

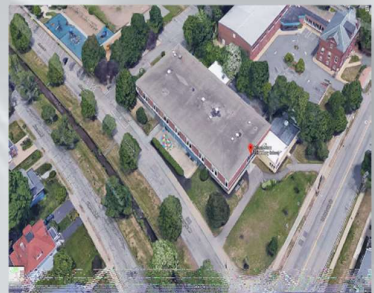


City of Newton  
**Lincoln Eliot – NECP Project**  
**Project Monthly Report**

**July 2019**

The Global Leader in Managing Construction Risk

**HILL**  
**Hill International**





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- b. Newton City Council Actions Report, July 8, 2019, excerpt for docket #194-19, 5-58 for the Newton Early Childhood Program at 687 Watertown Street.
- c. NECP Test Fit Budget, dated August 12, 2019

# 1. Executive Summary

## Executive Summary

This Project Manager's Report for the City of Newton's Lincoln Eliot-NECP (LE-NECP) Project submitted by **Hill International (Hill)**, covers activities for the month of July 2019.

During the month of July 2019, Hill provided the City with budget utilization update for the project and NECP at 687 Watertown Street schematic design, site plan approvals, and updated budgetary cost analysis for proposed project scope.

On June 19, 2019, Newton's Public Facilities Committee considered a Design Review Committee petition, pursuant to 5-58, for schematic design and site plan approval at 687 Watertown Street for the interior renovation of the former Horace Mann school to accommodate the Newton Early Childhood Program and proposed site design that includes a new entry plaza, removal of the existing modular structures to provide an access drive, a school transportation van loading area and emergency access, landscaping improvements, and site improvements including parking improvements and an accessible ramp to new play structures located in the adjacent area north of the building. Public Buildings, Hill, and Arrowstreet provided supporting documentation regarding the project budget, storm water management measures incorporated into the project design, and analysis of building insulation options and mechanical system costs. Following discussion and deliberation, the Committee voted in favor of site plan approval for NECP at 687 Watertown Street, with all of the conditions recommended by the Design Review Committee and contingent on future presentations to the Public Facilities Committee, with such conditions being:

- The project will re-use existing infrastructure and systems to the maximum extent feasible.
- The project will provide envelope improvements as feasible.
- The project will evaluate opportunities to incorporate PV.
- The project will continue to pursue sustainability initiatives, reduce project energy consumption and embodied carbon, and reduce fossil fuel consumption.
- The project will continue to refine and address all parking, traffic, and site circulation challenges.
- The project will continue to work with the City's Parks and Recreation Department to facilitate the installation of playgrounds.

On July 8, 2019, Public Facilities reported to City Council on its 5-58 Site Plan Approval for NECP at 687 Watertown Street, including conditions for approval, see Tab 4 – Supplemental Documentation for City Council Reports Docket and Council Action record.

During the month of July 2019, Schematic Design documentation and design advancement continued. On July 11, 2019, the NECP Working Group met to review Public Facilities Committee 5-58 Site Plan Approval for NECP at 687 Watertown Street including conditions for approval and design advancement of interior space layout and adjacencies, and exterior building designs.

On July 22, 2019, Schematic Design documents were forwarded to Arrowstreet's independent cost estimator PM&C for construction cost estimate. The independent cost estimate is due August 5, 2019 for review and reconciliation of scope and costs to budget.

Additionally, Arrowstreet and its sub-consultants performed initial planning and proposal pricing for supplemental survey work to document the area for NECP play structure equipment at Albemarle Park and supplemental geotechnical work including test pit required to document conditions for storm water design and Conservation Commission and MA DEP permit filings. Survey and geotechnical investigations services are scheduled to be performed August 2019.

Hill Invoice #PBO-02339.00-0000009 was submitted and processed for payment.

### **Progress and Milestones Achieved**

The following milestones were achieved over the month of July 2019:

- Public Facilities Committee 5-58 Site Plan Approval for NECP at 687 Watertown St. report to City Council.
- Schematic Design documentation completed for NECP at 687 Watertown St. and forwarded for independent cost estimate and Hill scope and constructability review.

### **Key Objectives**

The key objectives and dates for the coming month are:

- Completion of and reconciliation of the Schematic Design cost estimate to budget for NECP at 687 Watertown St..
- Meet with Newton Parks and Recreation to review Albemarle Park impacts and play structure adjustments needed for the NECP program at 687 Watertown St. property.
- Continue to update project work plan based on achieved milestones, approval of schematic design documents and authorization of design development phase for NECP at 687 Watertown St., and sequence for CIP funding.

