



## TEWKSBURY DEPARTMENT OF PUBLIC WORKS & SCHOOL MAINTENANCE FACILITY

### Monthly Status Report

October 2024

**Town of Tewksbury**  
**Construction of New Department of Public Works**  
October 2024 – Monthly Status Report

**EXECUTIVE SUMMARY**

The Owner’s Project Manager, PMA Consultants (PMA), Architect, Weston & Sampson, and G & R Construction Co. (G & R) are cooperatively working towards the successful completion of the New Tewksbury Department of Public Works & School Maintenance Facility September 4,2025.

This Status Report covers the progress of the project during the month of October 2024. The Project is within budget and the schedule is currently under review. Significant effort has been made to track all progress against Key Project Milestones, all of which are reviewed monthly by PMA.

This status report covers the progress of the project through October 2024. The project is currently under construction:

**PROJECT STATUS OVERVIEW**

**Current Month- Progress**

- Salt shed loading ramp.
- Cut and fill at pavement areas.
- Phase 1 Binder for Salt Shed loading ramp access.
- Set transformer.
- MEP rough inspections for the admin. building.
- Install of windows and storefronts.
- Hang drywall at partition and soffits.
- MEP’s OH/In wall roughs ongoing.
- Nelson studs at SOD in the workshop.
- Install mezzanine railings.
- Install windows and storefronts in the workshop.
- Install of the translucent panels in the workshop and vehicle maintenance building.
- Install of the monorail cranes.
- Prep and pour SOG part 1 of vehicle maintenance.
- Install the radiant heat.
- Nelson studs at SOD in vehicle maintenance.
- Wall panel installation at the low eave of vehicle storage.
- Plumbing UG and backfill at SOG at vehicle storage.
- Electrical UG and backfill at SOG at vehicle storage.
- Grade/place stone at SOG in vehicle storage.
- Prep and form SOG at vehicle storage.
- Install CMU walls in the wash bay.
- Install new structural steel in the wash bay.
- Install of pretreatment tank.
- Structural repairs of existing building.
- Excavate and install UG plumbing/electrical in the wash bay.
- Pipe OWS & connect to building.
- Tie in water and sewer line at the wash bay.

**Next Month- Forecasted Items/**

- Relocate Site Fence/Trailers for Salt Shed Access.
- Prep for Paving South Lot (FG & Pave Date Pending).
- Hauling Out Material.
- Prep for Paving West Lot (FG & Pave Date Pending).
- Hang Drywall and Duro rock in Bathrooms.
- Temp Heat Admin/WS.
- Tape & Finish Drywall at Partitions and Soffits.
- Prime & 1st Coat Paint.
- Ceramic Floor and Wall Tile at Restrooms.
- MEP's OH/In Wall Rough.
- Install Overhead Doors.
- Prep SOD WS & VM (Pour Date Pending).
- Exterior HM Doors & Frames WS & VM.
- Prep and Pour SOG.
- Mezzanine Railings.
- Install CMU Walls.
- Install Overhead Doors.
- Prep and Form SOG.
- Pour SOG.
- Install Translucent Panels.
- Install Roof Vapor Barrier.
- Install Roof Penetrations and Curbs Admin/WS/VM.
- Existing Column Repairs in the wash bay.
- Install New Structural Steel in the wash bay.
- Excavate & Install UG Electrical/Controls in the wash bay.
- Excavate, Form and Pour Sump in the wash bay.
- Excavate & Install 2 Trench Drain Systems in the wash bay.
- Prep, Grade and Pour Slab in the wash bay.

**Schedule Update:**

- Project schedule was sent on 4/11. After review, there were no changes and comments made that would derail the timeline of the completion date.
- W&S approved the project schedule on 5/22/24. There were “no comments”, for any changes to be made.
- The project schedule was approved and accompanied by a narrative and XER file.
- On 8/1, a DRAFT of the schedule update and narrative was issued. Update # 1 should soon follow with PMA’s comments.
- On 8/29, Schedule Update # 01 was issued along with the narrative.
- On 10/10, Schedule Update # 02 was issued along with the narrative.

