

**Monthly Vendor Invoice Package and Budget Update  
from The Vertex Companies, LLC**



Project: **Norwood Coakley Middle School**

**Financial Period Ending: January 31, 2023**

**To:** Alan Slater                      aslater@norwoodma.gov  
Cathy Carney                      ccarney@norwoodma.gov  
Alexander Haggerty              ahaggerty@norwoodma.gov  
Meg LaMay                         mlamay@norwoodma.gov  
Molly Ahearn                      mahearn@norwoodma.gov  
Karin Sheridan                    ksheridan@norwood.k12.ma.us

**CC:**  
Tim Bonfatti                      Vertex  
Chase Terrio                      Vertex  
Anissa Ellis                      Vertex  
Mary Kuppens                    Vertex

**Approved by:**

Chase Terrio, Sr. Project Manager  
**The Vertex Companies, LLC**

**1 Please see the attached Invoice Listing following this Memo** – including budget line codes and descriptions – for invoices recommended for payment this period. The MUNIS codes and objects have been added to this schedule. Please include this schedule when handing off approved invoices to the Town for payment.

**2 New Commitments and Budget Transfers:**

- a.) **Ai3 Architects Amendment #3** for Early Bid Package #1 has been posted in the amount of **\$61,950** to line item 02039900 A&E Other Reimbursable Costs.
- b.) **Vertex Amendment #3** for the Structural Peer Review has been posted in the amount of **\$6,600** to line item 06990000 Other Project Costs.

Please see the attached reports *Major Contracts* and *Budget Transfers & Usage of Contingency* for additional detail.

**3 MSBA ProPay Payment Requests (PR) in Process:**

**Last Warrant Information Received by Vertex:** included payments made through 1/19/2023.

Request No	Submitted on	MSBA Payment Date	Included Invoices Recommended in VIP for period
13	12/29/22	Paid	Nov 2022
14	1/27/23	Pending	Dec 2022

Please continue to send warrant information to mekuppens@vertexeng.com as soon as payments are made. We cannot submit a new reimbursement without the warrant number and check date. We may submit one reimbursement request to the MSBA each calendar month.

# Monthly Vendor Invoice Package and Budget Update from The Vertex Companies, LLC



Project: **Norwood Coakley Middle School**

**Financial Period Ending: January 31, 2023**

---

**4 Reconciliation of Vertex Expenditures to the Owner:** - The accuracy of our Project Accounting reports relies on our receipt of timely and accurate accounting information from the Owner. We will reconcile our budget to the Owner's accounting on a regular basis. The reconciliation process is performed more quickly if the owner shares reconciliation reports in Excel. After payment of monthly invoices, please send a report each month of:

- Expenditures Paid by Vendor *Project-to-Date*
- Open PO's by Vendor

a) Our most recent reconciliation of project costs/payments is based on the warrant report(s) indicating payments made through 1/19/2023.

b) We have not received any reports from which we can reconcile POs/Commitments.

## 5 Attachments:

a) <b>New Invoice(s) Recommended for Payment</b>	<i>1-18</i>
b) <b>Project Budget Status Report</b>	<i>19</i>
c) <b>Major Contracts</b>	<i>20</i>
d) <b>Budget Transfers</b>	<i>21</i>
e) <b>MSBA Reimbursement Summary</b>	<i>22</i>
f) <b>MSBA Ineligible Costs Submitted</b>	<i>23</i>

Norwood Coakley Middle School

Expenditures 1/31/2023



Pd. For Appr.	Vendor	Inv no.	Invoice Date	LN	MSBA CODE	MSBA Desc	Town munis org/object	Town munis Desc	Invoice LN Amount	Total All Inv Lines
<b>2023.01 Recommended for Payment in VIP</b>										
2023.01	Vertex	OPM 87-31	1/31/23	1	01020500	OPM - Construct Contract Docs	61015 581003	OPM EXPENSE	34,800.00	:
2023.01	Vertex	OPM 87-31	1/31/23	2	01030000	Advertising	61015 581003	OPM EXPENSE	255.20	:
2023.01	Vertex	OPM 87-31	1/31/23	3	06990000	Other Project Costs	61015 582005	VISC CONS COS	46,200.00	:
2023.01	Vertex	OPM 87-31	1/31/23	3	06990000	Other Project Costs	61015 582005	VISC CONS COS	6,600.00	87,855.20
2023.01	Ai3	0023B-2002.00	1/31/23	5	02010500	A&E - Construct Contract Docs	61015 581004	ARCH/ENG	546,689.25	546,689.25
2023.01	Ai3	0014E-2002.00	1/31/23	1	02040400	A&E - Site Survey	61015 581004	ARCH/ENG	31,680.00	:
2023.01	Ai3	0014E-2002.00	1/31/23	2	01040000	Permitting	61015 581003	OPM EXPENSE	14,137.12	:
2023.01	Ai3	0014E-2002.00	1/31/23	3	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG	29,255.00	:
2023.01	Ai3	0014E-2002.00	1/31/23	4	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG	27,109.23	102,181.35
2023.01	Ai3	0003R-2002.00	1/31/23	5	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG	247.07	247.07
2023.01	WT Rich	APP 03	1/30/23	5	05010000	Preconstruction Services	61015 582000	BLDG CONSTR	27,000.00	27,000.00
<i>Total new invoices this month:</i>									763,972.87	763,972.87



The Vertex Companies, LLC  
 400 Libbey Parkway  
 Weymouth, MA 02189  
 781-952-6000

**INVOICE FOR OPM SERVICES**  
**DR. PHILIP O. COAKLEY MIDDLE SCHOOL**  
**NORWOOD, MA**

Alan Slater, MSBC Chairperson  
 Catherine Carney, Contract Administrator  
 c/o Norwood Town Hall  
 566 Washington Street  
 Norwood, MA 02062

1/31/2023  
 OPM 87-31  
 \$87,855.20

**OPM Professional Services** 01/01 - 01/28/2023

	<i>Hours</i>	<i>Rate</i>	<i>Ext</i>
Principal in Charge	21.00	245.00	5,145.00
Project Executive	4.00	206.00	824.00
Senior Project Manager	80.00	179.00	14,320.00
Project Manager	78.00	151.00	11,778.00
Accounting Manager	4.50	130.00	585.00
Assistant Project Manager	15.00	104.00	1,560.00
Project Accounting, Admin	6.00	98.00	588.00
Consultant - Structural Peer Review	30.00	220.00	6,600.00
			\$41,400.00

**Reimbursables**

	<i>Amount</i>	<i>Markup</i>	<i>Ext</i>
The Bulletin Newspapers, Inc. Inv.#207173	232.00	10%	255.20
Interval Data Systems, Inc. Inv# NMS-001	42,000.00	10%	46,200.00
			\$46,455.20

**Total Amount Due for this invoice** **\$87,855.20**

*Please remit payment to The Vertex Companies, LLC 400 Libbey Parkway, Weymouth, MA 02189*

