



TEWKSBURY DEPARTMENT OF PUBLIC WORKS & SCHOOL MAINTENANCE FACILITY

Monthly Status Report

April 2025

Town of Tewksbury
Construction of New Department of Public Works
April 2025 – 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 April 2025. 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 April 2025. The project is currently under construction:

PROJECT STATUS OVERVIEW

Current Month- Progress (April 2025)

Sitework:

- Grade for Dumpster
- Form & Pour Dumpster Pad
- Fill Bollards
- Granite Curbing Install
- Grade for Sidewalks
- Form & Pour Sidewalks
- Fencing & Gates Install
- Scarify Grade for Loam
- Place Loam
- Site Signage Install
- Flagpole Install
- Rake & Seed Loam
- Site Furnishings & Bike Rake
- Prep & Place Topcoat
- Line Striping
- Install Plantings
- Finish Basin A & B

Admin Building:

- Install Ceiling Tiles
- Install LVT Flooring
- Interior Signage
- Equipment Startups & Programing
- Install Carpet Flooring
- FFE Delivery
- MEP Finishes
- Glass & Glazing
- Toilet Partition, Bathroom Accessories, & FE Cabinets
- Swing Doors & Install Hardware
- Install Residential Appliances

- Install Entry Mats & Grilles
- Exterior Signage at Canopies
- G&R Prelim Punchlist
- Arch Punchlist
- Final Clean
- Admin Area Complete
- **Workshops:**
- Install Ceiling Tiles
- Swing Doors & Install Hardware
- Interior Signage
- Seal Concrete
- Glass & Glazing
- Install Fall Protection
- Install Wire Mesh Partition
- Paint MEPs - CR Work
- Paint Safety Line at Mezz Gate
- OHDs - Complete Wiring & Adjustments
- Equipment Startups & Programing
- G&R Prelim Punchlist
- Arch Punchlist
- Final Clean
- Workshops Complete
- **Vehicle Maintenance:**
- Install Ceiling Tiles
- Install Fluid Piping
- Install Reels, Pumps, & Tanks
- Install Vehicle Lifts
- Glass & Glazing
- Install Interior Bollards
- Toilet Partition, Bathroom Accessories, & FE Cabinets
- Interior Signage
- Paint MEPs - CR work
- Paint Safety Line at Mezz Gate
- OHDs - Complete Wiring & Adjustments
- Permanent Power
- Equipment Start ups & Programing
- Install Fall Protection
- Seal Concrete
- G&R Prelim Punchlist
- Arch Punchlist
- Final Clean
- Maintenance Area Complete
- **Vehicle Storage:**
- Permanent Power
- Glass & Glazing
- Equipment Startups & Programing
- Paint MEPs - CR work
- OHDs - Complete Wiring & Adjustments

- HRU-1 Install
- G&R Prelim Punchlist
- Arch Punchlist
- Final Clean
- Storage Area Complete

Next Month- Forecasted Items/ (May 2025)

Sitework:

- Haul Out Tailings
- Grade for Dumpster Pad & Sidewalks
- Install Granite Curb
- Form & Pour Dumpster Pad & Sidewalks
- Finish Basin A & B
- Binder Remaining Areas & Top South Lot
- Scarify Grade for Loam
- Fencing & Gates Install
- Place Loam

Admin Building:

- Install LVT Flooring
- Swing Doors & Install Hardware (General Item)
- Signage (General Item)
- Shades & Blinds General Item)
- Install Residential Appliances
- G&R Prelim Punchlist
- Arch Punchlist
- Final Clean

Workshops:

- Install Fall Protection on Mezz
- Paint MEPs - CR Work
- G&R Prelim Punchlist
- Arch Punchlist
- Final Clean

Vehicle Maintenance:

- Install Fluid Piping
- Concrete Sealant
- Install Vehicle Lifts
- Paint MEPs - CR work
- G&R Prelim Punchlist
- Arch Punchlist
- Final Clean