**October 2024 – Monthly Status Report**

|                               |                                 |                               |   |
|-------------------------------|---------------------------------|-------------------------------|---|
| <b>Architect</b>              | Weston & Sampson                | <b>General Contractor</b>     | G & R Construction  |
| <b>Current Phase</b>          | Construction                    | <b>Project Duration</b>       | 640 days- 338 days remaining                                |
| <b>Facility Type</b>          | New DPW Facility                | <b>Notice to Proceed</b>      | 12/4/2023 - Contract  |
| <b>Construction Type</b>      | New Construction                | <b>Substantial Completion</b> | 9/4/2025 – Contract   |
| <b>Building/Addition Size</b> | 59,000 sq. ft.                  | <b>Final Completion</b>       | _____   |
| <b>PMA OPM Contact</b>        | Brian DeFilippis (617) 756.6727 | <b>PMA OPM Field Contact</b>  | Patrick McCarthy (617) 780.9382), Karina Pena (978)902.4533 |

**MONTHLY MANPOWER SUMMARY**

|   |            |
|---|------------|
| <i>Week 1 Tradesmen (10/1/24-10/4/24)</i>   | 112        |
| <i>Week 2 Tradesmen (10/7/24-10/11/24)</i>  | 176        |
| <i>Week 3 Tradesmen (10/14/24-10/18/24)</i> | 149        |
| <i>Week 4 Tradesmen (10/21/24-10/25/24)</i> | 225        |
| <i>Week 5 Tradesmen (10/28/24-10/31/24)</i> | 182        |
| <b>TOTAL TRADESMEN</b>                      | <b>844</b> |

**UPDATE – New Tewksbury DPW Facility  
 10/1/2024 (Work between 10/1/2024 and 10/31/2024)**

**INSPECTION, TESTING AND CONFERENCES:**

- Construction Meetings were held on Microsoft Teams initially on November 30th and then on site in the trailer on a weekly basis on Thursdays at 2pm beginning on January 4th.
- Testing and inspection services are being performed by Fenagh Engineering, including proctor tests, compaction tests, rebar inspection and concrete testing, and structural steel testing.
- Testing and Inspection are being performed as required by the Contract.

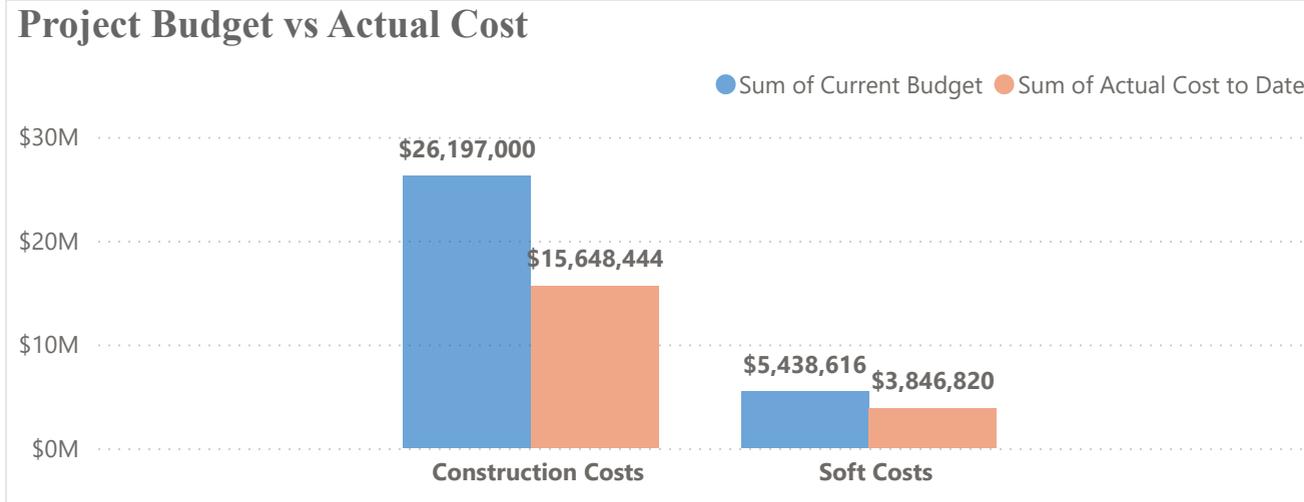
**MISCELLANEOUS GC WORK:**

- Relocate Site Fence/Trailers for Salt Shed Access.
- Provide temporary heat for admin. and workshop building.
- Site cleanup.
- Temp railings and floor protection.
- Working on RFI CMU wall response.
- Temp. window blocking.
- Layout in vehicle maintenance.
- Slab preparation.
- Laying protection in vehicle maintenance from concrete spill.

