



August 28, 2019

OFFICE: (617) 492 2200  
FAX: (617) 876 9775

Garret Bertolini  
PC Construction  
131 Presumpscot Street  
Portland, ME 04103

130 Bishop Allen Drive  
Cambridge, MA 02139

hmfh.com

Re: Change Request Proposal – 190399  
Revised Sidewalk at Softball Fields

Dear Garret:

HMFH has reviewed this Change Request Proposal and is recommending to the Owner that it and the associated cost of \$673.00 be reviewed by the JBC. Furthermore, it is our understanding that PC Construction is not requesting any time be added to the contract for the work related to this CRP.

The sidewalk needed to be slightly revised to maintain the acceptable ADA grade when the fields were raised to provide the drainage design.

Per contract, PC's fee for coordination/supervision of change orders is 2% of the cost. PC has added an additional 5% fee for administration (\$31.00).

In approving this CR, the Owner is not accepting the request for reservation of rights identified in the CR.

Very Truly yours,

HMFH Architects

Alan Pemstein, AIA

encl: CRP 190399, RFI 853

cc: Stephanie Cartabona, Clerk  
Libby Simmons, Dover School District  
Bob Carrier, Chair JBC  
Laura Wernick, HMFH

Arthur S. Duffy, AIA  
Chin Lin, AIA  
Colin R. Dockrill, AIGA  
Deborah A. Collins, AIA  
Devin E. Canton, AIA  
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15027. Dover High School and Career  
**Technical Center**  
25 Alumni Drive  
Dover, NH 03820

# Change Request Proposal 190399

Title RFI 853 - Additional Concrete Sidewalk to North Southball Field  
Date Issued 05-AUG-19  
Proposal Status Submitted (Not Proceeding)

| Architect                                                                               | Owner                                                                                   |
|-----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Alan Pemstein<br>HMFH Architects, Inc.<br>130 Bishop Allen Drive<br>Cambridge, MA 02139 | Robert Carrier<br>Dover School District<br>61 Locust Street 409<br>Dover, NH 03820-4132 |
| T: 617.844.2140<br>F: 617.876.9775<br>E: apemstein@hmfh.com                             | T: 603.516.6800<br>F: 603.516.6809<br>E:                                                |

## Project Cost And Schedule Impacts

This proposal will increase the value of this contract by \$673.00.

## Scope Of Work

Furnish and Install Additional Concrete Sidewalks for the North Southball Field Approach. The sidewalk at the North Softball field was shifted in-order to maintain slopes per ADA requirements.

## Cost Items

| Description                        | Company         | Phase  | Amount          |
|------------------------------------|-----------------|--------|-----------------|
| 1. Additional Concrete Sidewalks   | PC Construction | 190399 | \$ 620.00       |
| 2. PC Administration (5%)          | PC Construction | 190399 | \$ 31.00        |
| L1 Markup - Overhead & Profit (2%) |                 | 900000 | \$ 13.00        |
| L2 Markup - Insurance (0.75%)      |                 | 016150 | \$ 5.00         |
| L2 Markup - P&P Bond (0.56%)       |                 | 016200 | \$ 4.00         |
| <b>Total</b>                       |                 |        | <b>\$673.00</b> |

## Architect/Engineer Recommendation

I have reviewed this change proposal and agree that it appears to be fair and reasonable and recommend acceptance.

Signature

Date

Name & Title of Authorized Representative

Alan Pemstein

HMFH Architects, Inc.

## Owner Approval

By signing below, the Owner authorizes this work to proceed and agrees that PC shall be compensated by the appropriate time and cost. This Change Request Proposal will be included in the next Contract Change Order.

Signature

Date

Name & Title of Authorized Representative

Robert Carrier

Joint Building Committee Chair  
Dover School District

This change request proposal includes only the direct costs associated with this work. PC Construction Company reserves the right to later claim schedule adjustment and extension of time, and for all other indirect impact costs caused by or resulting from this change proposal and cumulative effects of other change orders to the work of this contract.



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Cambridge, MA 02139

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Re: Change Request Proposal – 190404  
Detectable Warning Plates Teacher Parking Lot

Dear Garret:

HMFH has reviewed this Change Request Proposal and is recommending to the Owner that it and the associated cost of \$1,909.89 be reviewed by the JBC. Furthermore, it is our understanding that PC Construction is not requesting any time be added to the contract for the work related to this CRP.

Detectable warning plates needed to be added to crosswalks from the parking area to the sidewalk at the school.

Per contract, PC's fee for coordination/supervision of change orders is 2% of the cost. PC has added an additional 5% fee for administration (\$92.14).

In approving this CR, the Owner is not accepting the request for reservation of rights identified in the CR.