Vehicle Storage:

- Permanent Power
- OHDs - Complete Wiring & Adjustments
- HRU-1 Install (Shipping Delay)
- G&R Prelim Punchlist
- Arch Punchlist
- Final Clean

Closeout & Startups:

- Fire Alarm Start up
- Generator Start Up
- Lighting Control Start up
- Snowden HVAC Unit Startups
- Lighting Controls Trainings

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.
- On 12/11, Schedule Update # 03 was issued along with the narrative.
- On 2/6, schedule Update # 04 was issued along with the narrative.
- On 3/13 schedule Update #05 was issued along with the narrative.

April 2025 – Monthly Status Report

Architect	Weston & Sampson	General Contractor	G & R Construction
Current Phase	Construction	Project Duration	640 days- 127 days remaining (from April 30,2025)
Facility Type	New DPW Facility	Notice to Proceed	12/4/2023 - Contract
Construction Type	New Construction	Substantial Completion	6/2/2025 – Schedule
Building/Addition Size	59,000 sq. ft.	Final Completion	9/4/2025-Contract
PMA OPM Contact	Brian DeFilippis (617) 756.6727	PMA OPM Field Contact	Patrick McCarthy (617) 780.9382), Karina Pena (978)902.4533

MONTHLY MANPOWER SUMMARY

<i>Week 1 Tradesmen (04/01/25-04/04/25)</i>	72
<i>Week 2 Tradesmen (04/07/25-04/11/25)</i>	72
<i>Week 3 Tradesmen (04/14/25-04/18/25)</i>	146
<i>Week 4 Tradesmen (04/21/25-04/25/25)</i>	81
<i>Week 5 Tradesmen (04/28/25-04/30/25)</i>	39
TOTAL TRADESMEN	410

**UPDATE – New Tewksbury DPW Facility
 4/1/2025 (Work between 4/1/2025 and 4/30/2025)**

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:

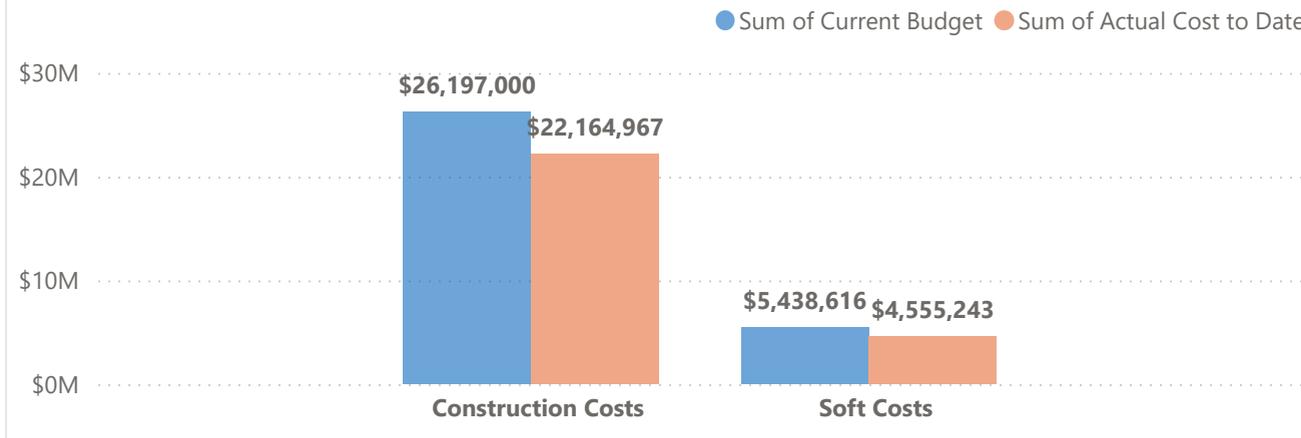
- Wall infills in works shop bays.
- Gypsum boxouts are installed in workshop and maintenance bays.
- Infill sections between CMU & fabricated metal building.
- Fixing sheetrock.
- Expansion joint work- along admin floor. and exterior wall.
- Laborer onsite for cleaning of site.
- Misc. punch list work
- Metal patching and sheetrock.
- Break metal & gypsum wall.

