



Hazen and Sawyer
24 Federal Street, 5th Floor
Boston, MA 02110 • 617.574.4747

June 14, 2023

Ms. Debbie Cheng
Project Manager
City of Somerville
1 Franey Road
Somerville, MA 02145

Re: Asset Management Program (FY24)
P.O. 20236992/20236993
Project Invoice No. 9037804B002

Dear Ms. Cheng:

Enclosed please find our revised Invoice No. 9037804B002 and Progress Report for professional services rendered on the above-referenced project for work completed from *May 1 through May 31, 2023*.

Please feel free to contact this office if you have any questions or require additional information.

Very Truly Yours,

Charles Wilson, PE
Project Manager

Attachments

Active Purchase Order Summary

Period From To
 5/1/2023 5/31/2023

Estimated Breakdown of Work for Funding Allocation

Work Category	P.O. #	Budget Total	Period Spent	Spent to Date	Remaining
Sewer	20236993	\$ 100,000.00	\$ 14,000.00	\$ 34,160.23	\$ 65,839.77
IAM	20236992	\$ 57,802.00	\$ 9,246.58	\$ 19,246.58	\$ 38,555.42
		\$ 157,802.00	\$ 23,246.58	\$ 53,406.81	\$ 104,395.19

PO #20240493

Note: Remainder of scoped budget to be fulfilled by additional P.O.'s after 7/1/23 fiscal year changeover

Approved - DC 8/14/23
 \$23,246.58 Total
 A: PO #20236993 - \$14,000 Sewer Ent
 B: PO #20240493 - \$9,246.58 IAM



Hazen and Sawyer
 24 Federal Street, Floor 5
 Boston, MA 02110 • 617.574.4747

INVOICE

June 6, 2023

Project No: 90378-04B

Invoice No: 9037804B002

Ms. Debbie Cheng
 Project Manager
 City of Somerville
 1 Franey Road
 Somerville, MA 02145

Project 90378-04B Somerville - Asset Management Program (FY24)

Professional Services from May 1, 2023 to May 31, 2023

Task 100 Project Management QA/QC

Professional Personnel

	Hours	Rate	Amount	
ASSOCIATE VICE PRESIDENT				
Wilson, Charles	16.00	91.49	1,463.84	
SENIOR ASSOCIATE				
Driscoll, Madeleine	3.00	79.45	238.35	
Totals	19.00		1,702.19	
Total Labor		3.0624 times	1,702.19	5,212.79
			Total this Task	\$5,212.79

Task 500 Asset Information Strategy

Professional Personnel

	Hours	Rate	Amount	
SENIOR ASSOCIATE				
Purves, Amy	3.50	79.45	278.08	
Totals	3.50		278.08	
Total Labor		3.0624 times	278.08	851.59
			Total this Task	\$851.59

Task 600 Asset Inventory and Registry Improvements

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
Martin, Mitchell	9.50	40.13	381.24	
Totals	9.50		381.24	
Total Labor		3.0624 times	381.24	1,167.51
			Total this Task	\$1,167.51

Task 700 GIS Training

Professional Personnel

	Hours	Rate	Amount	
SENIOR ASSOCIATE				
MacDonald, James	17.00	79.45	1,350.65	



Project	90378-04B	Somerville - Asset Management Program	Invoice	9037804B002
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ENGINEER

Gaylord, Mackenzie	1.00	40.13	40.13		
Totals	18.00		1,390.78		
Total Labor		3.0624 times	1,390.78		4,259.12
			Total this Task		\$4,259.12

Task	800	CMMS Selection Support
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Professional Personnel

	Hours	Rate	Amount		
VICE PRESIDENT					
Nagel, Ryan	5.00	96.26	481.30		
ASSOCIATE VICE PRESIDENT					
Wilson, Charles	5.00	91.49	457.45		
SENIOR ASSOCIATE					
Dalton, Michael Russ	14.50	79.45	1,152.03		
Driscoll, Madeleine	11.00	79.45	873.95		
Purves, Amy	11.00	79.45	873.95		
Totals	46.50		3,838.68		
Total Labor		3.0624 times	3,838.68		11,755.57
			Total this Task		\$11,755.57

Billing Limits

	Current	Prior	To-Date		
Total Billings	23,246.58	30,160.23	53,406.81		
Limit			463,532.00		
Remaining			410,125.19		
			Total this Invoice		\$23,246.58

Please remit to: Hazen and Sawyer • 77 Newbridge Road • Hicksville, NY 11801 • Tax ID 13-2904652

Project Name: Asset Management Program (FY24) P.O. 20236992, 20236993	Project Number: H&S Project No. 90378-04B
Project Period: 5/1/2023 - 5/31/2023	Today's Date: June 14, 2023
Progress This Period:	
1. Coordination of team resources, meetings (Task 1.0)	
2. Advanced collection/conveyance GIS schema work (Task 6.0)	
3. Performed GIS Training (Task 7.0)	
4. Conducted Requirements Gathering for CMMS (Task 8.0)	
5. Advanced draft Asset Information Strategy TM (Task 5.0)	
Items For Resolution:	Next Milestone(s) or End Product:
None	CMMS RFP/Q
As of May 31, 2023 the estimated project completion is 12%.	
Variances:	
Budget	

Budget Status by Task