**Billing Summary**

	<i>Contract</i>	<i>Prev. Invoiced</i>	<i>This Inv.</i>	<i>Total Invoiced</i>	<i>Remaining</i>
0001-0000 Feasibility Study/Schematic Design Phase	337,799.00	337,799.00		337,799.00	-
0001-0000 Independent Cost Estimates	30,000.00	13,365.00		13,365.00	16,635.00
AM#1:					
0102-0400 Design Development Phase	132,440.00	132,440.00		132,440.00	-
0102-0500 Construction Document Phase	298,842.00	103,460.75	34,800.00	138,260.75	160,581.25
0102-0600 Bidding Phase	133,292.00	-		-	133,292.00
0102-0700 Construction Administration Phase	2,351,642.00	-		-	2,351,642.00
0102-0800 Completion Phase	205,769.00	-		-	205,769.00
0102-1000 OPM Reimbursables	10,000.00	1,073.00		1,073.00	8,927.00
0103-0000 Advertising	2,000.00	932.80	255.20	1,188.00	812.00
0102-1100 Cost Estimates	72,600.00	28,457.00		28,457.00	44,143.00
0699-0000 AM#2 Bldg Mgmt Systems Consultant (IDS)	96,800.00	-	46,200.00	46,200.00	50,600.00
0699-0000 AM#3 Structural Peer Review	6,600.00	-	6,600.00	6,600.00	-
Reimbursables		9,519.91		9,519.91	
	<b>3,677,784.00</b>	<b>627,047.46</b>	<b>87,855.20</b>	<b>714,902.66</b>	<b>2,972,401.25</b>

# Request for Taxpayer Identification Number and Certification

**Give Form to the requester. Do not send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>The Vertex Companies, LLC</b></p> <p><b>2</b> Business name/disregarded entity name, if different from above</p>	
	<p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC    <input type="checkbox"/> C Corporation    <input type="checkbox"/> S Corporation    <input type="checkbox"/> Partnership    <input type="checkbox"/> Trust/estate</p> <p><input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <b>P</b></p> <p><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions. <b>400 Libbey Parkway</b></p> <p><b>6</b> City, state, and ZIP code <b>Weymouth, MA 02189</b></p>	<p>Requester's name and address (optional)</p>
	<p><b>7</b> List account number(s) here (optional)</p>	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>										
<b>or</b>										
<b>Employer identification number</b>										
2	0		-	3	7	2	4	4	0	3

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	<p>Signature of U.S. person ▶ </p>	<p>Date ▶ 01/17/2023</p>
------------------	------------------------------------	--------------------------

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

Approved  
by Chin Lin  
on 1/24/2023 at 3:09 PM

**The Bulletin Newspapers, Inc.**  
661 Washington Street, Suite 202  
Norwood, MA 02062

**West Roxbury / Roslindale Bulletin**  
**Hyde Park Bulletin**  
**Boston Bulletin**  
**Norwood Record**  
**Boston People's Voice**

# Invoice

DATE	INVOICE NO.
1/19/2023	207173

BILL TO
Compass Project Management, Inc Att: Anissa Ellis One Edgewater Drive, Suite 204 Norwood, MA 02062

SHIP TO
<p><b>Project # 10082.CP</b>  <del>10082.CP</del>                  Incorrect project # should be 10087.CP                  per 1/19/23 email</p>

P.O. # or DOCKET #	TERMS	SALES REP

Date	Description of Ad	Ad Name	Newspaper	AMOUNT
01/19/23	Display advertising January 19, 2023	Coakley Middle School	Norwood Record	232.00
<p><b>We have moved our office</b></p> <p><b>661 Washington Street, Suite 202</b></p> <p><b>Norwood, MA 02062</b></p>				
			<b>Total</b>	\$232.00



# INVOICE

## Interval Data Systems, Inc.

January 26, 2023

135 Beaver St., Suite 410 Phone 781-996-4353  
 Waltham, MA 02452 USA Fax 781-996-4358  
 www.intdatsys.com finance@intdatsys.com

**INVOICE NUMBER: NMS-001**

**To:** Compass Project Management, LLC  
 One Edgewater Drive, Suite 204  
 Norwood, MA 02062

### Automation Consultant - Norwood Middle School

Project Phase	Fee	Previous Billing	Percent Complete	Total Billed to Date	Balance to Finish	Current Billing
Design Phase: DD	\$6,000.00	\$0.00	100.00%	\$6,000.00	\$0.00	\$6,000.00
Design Phase: 60, 90 & 100% CD	\$45,000.00	\$0.00	80.00%	\$36,000.00	\$9,000.00	\$36,000.00
Construction Phase: Submittal Review & Digital Twin	\$37,000.00	\$0.00	0.00%	\$0.00	\$37,000.00	\$0.00
<b>Total</b>	<b>\$88,000.00</b>	<b>\$0.00</b>	<b>47.73%</b>	<b>\$42,000.00</b>	<b>\$46,000.00</b>	<b>\$42,000.00</b>

**Current Billing Notes:**

Design Phase - DD:

-Review of ASHRAE Guideline 36 High-Performance SOO & Spec recommendations with design team

Design Phase: 60 & 90% CD:

-Development of HVAC Sequences of Operation using ASHRAE Guideline 36 for 60% and 90% deliverable  
 -Recommendations and updates to the ATC specification to include user interface details, integrations, and trend export requirements at 60% and 90% CD

**Subtotal: \$42,000.00**

**Other Charges or Adjustments: \$0.00**

**Terms: Per agreement with Compass Project Management, LLC**

Please make checks payable to:  
 Interval Data Systems, Inc.

**Invoice Total: \$42,000.00**

*Thank You for Your Business*



**ARCHITECT / ENGINEER REQUEST FOR PAYMENT**

Ai3 Architects LLC  
 526 Boston Post Road  
 Wayland, MA 01778

Telephone: (508) 358-0790  
 Fax: (508) 358-0791


MSBA ID:  
 Contract for: Dr. Philip O. Coakley Middle School

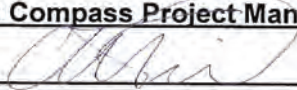
Town of Norwood  
 ATTN: Tony Mazzucco, General Town Manager  
 566 Washington Street (Town Hall)  
 Norwood, MA 02062

Telephone: (781) 762-1240  
 Fax: (781) 278-3000

Period Ending: **January 31, 2023**  
**BASIC SERVICES**  
**Invoice 0023B-2002.00**

Project Phase	Approved Budget	MSBA Cost Code	Percent of Total	Previously Approved Payments	Request This Period	Total Complete to Date	% Complete	Balance to Finish
Feasibility Study Phase	\$ 361,811.00	00020000		\$ 361,811.00	\$ -	\$ 361,811.00	100.00%	\$ -
Full Schematic Design Phase	\$ 442,214.00	00020000		\$ 442,214.00	\$ -	\$ 442,214.00	100.00%	\$ -
Design Development Phase	\$ 3,024,964.00	02010400		\$ 3,024,964.00	\$ -	\$ 3,024,964.00	100.00%	\$ -
Construction Documents Phase	\$ 4,573,514.00	02010500		\$ 2,933,446.25	\$ 546,689.25	\$ 3,480,135.50	76.09%	\$ 1,093,378.50
Early Bid Packages	N/A			\$ -	\$ -	\$ -		
Bidding Phase / Descoping Sessions	\$ 265,902.00	02010600		\$ -	\$ -	\$ -		\$ 265,902.00
Construction Administration Phase	\$ 1,808,134.00	02010700		\$ -	\$ -	\$ -		\$ 1,808,134.00
Completion Phase	\$ 159,541.00	02010800		\$ -	\$ -	\$ -		\$ 159,541.00
<b>Totals</b>	<b>\$ 10,636,080.00</b>			<b>\$ 6,762,435.25</b>	<b>\$ 546,689.25</b>	<b>\$ 7,309,124.50</b>	<b>68.72%</b>	<b>\$ 3,326,955.50</b>