New DPW & School Maintenance Facility, Tewksbury, MA

Budget w/o Contingency \$31,635,616	Actual Cost to Date \$26,720,210	Total % Complete 84%
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Company	Budget	Actual	Remaining	% Spent
Town/Owner	\$500,000	\$313,946	\$186,054	62.8%
OPM - PMA	\$1,363,416	\$786,537	\$576,879	57.7%
GC -G&R Construction	\$26,197,000	\$22,164,967	\$4,032,033	84.6%
A&E -Weston & Sampson	\$3,575,200	\$3,454,760	\$120,440	96.6%
Total	\$31,635,616	\$26,720,210	\$4,915,406	

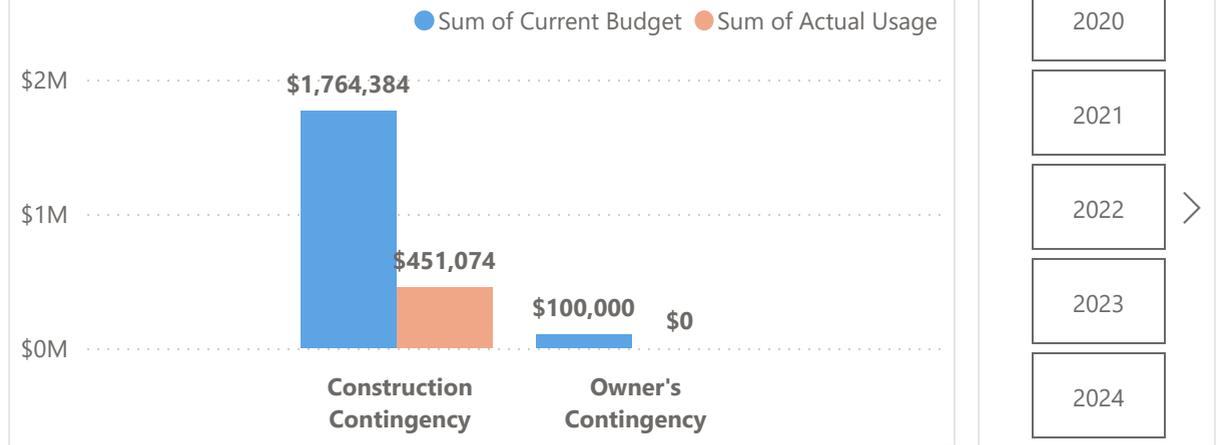
Project Budget vs Actual Cost



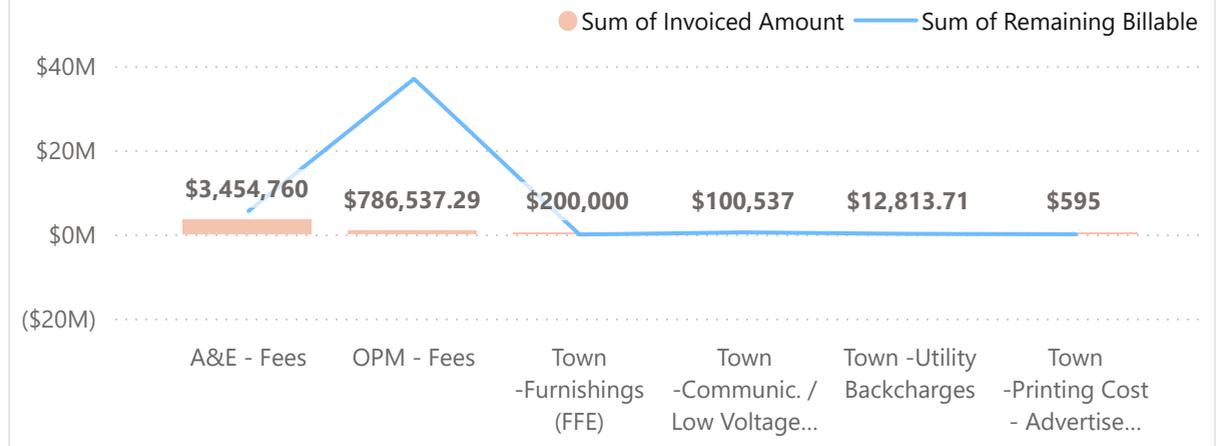
Open RFIs 3	Open Submittals 1	Change Reqs 29	Approved COs 6
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Contingency	Budget	Actual	Remaining	%Spent
Construction Contingency	\$1,764,384	\$451,074	\$1,313,310	25.6%
Owner's Contingency	\$100,000	\$0	\$100,000	0.0%
Total	\$1,864,384	\$451,074	\$1,413,310	

