

DONALD R. BOYCE, INC.  
A R C H I T E C T S

1072 MAIN STREET, HOLDEN, MASSACHUSETTS  
01520 TELEPHONE: 829-6816

September 19, 1978

Dalco Contracting, Inc.  
370 Lovell Street  
Worcester, Mass. 01610

Re: Alterations to Town Hall  
Sterling, Mass.  
Attn. Mr. Norman Landry

Dear Sir:

I am in receipt of your letter dated September 16, 1978. I do not, at least at this time, intent to comment on the various phases of your letter. I do insist however, you submit the suggested cost break-downs requested in my letter dated September 14, 1978.

Very truly yours,

DONALD R. BOYCE, INC.



Alvin R. Anderson

copy to Mr. Cutler

RECEIVED  
SEP 20 1978

TOWN OF STERLING  
STERLING, MASS.

Dalco Contracting, Inc.

GENERAL CONTRACTORS

370 LOVELL STREET  
WORCESTER, MASS. 01602

754-8054

799-6185

September 16, 1978

Donald R. Boyce, Inc. Architects  
1072 Main Street  
Holden, Massachusetts 01520

Attn. Mr. Alvin R. Anderson

Re: Alterations to Town Hall  
Sterling, Massachusetts

Dear Mr. Anderson:

We received your letter dated September 14, 1978 and make the following comments regarding same.

Page 1, Item 2. The Building Inspector is not the Architect on this job or am I wrong in making that assumption? Please notify us in regards to this matter so that we can deal directly with the person who is responsible for making the decisions in order to expedite the work.

Is this the reason why it has taken so long to get answers to our many questions which has resulted in slowing down the progress on the job and consequently has made additional costs to us which we never anticipated.

Please inform us as to the amount of additional lost time you anticipate over the normal waiting time to resolve questions that we have and may have in the future.

I met with you and Mr. Clemmens on the job site and part of our discussion concerned itself with the Stairhall door on the 2nd floor. We had the opening made in the location as shown on DWG. NO. 2, PART SECOND FL'R PLAN. The drawing indicates that opens using the full width of the landing so that a person on the Stairhall side opening the door would have to be standing on the top stair tread. Mr. Clemmens stated various reasons why he would not approve this, we then had a discussion about constructing a vestibule with a door in the existing 2nd floor hall. This was a change order

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extra as it was a change from what is shown on the drawing and would require additional materials and labor. You stated that there was no contingency for this in the specifications and that there was no additional money available. You then stated, in essence, that concessions would have to be made to the Contractor in regards to the remaining work that the Contractor had to do in order to construct the vestibule. The inference was that if savings could be made by the Contractor in regards to items that were specified, then this money could be used for items that the Architect overlooked that had to be done.

We had a discussion in regards to the Stairhall stair risers. We had the riser boards installed. You stated that it was your intent to have the stair risers going at a slight angle. It was impossible for us to make this determination from the drawings and furthermore, there is no large scale drawing of detail of the stairs and neither is there any sizes shown on the drawing in regards to the stair treads and risers. The drawings has numerous omissions. We had to remove all of the risers that we had installed and then installed shims on the stair stringers and then reinstalled the risers. You and Mr. Clemmens had seen that we had spruce risers and stair treads and no objection was ever raised. According to your letter, you state that this item was reviewed with the Building Inspector and the outcome was to install the clear hard pine treads. In view of the good faith that is being shown it is only proper that you approve change orders which we will submit to you for work that we have done which is not shown on the drawings or specifications, such as, on DWG. NO. 2, FIRST FLOOR PLAN, it was impossible to install the size door jamb to receive door that was called for on DWG. NO. 4 so we had to make a change, etc.. These will be change order extras. Upon receiving these approved change orders, we will install the clear hard pine risers.