Architect:  
**Firm: Ai3 Architects LLC**  
 By:   
 Date: 1.31.23

Reviewed: Project Manager  
**Firm: Compass Project Management, Inc.**  
 By:   
 Date: 2/6/23

Approved:  
**LGU: Town of Norwood**  
 By: \_\_\_\_\_  
 Date: \_\_\_\_\_





**ARCHITECT / ENGINEER REQUEST FOR PAYMENT**

Ai3 Architects LLC  
526 Boston Post Road  
Wayland, MA 01778

Telephone: (508) 358-0790  
Fax: (508) 358-0791

MSBA ID:

Contract for: Dr. Philip O. Coakley Middle School


Town of Norwood  
ATTN: Tony Mazzucco, General Town Manager  
566 Washington Street (Town Hall)  
Norwood, MA 02062

Telephone: (781) 762-1240  
Fax: (781) 278-3000

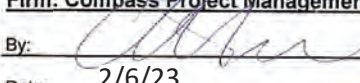
Period Ending: **January 31, 2023**  
**EXTRA SERVICES**  
**Invoice 0014E-2002.00**

Project Phase	Approved Budget	MSBA Cost Code	Percent of Total	Previously Approved Payments	Request This Period	Total Complete to Date	% Complete	Balance to Finish
Phase 1 Site Surveyor - Topographical & Boundary Survey	\$ 33,000.00	00030000		\$ 33,000.00	\$ -	\$ 33,000.00	100.00%	\$ -
Phase 1 Preliminary Geotechnical Evaluation of Proposed Site Area	\$ 26,620.00	00030000		\$ 26,620.00	\$ -	\$ 26,620.00	100.00%	\$ -
Phase 1 Hazardous Materials Survey & Inspection Services	\$ 2,200.00	00030000		\$ 2,200.00	\$ -	\$ 2,200.00	100.00%	\$ -
Phase 1 Hazardous Materials Destructive Testing & Roofing Sampling Services	\$ 2,310.00	00030000		\$ 2,310.00	\$ -	\$ 2,310.00	100.00%	\$ -
Phase 1 Traffic Study	\$ 12,100.00	00030000		\$ 12,100.00	\$ -	\$ 12,100.00	100.00%	\$ -
Phase 1 Environmental Site Assessment	\$ 3,465.00	00030000		\$ 3,465.00	\$ -	\$ 3,465.00	100.00%	\$ -
Phase 1 Wetland Delineations	\$ 3,850.00	00030000		\$ 3,850.00	\$ -	\$ 3,850.00	100.00%	\$ -
Phase 1 Soil Characterization	\$ 8,580.00	00030000		\$ 8,030.00	\$ -	\$ 8,030.00	100.00%	\$ 550.00
Phase 1 Fire Hydrant Flow Testing	\$ 3,850.00	00030000		\$ 3,850.00	\$ -	\$ 3,850.00	100.00%	\$ -
<b>Phase 2: Site Surveyor</b>	<b>\$ 39,600.00</b>	<b>02040400</b>		<b>\$ -</b>	<b>\$ 31,680.00</b>	<b>\$ 31,680.00</b>	<b>80.00%</b>	<b>\$ 7,920.00</b>
Phase 2 Traffic Study	\$ 13,200.00	02041200		\$ 13,200.00	\$ -	\$ 13,200.00	100.00%	\$ -
Phase 2 Geotechnical Evaluation	\$ 45,000.00	02040300		\$ 45,000.00	\$ -	\$ 45,000.00	100.00%	\$ -
<b>Phase 2: On-Site Geotechnical Engineer During Site Excavation/Compaction (Construction Phase)</b>	<b>\$ 95,600.00</b>	<b>02030100</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 95,600.00</b>
Phase 2 Hazardous Materials Investigation	\$ 4,400.00	02040200		\$ 4,400.00	\$ -	\$ 4,400.00	100.00%	\$ -
<b>Phase 2: Hazardous Materials Surveys, Monitoring, Testing and Inspections (Construction Phase)</b>	<b>\$ 135,000.00</b>	<b>02040200</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 135,000.00</b>
Phase 2 Site Permitting, NPDES Permit, Zoning, Regulatory Variances, Submittals, and Approvals Planning Board	\$ 41,558.00	01040000		\$ 8,565.48	\$ 14,137.12	\$ 22,702.60	54.63%	\$ 18,855.40
Phase 2 Soil Characterization	\$ 15,400.00	02040300		\$ 15,400.00	\$ -	\$ 15,400.00	100.00%	\$ -
Phase 2 Installation Management of FF&E	\$ 84,744.00	02039900		\$ -	\$ -	\$ -		\$ 84,744.00
<b>Phase 2: Environmental Permitting Conservation Commission &amp; Wetlands Delineation</b>	<b>\$ 6,160.00</b>	<b>02040500</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 6,160.00</b>
Phase 2 Historic Commission PNF Filing	\$ 4,500.00	02039900		\$ 4,500.00	\$ -	\$ 4,500.00	100.00%	\$ -
Phase 2 MAAB Variance Application	\$ 3,960.00	02039900		\$ -	\$ -	\$ -		\$ 3,960.00
Phase 2 LEED / Sustainability / PV Array	\$ 274,190.00	02039900		\$ 15,620.00	\$ 29,255.00	\$ 44,875.00	16.37%	\$ 229,315.00
Phase 2 Synthetic Turf Analysis & Design	\$ 120,450.00	02039900		\$ 56,477.30	\$ 27,109.23	\$ 83,586.53	69.40%	\$ 36,863.47
Phase 2 Sewer CCTV	\$ 7,700.00	02039900		\$ -	\$ -	\$ -		\$ 7,700.00
<b>Totals</b>	<b>\$ 987,437.00</b>			<b>\$ 258,587.78</b>	<b>\$ 102,181.35</b>	<b>\$ 360,769.13</b>	<b>36.54%</b>	<b>\$ 626,667.87</b>

Architect:  
Firm: **Ai3 Architects LLC**

By:   
Date: 1.31.23

Reviewed: Project Manager  
Firm: **Compass Project Management, Inc.**

By:   
Date: 2/6/23

Approved:  
**LGU: Town of Norwood**

By: \_\_\_\_\_  
Date: \_\_\_\_\_



January 31, 2023

Mr. Chase Terrio, Senior Project Manager  
 Compass Project Management, Inc.  
 One Edgewater Drive  
 Suite 204  
 Norwood, MA 02062

Dear Chase,

The following invoice is for Traverse Landscape Architects' time spent-to-date on the "Phase 2: Site Surveyor" item for Coakley Middle School:

TRAVERSE LANDSCAPE ARCHITECTS	
01/23/23 Invoice #K1015-009 – Coakley Middle School	\$ 28,800.00
<u>SUBTOTAL</u>	<u>\$ 28,800.00</u>
10% Administrative Mark-Up as per Article 9.1 of the Contract for Designer Services:	\$ 2,880.00

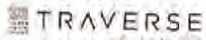
This GRAND TOTAL amount of **\$31,680.00** is shown in our Architect / Engineer Request For Payment 0014E-2002.00 for the period ending January 31, 2023 for EXTRA Services.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads 'Kristen Baker'.