# New DPW & School Maintenance Facility, Tewksbury, MA

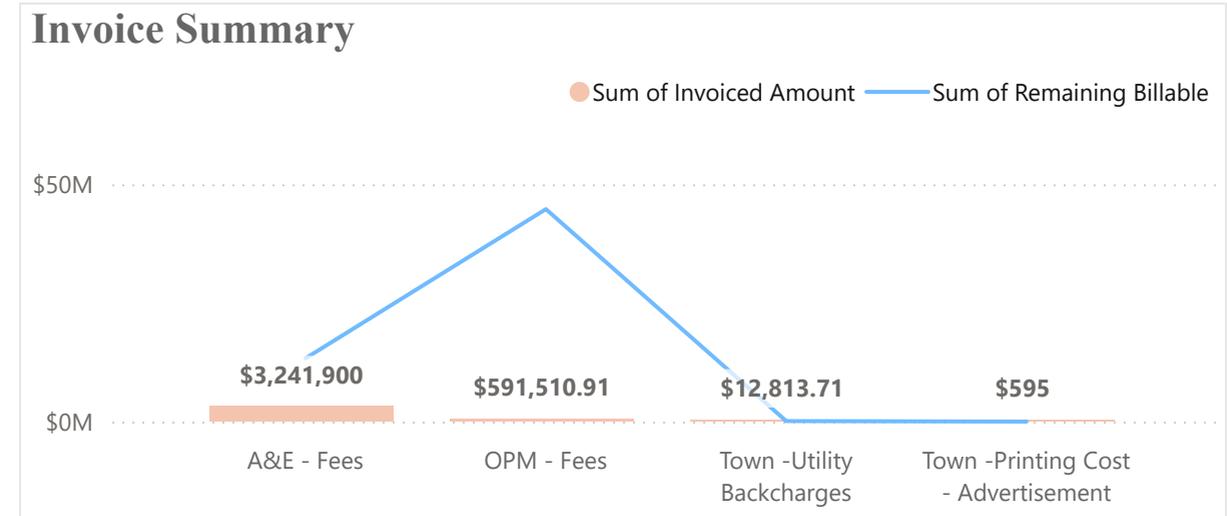
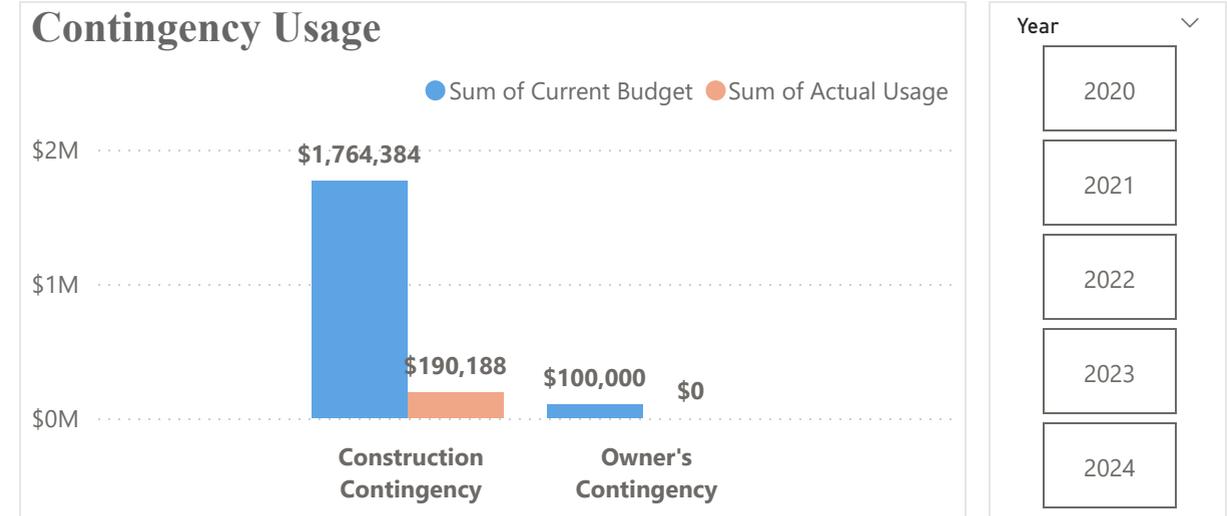
|  |   |                                       |
|--|---|---------------------------------------|
| <b>Budget w/o Contingency</b><br><b>\$31,635,616</b> | <b>Actual Cost to Date</b><br><b>\$19,495,263</b> | <b>Total % Complete</b><br><b>62%</b> |
|--|---|---------------------------------------|

