


Memorandum requesting additional funds for the Somerville Museum Care of Historic Collections Project (FY22 Renovation of Collection Storage)

Barbara Mangum <bmangum411@aol.com>

Wed 7/19/2023 6:28 PM

To: Roberta Cameron <rcameron@somervillema.gov>

Cc: Alison Drasner <alison@somervillemuseum.org>

 2 attachments (276 KB)

Stack Scehdule Extension - Cost with adjusted Change Order (1).pdf; CPA FY22 Budget amendment 2 request 7_16_2023.xls;

This email is from an external source. Use caution responding to it, opening attachments or clicking links.

Hi Roberta,

Attached please find my budget for the Museum's collection storage renovation project and how it has changed since our inception just two years ago. The project is now substantially complete and will be a tremendous improvement in the use of the collections for the education and delight of the people of Somerville. However, as you can see from the attached bill from our contractor Stack Design/Build, we have had change orders amounting to \$81,905 and another \$38,000 (estimate) of work to be done on 7 windows at the basement level: removing brick and masonry to allow the reinsertion and waterproofing of 3 painted wooden windows nearly identical to those that were earlier removed as a result of the renovation project and another 4 that on inspection were found to be in dire need of repair.

The work on the windows requires some explanation. The basement at the Museum required extreme waterproofing due to the amount of water traveling under the building. This had brought about mold conditions in the collection storage area that were unsafe for both volunteers and staff, but also for the preservation of the collections. As part of the collection storage renovation project, four original hopper/basement windows were removed: one from the Central Street side and three from the north side that faces a small alley between the Museum building and the neighbors. The Museum received a certificate of appropriateness from the Somerville Historic Preservation Commission in 2022 to remove the windows and brick them in, removing a potential source of water leakage from the storage area.

The Museum is grateful to have been awarded a grant of \$140,000 from the Massachusetts Cultural Facility Fund/Mass Development toward the costs of the collection storage space renovation. One of the facets of the MCFE grant projects is that it is a reimbursement program. Therefore, the Museum had to expend all \$140,000 of the award prior to requesting the grant and did not do so until about March. In April, the Museum filed a project notification form with the Massachusetts Historical Commission (MHC). This was required to receive the funds. To our surprise, the MHC differed with the SHPC about the removal of the windows and required that three of the four basement level windows be restored back into the Museum's foundation. The Museum is now working with our contractor to undertake this work prior to winter. In addition, in examining this issue, deficiencies were found in the remaining 4 original hopper windows. For reasons of closing out the collection renovation project under the current building permit, as well as not wanting to change contractors mid-stream, the Museum proposes to restore the three original windows and conserve/repair the other four original windows at the same time. We have been keeping Sarah White of the SHPC informed of the project's development and are now applying to the SHPC for a permit for appropriateness for this new phase of the project.

As a result of these increased costs, we are hoping that the CPC will consider out of cycle funding for the Museum in the amount of \$98,053. This will enable the Museum to pay the final bills to the contractor

and finish the work required on the windows this Fall.

As a private mostly volunteer run nonprofit, we are bringing as many varied sources of income as we can to support the project including the funds from the MCFE noted above, \$65,000 in two grants from the Cabot Family Charitable Trust as well as about \$55,000 in volunteer time and efforts. Our Capital Campaign has raised over \$2m to support the transformation of the Museum to date. However, as we are in the last phase of the campaign, it is getting harder to come up with new sources of income. In addition to the usual expenses incurred in a project like this, the Museum has also spent over \$57,000 on storage over the past 2.5 years with Gentle Giant and currently, is paying for the return of the collections.

Please let me know if I should send a more formal request to the CPC board about this matter. I am trying to make the deadline of getting this out to you today, hence the email.