Very Truly yours,

HMFH Architects

Alan Pemstein, AIA

encl: CRP 190404, RFI 856  
cc: Stephanie Cartabona, Clerk  
Libby Simmons, Dover School District  
Bob Carrier, Chair JBC  
Laura Wernick, HMFH

Arthur S. Duffy, AIA  
Chin Lin, AIA  
Colin R. Dockrill, AIGA  
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# Change Request Proposal 190404

Title **RFI 856 - Parking Lot Pavement Clarification**  
Date Issued **26-AUG-19**  
Proposal Status **Submitted (Not Proceeding)**

## Architect

Alan Pemstein  
HMFH Architects, Inc.  
130 Bishop Allen Drive  
Cambridge, MA 02139

T: 617.844.2140  
F: 617.876.9775  
E: apemstein@hmfh.com

## Owner

Robert Carrier  
Dover School District  
61 Locust Street 409  
Dover, NH 03820-4132

T: 603.516.6800  
F: 603.516.6809  
E:

## Project Cost And Schedule Impacts

This proposal will increase the value of this contract by \$1,999.89.

## Scope Of Work

The Teacher Parking Lot area of refuge at the islands was changed from bituminous concrete to cast in place concrete with detectable warning stripes per RFI 856. As a means to expedite this work item as it is required to be completed prior to the start of paving operations the work to be performed on a Time & Material Basis not to exceed the total dollar amount listed below.

## Cost Items

| Description                             | Company         | Phase  | Amount            |
|-----------------------------------------|-----------------|--------|-------------------|
| 01. Saracina Concrete / PC Construction | PC Construction | 190404 | \$ 1,842.75       |
| 02. PC Adminstration                    | PC Construction | 190404 | \$ 92.14          |
| L1 Markup - Overhead & Profit (2%)      |                 | 900000 | \$ 39.00          |
| L2 Markup - Insurance (0.75%)           |                 | 016150 | \$ 15.00          |
| L2 Markup - P&P Bond (0.56%)            |                 | 016200 | \$ 11.00          |
| <b>Total</b>                            |                 |        | <b>\$1,999.89</b> |

## Architect/Engineer Recommendation

I have reviewed this change proposal and agree that it appears to be fair and reasonable and recommend acceptance.

Signature

Date

Name & Title of Authorized Representative

Alan Pemstein

HMFH Architects, Inc.

## Owner Approval

By signing below, the Owner authorizes this work to proceed and agrees that PC shall be compensated by the appropriate time and cost. This Change Request Proposal will be included in the next Contract Change Order.

Signature

Date

Name & Title of Authorized Representative

Robert Carrier

Joint Building Committee Chair  
Dover School District

This change request proposal includes only the direct costs associated with this work. PC Construction Company reserves the right to later claim schedule adjustment and extension of time, and for all other indirect impact costs caused by or resulting from this change proposal and cumulative effects of other change orders to the work of this contract.



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Re: Change Request Proposal – 190409  
Irrigation Control Revision

Dear Garret:

HMFH has reviewed this Change Request Proposal and is recommending to the Owner that it and the associated credit of (\$1,576.00) be reviewed by the JBC. Furthermore, it is our understanding that PC Construction is not requesting any time be added to the contract for the work related to this CRP.

CWS would prefer a controller similar to the ones already used by the City.

In approving this CR, the Owner is not accepting the request for reservation of rights identified in the CR.

Very Truly yours,

HMFH Architects

Alan Pemstein, AIA

encl: CRP 190409, PR-95

cc: Stephanie Cartabona, Clerk  
Libby Simmons, Dover School District  
Bob Carrier, Chair JBC  
Laura Wernick, HMFH

Arthur S. Duffy, AIA  
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# Change Request Proposal 190409

Title **PR-95 Irrigation Controller & Devices (Credit)**  
Date Issued **26-AUG-19**  
Proposal Status **Submitted (Not Proceeding)**

| Architect                                                                               | Owner                                                                                   |
|-----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Alan Pemstein<br>HMFH Architects, Inc.<br>130 Bishop Allen Drive<br>Cambridge, MA 02139 | Robert Carrier<br>Dover School District<br>61 Locust Street 409<br>Dover, NH 03820-4132 |
| T: 617.844.2140<br>F: 617.876.9775<br>E: apemstein@hmfh.com                             | T: 603.516.6800<br>F: 603.516.6809<br>E:                                                |

## Project Cost And Schedule Impacts

This proposal will decrease the value of this contract by \$-1,576.00.

## Scope Of Work

Changes to the Softball Field Irrigation System per PR-095 as requested by end user:

- Change Irrigation Controller and corresponding components from Baseline to Hunter
- Elimination of (1) soil moisture sensor.