### **Financials**

The LE-NECP budget includes multiple appropriations that total \$1,570,000. Contracts commitments include: Hill International for Owner Project Management services totaling of \$213,970, Other Feasibility Study Cost totaling \$2,000 for legal notices, etc., and Arrowstreet for Designer Services totaling \$1,197,930. Total commitments to date equal \$1,470,157. Based on the \$1,570,000 total appropriation and contract commitments and expenditures to date, the project is under budget.

The Total Project Budget established for NECP at 687 Watertown Street is \$13.0mil.



## **Schedule**

The next milestones for the project are:

- Schematic Design approval and authorization to proceed to Design Development phase for NECP at 687 Watertown St.
- Process and executed Designer Services Amendment for supplemental site survey and geotechnical investigations at 687 Watertown St.
- Perform supplemental site survey and geotechnical investigations at 687 Watertown St.

## **Upcoming tasks include:**

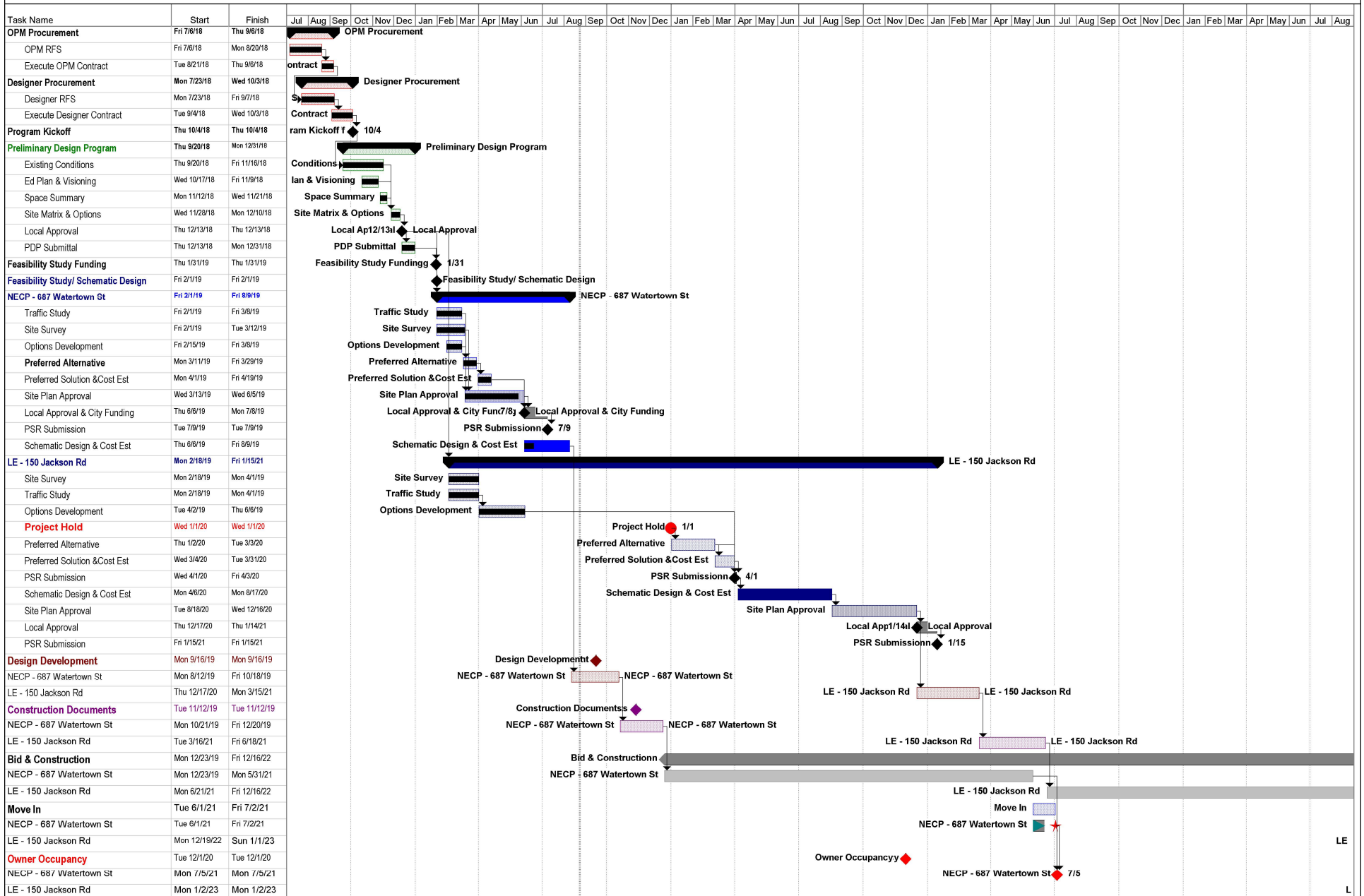
### **August 2019:**

- Completion of and reconciliation of Schematic Design cost estimate to budget for NECP at 687 Watertown St.
- Schematic Design approval and authorization to proceed to Design Development phase for NECP at 687 Watertown St.
- Process and executed Designer Services Amendment for supplemental site survey and geotechnical investigations at 687 Watertown St.
- Perform supplemental site survey and geotechnical investigations at 687 Watertown St.
- Amend project work plan and schedule for Schematic Design approval and to meet the project CIP funding plan for NECP at 687 Watertown Street and Lincoln Eliot at 150 Jackson Road.
- Negotiate fee and process contract amendment for continued designer services for phases Design Development, Construction Documents, Bid, Construction Administration and Closeout for NECP at 687 Watertown St.



## 2. Schedule

PROJECT WORK PLAN SCHEDULE





## 3. Financials



### Project Budget and Cost Summary

Description	Total Budget	BUDGET			COST			CASH FLOW	
		Baseline Budget	Authorized Changes	Current Budget	Committe d Costs	Uncommit ted Costs	Total Project	Expenditure s to Date	Balance To Spend
20 Construction									
PreConstruction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escalation Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimating Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Alternates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
30 Architectural & Engineering									
Designer - Ed. Program Services	\$64,200	\$64,200	\$0	\$64,200	\$64,200	\$0	\$64,200	\$64,200	\$0
Designer - Ex. Conditions	\$96,000	\$96,000	\$0	\$96,000	\$96,000	\$0	\$96,000	\$96,000	\$0
A&E Feasibility Study	\$264,900	\$264,900	\$0	\$264,900	\$264,900	\$0	\$264,900	\$125,900	\$139,000
5-58 Site Plan Approval	\$121,320	\$121,320	\$0	\$121,320	\$121,320	\$0	\$121,320	\$56,440	\$64,880
Schematic Design	\$535,900	\$535,900	\$0	\$535,900	\$535,900	\$0	\$535,900	\$231,002	\$304,898