Kristen Baker, Principal | Office Manager  
 Ai3 Architects LLC



Bill from  
**Traverse Landscape Architects**  
 150 Chestnut Street, 4th Floor  
 Providence ,  
 RI 02903  
 United States of America (the)

Bill to  
 526 Boston Post Road  
 Wayland,  
 MA 01778

Project  
**Norwood Middle School** **K1015**  
 Services through  
**Dec 1, 2022 - Dec 31, 2022**

Note  
 Workforce hour reporting will be sent in a separate email

Invoice #	Terms	Issue Date	Due Date	Total Due
K1015-009	Net 30	Jan 23, 2023	Feb 22, 2023	\$66,114.35

**Fixed Fee Services**

PHASE	PLANNED	PREVIOUSLY BILLED (\$)	PREVIOUSLY BILLED (%)	% COMPLETE	CURRENT DUE
Preliminary Design Program	\$15,750.00	\$15,750.00	100%	100%	\$0.00
Preferred Schematic	\$19,150.00	\$19,150.00	100%	100%	\$0.00
Schematic Design	\$15,100.00	\$15,100.00	100%	100%	\$0.00
Design Development	\$99,587.00	\$99,587.00	100%	100%	\$0.00
Construction Documentation	\$71,134.00	\$51,216.48	72%	78%	\$4,268.04
Bidding & Negotiation	\$28,453.00	\$0.00	0%	0%	\$0.00
Construction Administration	\$85,360.00	\$0.00	0%	0%	\$0.00
Civil Engineering	\$284,534.00	\$105,562.11	37%	46%	\$25,608.06
Traffic	\$12,000.00	\$12,000.00	100%	100%	\$0.00
Permitting	\$37,080.00	\$13,200.48	35%	56%	\$7,438.25
Survey	\$36,000.00	\$0.00	0%	80%	\$28,800.00
<b>Total for Fixed Fee Services</b>	<b>\$704,148.00</b>	<b>\$331,566.07</b>	<b>47%</b>	<b>56%</b>	<b>\$66,114.35</b>

1/31/23 0014E-2002.00

**Total Due \$66,114.35**



January 31, 2023

Mr. Chase Terrio, Senior Project Manager  
 Compass Project Management, Inc.  
 One Edgewater Drive  
 Suite 204  
 Norwood, MA 02062

Dear Chase,

The following invoice is for Traverse Landscape Architects' time spent-to-date on the "Phase 2: Site Permitting, NPDES Permit, Zoning, Regulatory Variances, Submittals, and Approvals Planning Board" item for Coakley Middle School:

TRAVERSE LANDSCAPE ARCHITECTS	
01/23/23 Invoice #K1015-009 – Coakley Middle School	\$ 7,438.25
<u>12/30/22 Invoice #K1015-008 – Coakley Middle School</u>	<u>\$ 5,413.68</u>
SUBTOTAL	\$ 12,851.93
10% Administrative Mark-Up as per Article 9.1 of the Contract for Designer Services:	\$ 1,285.19

This GRAND TOTAL amount of **\$14,137.12** is shown in our Architect / Engineer Request For Payment 0014E-2002.00 for the period ending January 31, 2023 for EXTRA Services.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads 'Kristen Baker'.

Kristen Baker, Principal | Office Manager  
 Ai3 Architects LLC

Norwood Middle School

Traverse Landscape Architects

Invoice # K1015-008

**Fixed Fee Services**

PHASE	PLANNED	PREVIOUSLY BILLED (\$)	PREVIOUSLY BILLED (%)	% COMPLETE	CURRENT DUE
Preliminary Design Program	\$15,750.00	\$15,750.00	100%	100%	\$0.00
Preferred Schematic	\$19,150.00	\$19,150.00	100%	100%	\$0.00
Schematic Design	\$15,100.00	\$15,100.00	100%	100%	\$0.00
Design Development	\$99,587.00	\$99,587.00	100%	100%	\$0.00
Construction Documentation	\$71,134.00	\$46,237.10	65%	72%	\$4,979.38
Bidding & Negotiation	\$28,453.00	\$0.00	0%	0%	\$0.00
Construction Administration	\$85,360.00	\$0.00	0%	0%	\$0.00
Civil Engineering	\$284,534.00	\$70,877.42	24%	37%	\$34,684.69
Traffic	\$12,000.00	\$12,000.00	100%	100%	\$0.00
Permitting	\$37,080.00	\$7,786.80	21%	36%	\$5,413.68
<b>Total for Fixed Fee Services</b>	<b>\$668,148.00</b>	<b>\$286,488.32</b>	<b>42%</b>	<b>50%</b>	<b>\$45,077.75</b>

1/31/23 0017E-2002.00

**Total Due**

**\$45,077.75**

Please remit payment to : Traverse Landscape Architects, 150 Chestnut St. 4th Floor, Providence, RI 02903



Bill from  
**Traverse Landscape Architects**  
 150 Chestnut Street, 4th Floor  
 Providence,  
 RI 02903  
 United States of America (the)

Bill to  
 526 Boston Post Road  
 Wayland,  
 MA 01778

Project **Norwood Middle School** **K1015** Services through **Dec 1, 2022 - Dec 31, 2022**

Note  
 Workforce hour reporting will be sent in a separate email

Invoice #	Terms	Issue Date	Due Date	Total Due
K1015-009	Net 30	Jan 23, 2023	Feb 22, 2023	\$66,114.35

**Fixed Fee Services**

PHASE	PLANNED	PREVIOUSLY BILLED (\$)	PREVIOUSLY BILLED (%)	% COMPLETE	CURRENT DUE
Preliminary Design Program	\$15,750.00	\$15,750.00	100%	100%	\$0.00
Preferred Schematic	\$19,150.00	\$19,150.00	100%	100%	\$0.00
Schematic Design	\$15,100.00	\$15,100.00	100%	100%	\$0.00
Design Development	\$99,587.00	\$99,587.00	100%	100%	\$0.00
Construction Documentation	\$71,134.00	\$51,216.48	72%	78%	\$4,268.04
Bidding & Negotiation	\$28,453.00	\$0.00	0%	0%	\$0.00
Construction Administration	\$85,360.00	\$0.00	0%	0%	\$0.00
Civil Engineering	\$284,534.00	\$105,562.11	37%	46%	\$25,608.06
Traffic	\$12,000.00	\$12,000.00	100%	100%	\$0.00
Permitting	\$37,080.00	\$13,200.48	35%	56%	\$7,438.25
Survey	\$36,000.00	\$0.00	0%	80%	\$28,800.00
<b>Total for Fixed Fee Services</b>	<b>\$704,148.00</b>	<b>\$331,566.07</b>	<b>47%</b>	<b>56%</b>	<b>\$66,114.35</b>

1/31/23 0014E-2002.00

**Total Due \$66,114.35**



# Invoice

A13 Architect, LLC  
 526 Boston Post Road  
 Wayland, MA 01778

Invoice #: 7266  
 Invoice Date: 1/10/2023  
 Due Date: 3/11/2023  
 Terms: PWP

Description	Contract Amt	% Complete	Amount Due
RE: Consulting engineering services in the design and engineering of approximately 1,200 kWdc of PV capacity on rooftop and canopy-mounted solar electric systems and an accompanying battery energy storage system (BESS) to power the new Coakley Middle School off Washington Street in Norwood, MA.			
Phase 2 - Financial Modeling, Design Development Documents, Interconnection Application Submission	61,510.00	50.00%	29,255.00
Phase 3 - Construction Documents (60%, 90%, 100%), CSI Format Specs	57,825.00	0.00%	0.00
Phase 4 - Bidding, Contractor Evaluation Support	18,265.00	0.00%	0.00
Phase 5 - Construction Period Support	21,675.00	0.00%	0.00
Phase 6 - System Commissioning & Utility Closeout	22,125.00	0.00%	0.00
Please make payments to: Solar Design Associates, Inc. PO Box 242, Harvard, MA 01451-0242 978-456-6855 Tax ID: 47-2272431 * 1.5% interest will be charged on past due invoices		<b>Total</b>	\$29,255.00
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$29,255.00

Thank you for the opportunity to provide these services. It's a pleasure working with you.