Contingency Usage



Invoice Summary



RFIs Summary

Priority ▼

All ▼

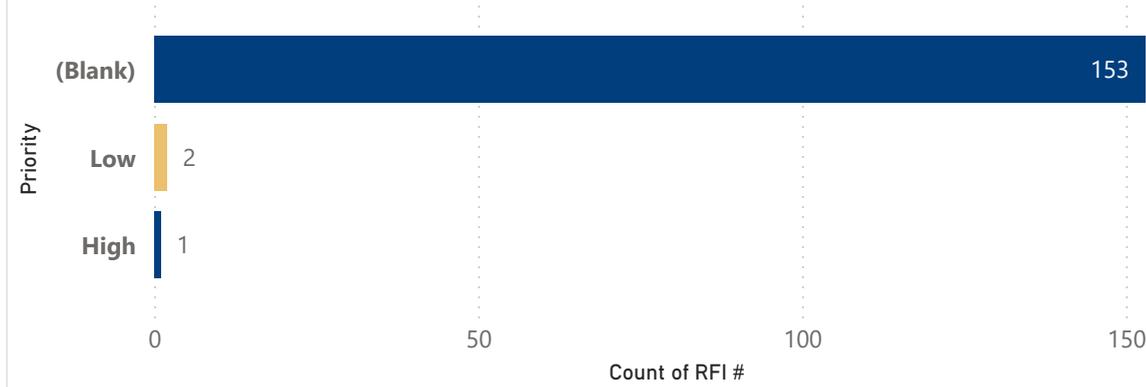
Discipline ▼

All ▼

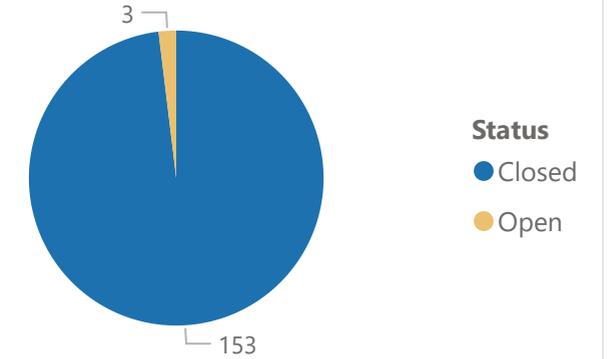
Status ▼

All ▼

#RFIs by Priority



#RFIs by Status



156

Total RFIs

3

Open RFIs

153

Closed RFIs

(Blank)