Design Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction Documents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bidding / Negotiations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction Administration/Closeout	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Geotechnical Engineering	\$21,010	\$21,010	\$11,722	\$32,732	\$32,732	\$0	\$32,732	\$0	\$32,732
Geoenvironmental Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Site Survey	\$37,950	\$37,950	\$7,909	\$45,859	\$45,859	\$0	\$45,859	\$37,950	\$7,909
Site Approval	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hazardous Materials Sampling	\$8,960	\$8,960	\$0	\$8,960	\$3,960	\$5,000	\$8,960	\$3,960	\$5,000
LSP Services	\$57,500	\$57,500	-\$19,631	\$37,869	\$37,869	\$0	\$37,869	\$0	\$37,869
Traffic Studies	\$67,690	\$67,690	\$0	\$67,690	\$52,690	\$15,000	\$67,690	\$33,866	\$33,824
OtherCosts (Convent Reuse Eval)	\$28,500	\$28,500	\$0	\$28,500	\$0	\$28,500	\$28,500	\$0	\$28,500
Printing (Over the Minimum)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Testing & Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reimbursable Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$1,303,930	\$1,303,930	\$0	\$1,303,930	\$1,255,430	\$48,500	\$1,303,930	\$649,318	\$654,612
40 Administrative Costs									
OPM -Ed. Program Services	\$43,140	\$43,140	\$0	\$43,140	\$43,140	\$0	\$43,140	\$43,140	\$0
OPM Feasibility Study/Schematic Design	\$155,830	\$155,830	\$0	\$155,830	\$155,830	\$0	\$155,830	\$28,258	\$127,573
OPM Design Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM Construction Documents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM Bidding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM Construction Adm/Closeout	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM: Cost Estimates	\$15,000	\$15,000	\$0	\$15,000	\$15,000	\$0	\$15,000	\$0	\$15,000
OPM Reimbursables & Site Approval Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commissioning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Admin Costs	\$2,000	\$2,000	\$0	\$2,000	\$757	\$1,243	\$2,000	\$757	\$1,243
Utility Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Legal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction Testing & Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$215,970	\$215,970	\$0	\$215,970	\$214,727	\$1,243	\$215,970	\$72,154	\$143,816
50 Furniture, Fixtures and Equipment									
Furniture, Fixtures and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Sub-Total	\$1,519,900	\$1,519,900	\$0	\$1,519,900	\$1,470,157	\$49,743	\$1,519,900	\$721,472	\$798,428
70 Project Contingency									
Construct Contingency (Hard Cost) (5%)	\$0	\$0	\$0	\$0		\$0	\$0		\$0
Owner's Contingency (Soft Cost) (5%)	\$50,100	\$50,100	\$0	\$50,100		\$50,100	\$50,100		\$50,100
Subtotal	\$50,100	\$50,100	\$0	\$50,100		\$50,100	\$50,100		\$50,100
Project Total	\$1,570,000	\$1,570,000	\$0	\$1,570,000	\$1,470,157	\$99,843	\$1,570,000	\$721,472	\$848,528



