

OWNER'S PROJECT MANAGER UPDATE LINCOLN COMMUNITY CENTER PROJECT CCBC MEETING



AUGUST 12, 2026



AGENDA

- 1. Introduction (7:00 pm)**
- 2. Open Comment (7:05)**
- 3. OPM Status (7:10)**
 - a. Construction Status Update
 - b. Decision: Ledge Removal
 - c. Schedule Update
 - d. Decision: Designer and OPM Services Extension
 - e. Financial Update
 - f. Decision: Furniture Coordination
 - g. Decision: Attic Access
 - h. Decision: Roof Drain at Mechanical Roof
 - i. Decision: Resilient Flooring Credit
 - j. ~~Potential Decision: Toilet Partitions Credit~~
 - k. CCBC Site Visit: Aug. 26
- 4. Communications Subcommittee (8:45)**
- 5. CCBC Administration (8:50)**
 - a. Decision: Approve minutes of meeting on July 22, 2026
 - b. Next meetings: Sept. 23; Oct. 21; Nov. 18; Dec.16, 2026
- 6. Adjourn (9:00)**

3 OPM Status

3.A Construction Update

3.A - CONSTRUCTION UPDATE



3.A - CONSTRUCTION UPDATE

Roofing Progress



Main Entrance – looking at LEAP 5-8 Room



Back of Site – Looking at Fitness Room



Exterior of LEAP

3.A - CONSTRUCTION UPDATE



Outside of LEAP Vestibule



Roofing Progress

Looking at Main Entrance

3.A - CONSTRUCTION UPDATE



Roofing Progress



Membrane Flat Roof above PRD Offices

3.A - CONSTRUCTION UPDATE

Interior Progress



COA Office Corridor

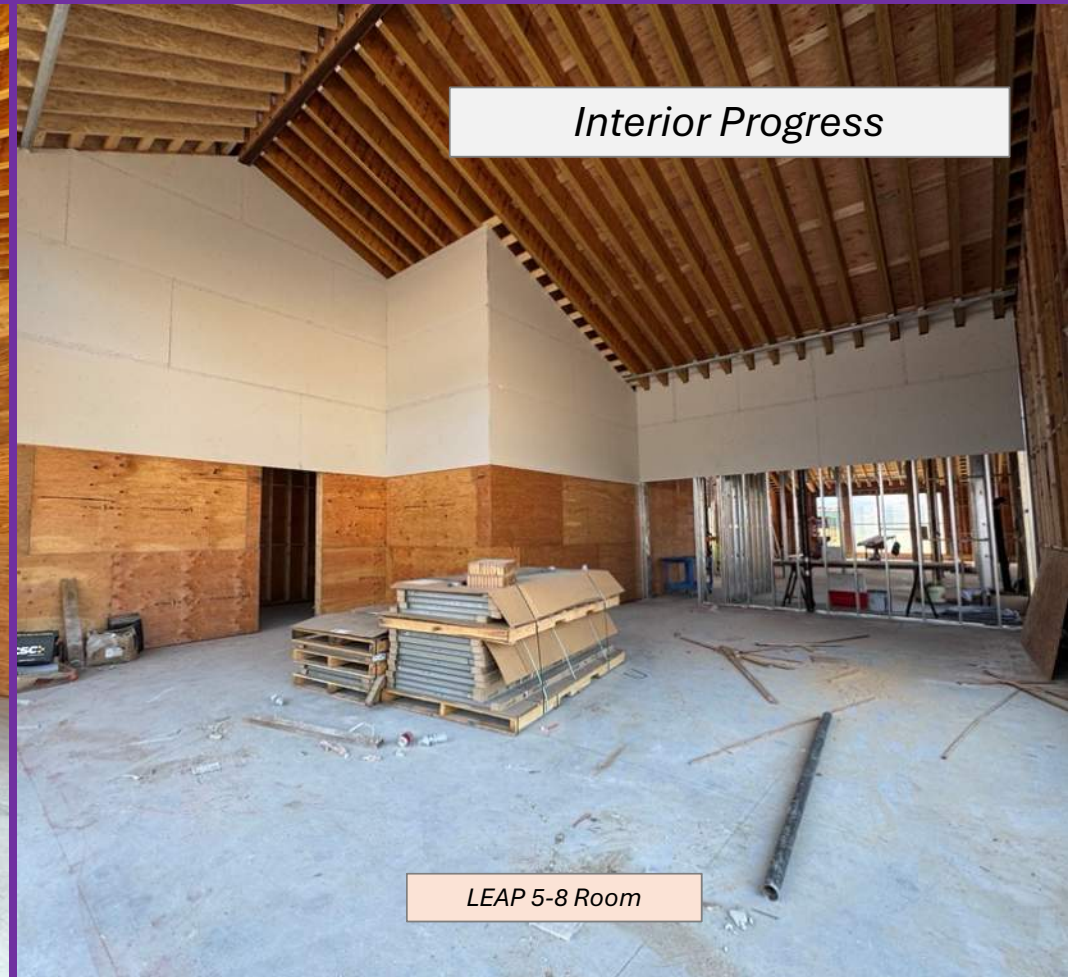


Nurse/Wellness Room



COA Office

3.A - CONSTRUCTION UPDATE



3.A - CONSTRUCTION UPDATE

Mock-up Reviews



*Electrical Room
(Drywall Mock-up)*



Exterior Finish Mock-up

3.A - CONSTRUCTION UPDATE

Looking Ahead



LEAP 1 – 2 Room



First Window Delivery

3 OPM Status

3.B Decision: Ledge Removal

3B – Authorize Cost for Ledge Removal

Motion

Background:

- **Unanticipated ledge was encountered** during excavation of the septic tank and pump structures, the deepest excavation on the project.
- The project team evaluated **relocation, rock hammering, AirTrack drilling, and blasting** to identify the safest and most cost-effective solution.
- **Rock hammering proved ineffective** due to the hardness of the ledge and required excavation depth.
- **Blasting is currently the preferred approach** to minimize schedule impacts and overall cost.
- The **\$100,000 not-to-exceed amount** provides flexibility while pricing is finalized and the full extent of the ledge is determined.