| Company               | Budget              | Actual              | Remaining           | % Spent |
|-----------------------|---------------------|---------------------|---------------------|---------|
| Town/Owner            | \$500,000           | \$13,409            | \$486,591           | 2.7%    |
| OPM - PMA             | \$1,363,416         | \$591,511           | \$771,905           | 43.4%   |
| GC -G&R Construction  | \$26,197,000        | \$15,648,444        | \$10,548,556        | 59.7%   |
| A&E -Weston & Sampson | \$3,575,200         | \$3,241,900         | \$333,300           | 90.7%   |
| <b>Total</b>          | <b>\$31,635,616</b> | <b>\$19,495,263</b> | <b>\$12,140,353</b> |         |



|                              |                                    |                                 |                                 |
|------------------------------|------------------------------------|---------------------------------|---------------------------------|
| <b>Open RFIs</b><br><b>9</b> | <b>Open Submittals</b><br><b>4</b> | <b>Change Reqs</b><br><b>12</b> | <b>Approved COs</b><br><b>4</b> |
|------------------------------|------------------------------------|---------------------------------|---------------------------------|

| Contingency              | Budget             | Actual           | Remaining          | %Spent |
|--------------------------|--------------------|------------------|--------------------|--------|
| Construction Contingency | \$1,764,384        | \$190,188        | \$1,574,196        | 10.8%  |
| Owner's Contingency      | \$100,000          | \$0              | \$100,000          | 0.0%   |
| <b>Total</b>             | <b>\$1,864,384</b> | <b>\$190,188</b> | <b>\$1,674,196</b> |        |



