\$ 8,800	\$ -	\$ -	\$ 6,200	100%
Survey (Allowance) See Note A	\$ 20,000	\$ 29,150	\$ 29,150	\$ -	\$ -	\$ (9,150)	100%
Re-Districting Analysis (Allowance) See Note A	\$ 25,000	\$ 25,000	\$ 22,500	\$ 2,500	\$ -	\$ -	100%
<b>Feasibility Study Phase Subtotal*</b>	<b>\$900,000</b>	<b>\$892,950</b>	<b>\$440,960</b>	<b>\$12,500</b>	<b>\$449,490</b>	<b>\$7,050</b>	<b>51%</b>
<b>Contingency</b>							
Owner's Contingency	\$ 100,000						
TSKP Amendment # 2 Hazmat Testing at Devine		\$ 6,697	\$ -	\$ 5,962.99	\$ 734		89%
TSKP Amendment # 3 Additional Re-Districting at Devine		\$ 2,200	\$ -	\$ 2,200.00	\$ -		100%
TSKP Amendment # 4 Geotechnical Services at Devine		\$ 8,800	\$ -	\$ 4,051.16	\$ 4,749		46%
TSKP Amendment # 5 Phase One Assessment of Devine and Site Survey and Wetland Flagging on the Devine Site		\$ 24,180	\$ -	\$ -	\$ 24,180		0%
Subtotal		\$ 41,877	\$ -	\$ 24,714	\$ 29,663	\$ 58,123	
<b>Notes B &amp; C TOTAL BUDGET</b>	<b>\$ 1,000,000</b>	<b>\$ 934,827</b>	<b>\$ 440,960</b>	<b>\$ 24,714</b>	<b>\$ 479,153</b>	<b>\$ 65,173</b>	<b>50%</b>

**NOTES:**

- A. TSKP's Amendment No. 1 was in the amount of \$62,950
- B. MSBA has reimbursed \$319,624 (\$415,960 x 76.84 %) as of 1/25/2021
- C. TSKP is projecting \$25K for soil borings at the Devine site. Projected Contingency balance \$ 40,173. (\$65,173 less 25K)

# ATTACHMENT F

## CONTRACT FOR DESIGNER SERVICES AMENDMENT NO. 5

**WHEREAS**, the Town of Randolph ("Owner") and TSKP Studio, LLC, (the "Designer") (collectively, the "Parties") entered into a Contract for Designer Services for the Project (Project Number 201702440020) at the Elizabeth Lyons Elementary School on January 21, 2020. "Contract"; and

**WHEREAS**, effective as of February 1, 2021, 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:

<b>Fee for Basic Services:</b>	Original Contract	After this Amendment
Feasibility Study Phase	\$ 250,000	\$ 250,000
Schematic Design Phase	\$ 305,000	\$ 305,000
FSA Environmental & Site	\$	\$ 104,827
	\$	\$
<b>Total Fee</b>	\$ 555,000	\$ 659,827

This Amendment is a result of:

Phase I Environmental Assessment for the Devine School site in the amount of \$5,480 and the Devine Site Survey and Wetland Flagging in the amount of \$18,700 for a total of \$ 24,180.

The Construction Budget shall be as follows:

Original Budget: \$ \_\_\_\_\_  
Amended Budget \$ \_\_\_\_\_

4. The Project Schedule shall be as follows:

Original Schedule: \$ \_\_\_\_\_  
Amended Schedule \$ \_\_\_\_\_

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.