## 4. Supplemental Documentation

- a. Newton City Council Reports Docket, July 8, 2019,  
excerpt for docket #194-19, 5-58 for the Newton Early  
Childhood Program at 687 Watertown Street.
- b. Newton City Council Actions Report, July 8, 2019,  
excerpt for docket #194-19, 5-58 for the Newton Early  
Childhood Program at 687 Watertown Street.
- c. NECP Test Fit Budget, dated August 12, 2019



## **City Council Reports Docket**

June 18: Land Use

June 19: Programs & Services, Public Safety & Transportation, Public Facilities

June 24: Zoning & Planning

June 25: Land Use

June 26: Finance

Monday, June 17, 2019

Continued

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7:45 PM, Newton City Hall

To be reported on

**Monday, July 8, 2019**

### **City of Newton** **In City Council Items to be Acted Upon**

#### **Unfinished Council Business**

**Item postponed to a date certain**

**#578-18 Shorten the duration of the winter parking ban**

COUNCILORS ALBRIGHT, COTE, KELLEY, GREENBERG, CICCONE, LIPOF, AUCHINCLOSS, RICE, DOWNS, KRINTZMAN, NOEL, AND NORTON, requesting to shorten the duration of the winter parking ban to begin on December 15 (instead of November 15) and end on April 1 (instead of April 15).

**Public Safety & Transportation Approved 7-0-1 (Grossman abstaining) on 12/17/18**

**Item postponed to a date certain to be determined on 12/17/18**

#### **Referred to Land Use Committee**

Tuesday, June 18, 2019

Present: Councilors Schwartz (Chair), Lipof, Greenberg, Auchincloss, Kelley, Markiewicz, Crossley, Laredo; also Present: Councilors Rice, Grossman, Albright, Kalis, Danberg, Noel, Leary

**#176-19 Special Permit Petition to allow parking within the setback at 1188 Chestnut Street**

TARA POTTER AND DOUG ROONEY petition for SPECIAL PERMIT/SITE PLAN APPROVAL to construct an addition to the existing single-car garage, extending the non-conforming front setback, to allow parking within the setback and within five feet of the street at 1188 Chestnut Street, Ward 5, Newton Upper Falls, on land known as Section 51 Block 40 lot 22, containing approximately 5,807 sq. ft. in a district zoned MULTI RESIDENCE 1. Ref: Sec. 7.3.3, 7.4, 3.2.3, 7.8.2.C.2, 5.1.7.A, 5.1.13, 3.2.11 of Chapter 30 of the City of Newton Rev Zoning Ord, 2017.