# RFIs Summary

Priority ▼

All ▼

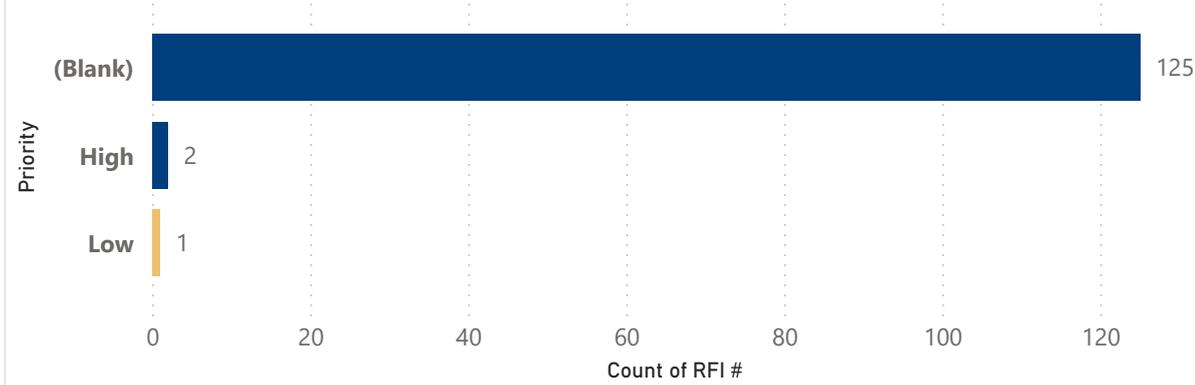
Discipline ▼

All ▼

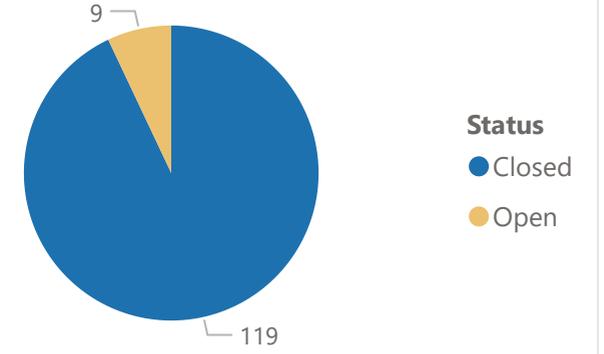
Status ▼

All ▼

### #RFIs by Priority



### #RFIs by Status



# 128

Total RFIs

# 9

Open RFIs

# 119

Closed RFIs

# (Blank)

Withdrawn RFIs

| RFI #    | RFI Description                           | Discipline                    | Submission Date | Priority | Close Date | Status | Days Open |
|----------|---|-------------------------------|-----------------|----------|------------|--------|-----------|
| RFI 108R | Volume 2-Electrical Demo Clarifications   | Discipline #3 - Electrical    | 10/29/2024      | Low      |            | Open   | 19        |
| RFI 120  | Fire Alarm Central Station                | Discipline #3 - Electrical    | 11/12/2024      |          |            | Open   | 9         |
| RFI 124  | LVT Flooring Clarification                | Discipline #1 - Architectural | 11/12/2024      |          |            | Open   |           |
| RFI 125  | Volume 2-Exisitng Pipe Condition          | Discipline #7 - Plumbing      | 11/12/2024      |          |            | Open   |           |
| RFI 126  | Mechanic's Office Clash                   | Discipline #1 - Architectural | 11/15/2024      |          |            | Open   |           |
| RFI 127  | Berm Clarification at Exisiting Building  | Discipline #2 - Civil         | 11/19/2024      |          |            | Open   |           |
| RFI 128  | Water Meter Clarification                 | Discipline #7 - Plumbing      | 11/22/2024      |          |            | Open   |           |
| RFI 45R  | Wall Types 16 & 17 in Vol. 2              | Discipline #1 - Architectural | 5/3/2024        | High     |            | Open   | 206       |
| RFI 74   | Key Quantity Clarification                | Discipline #1 - Architectural | 7/22/2024       | High     |            | Open   | 100       |
| RFI 1    | Utility Pole Location                     | Discipline #3 - Electrical    | 11/22/2023      |          | 12/1/2023  | Closed |           |
| RFI 10   | Floor Box Locations                       | Discipline #3 - Electrical    | 12/29/2023      |          | 3/28/2024  | Closed |           |
| RFI 100  | Nelson Studs Layout                       | Discipline #5 - Structural    | 9/24/2024       |          | 9/30/2024  | Closed |           |
| RFI 101  | Public Lobby Ceiling & Steel Clip Clash   | Discipline #1 - Architectural | 9/25/2024       |          | 10/23/2024 | Closed |           |
| RFI 102  | Admin Area In Wall Rough Locations        | Discipline #3 - Electrical    | 9/26/2024       |          | 10/22/2024 | Closed |           |
| RFI 103  | Vehicle Wash Bay Trench Drain Sump        | Discipline #7 - Plumbing      | 9/27/2024       |          | 9/30/2024  | Closed |           |
| RFI 104  | Column Line M-CMU Wall                    | Discipline #5 - Structural    | 9/27/2024       |          | 10/7/2024  | Closed |           |
| RFI 105  | Fire Alarm Annunciator & Beacon Locations | Discipline #3 - Electrical    | 9/30/2024       |          | 10/7/2024  | Closed |           |
| RFI 106  | TP-1 in Men's Locker Room                 | Discipline #7 - Plumbing      | 10/1/2024       |          | 10/22/2024 | Closed |           |