OWNER

\_\_\_\_\_  
(print name)  
\_\_\_\_\_  
(print title)  
By \_\_\_\_\_  
(signature)  
Date \_\_\_\_\_

TOWN MANAGER

\_\_\_\_\_  
(print name)  
\_\_\_\_\_  
(print title)  
By \_\_\_\_\_  
(signature)  
Date \_\_\_\_\_

DESIGNER

\_\_\_\_\_  
RANDALL LUTHER  
(print name)  
\_\_\_\_\_  
PARTNER  
(print title)  
By \_\_\_\_\_  
(signature)  
Date 2/1/2021



January 12, 2021

Town of Randolph c/o CHA  
1 Faneuil Hall Marketplace  
South Market Building, Suite 4195  
Boston, MA 02109

Attn: Richard Marks

Re: Elizabeth G. Lyons Elementary School Contract for Designer Services  
Randolph, MA  
**Devine School Phase I Environmental Assessment**

Dear Mr. Marks and the Town of Randolph,

Per our discussions, please find a proposal from Peer Consultants for a Phase I Environmental Assessment for the Devine school property. The scope of work is as outlined in the Peer proposal dated January 6, 2021.

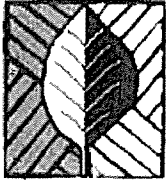
Our fee for this proposed scope is a lump sum of \$5,480 (\$4,982 Peer + \$498 TSKP mark-up).

Sincerely,



Randall Luther, AIA

oh - ~~submitted~~ 1/21/21  
→ Need Amend No S for  
signature



January 6, 2021

Yugon Kim, TSKP Boston Director, Associate  
TSKP  
119 Braintree Street, Suite 201  
Boston, MA 02134

E: ykim@tskp.com  
P: 617-987-0182

Re: Proposal – Devine Elementary School – Environmental Science Consulting Services  
55 Old Street, Randolph, Norfolk County, Massachusetts

Dear Yugon:

In accordance with your request, PEER Consultants is pleased to provide this cost proposal to conduct environmental science consulting services related, in general, to a Phase I Environmental Site Assessment (ASTM 1527-13) at the (former) Devine Elementary School, and located at 55 Old Street, in Randolph, Norfolk County, Massachusetts.

**1. SCOPE OF WORK**

**1.01 ASTM 1527-13 Environmental Site Assessment:**

PEER proposes to conduct an ESA consisting at a minimum, a Phase I Initial Site Investigation. PEER will complete this by conducting an ASTM 1527-13 Environmental Site Assessment (ESA), Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process. The purpose of this ESA will be to assist the client in developing information to identify recognized environmental conditions (RECs) in connection with the target property(s). ASTM E 1527-13 defines a REC as:

“the presence or likely presence of any hazardous substances or petroleum products in, on, or at a property: (1) due to any release to the environment; (2) under conditions indicative of a release to the environment; or (3) under conditions that pose a material threat of a future release to the environment. De minimis conditions are not recognized environmental conditions.”

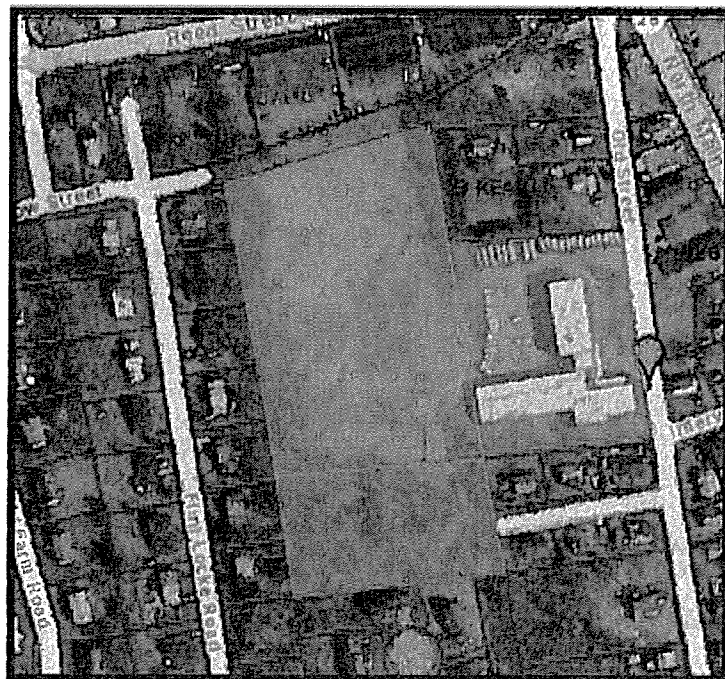
This ESA will be conducted and authored by an Environmental Professional (EP). Based on information provided by the Client, the Phase I will include only the subject parcels, assessed as one Target Property, as shown in the yellow highlight, below. Please note that portions of the Target Property may not be