- **Safety remains the top priority.** Work will be performed by a specialty blasting contractor in coordination with the Town and Fire Department, with blasting tentatively planned for the week of August 24 while the daycare is closed.

Proposed Motion:

Authorize the Town of Lincoln to **execute a change order to Hutter Construction’s contract**

For an amount **not to exceed \$100,000.00**

for ledge removal associated with excavation of the septic tank and septic pump structures.



3B – Authorize Cost for Ledge Removal



3 OPM Status

3.C Schedule Update

3.C – SCHEDULE UPDATE

Status

Monthly Schedule Updates:

Month	Schedule Received Date	Projected Substantial Completion Date
Jul-25	7/23/2025	9/18/2026
Aug-25	8/20/2025	8/31/2026
Sep-25	<i>No schedule received</i>	
Oct-25	10/3/2025	10/6/2026
Nov-25	11/26/2025	10/7/2026
Dec-25	<i>No schedule received</i>	
Jan-26	<i>No schedule received</i>	
Feb-26	2/6/2026	11/2/2026
Mar-26	3/11/2026	11/2/2026
Apr-26	4/21/2026	12/22/2026
May-26	5/8/2026	12/14/2026
Jun-26	6/24/2026	12/16/2026
Jul-26	7/9/2026	12/16/2026
Aug-26	Anticipating Schedule by 8/14/26	

3 OPM Status

3.D Decision: Designer and OPM Service Extension

3D – Authorize Cost for Designer and OPM Service Extension

Motion

Proposed Motion:

Authorize the Town of Lincoln to **amend the professional services agreements with ICON Architecture and Accenture I&CP**

For an **increase of \$233,833.00**

To extend architectural construction administration services and owner’s project management services through the currently anticipated Substantial Completion date of December 31, 2026.

Consultant Costs of Construction Schedule Extension
 Assessment current as of 8/10/26

Lincoln Community Center Project

Extend Construction Oversight to Assumed Substantial Completion on 12/31/26*		
<u>Icon Architecture:</u>		
AS018 - Enhanced Construction Admin until 10/6/26		\$ 12,076
AS020 - Icon Enhanced Construction Admin 10/7/26 to 12/31/26		\$ 12,076
AS019 - Basic Construction Admin 10/6/26 to 12/31/26	\$ 39,560 x 3 months =	\$ 118,681
		\$ 142,833
<u>Accenture I&CP (OPM):</u>		
Amendment # 4 - Construction Admin 10/6/26 to 12/31/26		\$ 91,000
		\$ 91,000
Current Amendments - Extention from October to December 2026		\$ 233,833