**Land Use Held 7-0 (Greenberg not voting); Public Hearing Continued**

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The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the city of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: [jfairley@newtonma.gov](mailto:jfairley@newtonma.gov) or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

**Referred to Public Safety & Transportation, Public Facilities and Finance Committees**

- #156-18**      **Ordinance amendments for enforcement and fines for sidewalk clearing violations**  
COUNCILORS DANBERG, ALBRIGHT, CROSSLEY, NORTON, AND LIPOF requesting amendments to Chapter 17, Section 3 and Chapter 26 Section 8D of the Revised Ordinances to provide for enforcement and fines for violations of the sidewalk clearing ordinance.  
**Public Safety & Transportation Approved 6-1, (Ciccone opposed) 06/19/19**  
**Finance Approval as Amended Fails to Carry 3-3 (Ciccone, Gentile, Lappin opposed) on 06/26/19**  
**Public Facilities Approved 6-2 (Lappin, Gentile Opposed)**

**Referred to Public Facilities Committee**

- #194-19**      **5-58 for the Newton Early Childhood Program at 687 Watertown Street**  
DESIGN REVIEW COMMITTEE petition, pursuant to 5-58, for schematic design and site plan approval at 687 Watertown Street for the interior renovation of the former Horace Mann school to accommodate the Newton Early Childhood Program and proposed site design that includes a new entry plaza, removal of the existing modular structures to provide an access drive, a school transportation van loading area and emergency access, and landscaping improvements. Additional site improvements include parking improvements and an accessible ramp to new play structures located in the adjacent area north of the building.  
**Public Facilities Approved 5-0-2 (Lappin, Gentile abstaining)**
- #230-19**      **Resolution in support of the F.U.T.U.R.E. Act**  
COUNCILORS CROSSLEY, KELLEY, LAREDO, LEARY AND NORTON requesting a resolution from the City Council in support of "An Act for Utility Transition to Using Renewable Energy" House H.2849/Senate S.1940, also known as the FUTURE Act, which mandates measures that address the urgent need to advance repair of a growing number of underground leaking gas pipes under our streets, while implementing a transition to safer and cleaner energy sources, and mandates processes to ensure coordinating this work with municipalities.  
**Public Facilities Approved 7-0 (Laredo not Voting)**

**Referred to Public Safety & Transportation Committee**

Wednesday, June 19, 2019

Present: Councilors Ciccone (Chair), Downs, Noel, Grossman, Lipof, Auchincloss and Markiewicz; absent: Councilor Cote; also present: Councilors Crossley (Chair), Leary, Norton, Kelley, Gentile, Laredo, Lappin, Danberg and Albright



## **City Council Actions**

### **In City Council**

**Monday, July 8, 2019**

**Present:** Councilors Albright, Auchincloss, Baker, Brousal-Glaser, Ciccone, Cote, Crossley, Danberg, Downs, Gentile, Greenberg, Grossman, Kelley, Krintzman, Lappin, Leary, Lipof, Markiewicz, Noel, Schwartz and Laredo

**Absent:** Councilors Kalis, Norton and Rice

### **The City Council discussed the following items on Second Call:**

*The Rules & Orders of the Council contain a blackout period to avoid scheduling public hearings for Major Projects in July or August. The following petition was filed with the Clerk of the Council on June 27, 2019 during the June 1 to July 20 blackout period. A suspension of the rules is required as the petition seeks to allow a waiver of 14 parking stalls, which meets one of the criteria for a Major Project. The petitioner is requesting a suspension of the rules pursuant to Article IX, Section 1 of the Rules & Orders (3/4 vote) of the City Council to suspend the time restrictions to allow the petition to be assigned a public hearing for August 6, 2019*

#### **Referred to Land Use Committee**

**#238-19      Petition to allow parking waivers for a health club at 35-41 Lincoln Street**

PAUL FEINBERG/EVELYN P GREENSPAN TRUST petition for SPECIAL PERMIT/SITE PLAN APPROVAL to amend Special Permit Board Order # 306-12 to allow a waiver of 14 parking stalls and to allow assigned parking at 35-41 Lincoln Street, Ward 6, Newton Highlands, on land known as Section 52 Block 08 Lot 18, containing approximately 5,000 sq. ft. of land in a district zoned BUSINESS USE 1. Ref: Sec. 7.3, 7.4, 5.1.4, 5.1.13, 5.1.3.E of Chapter 30 of the City of Newton Rev Zoning Ord, 2017.