Withdrawn RFIs

RFI #	RFI Description	Discipline	Submission Date	Priority	Close Date	Status	Days Open
RFI 127	Berm Clarification at Existing Building	Discipline #2 - Civil	11/19/2024	High		Open	85
RFI 155	Existing Building Address Number Location	Discipline #1 - Architectural	3/25/2025			Open	
RFI 156	Motorized Ball Valve-Electrical Clarification	Discipline #3 - Electrical	4/7/2025	Low		Open	8
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	
RFI 107	Interior & Exterior Finishes	Discipline #1 - Architectural	10/7/2024		10/22/2024	Closed	
RFI 108R	Volume 2-Electrical Demo Clarifications	Discipline #3 - Electrical	10/29/2024		11/22/2024	Closed	
RFI 109B	Attachment of Steel Plates to Concrete Blocks-Salt Shed	Discipline #5 - Structural	10/9/2024		10/23/2024	Closed	
RFI 11	Service Entrance Feeder Tag	Discipline #3 - Electrical	12/29/2023		1/8/2024	Closed	
RFI 110	Canopy Vented Soffit Direction	Discipline #1 - Architectural	10/7/2024		10/9/2024	Closed	

Submittals Summary

Priority ▼

All ▼

Division ▼

All ▼

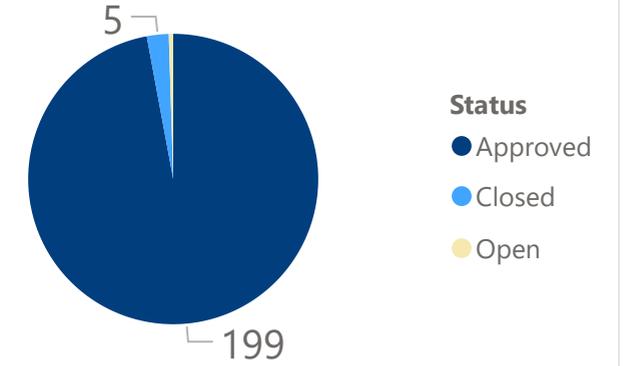
Status ▼

All ▼

#Submittals by Priority

Priority

#Submittals by Status



205

Total Submittals

199

Approved Submittals

1

Open Submittals

(Blank)

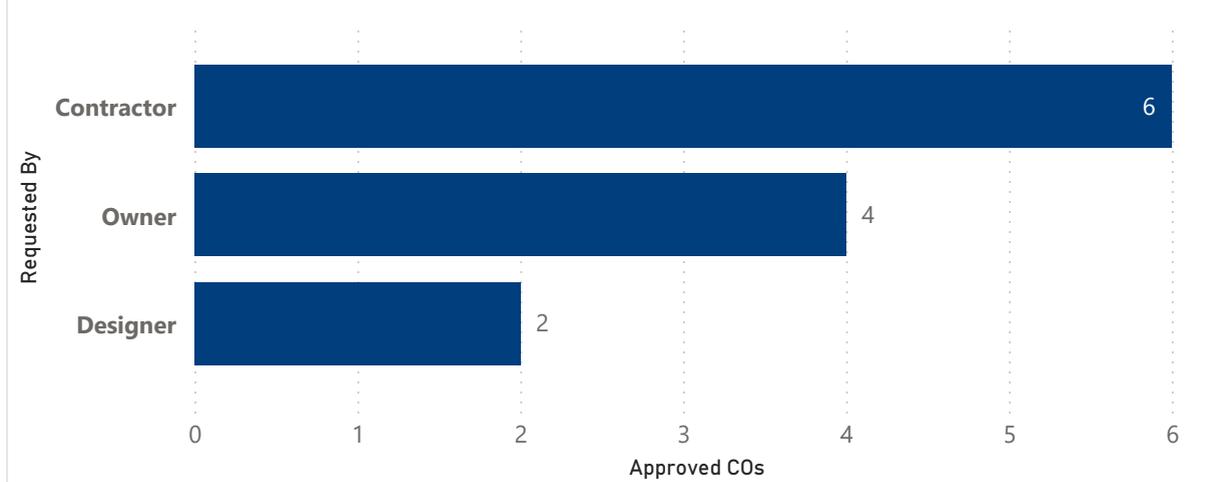
Returned Submittals

Submittal #	Division	Sub-Division	Submittal Description	Submission Date	Priority	Close Date	Status
#206	Division 32 -Exterior Improvements	320000-0080	Line Striping Paint Product Data	4/9/2025			Open