Current Schedule Contingency**	\$ 445,000	
Less Cost Above	\$ (233,833)	
Remaining Schedule Contingency	\$ 211,167	47%

VOTE OUTCOME:	
X	APPROVED
	NOT APPROVED
	CONTINUED

FUNDED FROM:
Construction Contingency

3D – Authorize Cost for Designer and OPM Service Extension

For Risk Assessment Only: Potential Extension of Substantial Completion to End of February 2027:			
Icon Architecture	\$ 39,560	x 2 months =	\$ 79,000
Accenture I&CP (OPM)	\$ 30,333	x 2 months =	\$ 61,000
		(rounded)	\$ 140,000
Potential Extension from October 2026 to February 2027			\$ 373,833

Current Schedule Contingency**	\$ 445,000	
Less Cost Above	\$ (373,833)	
Remaining Schedule Contingency	\$ 71,167	16%

*The General Contractor remains obligated contractually to a substantial completion date of 10/6/26, but has consistently indicated they will not be able to finish sooner than mid-December 2026.

**In addition to schedule contingency, the project also includes a Construction Change Order Contingency.

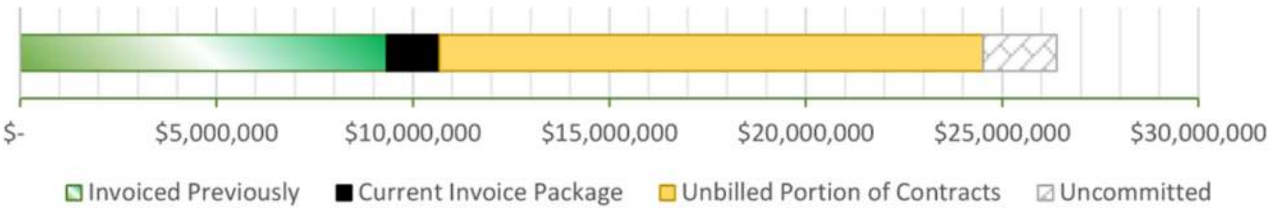
3 OPM Status

3.E Financial Update

3E- Financial Update

Financial Status

How Much of the Total is Committed and Invoiced?



Hard vs Soft Costs



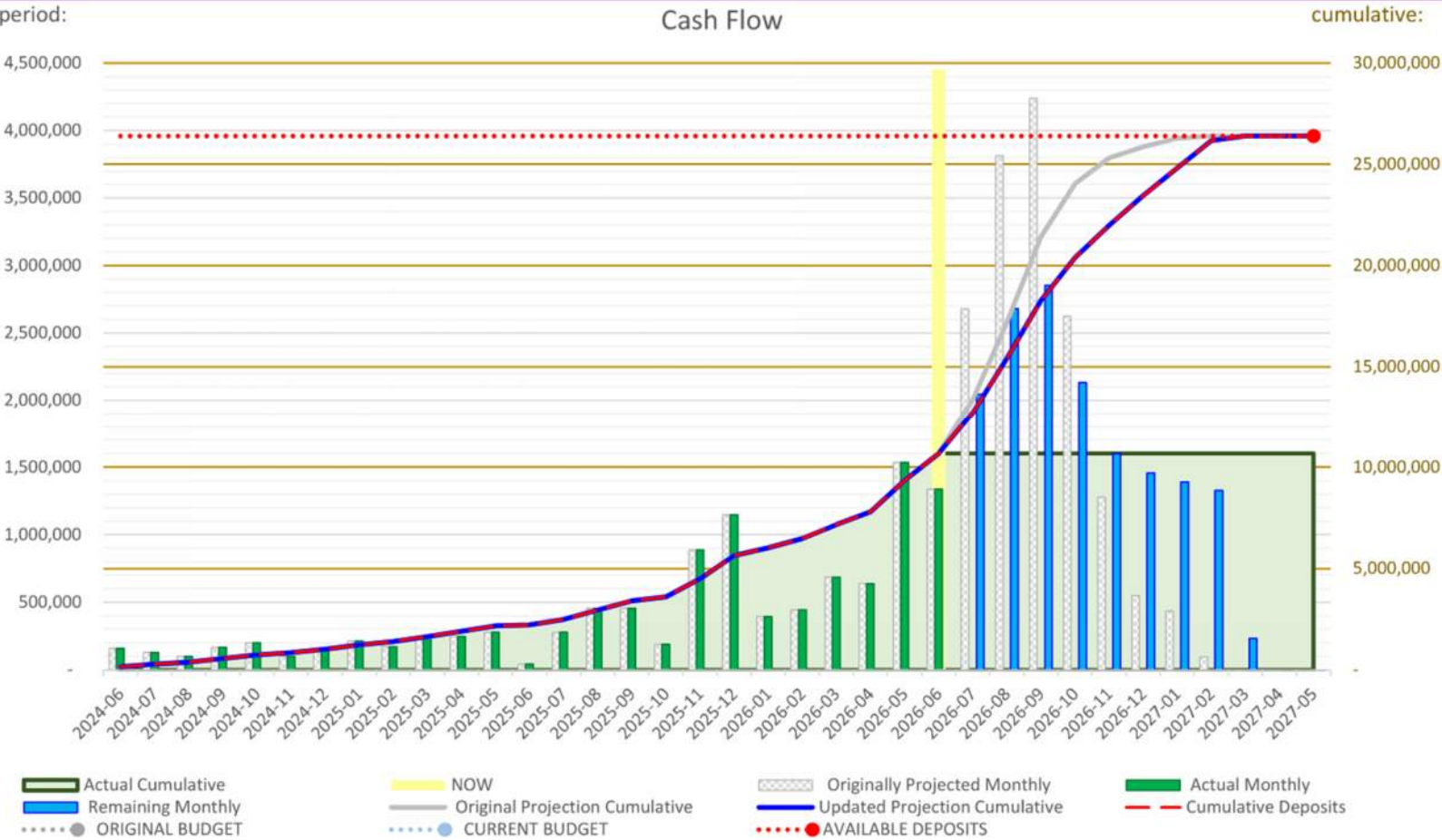
35.4%	Invoiced Previously	\$	9,337,070	Invoiced		Projected Total \$ 26,391,135
5.1%	Current Invoice Package	\$	1,335,388	\$	10,672,458 40%	
52.5%	Unbilled Portion of Contracts	\$	13,842,470	Not Yet Invoiced		
7.1%	Uncommitted	\$	1,876,207	\$	15,718,677 60%	