# Submittals Summary

Priority ▼

All ▼

Division ▼

All ▼

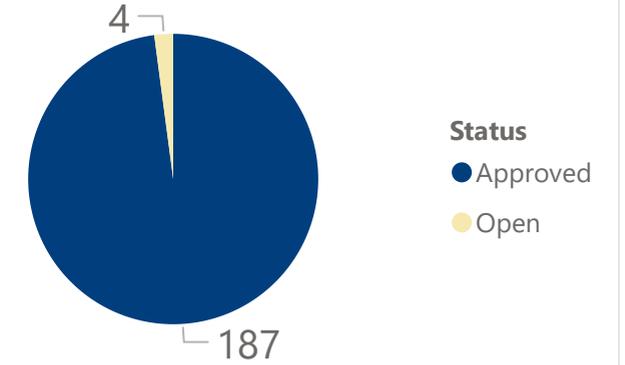
Status ▼

All ▼

## #Submittals by Priority

Priority

## #Submittals by Status



191

Total Submittals

187

Approved Submittals

4

Open Submittals

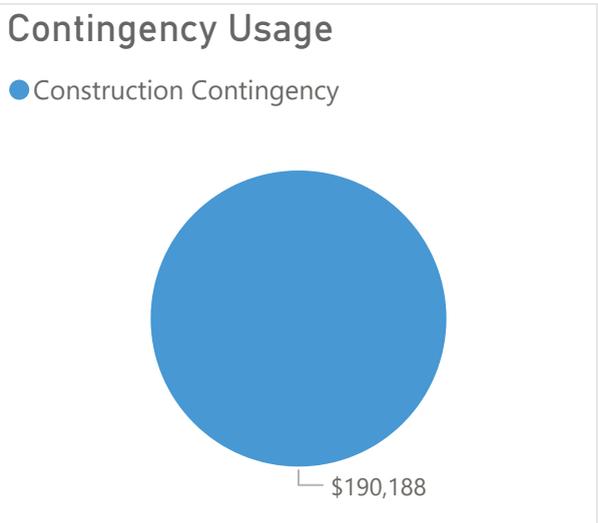
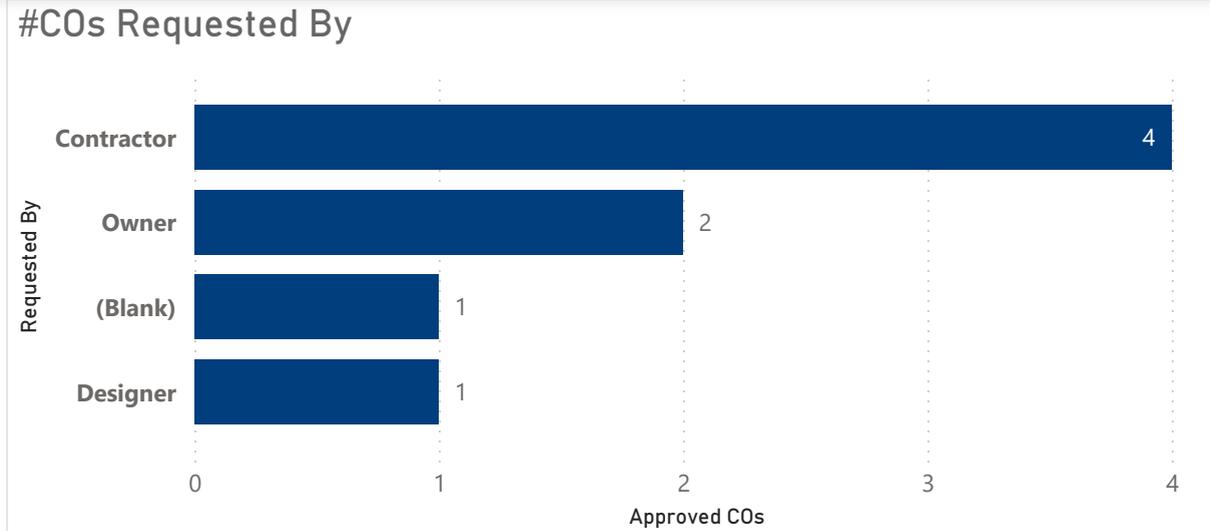
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Returned Submittals