1/31/23  
 0014E -  
 2002.00



January 31, 2023

Mr. Chase Terrio, Senior Project Manager  
 Compass Project Management, Inc.  
 One Edgewater Drive  
 Suite 204  
 Norwood, MA 02062

Dear Chase,

The following invoice is for Traverse Landscape Architects' time spent-to-date on the "Phase 2: Synthetic Turf Analysis & Design" item for Coakley Middle School:

TRAVERSE LANDSCAPE ARCHITECTS	
01/23/23 Invoice #A1051-004 – Coakley Middle School	\$ 24,644.75
<u>SUBTOTAL</u>	<u>\$ 24,644.75</u>
10% Administrative Mark-Up as per Article 9.1 of the Contract for Designer Services:	\$ 2,464.48

This GRAND TOTAL amount of **\$27,109.23** is shown in our Architect / Engineer Request For Payment 0014E-2002.00 for the period ending January 31, 2023 for EXTRA Services.

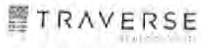
If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kristen Baker', is written over a light blue horizontal line.

Kristen Baker, Principal | Office Manager  
 Ai3 Architects LLC





Bill from  
**Traverse Landscape Architects**  
 150 Chestnut Street, 4th Floor  
 Providence ,  
 RI 02903  
 United States of America (the)

Bill to  
 526 Boston Post Road  
 Wayland,  
 MA 01778

Project  
**Norwood MS Turf A1051**

Services through  
 Dec 1, 2022 – Dec 31, 2022

Invoice #	Terms	Issue Date	Due Date	Total Due
A1051-004	Net 30	Jan 23, 2023	Feb 22, 2023	\$24,644.75

**Fixed Fee Services**

PHASE	PLANNED	PREVIOUSLY BILLED (\$)	PREVIOUSLY BILLED (%)	% COMPLETE	CURRENT DUE
Due Diligence-Site Assess and Survey	\$16,535.00	\$16,535.00	100%	100%	\$0.00
Design Development	\$27,225.00	\$27,225.00	100%	100%	\$0.00
Construction Documentation	\$37,915.00	\$7,583.00	20%	85%	\$24,644.75
Bidding & Negotiation	\$5,845.00	\$0.00	0%	0%	\$0.00
Construction Administration	\$21,980.00	\$0.00	0%	0%	\$0.00
<b>Total for Fixed Fee Services</b>	<b>\$109,500.00</b>	<b>\$51,343.00</b>	<b>46%</b>	<b>69%</b>	<b>\$24,644.75</b>

**Total Due**

**\$24,644.75**

Please remit payment to : Traverse Landscape Architects, 150 Chestnut St. 4th Floor, Providence, RI 02903

1/31/23  
 0014E -  
 2002.00



## Invoice Statement

January 31, 2023

Mr. Chase Terrio, Senior Project Manager  
 Compass Project Management, Inc.  
 One Edgewater Drive  
 Suite 204  
 Norwood, MA 02062

Ai3 Architects Project No. 2002.00

Invoice No. **0003R-2002.00**  
Reimbursable Expenses – **Coakley Middle School**

Reimbursable Expenses invoiced to-date:

Invoice 0001R-2002.00	\$ 768.46
Invoice 0002R-2002.00	\$ 1,320.00
<b>TOTAL Reimbursable Expenses invoiced to-date:</b>	<b>\$ 2,088.46</b>

**The following reimbursable expenses are submitted for payment as per the provisions of Article 9 of the Designer Services Contract.**

*For the printing of Coakley Middle School presentation boards, per the Owner's request, to be displayed in public locations throughout Norwood and to be introduced to the public at Community Forum 11 and then circulated through town to inform citizens of what the upcoming building project will look like once completed.*

ANDREW T. JOHNSON CO., INC.	
<u>01/23/23 Invoice #IVC129185 – Coakley Middle School</u>	<u>\$ 224.61</u>
<b>TOTAL</b>	<b>\$ 224.61</b>

<u>10% administrative markup as per Designer Services Contract:</u>	<u>\$ 22.46</u>
---	-----------------

<b>GRAND TOTAL THIS INVOICE</b>	<b>\$ 247.07</b>
---------------------------------	------------------

# INVOICE

**ANDREW T. JOHNSON CO., INC.**

15 TREMONT PLACE  
 BOSTON MA 02108  
 (617) 742-1610 - Phone  
 (617) 523-0719 - Fax



**Bill To:**

Ai3 ARCHITECTS LLC  
 526 BOSTON POST ROAD  
 WAYLAND MA 01778

**Ship To:**

Ai3 ARCHITECTS LLC  
 JUSTIN THIBEAULT  
 526 BOSTON POST ROAD  
 WAYLAND MA 01778

Purchase Order No.		Customer ID		Ship Date	Shipping Method	Payment Terms	Date	Invoice
NMS COAKLEY		000000010750		1/20/2023	COURIER	Net 30	1/23/2023	IVC129185
Ordered	Shipped	B/O	Item Number	Description		Discount	Unit Price	Ext. Price
12	12	0	4015A-100	1-20-23 / Justin Thibeault NMS Coakley Rendering: 2 Full Color Prints 24x36 onto Satin		\$0.0000	\$7.5000	\$90.00
12	12	0	4014A-100	2 Prints Drymounted onto 1/2 Inch Black Foamcore		\$0.0000	\$6.8500	\$82.20
1	1	0	4005B-100	Delivery (See Ship to)		\$0.0000	\$41.6500	\$41.65

Subtotal	\$213.85
Tax	\$10.76
<b>Total</b>	<b>\$224.61</b>

Please provide account numbers and/or invoice numbers when making payments. Thank you.

1/31/23  
 0003R -  
 2002.00  
**PAID**  
 1-23-23  
 #10294



# INVOICE

W.T. Rich Company, Inc.  
 1075 Worcester Street  
 Suite 310  
 Natick, MA 01760  
 P:617-467-6010  
 F:617-467-6011  
[wtrich@wtrich.com](mailto:wtrich@wtrich.com)

DATE: JANUARY 30, 2023  
 INVOICE #202207-003

TO Town of Norwood  
 566 Washington Street  
 PO Box 40  
 Norwood, MA 02062

CONTACT PERSON	PROJECT	PAYMENT TERMS	DUE DATE
Harvey Eskenas	Coakley Middle School	Net 30 Days	January 30, 2023

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
3 months	<b><u>PROGRESS INVOICE #01 for Preconstruction Services</u></b> Full Preconstruction Services: 12/16/22 to 1/15/23 (1 Month)	\$27,000.00	\$27,000.00
	<b>Preconstruction Billing Summary:</b> Previous Precon invoices: \$108,000 Current Invoice: \$27,000 <u>Remaining to be billed: \$105,000 (4 months)</u> Total Preconstruction: \$240,000		

<b>SUBTOTAL</b>	\$27,000.00
<b>SALES TAX</b>	\$0.00
<b>TOTAL</b>	<b><u>\$27,000.00</u></b>

Make all checks payable to W.T. Rich Company, Inc.

