

Cultural Facilities Fund Invoice Submission Form for Capital Grants

Instructions: Submit a separate Invoice Submission Form for each individual Budget Item. Attach invoice(s), and, if applicable, evidence of payment for "past due" amounts of 30 days or more. Invoices should provide sufficient detail to allow MassDevelopment to determine the nature, location, and date of the work for which the invoice was issued.

Name of Grantee Cultural Facility Middlesex Canal Association, Inc.

Dollar Amount of Grant \$200,000

Budget Line Item

Architect

Dollar Amount in Project Budget (Exhibit B) for **this** Budget Item

\$16,000.

Dollar Amount previously disbursed by MassDevelopment against **this** Budget Line Item

0

Dollar Amount of invoices submitted for this disbursement from Grant against **this** Budget Line Item

\$15,521.66

By signing below, I certify that I have reason to know of the accuracy of these invoices and the status of completion of the work. I certify that the charges being invoiced in the invoice(s) attached hereto are for actual work completed on the Project (insert Project name on this line) Middlesex Canal Visitor Center/Museum, 2 Old Elm St for the period from October 1, 2021 to February 28, 2023, the charges are accurate and constitute "Agreed Costs," as such are defined in the Cultural Facilities Fund Capital Grant Agreement, the information provided on this Form is accurate, and this work was not the basis of any prior invoice submission.

Dated: February 17, 2023 Grantee Cultural Facility: Middlesex Canal Association, Incorporated

Signature:

J. Jeremiah Breen
Name: J. Jeremiah Breen
Its: President

Signature:

Russell B. Silva
Name: RUSSELL B. SILVA
Its: [Chief Financial Officer or Treasurer]

Please note that when reviewing invoices and disbursement requests against the Updated Budget line items, MassDevelopment reserves the right to consider and apply a variance of up to 15% per item. In no event shall total disbursements exceed the Grant Amount.

Project Completion Date: February 28, 2023

Caveney Architectural Collaborative

128 Warren Street (rear)
Lowell, MA 01852 US
+1 9787700518
admin@caveneyarch.com



INVOICE

BILL TO
Betty Bigwood
Middlesex Canal Association
32 Lawrence St
Wilmington, MA 01887

INVOICE 1807-01 11
DATE 01/10/2022
TERMS Due upon receipt

BILLING PERIOD 06/27/21 - 12/11/21
PROJECT 1807-01 MCA

DESCRIPTION	HRS/QTY	RATE	AMOUNT
For services beyond the scope of Phase 2, performed per original fee agreement on a time and materials basis at rates as detailed below:			
JC (Principal): Permitting, notice of intent, building dept. meeting and preparation, followup.	8.75	125.00	1,093.75
CM (Project Manager): Roof revisions and coordination, kitchen coordination, plumbing coordination, window specifications and coordination, railing specifications, assembly of Rev 3, letter of intent, affidavits, correspondence, building department coordination, meetings.	38	125.00	4,750.00
KF (Designer): Modeling and rendering, existing conditions assessment.	33.40	80.00	2,672.00
Reimbursable Consulting Services: Food service/kitchen consulting by Stephanie Holinko per invoice dated 9/14/21 (attached)	1	550.00	550.00
Reimbursable Consulting Services: Building envelope consulting by Stephen J. Wessling Architects per invoices #10399 and #10615 (attached)	1	375.00	375.00
10% OH&P on reimbursable expenses	925	0.10	92.50
BALANCE DUE			\$9,533.25

Stephanie R. Holinko, CP-FS
Food Service Consultant
445 Pleasant Street
Framingham, MA 01701
860-690-9569
sholinko@icloud.com

Invoice

09/14/2021

Bill To:

Caveney Architectural Collaborative
128 Warren St (rear)
Lowell, MA 01852

Description of Services:

Food Service/kitchen Consulting for Middlesex Canal Museum & Visitor's Center.

Consulting dates: 06/14/2021, 07/20/2021, 08/09/2021, 08/16/2021, 09/10/2021, 09/14/2021

5.5 Hours/\$100 per hour

Total Due: \$550.00

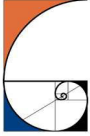
Payment due upon receipt.

Check, money order, or direct deposit is accepted.

Make all checks payable to: Stephanie R Holinko

Thank you for your business. If you have any questions, please contact me at sholinko@icloud.com

STEPHEN J. WESSLING ARCHITECTS INC.