| Submittal # | Division                                    | Sub-Division | Submittal Description                               | Submission Date | Priority | Close Date | Status |
|-------------|---|--------------|---|-----------------|----------|------------|--------|
| #188        | Division 06 -Wood, Plastics, and Composites | 066400-0020  | Furring Hat Channel Product Data                    | 11/20/2024      |          |            | Open   |
| #191        | Division 33 -Utilities                      | 330000-0122  | VW-10 Vehicle Wash Pre Treatment Tank-Frame & Cover | 11/19/2024      |          |            | Open   |
| #190        | Division 23 -HVAC                           | 230001-0390  | Gas Fired Unit Heaters Product Data                 | 11/15/2024      |          |            | Open   |
| #189        | Division 10 -Specialties                    | 101419-0020  | Town Seal Print                                     | 11/8/2024       |          |            | Open   |

# PCO CO Contingency Summary

| Contingency              | Budget             | Actual           | Remaining          | %Spent |
|--------------------------|--------------------|------------------|--------------------|--------|
| Construction Contingency | \$1,764,384        | \$190,188        | \$1,574,196        | 10.8%  |
| Owner's Contingency      | \$100,000          | \$0              | \$100,000          | 0.0%   |
| <b>Total</b>             | <b>\$1,864,384</b> | <b>\$190,188</b> | <b>\$1,674,196</b> |        |



**Reason for Change**

**Requested By**

**Status**

**Cost by Trade**

**4**  
Approved COs

| Change Request# | Change Item                                    | Submitted Amount    | Status   | Requested By | Reason for Change     | Cost by Trade | CO #   | Approved Amount  | Contingency Category     |
|-----------------|--|---------------------|----------|--------------|-----------------------|---------------|--------|------------------|--------------------------|
|                 | Printer Alcove                                 | \$4,327             | Approved |              |                       |               | CO #04 | \$3,196          | Construction Contingency |
|                 | Added Fire Alarm Duct Smoke Detectors to RTU-1 | \$2,765             | Approved | Contractor   |                       |               | CO #04 | \$2,765          | Construction Contingency |
|                 | CU-2 Circuit Upgrade                           | \$1,150             | Approved | Contractor   |                       |               | CO #04 | \$1,150          | Construction Contingency |
|                 | Provide 120v Circuitry for Flushometers        | \$379               | Approved | Contractor   | Design Issue          |               | CO #04 |                  | Construction Contingency |
|                 | Battery Backup for SW1-Beacon RWL2 Series      | \$4,015             | Approved | Contractor   | Design Issue          | Electrical    | CO #04 | \$4,015          | Construction Contingency |
|                 | PPM2 Feeder Tag                                | \$27,764            | Approved | Contractor   | Design Issue          | Electrical    | CO #04 | \$27,764         | Construction Contingency |
|                 | Welder Circuitry                               | \$4,947             | Approved | Contractor   | Design Issue          | Electrical    | CO #04 | \$4,947          | Construction Contingency |
|                 | New Angle Lintel Frame at Wash Bay             | \$3,871             | Approved | Contractor   | Unforeseen Conditions |               | CO #04 | \$3,871          | Construction Contingency |
| <b>Total</b>    |  | <b>\$1,277,517.</b> |          |              |                       |               |        | <b>\$190,188</b> |                          |

PROJECT PHOTOS



UG plumbing in vehicle storage.



Pretreatment tank in wash bay.



Roof panels being installed on vehicle maintenance.



UG plumbing finishes in vehicle maintenance.



Stone being graded in vehicle maintenance.



Roof panels being installed at vehicle maintenance.

PROJECT PHOTOS



Compaction done at wash bay around pretreatment tank.