Thank you for your business!



MSBA Classification Name	MSBA Code	Town munis org/object	Town munis Desc	BUDGET	TRANSFERS	REV'D BUDGET	COMMITTED	SPENT	LEFT TO SPEND	AVAILABLE
				MSBA PFA Budget 6-1-22	Budget Transfers	after Budget Transfers	Contracts, PO's, or Otherwise Spent	Total Paid Project to Date	on Current Contracts, PO's	to Commit or Spend
				F	G	H = (F + G)	I	J	K = I - J	L = H - MAX(I,J)
<b>FEASIBILITY STUDY AGREEMENT 00000000</b>										
OPM Feasibility Study	00010000			375,000	-	375,000	367,799	351,164	16,635	7,201
A&E Feasibility Study	00020000			900,000	-	900,000	804,025	804,025	-	95,975
Environmental & Site	00030000			125,000	-	125,000	95,975	95,425	550	29,025
Other	00040000			100,000	-	100,000	25,104	25,104	-	74,896
<b>TOTALS for FEASIBILITY STUDY</b>				<b>1,500,000</b>	<b>-</b>	<b>1,500,000</b>	<b>1,292,903</b>	<b>1,275,718</b>	<b>17,185</b>	<b>207,097</b>
<b>ADMINISTRATION 01000000</b>										
Legal Fees	01010000	61015 581005	OTH/LEG/CONT	50,000	-	50,000	-	-	-	50,000
				<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
<b>Owner's Project Manager 01020000</b>										
OPM - Design Development	01020400	61015 581003	OPM EXPENSE	132,440	-	132,440	132,440	132,440	-	-
OPM - Construct Contract Docs	01020500	61015 581003	OPM EXPENSE	305,208	-	305,208	298,842	138,261	160,581	6,366
OPM - Bidding	01020600	61015 581003	OPM EXPENSE	139,658	-	139,658	133,292	-	133,292	6,366
OPM - Construct Contract Admin	01020700	61015 581003	OPM EXPENSE	2,377,106	-	2,377,106	2,351,642	-	2,351,642	25,464
OPM - Closeout	01020800	61015 581003	OPM EXPENSE	205,769	-	205,769	205,769	-	205,769	-
OPM - Reimbs & Other Services	01021000	61015 581003	OPM EXPENSE	10,000	-	10,000	10,000	1,947	8,053	-
OPM - Cost Estimates	01021100		OPM EXPENSE	72,600	-	72,600	72,600	28,457	44,143	-
Advertising	01030000	61015 581003	OPM EXPENSE	2,000	-	2,000	2,000	1,843	158	-
Permitting	01040000	61015 581003	OPM EXPENSE	50,000	-	50,000	41,558	22,703	18,855	8,442
Owner's Insurance	01050000	61015 581003	OPM EXPENSE	25,000	-	25,000	-	-	-	25,000
Other Administrative Costs	01990000	61015 581003	OPM EXPENSE	30,000	-	30,000	-	-	-	30,000
				<b>3,349,781</b>	<b>-</b>	<b>3,349,781</b>	<b>3,248,143</b>	<b>325,650</b>	<b>2,922,493</b>	<b>101,638</b>
<b>Architecture &amp; Engineering 02000000</b>										
A&E - Design Development	02010400	61015 581004	ARCH/ENG	3,024,964	-	3,024,964	3,024,964	3,024,964	-	-
A&E - Construct Contract Docs	02010500	61015 581004	ARCH/ENG	4,573,514	-	4,573,514	4,573,514	3,480,136	1,093,379	-
A&E - Bidding	02010600	61015 581004	ARCH/ENG	265,902	-	265,902	265,902	-	265,902	-
A&E - Construct Contract Admin	02010700	61015 581004	ARCH/ENG	1,808,134	-	1,808,134	1,808,134	-	1,808,134	-
A&E - Closeout	02010800	61015 581004	ARCH/ENG	159,541	-	159,541	159,541	-	159,541	-
A&E - Construction Testing	02030100	61015 581004	ARCH/ENG	100,000	-	100,000	95,600	-	95,600	4,400
A&E - Printing (over minimum)	02030200	61015 581004	ARCH/ENG	5,000	-	5,000	-	-	-	5,000
A&E - Other Reimbursable Costs	02039900	61015 581004	ARCH/ENG	597,182	(3,220)	593,962	557,741	133,209	424,532	36,221
A&E - Hazardous Materials	02040200	61015 581004	ARCH/ENG	137,500	1,900	139,400	139,400	4,400	135,000	-
A&E - Geotech & Geo-Env.	02040300	61015 581004	ARCH/ENG	170,060	15,080	185,140	185,140	61,720	123,420	-
A&E - Site Survey	02040400	61015 581004	ARCH/ENG	39,600	-	39,600	39,600	31,680	7,920	-
A&E - Wetlands	02040500	61015 581004	ARCH/ENG	6,160	-	6,160	6,160	-	6,160	-
A&E - Traffic Studies	02041200	61015 581004	ARCH/ENG	13,200	-	13,200	13,200	13,200	-	-
				<b>10,900,757</b>	<b>13,760</b>	<b>10,914,517</b>	<b>10,868,896</b>	<b>6,749,308</b>	<b>4,119,588</b>	<b>45,621</b>
<b>Construction Contract 05000000</b>										
Preconstruction Services	05010000	61015 582000	BLDG CONSTR	500,000	-	500,000	240,000	135,000	105,000	260,000
Construction Budget (inclu ALTs)	05020001	61015 582000	BLDG CONSTR	119,499,563	-	119,499,563	-	-	-	119,499,563
Change Orders	05080000	61015 582000	BLDG CONSTR	-	-	-	-	-	-	-
				<b>119,999,563</b>	<b>-</b>	<b>119,999,563</b>	<b>240,000</b>	<b>135,000</b>	<b>105,000</b>	<b>119,759,563</b>
<b>Miscellaneous Project Costs 06000000</b>										
Utility Company Fees	06010000	61015 582005	MISC CONS COST	25,000	-	25,000	-	-	-	25,000
Testing Services	06020000	61015 582005	MISC CONS COST	300,000	-	300,000	-	-	-	300,000
Other Project Costs	06990000	61015 582005	MISC CONS COST	300,000	-	300,000	103,400	52,800	50,600	196,600
				<b>625,000</b>	<b>-</b>	<b>625,000</b>	<b>103,400</b>	<b>52,800</b>	<b>50,600</b>	<b>521,600</b>
<b>Furnishing &amp; Equipment 07000000</b>										
Furnishings	07010000	61015 585000	FURN/FIX/EQU	2,140,000	-	2,140,000	-	-	-	2,140,000
Technology	07030000	61015 585000	FURN/FIX/EQU	2,568,000	-	2,568,000	-	-	-	2,568,000
				<b>4,708,000</b>	<b>-</b>	<b>4,708,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,708,000</b>
<b>Project Total Excluding Contingencies</b>				<b>141,133,101</b>	<b>13,760</b>	<b>141,146,861</b>	<b>15,753,342</b>	<b>8,538,476</b>	<b>7,214,866</b>	<b>125,393,519</b>
<b>Contingencies 08000000</b>										
Construction Contingency	05070000	61015 581005	OTH/LEG/CONT	6,831,000	-	6,831,000	-	-	-	6,831,000
Owner's Project Contingency	08010000	61015 581005	OTH/LEG/CONT	2,064,743	(13,760)	2,050,983	-	-	-	2,050,983
				<b>8,895,743</b>	<b>(13,760)</b>	<b>8,881,983</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,881,983</b>
<b>TOTAL PROJECT BUDGET</b>				<b>150,028,844</b>	<b>-</b>	<b>150,028,844</b>	<b>15,753,342</b>	<b>8,538,476</b>	<b>7,214,866</b>	<b>134,275,502</b>