accessible for visual inspection, as they may occur beneath asphalt or on-site buildings. In addition, PEER understands that certain portions of the building, which has been vacant for numerous years, may not be safely accessible as part of this ESA due to structural and biological concerns, and due to the presence of potential confined spaces. PEER also understands that trespassers may be present within the building, and therefore PEER may request that a site representative be present at the building during PEER's site reconnaissance visit.

PEER understands that due to the current COVID-19 restrictions, that PEER either may not be permitted inside Town Hall or may not be permitted sufficient scheduled "appointment" times for the purposes of completing the Town File Review. Therefore, as with other recent similar successful ESA investigations, PEER will request through the Architect and the Owner that certain Town Departments be contacted by the Owner, and for the Departments to review their files and to arrange for PEER to receive any relevant copies of Town files pertaining to recognized environmental conditions, either electronically, or through regular mail services.

To assist with this request, PEER will prepare an email, which may be forwarded directly to Town Departments.

Please confirm that the property, as shown below in the yellow highlight, is the Target Property, to be investigated as part of this Phase I ESA. This confirmation is needed prior to the initiation of the Phase I ESA.



55 Old Street, Randolph, Massachusetts  
(also known as "Old Street" and "Old Street Off")

There may be environmental issues or conditions at a property that parties may wish to assess in connection with commercial real estate that are outside the scope of the ASTM practice (the non-scope considerations). In addition, some substances may be present on a property in quantities and under conditions that may lead to contamination of the property or of nearby properties but are not included in CERCLA's definition of hazardous substances (42 U.S.C. §9601(14)) or do not otherwise present potential CERCLA liability. In any case, the non-scope considerations and non-CERCLA related hazardous substances are beyond the scope of this practice.

Based on the scope of our proposal for the ESA, PEER will not include the following ASTM non-scope items, such as: asbestos containing building materials, biological agents, cultural and historic resources, ecological resources, endangered species, health and safety, indoor air quality unrelated to releases of hazardous substances or petroleum products into the environment, industrial hygiene, lead-based paint, lead in drinking water, mold, radon, regulatory compliance, and wetlands.

Please note that we will plan to conduct the ESA portion of this proposal through you and the Town of Randolph at a certain date in the future, as it involves a Target Property visit, interviews with personnel knowledgeable of the Target Property, Town Department file reviews (previously discussed), ordering of State and federal database information, among other information. With the presumption that all Town Hall file information has been received by PEER and that the target property visit has been completed, the Final ESA Report may be prepared within 21 days from the receipt of all Town Hall file information.

If the area outlined above is not the Target Property to be assessed, please mark up the image to identify the Target Property, and we will make any necessary modifications to our proposal. In addition, if our understanding of the scope of the ESA portion of this project, or any of our assumptions, is different from actual anticipated work, please inform us immediately, and we will make appropriate adjustments to the proposal.

## 2. COST

For the work outlined above, including in consideration of our assumptions, we propose a fee for services as indicated in the following table. We understand that there may additional environmental-type tasks as the project moves forward, we would be pleased to provide you a separate cost proposal for any additional task items at such time

Devine Elementary School – Environmental Science Consulting Services		Total Cost (\$)
55 Old Street, Randolph, Massachusetts		
1.01	ASTM 1527-13 Environmental Site Assessment	4,982.00
<b>TOTAL: \$4,982.00</b>		

### **3. SCHEDULE**

We can start work as soon as this project is awarded to PEER through the issuance of a contract, and as soon as you can schedule property access and other site support staff for this project. Please note that physical, chemical, biological, and/or viral hazards, as well as any other local, State, or Federally imposed restrictions may delay the initiation of this assignment. Please note that snow and/or frozen ground conditions may also delay the initiation of this assignment.

