

PROJECT STATUS REPORT
for the Community Preservation Committee

Project Name: Cemeteries Stone Walls Restoration Project Project Number: 07-FY24

Date: May 7, 2025 Interim Status Report Final Status Report*

1. What percentage of the project has been completed? 35%

2. Describe work completed to date:

A consultant was hired and the firm began to work on the design of the stone walls that were in need of repair.

3. What key project milestones have been reached?

Consulting engineers have completed the design phase. Concord Public Works has requested matching funds to be appropriated at the 2025 Annual Town Meeting.

4. Expenditure Report:

a. What is the date your project began or will begin spending CPC funds? April 2024

b. Attach a detailed Expenditure Report.

c. In a brief narrative, account for the amount of CPC funds expended to date:

To date, \$52,349.84 has been expended. This was for the design and plan development for the stone walls at Sleepy Hollow Cemetery, Old Hill Burying Ground, and the South Burying Ground.

5. Describe remaining work and projected timeline:

The remaining work consists of reviewing the design documents, putting the project out to bid, and completing the construction phase of the project. Concord Public Works anticipates submitting an extension request to the CPC regarding this project for their consideration.

6. Describe your outreach efforts.

After the 2025 Annual Town Meeting, Concord Public Works will update the Cemetery Committee and will also present to the Historic District Commission, for the parts of the project located within the North Bridge/Monument Square, and Main Street Historic Districts.

7. What is the expected project completion date? December 2027

Name of person who completed this form: Aaron Miklosko Date: May 7, 2025

Contact Information /Email Address: amiklosko@concordma.gov

*For Final Status Reports, please include representative Before, During and After Photographs of your project, if applicable.

May 7, 2024

Mr. Steve Dookran P.E., Town Engineer
Concord Public Works, Engineering Division
Town of Concord
133 Keyes Road
Concord, MA 01742

OKAY TO PAY
\$16,806.33

PO 240133



7/10/2024

SUBJECT: Status Report – Invoice # 2
Concord, MA Cemetery Wall Rehabilitation Project, PO # 240133
WP #21774

Dear Steve,

This status report and invoice covers work performed from March 30, 2024, to April 26, 2024.

Efforts during this period include work on the following tasks:

Tasks 1-3 (Preliminary Design, Permitting and Final Design, and Bid Phase Services) – 77% complete for Wall repair design and plan development for Sleepy Hollow, Old Hill, and Old South burying grounds.

Project Schedule Period Update: Final Plans and Specifications will be issued on or before August 30, 2024.

Project Budget Period Update: The remaining budget is adequate to complete the scope of work.

If you should have any questions or need additional information, please do not hesitate to contact us.

Sincerely,

WRIGHT-PIERCE



Jason Gallant, PE
Senior Associate

jason.gallant@wright-pierce.com



PLEASE REMIT PAYMENT TO:

Wright-Pierce Department 2100 PO Box 986500 Boston MA 02298-6500 (207) 725-8721	Camden National Bank ABA Routing No. 011201458 Account No. 15505735 a-r@wright-pierce.com
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Attention: Justine St John
Town of Concord, MA
133 Keyes Road
Concord, MA 01742-0000

Invoice : 0000235310
Invoice Date : 4/9/2024
Due Date: 5/9/2024
Project : 21774
Project Name : Concord, MA - Cemetery Walls
Design

For Professional Services Rendered Through 3/29/2024

Stone Masonry Wall Engineering, Town-wide cemeteries
PO # 240133

	Fee	% Complete	Billings		
			To Date	Previous	Current
Wall repair design and plan development for Sleepy Hollow, Old Hill, and Old South burying grounds	52,900.00	31.77	16,806.33	0.00	16,806.33
			Current Billings		16,806.33
			Amount Due This Bill		16,806.33

Jason L. Gallant

May 7, 2024

OKAY TO PAY
\$23,635.72



Mr. Steve Dookran P.E., Town Engineer
Concord Public Works, Engineering Division
Town of Concord
133 Keyes Road
Concord, MA 01742

PO 240133

7/10/2024

**SUBJECT: Status Report – Invoice # 2
Concord, MA Cemetery Wall Rehabilitation Project, PO # 240133
WP #21774**

Dear Steve,

This status report and invoice covers work performed from March 30, 2024, to April 26, 2024.

Efforts during this period include work on the following tasks:

Tasks 1-3 (Preliminary Design, Permitting and Final Design, and Bid Phase Services) – 77% complete for Wall repair design and plan development for Sleepy Hollow, Old Hill, and Old South burying grounds.

Project Schedule Period Update: Final Plans and Specifications will be issued on or before August 30, 2024.