Other	\$	-
Feasibility	\$	-
Soft Costs	\$	4,642,443
Hard Costs	\$	21,748,692

As of the June 2026 invoice package.

3E- Financial Update

Cash Flow



The original projection has been archived for graphical clarity.

Green = Actual Billings (through June 2026)

Gray = Contractor's current schedule with substantial completion in December 2026

Blue = Projection if Substantial Completion slipped to February 2026

3E– Financial Update

Contingency Status

	Value	% of original contingency	% of project budget	Delta since last presentation	Remainder @ Last Presentation CCBC 7/22/26
Original Contingency	\$ 1,827,200	100%	7%		
Estimated Current Withdrawals*	\$ 815,354	45%	3%		
Remaining Contingency	\$ 1,011,846	55%	4%	-15% expended	71%
Known Risks, estimated	\$ 135,000	7%	1%		
Remaining Contingency, Less Risks**	\$ 876,846	48%	3%	-12% expended	60%
Schedule Contingency	\$ 211,502	12%	1%		
Remaining Contingency, Less Risks+Sch	\$ 665,344	36%	3%	1% saved	35%

* Includes estimates for changes being priced and negotiated.

3E– Financial Update

Contingency Status

Withdrawals:		of contingency	
New Information:	\$	356,588	19.5%
PCO-031 - Attic Access	\$	8,085	0.4%
PCO-033 - PR-017 Roof Drains at Mechanical Roof	\$	16,345	0.9%
PCO-034 - PR-018 Resilient Flooring Spec Clarification	\$	(3,541)	-0.2%
PCO-035 - PR-019 Millwork Revisions for Furniture Coordination	\$	1,866	0.1%
PCO-??? - Ledge Removal for Septic Tank	\$	100,000	5.5%
Icon Extension & Enhancement to Dec 2026	\$	142,833	7.8%
Accenture Extension to Dec 2026	\$	91,000	5.0%