### **4. STAFF RESPONSIBILITY**

Mr. David Gorden will be in charge of the project, and we understand that you will provide general direction and policy decisions on behalf of your organization. Other staff members with appropriate technical backgrounds will participate on this project.

### **5. GENERAL PROVISIONS**

Our work for clients is conducted on a confidential basis, and we will treat information received from you or developed by us in accordance with our Established Professional Standards.

Our work will be on a best-efforts basis. We expect that the results will meet the objectives sought, and we have assigned to the work professional personnel having the required skills, experience and competence. Our recommendations and the written material we provide will be our best judgment based upon the information available to us. In any event, our liability for damages arising out of your use of the results of our work or any recommendations we may make shall not be greater than the amount paid to us for the professional services rendered.

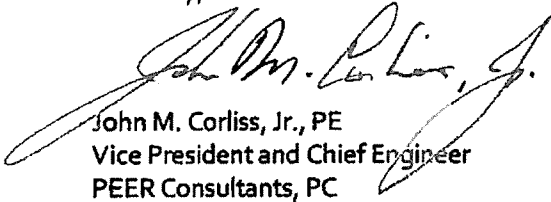
Any change in this agreement shall be confirmed in writing. This agreement shall be interpreted according to the laws of the Commonwealth of Massachusetts.



**6. ACCEPTANCE**

We appreciate the opportunity to work with you on this important assignment for the Town of Randolph. To authorize us to proceed, please issue us a contract to complete the work, and sign and return this proposal to us. This proposal shall be considered valid if authorized within ninety (90) days of the proposal date.

Sincerely,



John M. Corliss, Jr., PE  
Vice President and Chief Engineer  
PEER Consultants, PC

Accepted for

TSKP STUDIO ARCHITECTURE | PLANNING | INTERIORS

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

January 12, 2021  
January 29, 2021 (rev)

Town of Randolph c/o CHA  
1 Faneuil Hall Marketplace  
South Market Building, Suite 4195  
Boston, MA 02109

Attn: Richard Marks

Re: Elizabeth G. Lyons Elementary School Contract for Designer Services  
Randolph, MA  
**Survey and Wetland Flagging**

Dear Mr. Marks and the Town of Randolph,

Attached is a revised proposal for survey services of the Devine School site. Utilizing another vendor, we are able to realize a savings of \$2,200. As previously indicated, the entire property will be surveyed for property boundaries, topography, utilities, and known wetland soils.

This additional service will be performed for the Lump Sum of \$18,700 (\$17,000 + \$1,700 TSKP Mark-up).

Sincerely,



Randall Luther, AIA



January 25, 2021

Town of Randolph  
c/o TSKP Studio  
One Hartford Square West  
146 Wyllys Street  
Building 1-203  
Hartford, CT 06106

Attn: Randall Luther, AIA, MCPPO

Re: Proposal for Professional Land Surveying Services  
Existing Conditions Survey Plan  
Charles G Devine Elementary School  
55 Old Street, Randolph, MA

Dear Mr. Luther:

CHA Consulting Inc. is pleased to have the opportunity to provide you with this proposal for land surveying services associated with this project in Randolph. Our proposal includes the delineation of wetland resources areas and the preparation of an Existing Conditions Survey of the Charles G Devine Elementary School Property. Our understanding is that this property contains approximately 8 acres of land and is located at 55 Old Street. In addition, a swath of survey will extend from the site to Reed Street. Our survey will be prepared in compliance with the Massachusetts technical standards of 250 CMR section 6.02 and all tasks will be overseen by a licensed professional land surveyor.