Vendor	Post Pd	AM/PO/CO	LN	Desc	Commitment	MSBA CODE	MSBA Desc	Town munis org/object	Town munis Desc
--------	---------	----------	----	------	------------	-----------	-----------	-----------------------	-----------------

The Vertex Companies, LLC (Vertex) \* On January 1, 2023 Compass changed its name to The Vertex Companies, LLC (Vertex)

Compass Project Management, Inc. (Compass)

Compass	2020.06	Orig Contract	5	FSA Fee	337,799.00	00010000	OPM Feasibility Study		
Compass	2020.06	Orig Contract	5	Cost Estimates	30,000.00	00010000	OPM Feasibility Study		
Compass	2022.05	AM 1	1	Design Development	132,440.00	01020400	OPM - Design Development	61015 581003	OPM EXPENSE
Compass	2022.05	AM 1	2	Construction Documents	298,842.00	01020500	OPM - Construct Contract Docs	61015 581003	OPM EXPENSE
Compass	2022.05	AM 1	3	Bidding	133,292.00	01020600	OPM - Bidding	61015 581003	OPM EXPENSE
Compass	2022.05	AM 1	4	Construction Admin	2,351,642.00	01020700	OPM - Construct Contract Admin	61015 581003	OPM EXPENSE
Compass	2022.05	AM 1	5	Completion/Closeout	205,769.00	01020800	OPM - Closeout	61015 581003	OPM EXPENSE
Compass	2022.05	AM 1	6	OPM Reimbursables	10,000.00	01021000	OPM - Reimbs & Other Services	61015 581003	OPM EXPENSE
Compass	2022.05	AM 1	7	Advertising	2,000.00	01030000	Advertising	61015 581003	OPM EXPENSE
Compass	2022.05	AM 1	8	Cost Estimates	72,600.00	01021100	OPM - Cost Estimates	61015 581003	OPM EXPENSE
Compass	2022.09	AM 2	9	Bldg Mgmt System Consultant	96,800.00	06990000	Other Project Costs	61015 582005	MISC CONS COS
Compass	2023.01	AM 3	10	Structural Peer Review	6,600.00	06990000	Other Project Costs	61015 582005	MISC CONS COS
<b>TOTAL:</b>					<b>3,677,784.00</b>				

Ai3 Architects

Basic Services

Ai3	2020.12	Orig Contract	1	Feasibility Study - Basic Services	361,811.00	00020000	A&E Feasibility Study		
Ai3	2020.12	Orig Contract	2	Schematic Design - Basic Services	442,214.00	00020000	A&E Feasibility Study		
Ai3	2022.05	AM 1	1	Design Development	3,024,964.00	02010400	A&E - Design Development	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	2	Construction Documents	4,573,514.00	02010500	A&E - Construct Contract Docs	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	3	Bidding/Descoping	265,902.00	02010600	A&E - Bidding	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	4	Construction Administration	1,808,134.00	02010700	A&E - Construct Contract Admin	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	5	Completion/Closeout	159,541.00	02010800	A&E - Closeout	61015 581004	ARCH/ENG

Total Basic Services 10,636,080.00

Extra Services

Ai3	2020.12	Orig Contract	3	Phase 1 All Extra Services (See ES invoice)	95,975.00	00030000	Environmental & Site		
Ai3	2022.05	AM 1	6	Phase 2: Site Surveyor	39,600.00	02040400	A&E - Site Survey	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	7	Phase 2: Traffic Study	13,200.00	02041200	A&E - Traffic Studies	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	8	Phase 2: Geotech Evaluation	45,000.00	02040300	A&E - Geotech & Geo-Env.	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	9	Phase 2: Onsite Geotech Engr during Site Excavation/ Compaction during Construction	95,600.00	02030100	A&E - Construction Testing	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	10	Phase 2: Haz Mat Investigation	4,400.00	02040200	A&E - Hazardous Materials	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	11	Ph 2: Haz Mat Testing, Invest, Insp dur Construction	135,000.00	02040200	A&E - Hazardous Materials	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	12	Ph 2: Site Permitting- NPDES, Zoning, Planning, Zoning	41,558.00	01040000	Permitting	61015 581003	OPM EXPENSE
Ai3	2022.05	AM 1	13	Ph 2: Soil Characterization	15,400.00	02040300	A&E - Geotech & Geo-Env.	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	14	Ph 2: Installation Mgmt of FF&E	84,744.00	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	15	Ph 2: Environ Permitting Con Comm, Wetl Delin	6,160.00	02040500	A&E - Wetlands	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	16	Ph 2: Historic Comm PNF Filing	4,500.00	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	17	Ph 2: MAAB Variance Appl	3,960.00	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	18	Ph2: LEED Sustain PV Array	274,190.00	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	19	Ph 2: Synthetic Turf Analysis & Des	120,450.00	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG
Ai3	2022.05	AM 1	20	Ph 2: Sewer CCTV	7,700.00	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG
Ai3	2022.12	AM 2	21	Topsoil and Subsoil Characterization	123,420.00	02040300	A&E - Geotech & Geo-Env.	61015 581004	ARCH/ENG
Ai3	2023.01	AM 3	22	Early Bid Package #1	61,950.00	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG

Total Extra Services 1,172,807.00

TOTAL: 11,808,887.00

WT Rich

Construction Services

WT Rich	2022.11	Orig Contract	1	Precon Services	240,000.00	05010000	Preconstruction Services	61015 582000	BLDG CONSTR
---------	---------	---------------	---	-----------------	------------	----------	--------------------------	--------------	-------------

TOTAL: 15,726,671.00

Norwood Coakley Middle School

1/31/2023



Budget Transfers & Usage of Contingency

Items highlighted in yellow are new this reporting period

LN	Report Period	Change no. / Description	Transfer From:			Transfer To:				Change Amount	Contingency Accounts Balances		MSBA Budget Revision Request Status				
			From CODE	From Description	Town munis org/object	Town munis Desc	To CODE	To Description	Town munis org/object		Town munis Desc	05070000 Initial Budgets	08010000 Initial Budgets	MSBA BRR	BRR Status	Inelig Amount	Elig Amount
1	2022.05	AI3 Amendment 1: to reconcile the budget to contract	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG	02040200	A&E - Hazardous Materials	61015 581004	ARCH/ENG	1,900.00	0.00	0.00	BRR#1 Table 3	TBD		
2	2022.05	Proposed Compass Amendment for Automation Consultant	02040300	A&E - Geotech & Geo-Env.	61015 581004	ARCH/ENG	01990000	Other Administrative Costs	61015 581003	OPM EXPENSE	109,660.00	0.00	0.00	n/a			
3	2022.12	Reversing/Canceling transfer#2 - OPM AM#2 posted to 0699000 Other Project Costs	02040300	A&E - Geotech & Geo-Env.	61015 581004	ARCH/ENG	01990000	Other Administrative Costs	61015 581003	OPM EXPENSE	(109,660.00)	0.00	0.00	n/a			
4	2022.05	Proposed Compass Amendment for Automation Consultant	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG	01990000	Other Administrative Costs	61015 581003	OPM EXPENSE	25,340.00	0.00	0.00	n/a			
5	2023.01	Reversing/Canceling transfer# 4 - OPM AM#2 posted to 0699000 Other Project Costs	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG	01990000	Other Administrative Costs	61015 581003	OPM EXPENSE	(25,340.00)	0.00	0.00	n/a			
6	2022.11	Transfer funds to cover \$1,320 overage for A&E Geotech (AI3 reimbursable invoice #0002R-2002.00)	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG	02040300	A&E - Geotech & Geo-Env.	61015 581004	ARCH/ENG	1,320.00	0.00	0.00	BRR#1 Table 3	TBD		
7	2022.12	AI3 Amendment 2: amount in excess of available funds	08010000	Owner's Project Contingency	61015 581005	OTH/LEG/CONT	02040300	A&E - Geotech & Geo-Env.	61015 581004	ARCH/ENG	13,760.00	0.00	(13,760.00)	BRR#1 Table 1	TBD		
												0.00	0.00				
											<b>Remaining Balance</b>	<b>6,831,000.00</b>	<b>2,050,983.00</b>				