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Page 1, Item 4. In regards to the vertical panel moldings, it was our intention to glue the vertical mouldings directly to the thincoat which is to be applied to the Imperial board and also the small mouldings would be nailed to the 5/8" thick Imperial board. Previously, when we discussed the wood door casings that are to be installed over the hollow metal door frames, you informed me that the wood casings would be glued onto the 2" wide metal frame. Surely, if you consider using wood casing over metal frame as normal construction and glueing same together as acceptable, I believe the method that we propose using in regards to the vertical mouldings is standard in the construction industry.

Consideration was given to the plywood behind the dado in the stir hall and entrance vestibule as well as the finish fillers that would be required behind the door casings.

Incidentally, where the chair rail occurs at the top of the dado in interior partitions our intention was to nail same through sheetrock onto the studs which is the method used in the construction trade.

Page 1, Item 5. You state in your letter, "Para. (a) thru (h) are as we discussed with the following exceptions" (emphasis added)

I agree with you that we discussed this matter on numerous occasions and spent a lot of time. Not only did we spend time on it, but as you know one of our workmen on the job spent a lot of time with us. I also spent a lot of time with our structural steel man in trying to design the structural steel. There was no correlation between the drawings and the conditions that existed. Para. (a) thru (h) is a description of the changes is one of the reasons for the additional charge.

In regards to your letter in reference to Para. (b & c) you are wrong. As you may recall, we even discussed using a smaller piece of steel to be cantilered over the existing steam pipe.

In regards to your letter in reference to Para. (h) this is not normal job conditions.

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Page 2, Item 5. It is most unfortunate that you do not agree with the LABOR charges. Unfortunately, we cannot charge under \$20.00 per. hr. due to stipulated wage rates.

As previously stated, there is absolutely no correlation between the drawings and the conditions that existed. We did not carry any contingency for redesigning the structural steel and the layout of same.

Relative to the cost of re-rods, the concrete, and the labor to install the additional footings certainly represents additional cost to us. You state in your letter, "However, I was lead to believe that this was covered in the steel revisions." Concrete is under Section 3 Concrete in the specifications and the Structural Steel is under Section 5A Structural Metals in the specifications. In your letter you do agree that there were steel revisions. (Webster's New World Dictionary - revise to change)

The revisions resulted in additional cost because of the time Dalco Contracting, Inc. had to spend on this, structural steel fabrication that would have to be done, concrete work, etc. this is the reason for our Item 5 Change Order.

Even if all of the structural steel was eliminated, we would do the following.

### Credit

1. Structural Steel materials & labor that we originally carried in our estimate which was based on the plans & specs.
2. Materials & labor for re-rods and concrete for 6 footings.
3. Labor of 1 hr. to install cantilered structural steel.

### Charges

4. Our Item 5 would remain the same.
5. We would have to inquire from Stafford Iron Works what their additional charge would be over the \$150.00 to reimburse them for the time they spent and also for the shop drawings.

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In regards to the added labor to install those beams which have now become cantilevered, we carried a cost of \$20.00 which is 1 hrs. work for 1 man.

Thank you for bringing to our attention the elimination of the second floor 8 inch stair hall wall. We used wood studs. There was an additional cost of \$250.00 which we will submit a change order for with a breakdown.

In regards to Transportation, this is for re-rods that I personally went to Auburn to pick up & delivered to the job site for the additional footings.

Page 2, Item 6. Two men spent 2 days and additional materials was used. We shall increase the amount of the change order to agree with the actual time and materials that we used.

Page 2, Item 7. You state in your letter (An excerpt), "Through out the drawings, new beams, joists, post etc have been shown as crosshatched whereby existing beams, etc have been left blank." (Emphasis added)

### WRONG

SECT. - "1", SECT. - "2", SECT. - "3", and DET. - "A"  
existing beams shown crosshatched.

Page 3, Item 9. We have already completed this work. If you want us to point up the brick pier foundation that should be rebuilt, please inform us.

Page 3, Item 11. Please visit the job site to get further information.

Page 3, Item 12. This was not to our advantage to do this work as it required additional labor & materials.

Very truly yours,

*Norman A. Landry*  
Norman A. Landry, Pres.

RECEIVED  
SEP 2 1978

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