Project Budget Period Update: The remaining budget is adequate to complete the scope of work.

If you should have any questions or need additional information, please do not hesitate to contact us.

Sincerely,
WRIGHT-PIERCE



Jason Gallant, PE
Senior Associate

jason.gallant@wright-pierce.com



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Attention: Justine St John
Town of Concord, MA
133 Keyes Road
Concord, MA 01742-0000

Invoice : 0000235848
Invoice Date : 5/7/2024
Due Date : 6/6/2024
Project : 21774
Project Name : Concord, MA - Cemetery Walls
Design

For Professional Services Rendered Through 4/26/2024

Stone Masonry Wall Engineering, Town-wide cemeteries
PO # 240133

	Fee	% Complete	Billings		
			To Date	Previous	Current
Wall repair design and plan development for Sleepy Hollow, Old Hill, and Old South burying grounds	52,900.00	76.45	40,442.05	16,806.33	23,635.72
					Current Billings 23,635.72
					Amount Due This Bill 23,635.72

Jason L. Gallant

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	0000235310	4/9/2024	16,806.33	16,806.33
				16,806.33

June 11, 2024

OKAY TO PAY
\$9,754.76



Mr. Steve Dookran P.E., Town Engineer
Concord Public Works, Engineering Division
Town of Concord
133 Keyes Road
Concord, MA 01742

PO 240133

7/10/2024

**SUBJECT: Status Report – Invoice # 3
Concord, MA Cemetery Wall Rehabilitation Project, PO # 240133
WP #21774**

Dear Steve,

This status report and invoice covers work performed from April 27, 2024, to May 31, 2024.

Efforts during this period include work on the following tasks:

Tasks 1-3 (Preliminary Design, Permitting and Final Design, and Bid Phase Services) – 95% complete for Wall repair design and plan development for Sleepy Hollow, Old Hill, and Old South burying grounds.

Project Schedule Period Update: Final Plans and Specifications will be issued on or before August 30, 2024.

Project Budget Period Update: **The remaining budget is adequate to complete the scope of work.**

If you should have any questions or need additional information, please do not hesitate to contact us.

Sincerely,
WRIGHT-PIERCE



Jason Gallant, PE
Senior Associate

jason.gallant@wright-pierce.com



PLEASE REMIT PAYMENT TO:

Wright-Pierce Department 2100 PO Box 986500 Boston MA 02298-6500 (207) 725-8721	Camden National Bank ABA Routing No. 011201458 Account No. 15505735 a-r@wright-pierce.com
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Attention: Justine St John
Town of Concord, MA
133 Keyes Road
Concord, MA 01742-0000

Invoice : 0000236570
Invoice Date : 6/11/2024
Due Date : 7/11/2024
Project : 21774
Project Name : Concord, MA - Cemetery Walls
Design

For Professional Services Rendered Through 5/31/2024

Stone Masonry Wall Engineering, Town-wide cemeteries
PO # 240133

	Fee	% Complete	Billings		
			To Date	Previous	Current
Wall repair design and plan development for Sleepy Hollow, Old Hill, and Old South burying grounds	52,900.00	94.89	50,196.81	40,442.05	9,754.76
				Current Billings	9,754.76
				Amount Due This Bill	9,754.76

Jason L. Gallant

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	0000235310	4/9/2024	16,806.33	16,806.33
	0000235848	5/7/2024	23,635.72	23,635.72
				40,442.05



PLEASE REMIT PAYMENT TO:

Wright-Pierce
 Department 2100 | PO Box 986500
 Boston MA 02298-6500
 (207) 725-8721

Camden National Bank
 ABA Routing No. 011201458
 Account No. 15505735
 a-r@wright-pierce.com

OKAY TO PAY
\$2,153.03
PO# 240133

Stephen Dookran
 11/12/24

Attention: Justine St John
 Town of Concord, MA
 133 Keyes Road
 Concord, MA 01742-0000

Invoice : 0000237943
 Invoice Date : 8/6/2024
 Due Date: 9/5/2024
 Project : 21774
 Project Name : Concord, MA - Cemetery Walls
 Design

For Professional Services Rendered Through 7/26/2024

Stone Masonry Wall Engineering, Town-wide Cemeteries
 REFERENCE: P.O. No. 240133

	Fee	% Complete	Billings		
			To Date	Previous	Current
A - Design Wall repair design and plan development for Sleepy Hollow, Old Hill, and Old South Burying Grounds	52,900.00	98.96	52,349.84	50,196.81	2,153.03
			Current Billings		<u>2,153.03</u>
			Amount Due This Bill		<u>2,153.03</u>

Jason L. Gallant