MSBA Reimbursement Summary

Items highlighted in yellow are new this reporting period

District Name	Norwood	School Name	Dr. Philip O. Coakley Middle School
MSBA ID	201802200305	Budget Phase	PFA Budget
Procurement Type	Undetermined	Total Project Budget	\$150,028,844
Project Type	Core Program	Board Approved Final TFG Date	
Project Scope	N/A	Estimated Max Total Facilities Grant (95% Amt)	\$45,331,282 (\$43,064,718)
FSA Effective Date	4/8/20	Maximum Total Facilities Grant	\$46,259,251
PFA Effective Date	6/1/2022	Total MSBA Payment Amount (to Date)	\$3,833,246
PFA Bid Date		Percent of Total Facilities Grant Paid (to Date)	8.46%
Reimbursement Rate	54.34%	Project Phase	Design Development

Request No	Type	Electronic Request Date	Submitted Amount	Eligible Project Cost	Ineligible Project Cost	MSBA Payment Amount	MSBA Payment Date	Included Invoices Recommended in VIP for period
1		1/31/21	\$104,560	\$102,145	\$2,415	\$51,011	3/25/21	PTD - Dec 2020
2		4/30/21	\$228,670	\$228,514	\$156	\$114,120	5/27/21	Jan - Mar 2021
3		6/2/21	\$67,363	\$67,363	\$0	\$33,641	7/15/21	Apr 2021
4		8/19/21	\$350,371	\$344,421	\$5,950	\$172,004	9/16/21	May - Jul 2021
5		9/17/21	\$75,015	\$75,015	\$0	\$37,463	9/30/21	Aug 2021
6		12/10/21	\$170,262	\$169,752	\$510	\$84,774	2/3/22	Sep - Oct 2021
7		3/31/22	\$54,598	\$54,343	\$255	\$27,139	5/12/22	Dec 2021
8		5/28/22	\$214,737	\$200,833	\$13,904	\$154,961	6/24/22	Nov 21, Jan-Apr 22
9		8/26/22	\$1,976,179	\$1,976,179	\$0	\$1,073,855	9/15/22	May-Jun22
10		9/30/22	\$2,033,907	\$2,033,907	\$0	\$1,105,225	10/27/22	Jul-Aug22
11		10/30/22	\$576,948	\$576,948	\$0	\$313,514	11/17/22	Sept 22
12		11/18/22	\$598,159	\$578,424	\$19,735	\$314,315	12/22/22	Oct 22
13		12/29/22	\$681,720	\$646,342	\$35,378	\$351,223	2/2/23	Nov 22
14		1/27/23	\$642,014	\$0	\$0	\$0		Dec 22

Total

\$7,774,503	\$7,054,186	\$78,303	\$3,833,246
-------------	-------------	----------	-------------



\* new this period

PR	Vendor	Code	Description	Invoice	Subm	Inelig Amt	Primary Reason Code/Name	Auditor Comments	Next Steps for Vertex
1	Andrew T. Johnson	0004-0000	Other	IVC121105	\$3,718	\$2,415	L0-??? - Others	Reimburse for 4 printed copies and shipping costs for MSBA and DSP members.	n/a
2	Ai3 Architects LLC	0003-0000	Environmental & Site	0003E-2002.00	\$33,899	\$156	P0-Vehicle Costs - Others	Mileage on the Haley Aldrich Invoice with markup 142*1.1=156	n/a
4	Compass Project Management, Inc.	0004-0000	Other	CPM 87-11	\$6,205	\$5,950	F0-Normal Operating Items - Others	postcard & mailing fees	n/a
6	Compass Project Management, Inc.	0004-0000	Other	CPM 87-15	\$255	\$255	F5-Normal Operating Items - General Admin. Support	Ads for forum meeting is ineligible cost.	n/a
6	Compass Project Management, Inc.	0004-0000	Other	CPM 87-16	\$255	\$255	F5-Normal Operating Items - General Admin. Support	Ads for Forum Meeting is ineligible cost.	n/a
7	Compass Project Management, Inc.	0004-0000	Other	CPM 87-18	\$255	\$255	F5-Normal Operating Items - General Admin. Support	Meeting Ads is ineligible costs	n/a
8	Ai3 Architects LLC	0004-0000	Other	0001R-2002.00	\$768	\$768	F4-Normal Operating Items - Administrative	Flyers and presentation boards for Town meetings deemed ineligible + markup.	n/a
8	Compass Project Management, Inc.	0004-0000	Other	CPM 87-20	\$255	\$255	F5-Normal Operating Items - General Admin.	Advertisement cost deemed ineligible.	n/a
8	Compass Project Management, Inc.	0004-0000	Other	CPM 87-21	\$255	\$255	G0-Regular Payroll Costs - Others	Advertising cost deemed ineligible.	n/a
8	infosend	0004-0000	Other	203735	\$459	\$459	F0-Normal Operating Items - Others	Brochure costs deemed ineligible.	n/a
8	infosend	0004-0000	Other	203738	\$482	\$482	L0-??? - Others	Brochures are deemed ineligible.	n/a
8	John Guilfoil	0004-0000	Other	3606	\$10,350	\$10,350	L0-??? - Others	Website Hosting/SSL and Domain fee / Public relations campaign deemed ineligible.	n/a
8	Kreate and Print	0004-0000	Other	30955	\$1,335	\$1,335	F0-Normal Operating Items - Others	Prints for Town Meeting presentation.	n/a
12	Ai3 Architects LLC	0203-9900	A&E - Other Reimbursable	0011E-2002.00	\$18,189	\$18,189	L0-??? - Others	synthetic turf	n/a
12	Ai3 Architects LLC	0204-0300	A&E - Geotech & Geotech	0011E-2002.00	\$1,546	\$1,546	L0-??? - Others	synthetic turf mark up	n/a
13	Ai3 Architects LLC	0104-0000	Permitting	0012E-2002.00	\$8,565	\$8,565	R1-No approved Basis for Total Facilities Grant for this account/category		
13	Ai3 Architects LLC	0203-9900	A&E - Other Reimbursable	0012E-2002.00	\$8,385	\$8,385	L0-??? - Others	synthetic turf	
13	Compass Project Management, Inc.	0102-0500	OPM - Construction Contract Documents	CPM 87-29	\$28,890	\$18,428	R0-This amount is over the Basis for Total Facilities Grant		