

MEMORANDUM

To: CRA Board
From: Erica Schwarz
Date: November 17, 2021
Re: 99 Bishop Allen Drive - Designer Contract Amendment

BACKGROUND

The Bishop Allen Drive construction project is in the final weeks of major construction and should receive its certificate of occupancy by November 30th. Permanent power has been connected to the building, the elevator is operational, building finishes are being installed, and mechanical systems are all being programmed and tested. The nonprofit tenants' will be moved back into their offices on December 2nd and 3rd. There are a number of project elements that will be expected to require ongoing work at the building, post occupancy.

Over the course of the project, change orders such as for the oil tank removal, bolstering needed for the front retaining wall and for the elevator installation have resulted in additional design hours from Silverman Trykowski Associates (STA), the project architect, and additional services from some of STA's subcontractors. STA is requesting a contract amendment for these additional expenses.

In addition, STA's original contract end date of December 31, 2021 needs to be extended. The proposed new end date is June 1, 2022 to ensure all punchlist items can be completed with proper oversight, including items that may require warmer weather for completion.

SUMMARY OF REQUEST

STA is requesting to add services to its design contract, with a value of \$66,470. This would bring the total contract value with STA, from the start of the project through close out, to \$762,820. With this amendment, the total design cost would represent 8% of the total construction budget, which is within the typical range for a project of this size and complexity.

MOTION

Motion: Authorizing the Executive Director and Chair to amend the contract with STA for an additional sixty-six thousand and four hundred seventy dollars (\$66,470) for a total amount not to exceed seven hundred sixty-two thousand and eight hundred twenty dollars (\$762,820) to cover additional design work and technical studies undertaken during construction administration and to extend the contract end date to June 1, 2022.

EXHIBITS

Exhibit A: Contract Amendment Request Memo from Silverman Trykowski Associates