PCO CO Contingency Summary

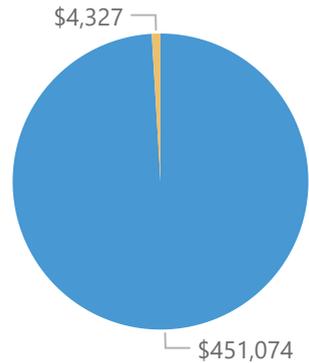
Contingency	Budget	Actual	Remaining	%Spent
Construction Contingency	\$1,764,384	\$451,074	\$1,313,310	25.6%
Owner's Contingency	\$100,000	\$0	\$100,000	0.0%
Total	\$1,864,384	\$451,074	\$1,413,310	

#COs Requested By



Contingency Usage

● Construction Contingency ● (Blank)



Reason for Change

All

Requested By

All

Status

All

Cost by Trade

All

6

Approved COs

Change Request#	Change Item	Submitted Amount	Status	Requested By	Reason for Change	Cost by Trade	CO #	Approved Amount	Contingency Category
	AC-1 Power Requirements	\$3,534	Approved	Contractor	Design Issue	Electrical	CO #06	\$3,534	Construction Contingency
	Fire Alarm Equipment Power	\$1,052	Approved	Contractor	Design Issue	Electrical	CO #06	\$1,052	Construction Contingency
	Generator Circuits	\$2,417	Approved	Contractor	Design Issue	Electrical	CO #06	\$2,417	Construction Contingency
	Telecom Room Specialty Outlets	\$669	Approved	Contractor	Design Issue	Electrical	CO #06	\$669	Construction Contingency
	Added Paintings & Landscaping-Option A	\$52,610	Approved	Contractor	Design Issue	Site	CO #06	\$52,610	Construction Contingency
	Over Excavations & Unsuitables Tracking (Building Area)	\$22,057	Approved	Contractor	Unforeseen Conditions	Site	CO #06	\$22,057	Construction Contingency
	Painting Protest MEP Items	\$16,272	Approved	Designer	New Scope Directed by 3rd Party	Misc.	CO #06	\$16,272	Construction Contingency
CCR#006	Replace Gravel Cap with Payment-PART A (Utility Cost)	\$109,641	Approved	Owner	New Scope Directed by 3rd Party	Misc.	CO #06	\$109,641	Construction Contingency
Total		\$1,451,755						\$455,401	

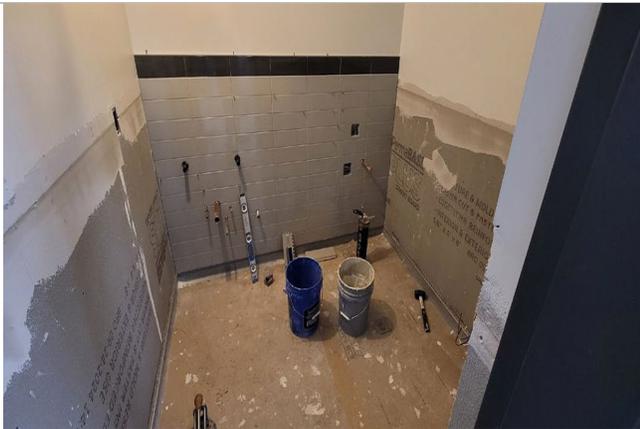
PROJECT PHOTOS



Electrician mounting lights under mezzanine in VM.



Sink installed in storm water lab room.



Wall tile being installed in the mechanic's bathroom.



Porcelain floor tile at public lobby bathroom



More granite curb delivered and unloaded.



Recessed mat being installed at public entrance.

