




Conor Baldwin
Chief Financial Officer

MEMORANDUM

TO: Kevin J. Murphy, City Manager
FROM: Conor Baldwin, Chief Financial Officer 
DATE: January 15, 2018

SUBJECT: MOTION RESPONSE: 1/2/17 6.4. C. Elliott - Req. City Mgr. provide a report on the expenditures to date regarding the feasibility study on Lowell High School and the amount reimbursed to the City from the MSBA.

The finance department has been working with Skanska, the city's OPM on the Lowell High School MSBA project, to reconcile all outstanding invoices and reimbursement requests for the feasibility study module. On August 15, 2015, the Lowell City Council authorized a \$2 million loan order to fund the cost related to the feasibility study. Enclosed with this memorandum is a summary table compiled by Skanska that summarizes the total amount encumbered under contract for OPM services for Skanska and design services for Perkins Eastman, as well as the amount expended under each purchase order, and the total reimbursements received from the MSBA.

To date, \$1,381,143 has been expended on the project; \$1,037,280 for designer services rendered by Perkins Eastman and \$336,528 for OPM services rendered by Skanska. In addition to these services, approximately \$7,300 has been expended on professional services related to the development and publication of <http://www.lowellhsproject.com/>, the website dedicated to providing public information on the LHS project. Aside from the invoices paid to date, there is currently an additional invoice of approximately \$4,600 under review by the city and Skanska from Perkins Eastman. Of the \$2,000,000 total project budget, a total of \$1,902,625 has been encumbered. Currently, \$521,482 remains encumbered but unexpended between both contracts (\$122,232 for Skanska and \$397,285 for Perkins), excluding the aforementioned invoices from Perkins Eastman. An additional \$97,375 is available and unencumbered under the 8/15/2015 loan order.

Four (4) MSBA reimbursements have been submitted using the pro-pay system, to-date, totaling \$684,892. These funds have been deposited in the city treasury against the capital project fund set up for this major expense. An additional pro-pay request has been submitted to MSBA with a potential reimbursement of \$399,731. The paperwork has been completed and is awaiting final approval by the MSBA.

Please do not hesitate to let me know if there are any questions.

LHS Feasibility Study

January 2018 Budget Overall Update

1/8/2018

Contracts

Skanska		Amount	Perkins Eastman		Amount
Base Contract		\$458,760	Base Contract		\$1,095,000
Amendment		n/a	Amendment 1		\$144,067
			Amendment 2		\$155,122
			Amendment 3		\$31,823
			Amendment 4		\$8,553
Contract Total		\$458,760	Contract Total		\$1,434,565
PTD		\$336,528	PTD		\$1,037,280
Remaining		\$122,232	Remaining		\$397,285

PE and Skanska Summary by Activity				
	Skanska	Perkins	Total	
Designer Sel	\$55,517		\$55,517	
PDP	\$125,233	\$564,878	\$725,596	
Estimating	\$35,485	above	above	
PSR	\$120,293	\$472,402	\$592,695	
	\$336,528	\$1,037,280		

Civic Plus		Amount	Overall Summary	
Base Contract		\$7,900	Project Total PTD	\$1,381,143
2018 Fee		\$1,400		
Contract Total		\$9,300	Total Project Budget	\$2,000,000
PTD		\$7,335	Total Encumbered	\$1,902,625
Remaining		\$1,965	Unencumbered	\$97,375

Reimbursement

MSBA				
ProPay #	Payment		Invoice Period	Submitted
1	\$36,005		Apr16 - Jul16	08/18/16
2	\$136,137		Aug16-Oct16	11/29/16
3	\$285,204		Nov16-Jan17	03/10/17
4	\$227,546		Feb17-Apr17	07/18/17
Reimb To Date	\$684,892			
ProPay To Be Submitted to MSBA				
	\$506,309	Gross Amount		
	\$399,731	Potentially Reimbursable		Pending with MSBA
PE Invoice Rec'd during hold period				
	\$4,587		not yet submitted to City	