## **SCOPE OF WORK (Exhibit A)**

### **Task 1 Delineation of Wetland Resource Areas**

A certified wetlands scientist from CHA will delineate boundaries of wetlands resource areas on and adjacent to the project site in accordance with the DEP Publication *Delineating Bordering Vegetated Wetlands Under the MA Wetlands Protection Act* (1995), the U.S. Army Corps of Engineers (ACOE) *Wetlands Delineation Manual* (Environmental Laboratory 1987) as well as the Town of Randolph Conservation Commission Policies and Procedures. Wetland resource area boundaries will be clearly marked using blue or pink flagging tape at intervals of approximately 20 to 30 feet, and each wetland series shall be identified by a unique alphanumeric sequence. Wetland delineation will include the top of bank of the stream that traverses the property.

DEP Data Form information will be collected for each wetland series at the time of the survey, and forms will be completed as required in preparation for state and local filings. A summary report of the environmental resource delimitation task results, along with the data forms, will be prepared and provided with the completed Existing Conditions Survey.

## Task 2 Existing Conditions Survey Plan

CHA will prepare an Existing Conditions Survey that will depict site improvements, site topography, property limits and easements of record for the property extents generally depicted in the attached exhibit. Based on Town Assessor records, the project area is comprised of 3 separate parcels of land with a total land area of roughly 8 acres. CHA anticipates that the internal property lines will be shown at their approximate location only. The survey will extend to the opposite edge of pavement along Old Street and will depict curb cuts and spot elevations along the edge of traveled way and utilities within the Street. The swath of existing conditions extending out to Reed Street will be approximately 40 feet wide. The horizontal datum for this survey will be the Mass State Plane Coordinate System. The vertical datum will be NAVD 88.

The following tasks will be completed for this survey.

- Boundary, Right-of-Way and Utility Research – Record property documents for the locus property, abutting properties and Old Streets will be obtained from the applicable County and Town offices. Utility records will be requested from public utility companies and applicable Town offices.
- Field Survey – CHA will conduct a field survey of the property to recover and survey property line evidence and monumentation. Site improvements surveyed will building corners, edges of pavement, wetland and top of bank flags, curb cuts, fences, significant individual trees, spot elevations, power poles and applicable gas, water and sewer utility structures.
- Office Calculations and Drafting – Boundary, utility and field survey information will be compiled and drafted at a plot scale of 1"=20' (or other suitable scale to provide a single plot sheet of 24" x 36") using AutoCAD 2018 to produce an Existing Conditions Plan. Property lines will be shown with dimensions. Abutting property lines will be shown based on compiled records. Easements of record will be indicated, and subsurface utilities will be shown based on record plans and surface feature field locations. Contours will be drafted at one-foot intervals to indicate site topography. Upon completion of the survey, the plans will be plotted for signature and stamping by a licensed professional surveyor. A PDF scan of the final plans and the AutoCAD files will be delivered.

### SCHEDULE OF SERVICES (Exhibit B)

CHA Consulting, Inc. is prepared to begin work immediately upon receipt of a signed Contract and anticipates that a review plan will be submitted within 3-4 weeks. Winter weather conditions and COVID-19 related impacts could potentially impact the proposed schedule. Any changes will be communicated quickly should they occur.

### FEES FOR SERVICES (Exhibit C)

Task 1: Wetland Resource Area Delineation and Report	\$ 2,500 Lump sum
Task 2: Existing Conditions Plan	\$ 14,500 Lump sum



We greatly appreciate the opportunity to submit this proposal for your consideration. If acceptable, please endorse the attached “Short Form Agreement” and return at your earliest convenience. We will then sign and return a fully executed copy for your records. If you have any questions, please feel free to contact me at (781) 982-5408.

Sincerely,



Eric J. Poreda, PLS  
Vice President



Exhibit A – Approximate limit of Existing Conditions Survey