3 OPM Status

3.F Decision: Millwork Modifications from Furniture Coordination

3F – Authorize Millwork Modification from Furniture Coordination

Motion

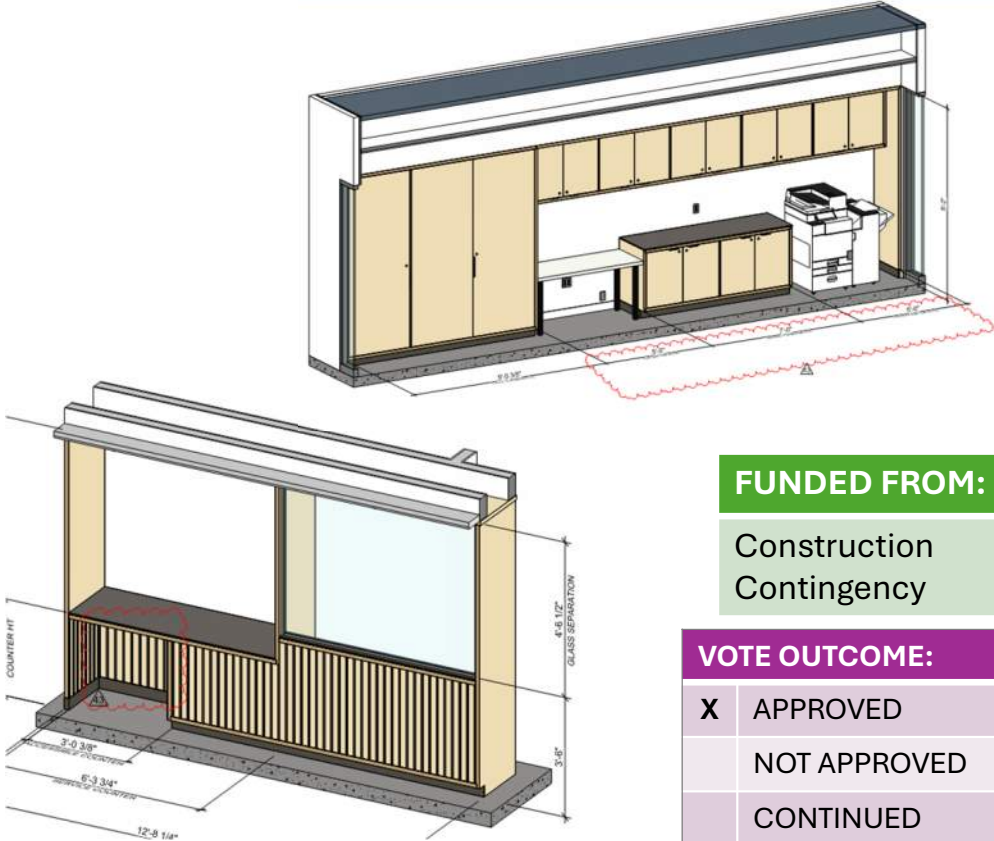
Proposed Motion:

Authorize the Town of Lincoln to **execute a change order** to **Hutter Construction’s** contract

For an **increase of \$1,866.00**

for PCO-35 to incorporate owner requested revisions to the Parks & Recreation Dept. millwork, identified through furniture coordination process, including modifications to better support operational needs and user preferences.

The Design and OPM team has completed review and negotiation of this change order, and recommends approval.



FUNDED FROM:
Construction
Contingency

VOTE OUTCOME:	
X	APPROVED
	NOT APPROVED
	CONTINUED

3 OPM Status

3.G Decision: Attic Access

3G – Authorize Change for Attic Access

Motion

Proposed Motion:

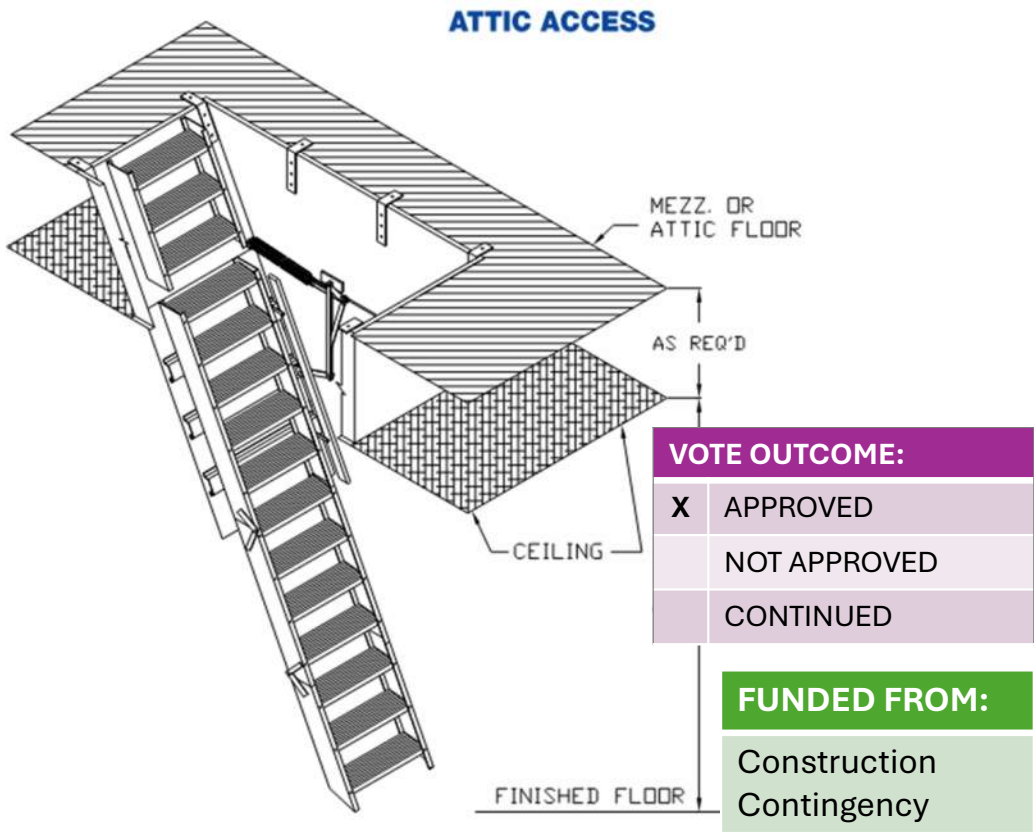
Authorize the Town of Lincoln to **execute a change order** to **Hutter Construction’s** contract

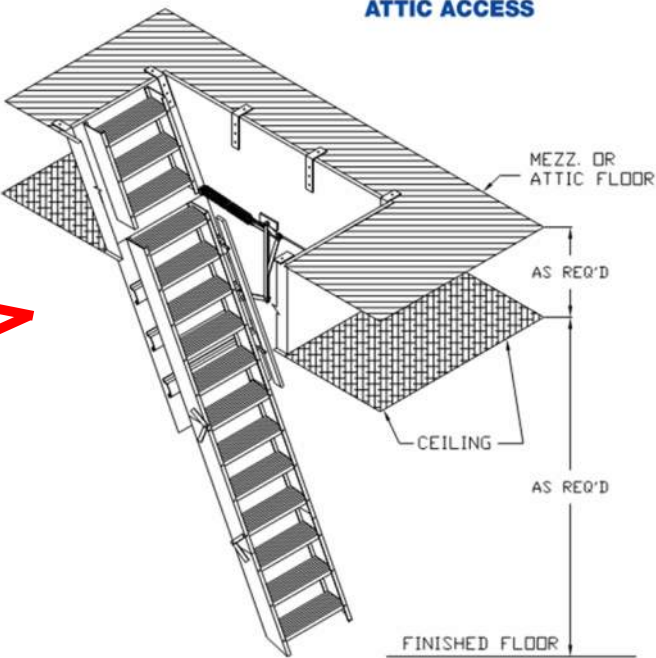
For an **increase** of **\$8,085.00**

for PCO-31 to **furnish and install two attic access assemblies within the LEAP area**, providing safe and functional access between the finished ceiling plane and attic spaces as originally intended by the design.

This change addresses an omission in the contract specifications despite attic access being shown in the construction documents.

The Design and OPM team has completed review and negotiation of this change order and recommends approval.





3 OPM Status

3.H Decision: Roof Drain at Mechanical Roof

3H – Authorize Cost for Adding Roof Drain at Mechanical Roof

Motion

Proposed Motion:

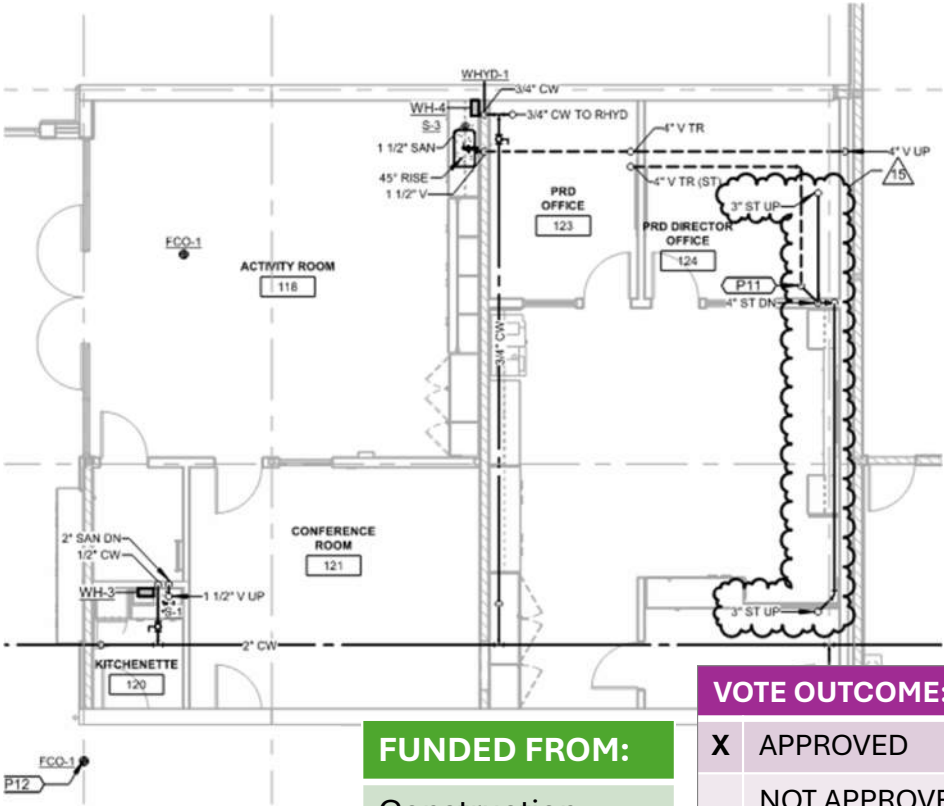
Authorize the Town of Lincoln to **execute a change order to Hutter Construction’s contract**

For an **increase of \$16,345.00**

for PCO-33 to provide an **additional roof drain at the mechanical roof above the activity room**, as originally depicted in the architectural drawings, but omitted from the plumbing scope.

This work includes installation of roof drain, associated plumbing modifications, and an overflow conductor head and downspout to improve drainage capacity, reduce the potential for ponding water, and enhance the long term performance of roof.

The Design and OPM team have reviewed this change order and recommend approval to provide the roof drainage system originally intended by the design and improve overall roof performance.



FUNDED FROM:

Construction Contingency

VOTE OUTCOME:	
☒	APPROVED
☐	NOT APPROVED
☐	CONTINUED

3 OPM Status

3.1 Decision: Resilient Flooring Credit

3I – Authorize Credit for Resilient Flooring

Motion

Proposed Motion:

Authorize the Town of Lincoln to **execute a change order** to **Hutter Construction’s** contract

For a **credit** of **\$3,540.58**

for PCO-34 to revise the **installation method for resilient flooring** by eliminating the originally specified heat welded seams and utilizing the manufacturer’s updated installation approach.

This change maintains the intended flooring performance while reducing installation costs, resulting in a credit to the project.

The Design Team and OPM team have reviewed this change order and recommend approval



VOTE OUTCOME:	
X	APPROVED
	NOT APPROVED
	CONTINUED



FUNDED FROM:
Construction
Contingency

3 OPM Status

3.J Potential Decision: Toilet Partitions Credit

3J – Authorize Updated Credit for Toilet Partitions

Removed from Agenda

3 OPM Status

3.K CCBC Site Visit

3K – OPM Status

August CCBC Site Visit

Members of the CCBC are invited to join monthly site walk-throughs.

Next Walkthrough:

Wednesday August 26, 2026 at 3:30 PM

August 2026				
Mo	Tu	We	Th	Fr
27	28	29	30	31
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31	1	2	3	4

Guidelines:

Before the Visit:



- **Sign up by FRIDAY 8/21/26** in advance by emailing the OPM.
Jessy Lannon jessy.lannon@accenture.com
- Group size will be limited for safety.

Day of the Visit:

- Wear **closed-toe shoes** with a tough sole, that you don't mind getting dirty.
- Sign the **visitors log** at Hutter Construction's trailer.
- Come **on time** and **stay** for the entire walk-through. Continuous escort is required.
- **Stay together** with the group – don't wander off.
- **Look** where you are going. No backing up as you take a photo.
- Situational **awareness** is critical. Chat before or after.