PROJECT PHOTOS



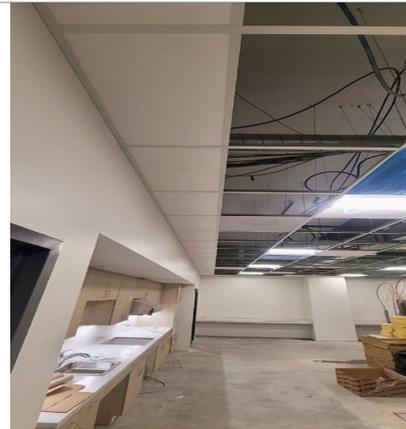
Millwork installed at admin. workspace.



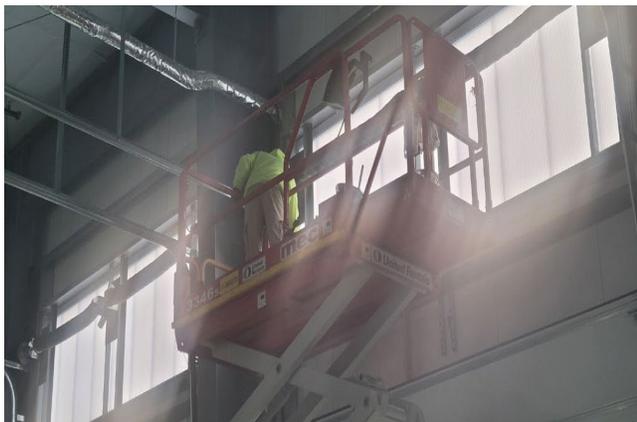
Muster room



Portable hose reel supports.



Ceiling cuts being installed

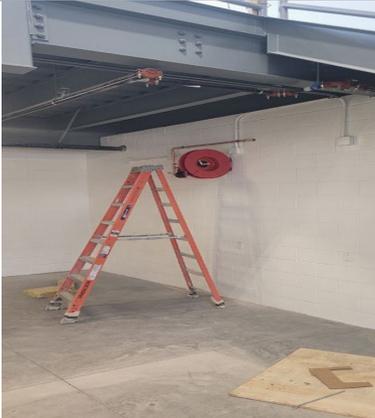


Painting of garage door supports



20K lifts being installed in VM.

PROJECT PHOTOS



Hose reels installed in school/maintenance bay.



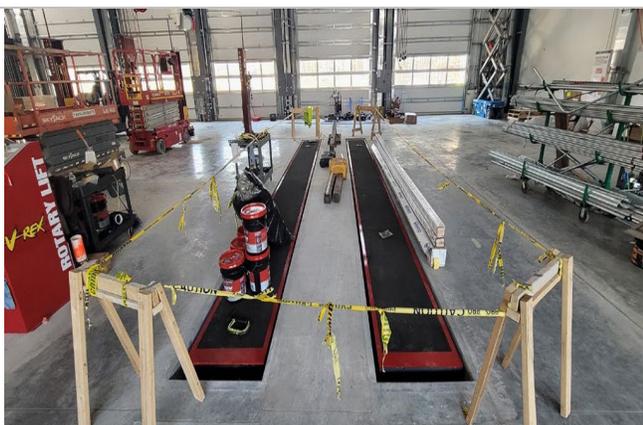
Sprinkler pipe painted VS.



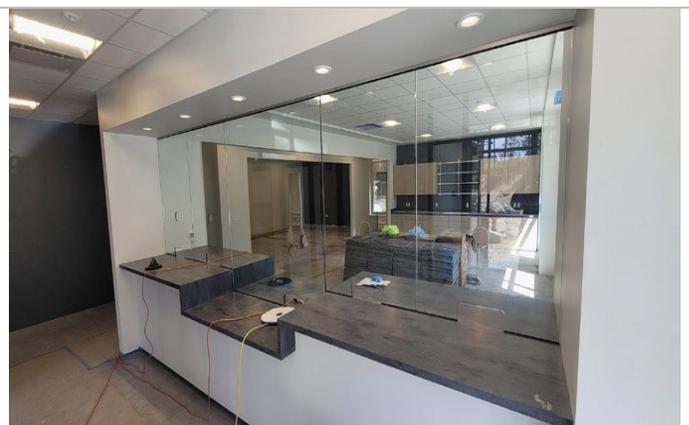
Duct work being painted above mezzanine in VM.