Many thanks for your help in this and other matters,
Barbara Mangum

President of the Board of Trustees
Somerville Museum
1 Westwood Road
Somerville, MA 02143

Change order Number	Change Order Title	Current change order cost	GC Reduction amount (includes 1.5% insurance & 5% Fee)	Revised CO Subtotal	12.5% Markup on CO	New Total cost of Change Order
1	Rework Plumbing Connection to Radiators	\$6,373.19	\$393.19	\$5,980.00	\$747.50	\$6,727.50
2	Demo & Dispose of Metal Door @ Vault	\$1,678.39	\$103.55	\$1,574.84	\$196.86	\$1,771.70
3	Renovation of Vault Room	\$13,775.99	\$905.77	\$12,870.22	\$1,608.78	\$14,479.00
4	Additional Repair of heating units	\$3,915.57	\$849.89	\$3,065.68	\$383.21	\$3,448.89
7	Temp Light Fixtures	\$2,443.77	\$150.76	\$2,293.01	\$286.63	\$2,579.64
8	HVAC Scope Gap	\$5,504.60	\$339.60	\$5,165.00	\$645.63	\$5,810.63
10	Moving Existing Condensate pipe	\$2,749.64	\$169.64	\$2,580.00	\$322.50	\$2,902.50
11	Added walls & Ceiling Work	\$24,412.06	\$1,506.00	\$22,906.06	\$2,863.26	\$25,769.32
12	Door Hardware & Lock	\$358.09	\$22.09	\$336.00	\$42.00	\$378.00
5 & 13	Added 6 Weeks of schedule	\$35,809.20	\$35,809.20	\$16,033.65	\$2,004.21	\$18,037.86

	\$97,020.50	\$40,249.69	\$72,804.46	\$81,905.02
Total of CO excluding Scheudle Extension	\$61,211.30			

Total owed by SVM to Stack	\$20,693.72
-----------------------------------	--------------------

Somerville Museum FY2022: Improved Care of Historic Collections	CPA FY 2022 application budget 9/30/2021			CPA FY 2022 budget 7/14/2022			CPA FY 2022 budget 7/16/2023			comments
	Non-CPA contribution	CPA Contribution	Total	Non-CPA contribution	CPA Contribution	Total	Non-CPA contribution	CPA Contribution	Total	
SOURCES:										
Museum capital campaign										
Museum Inkind contributions (volunteers and 10% overhead)	\$81,499		\$81,499	\$81,499		\$81,499	\$111,101		\$111,101	
MCFE/MassDevelopment	\$140,000		\$140,000	\$140,000		\$140,000	\$140,000		\$140,000	
Cabot Family Charitable Trust	\$40,000		\$40,000	\$40,000		\$40,000	\$65,000		\$65,000	
Total	\$261,499	\$157,352	\$418,851	\$261,499	\$257,352	\$518,851	\$316,101	\$355,405	\$671,506	
								if \$98,053 is approved in out of cycle funding		
EXPENSES:										
<i>Hard Costs</i>										
Stack+Co. Construction Contract Project Requirements					\$13,865			\$13,865		
Demo and make safe -removal of existing electrical		\$7,500								
Demolition and removal of existing walls, heating elements		\$6,200			\$13,050			\$13,050		
Demolish and dispose of vault		\$8,200			\$0			\$0		
Drill holes in existing (concrete floor) slab and pour new 4" slab throughout balance of basement		\$12,790		\$15,000			\$15,000			
Masonry				\$10,050			\$10,050			
Rough Carpentry				\$6,100			\$6,100			
Drainage mat on floors and walls		\$6,870			\$7,680			\$7,680		
Doors, Frames, Hardware					\$6,600			\$6,600		
Metal studs and drywall walls around perimeter		\$18,645			\$36,500			\$36,500		
Epoxy paint on concrete floor		\$3,500		\$791	\$1,209		\$791	\$1,209		
Scrape and paint of ceiling and walls.		\$5,605			\$6,000			\$6,000		
Allowance for installation of new sump pump		\$4,000			\$8,480			\$8,480		
HVAC assistance allowance		\$3,500			\$67,500			\$67,500		
Vapor Barrier underneath concrete		\$3,250			\$0			\$0		
Electrical/FA allowance		\$16,500			\$33,820			\$33,820		