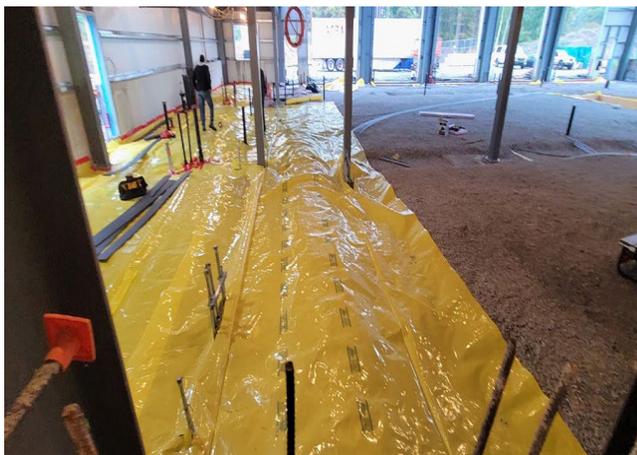
Trench drain at mud slab in vehicle maintenance.



Railings being installed on mezzanine at the workshop.



Tie in from OWS to pretreatment tank at wash bay.



Vapor barrier being laid down in vehicle maintenance.



Salt shed loading ramp being built.

PROJECT PHOTOS



Structural steel being painted in workshop.



Forming of inspection port pad.



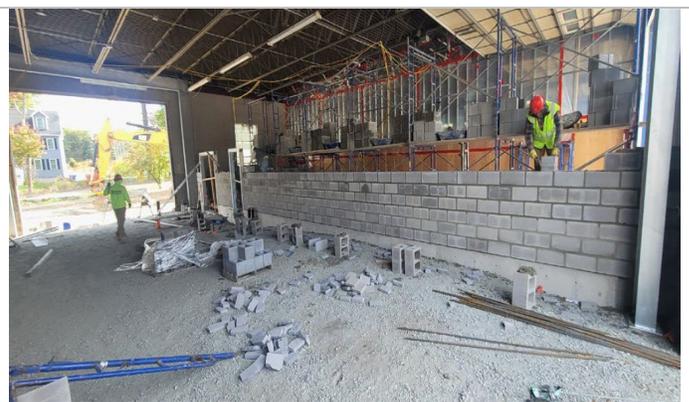
Stairs being installed in the workshop leading to mezzanine.



Test cuts on existing roof for leakage.



Bollards installed along the exterior of workshop.



CMU block wall in wash bay.

PROJECT PHOTOS



Site area being brought to grade for pavement.



Radiant tubing install in vehicle maintenance.



Drywall and insulation of the offices in admin.



Wall panels being installed at vehicle storage.



Translucent panels being installed on exterior of workshop building.



Trench drain installed in vehicle storage.



View of SOG prep from corner of Line J-3 at vehicle maintenance.



Area outside of wash bay being prepped for pavement.



Translucent panels installed along line 1 at vehicle maintenance.



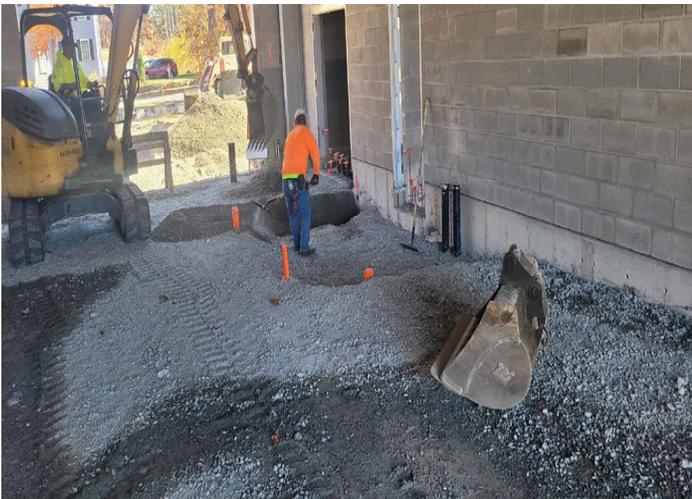
Outside of wash bay being prepped for pavement.



CMU block wall in the wash bay.



JNB setting forms for SOG in vehicle maintenance.



Digging trench in wash bay for primaries to be set.



Bit con laying asphalt.