**Motion to Suspend the Rules, to Accept to the Docket and Assign a Public Hearing was Approved by a Vote of 20 Yeas, 1 Recused (Councilor Laredo), 3 Absent (Councilors Kalis, Norton and Rice)**

**Clerk's Note:**

#### **Referred to Land Use Committee**

**#179-19      Petition to amend Board Order #96-17 to allow bank use at Washington Place**

WASHINGTON PLACE OWNER, LLC petition for SPECIAL PERMIT/SITE PLAN APPROVAL to amend Special Permit Council Order #96-17 to allow modification of Condition #34 to allow the petitioner to lease commercial space to not more than one commercial bank with a total square footage not to exceed 3,800 sq. ft. at 845 Washington Street and 245

**Referred to Public Facilities Committee**

- #194-19**      **5-58 for the Newton Early Childhood Program at 687 Watertown Street**  
DESIGN REVIEW COMMITTEE petition, pursuant to 5-58, for schematic design and site plan approval at 687 Watertown Street for the interior renovation of the former Horace Mann school to accommodate the Newton Early Childhood Program and proposed site design that includes a new entry plaza, removal of the existing modular structures to provide an access drive, a school transportation van loading area and emergency access, and landscaping improvements. Additional site improvements include parking improvements and an accessible ramp to new play structures located in the adjacent area north of the building.  
**Public Facilities Approved 5-0-2 (Lappin, Gentile abstaining)**

- #230-19**      **Resolution in support of the F.U.T.U.R.E. Act**  
COUNCILORS CROSSLEY, KELLEY, LAREDO, LEARY AND NORTON requesting a resolution from the City Council in support of “An Act for Utility Transition to Using Renewable Energy” House H.2849/Senate S.1940, also known as the FUTURE Act, which mandates measures that address the urgent need to advance repair of a growing number of underground leaking gas pipes under our streets, while implementing a transition to safer and cleaner energy sources, and mandates processes to ensure coordinating this work with municipalities.  
**Public Facilities Approved 7-0 (Laredo not Voting)**

**Referred to Finance Committee**

Wednesday, June 26, 2019

- #231-19**      **Mayor’s re-appointment of Daniel Kunitz as a trustee of the Cousens Fund**  
DANIEL KUNITZ, 51 Pratt Drive, West Newton re-appointed as a trustee of the Horace Cousens Fund for a term of office to expire on June 1, 2022. (60 days – 08/17/19)  
**Finance Approved 6-0**

**Referred to Programs & Services and Finance Committees**

- #224-19**      **Request for salary increase for City Clerk/Clerk of the City Council**  
COUNCILORS LAREDO AND KALIS requesting an increase in the salary of the City Clerk/Clerk of the City Council to \$139,719 effective July 1, 2019 to match the percentage increase included in the FY20 budget for H-grade employees.  
**Programs & Services Approved 7-0 on 06-19-19**  
**Finance Approved 6-0**

**Motions to Suspend the Rules to Report out the following items without written reports were Approved by Voice Vote**

**City of Newton**  
**NECP Project at 687 Watertown Street**  
**August 12, 2019**



**Project Budget and Cost Summary**

Description	Budget
<b>20 Construction</b>	
Construction	\$10,465,631
Change Orders	\$523,282
Alternates	\$0
<b>30 Architectural &amp; Engineering</b>	
Designer - Ex. Conditions	\$47,100
A&E Feasibility Study	\$125,900
Schematic Design	\$243,160
Design Development	\$209,313
Construction Documents	\$250,000
Construction Administration/Closeout	\$250,000
Geotechnical Engineering	\$35,505
Site Survey	\$23,342
Hazardous Materials	\$25,000
LSP Services	\$23,000
Traffic Studies	\$26,345
Other Services	\$118,540
Printing (Over the Minimum)	\$8,000
Testing & Inspections	\$0
Reimbursable Expenses	\$3,000
Subtotal	\$1,388,205
<b>40 Administrative Costs</b>	
OPM -Ed. Program Services	\$43,140
OPM Study-Construction	\$323,160
OPM: Cost Estimates	\$15,000
OPM Reimbursables & Site Approval Services	\$0
Commissioning	\$0
Other Admin Costs	\$2,000
Utility Fees	\$75,000
Legal	\$0
Construction Testing & Inspections	\$25,000
Subtotal	\$483,300
<b>50 Furniture, Fixtures and Equipment</b>	
Furniture, Fixtures and Equipment	\$0
Technology	\$0
Subtotal	\$0
<b>Project Sub-Total</b>	\$12,860,418
<b>70 Project Contingency</b>	
Owner's Contingency (Soft Cost) (5%)	\$139,582
Subtotal	\$139,582
<b>Project Total</b>	\$13,000,000