Control panel for rotary lifts.



80K lift installed in VM



Transaction window at public lobby installed.

PROJECT PHOTOS



Loam being loaded out.



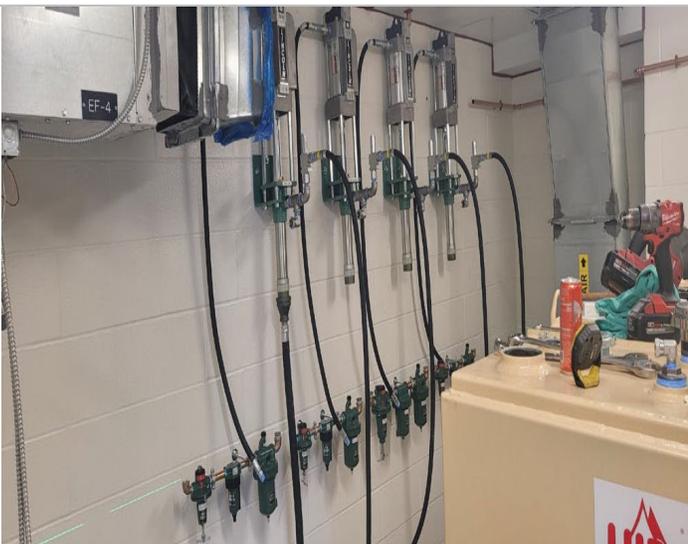
Glass installed at exterior doors.



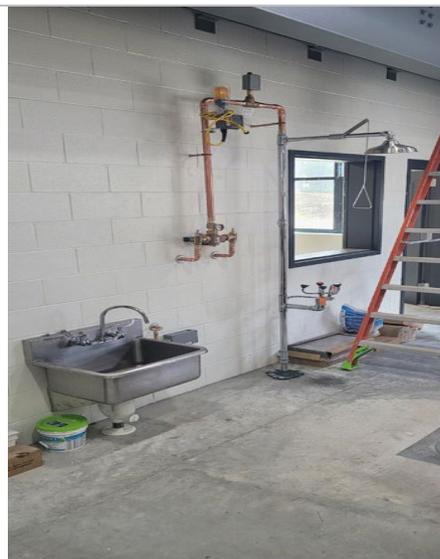
Continuation of loam being loaded out from site.



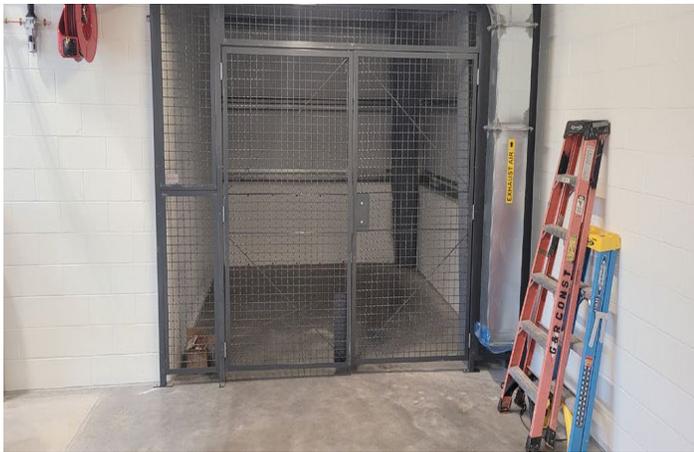
Sinks installed in men's room.



Fluid piping installed.



Eye wash/ decon station in VM.



Storage cage in school/maintenance bay



Carpet install at offices in admin



Chair rail install along admin. corridor.



Safety striping at workshop mezzanine.



Bathroom partitions in men's room



Future public parking lot.



MEP's in school maintenance bay being painted.



Ceiling tile install in muster room.