Allowance for trenching/excavation/backfill for new interior perimeter (french) drain		\$8,500			\$0			\$0		
8 weeks of Super time		\$32,000								
Senior management time		\$12,800								
General Conditions					\$44,800			\$44,800		
Subtotal		\$149,859			\$239,504			\$239,504		
insurance					\$4,072			\$4,072		
5% profit		\$7,493			\$13,776			\$13,776		
Subtotal Demo and Renovation of Collection Storage		\$157,352		\$31,941	\$257,352	\$289,293	\$31,941	\$257,352	\$289,293	
Change Orders from 1/1/2023-5/31/2023								\$81,905	\$81,905	
Change Order for Repair/Restoration of the Museum's 1930s Basement Windows including 3 located in the collection storage area.							\$21,852	\$16,148	\$38,000	
HVAC for collection storage, including HVAC engineer costs	\$63,250		\$63,250	\$63,250		\$63,250	\$63,250		\$63,250	
Supplies for stabilizing collections	\$5,000		\$5,000	\$5,000		\$5,000	\$10,000		\$10,000	
Storage Furniture	\$46,800		\$46,800	\$46,800		\$46,800	\$65,000		\$65,000	
Subtotal Hard Costs	\$115,050		\$115,050	\$146,991		\$404,343	\$160,102	\$98,053	\$258,155	
<i>Soft Costs</i>										
R Graf, Owner's Representative and architectural consultant	\$12,000		\$12,000	\$12,000		\$12,000	\$4,300		\$4,300	
P. Quinn, Architect and firm	\$35,000		\$35,000	\$35,000		\$35,000	\$41,545		\$41,545	
B.Mangum, Art Conservator and Project Manager	\$11,700		\$11,700	\$11,700		\$11,700	\$11,700		\$11,700	
Building permit for east end basement work	\$3,943		\$3,943	\$0		\$0	\$0		\$0	
Builder's Risk Insurance	\$3,362		\$3,362	\$3,362		\$3,362	\$3,362		\$3,362	
Subtotal Soft Costs	\$66,005		\$66,005	\$62,062		\$62,062	\$60,907	\$0	\$60,907	
Total Soft and Hard Renovation Project Cost	\$181,055	\$157,352	\$338,407	\$209,053	\$257,352	\$466,405	\$252,950	\$355,405	\$608,355	
10% Contingency	\$40,300		\$40,300						\$7,600	this is 20% of the window project as the other projects are mostly completed
Total Project Cost before Inkind	\$221,355	\$157,352	\$378,707	\$209,053	\$257,352	\$466,405	\$260,550	\$355,405	\$615,955	
Additional in-kind museum contribution and indirect costs*	\$81,499		\$81,499	\$81,499		\$81,499	\$111,101		\$111,101	
Total Renovation Project Cost with in-kind contributions	\$302,853	\$157,352	\$460,205	\$290,552	\$257,352	\$547,904	\$371,651	\$355,405	\$727,056	
% contributions	66%	34%	100%	53%	47%	100%	51%	49%	100%	

*In-kind contributions										
Barbara Mangum Administration (volunteer)	\$15,600		\$15,600	\$15,600		\$15,600	\$17,753		\$17,753	
Evelyn Battinelli (Executive Director/Exec Dir. Emeritus)	\$5,720		\$5,720	\$5,720		\$5,720	\$5,720		\$5,720	
Museum in kind contribution: Treasurer	\$2,600		\$2,600	\$2,600		\$2,600	\$2,845		\$2,845	
Alison (Asst. Director/Executive Director)	\$2,860		\$2,860	\$2,860		\$2,860	\$6,240		\$6,240	
Volunteers: Collection Care Committee (1 volunteer @ \$28.45/hr * 3 hrs/day* 5 days*26 weeks)	\$11,096		\$11,096	\$11,096		\$11,096	\$11,096		\$11,096	
Cost of collection storage offsite during construction and transport of the collections back to the Museum by Gentle Giant.	\$33,623			\$33,623			\$57,448		\$57,448	cash contribution
Total inkind contributions	\$71,499		\$71,499	\$71,499		\$71,499	\$101,101		\$101,101	
Total indirect costs (capped at \$10k)	\$10,000		\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	
Subtotal inkind contributions and indirect costs	\$81,499		\$81,499	\$81,499		\$81,499	\$111,101		\$111,101	