## Cost Items

| Description                                                                         | Company                        | Phase  | Amount             |
|-------------------------------------------------------------------------------------|--------------------------------|--------|--------------------|
| 1) Salmon Falls Nursery & Landscaping - PR-95 Irrigation Controller & Device Chages | Salmon Falls Landscaping, Inc. | 027112 | \$ -1,555.00       |
| L2 Markup - Insurance (0.75%)                                                       |                                | 016150 | \$ -12.00          |
| L2 Markup - P&P Bond (0.56%)                                                        |                                | 016200 | \$ -9.00           |
| <b>Total</b>                                                                        |                                |        | <b>\$-1,576.00</b> |

## Architect/Engineer Recommendation

I have reviewed this change proposal and agree that it appears to be fair and reasonable and recommend acceptance.

Signature

Date

Name & Title of Authorized Representative

Alan Pemstein

HMFH Architects, Inc.

## Owner Approval

By signing below, the Owner authorizes this work to proceed and agrees that PC shall be compensated by the appropriate time and cost. This Change Request Proposal will be included in the next Contract Change Order.

Signature

Date

Name & Title of Authorized Representative

Robert Carrier  
Joint Building Committee Chair  
Dover School District

This change request proposal includes only the direct costs associated with this work. PC Construction Company reserves the right to later claim schedule adjustment and extension of time, and for all other indirect impact costs caused by or resulting from this change proposal and cumulative effects of other change orders to the work of this contract.



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Re: Change Request Proposal – 190411  
Horizon Additional Costs

Dear Garret:

HMFH has reviewed this Change Request Proposal and is recommending to the Owner that it and the associated credit of (\$12,404.00) be reviewed by the JBC. Furthermore, it is our understanding that PC Construction is not requesting any time be added to the contract for the work related to this CRP.

Due to the amount of time required to coordinate the correct functioning of the RTUs the Commissioning Agent has needed to spend more time on the project than originally determined. PC has agreed to cover 75% of the additional Horizon costs.

In approving this CR, the Owner is not accepting the request for reservation of rights identified in the CR.

Very Truly yours,

HMFH Architects

Alan Pemstein, AIA

encl: CRP 190411

cc: Stephanie Cartabona, Clerk  
Libby Simmons, Dover School District  
Bob Carrier, Chair JBC  
Laura Wernick, HMFH

Arthur S. Duffy, AIA  
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# Change Request Proposal 190411

Title **Horizon Engineering Associates Additional Costs (Credit)**  
Date Issued **26-AUG-19**  
Proposal Status **Submitted (Not Proceeding)**

| Architect                                                                               | Owner                                                                                   |
|-----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Alan Pemstein<br>HMFH Architects, Inc.<br>130 Bishop Allen Drive<br>Cambridge, MA 02139 | Robert Carrier<br>Dover School District<br>61 Locust Street 409<br>Dover, NH 03820-4132 |
| T: 617.844.2140<br>F: 617.876.9775<br>E: apemstein@hmfh.com                             | T: 603.516.6800<br>F: 603.516.6809<br>E:                                                |

## Project Cost And Schedule Impacts

This proposal will decrease the value of this contract by \$-12,404.00.

## Scope Of Work

As discussed at the JBC Meeting, PC to split the costs for Horizon Engineering Associates invoice dated November 6, 2018 in the amount of \$16,320.00, break down of cost as follows:

JBC - 25% - \$4,080.00  
PC - 75% - \$12,240.00

## Cost Items

| Description                                                    | Company         | Phase  | Amount              |
|----------------------------------------------------------------|-----------------|--------|---------------------|
| 1. PC provide credit for 75% of HEA's invoice dated 11.06.2019 | PC Construction | 190411 | \$ -12,240.00       |
| L2 Markup - Insurance (0.75%)                                  |                 | 016150 | \$ -94.00           |
| L2 Markup - P&P Bond (0.56%)                                   |                 | 016200 | \$ -70.00           |
| <b>Total</b>                                                   |                 |        | <b>\$-12,404.00</b> |

## Architect/Engineer Recommendation

I have reviewed this change proposal and agree that it appears to be fair and reasonable and recommend acceptance.

Signature

Date

Name & Title of Authorized Representative

Alan Pemstein

HMFH Architects, Inc.

## Owner Approval

By signing below, the Owner authorizes this work to proceed and agrees that PC shall be compensated by the appropriate time and cost. This Change Request Proposal will be included in the next Contract Change Order.

Signature

Date

Name & Title of Authorized Representative

Robert Carrier  
Joint Building Committee Chair  
Dover School District

This change request proposal includes only the direct costs associated with this work. PC Construction Company reserves the right to later claim schedule adjustment and extension of time, and for all other indirect impact costs caused by or resulting from this change proposal and cumulative effects of other change orders to the work of this contract.