PRESIDENTS PLACE
 1250 HANCOCK STREET, SUITE 815N
 QUINCY, MA 02169
 TEL: 617-773-8150 FAX: 617-773-4902
 WWW.WESSLINGARCHITECTS.COM

Invoice

DATE	INVOICE #
7/15/2021	10399

BILL TO:
Caveney Architectural Collaborative Attention: John Caveney jcaveney@caveneyarch.com 128 Warren Street Lowell, MA 01852

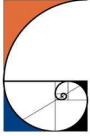
COPY TO:

P.O. No.	Terms	REP/PM	JOB	FOR SERVICES REND...
	Due on receipt	SAW	21040 MIDDLESEX CANAL MUSEUM	7/7/21
ITEM	DESCRIPTION	HRS/% /QUANT	RATE	AMOUNT
50.01.1A.21	C/D 21 ASSOCIATE	1	250.00	250.00
	Total Labor/Fee Charges to date		250.00	250.00

ALL BALANCES UNPAID AFTER 30 DAYS ARE SUBJECT TO A 2 % MONTHLY SERVICE FEE

Total	\$250.00
Payments/Credits	\$0.00
Balance Due	\$250.00

STEPHEN J. WESSLING ARCHITECTS INC.



PRESIDENTS PLACE
1250 HANCOCK STREET, SUITE 815N
QUINCY, MA 02169
TEL: 617-773-8150 FAX: 617-773-4902
WWW.WESSLINGARCHITECTS.COM

Invoice

DATE	INVOICE #
11/12/2021	10615

BILL TO:
Caveney Architectural Collaborative Attention: John Caveney jcaveney@caveneyarch.com 128 Warren Street Lowell, MA 01852

COPY TO:

P.O. No.	Terms	REP/PM	JOB	FOR SERVICES REND...
	Due on receipt	SAW	21040 MIDDLESEX CANAL MUSEUM	10/6/21
ITEM	DESCRIPTION	HRS/% /QUANT	RATE	AMOUNT
80.01.1A.21	A/S 21 ASSOCIATE	0.5	250.00	125.00
	Total Labor/Fee Charges to date		250.00	125.00

ALL BALANCES UNPAID AFTER 30 DAYS ARE SUBJECT TO A 2 % MONTHLY SERVICE FEE

Total	\$125.00
Payments/Credits	\$0.00
Balance Due	\$125.00

Caveney Architectural Collaborative

128 Warren Street (rear)
Lowell, MA 01852 US
+1 9787700518
admin@caveneyarch.com



INVOICE

BILL TO
Betty Bigwood
Middlesex Canal Association
32 Lawrence St
Wilmington, MA 01887

INVOICE 1807-01 12
DATE 03/02/2022
TERMS Due upon receipt

BILLING PERIOD 12/12/21 - 02/12/22
PROJECT 1807-01 MCA

DESCRIPTION	HRS/QTY	RATE	AMOUNT
For services beyond the scope of Phase 2, performed per original fee agreement on a time and materials basis at rates as detailed below:			
JC (Principal): Meetings re next steps.	2.50	125.00	312.50
CM (Project Manager): Client calls, correspondence, and letter of intent.	3	125.00	375.00
BALANCE DUE			\$687.50

Caveney Architectural Collaborative

128 Warren Street (rear)
Lowell, MA 01852 US
+1 9787700518
admin@caveneyarch.com



INVOICE

BILL TO
Betty Bigwood
Middlesex Canal Association
32 Lawrence St
Wilmington, MA 01887

INVOICE 1807-01 13
DATE 04/13/2022
TERMS Due upon receipt

BILLING PERIOD 02/12/22 - 03/26/22
PROJECT 1807-01 MCA

DESCRIPTION	HRS/QTY	RATE	AMOUNT
For services beyond the scope of Phase 2, performed on a time and materials basis, as detailed below.			
Services performed during the period 02/13/22 - 03/12/22 at hourly rates per the previous agreement:			
JC (Principal): Planning and oversight.	1.10	125.00	137.50
CM (Project Manager): Letter of intent, building department call, planning, correspondence, calls, CD set coordination and production, engineer coordination.	15.75	125.00	1,968.75
Services performed after the start of Construction Administration, during the period 03/13/22 - 03/26/22, at the new hourly rates per the attached notice:			
CM (Project Manager): Site visit and meeting with Billerica Building Commissioner, compiled and distributed CD set, window pricing review, calls and correspondence.	5	160.00	800.00
KF (Designer I): Correspondence.	0.50	105.00	52.50
Reimbursable expenses:			
Reimbursable printing expense: Printing per Minuteman Press invoice #41604 (attached).	1	672.86	672.86
Reimbursable mileage expense: CM travel to site and Billerica town hall on 3/14/22.	14	0.585	8.19
10% OH&P on reimbursable expenses	681.05	0.10	68.11

BALANCE DUE **\$3,707.91**



Minuteman Press of Lowell
1527 Middlesex Street, Unit 1
Lowell, MA 01851
Phone: 978-452-9595 Fax: 978-452-9797
www.lowell.minutemanpress.com

Invoice

Invoice Number 41604
Invoice Date 3/14/2022

Bill to: Caveney Architectural Collaborative
Tracy Raymond
128 Warren Street
Lowell, MA 01852

Ship to: Caveney Architectural Collaborative
Christina McMahon
128 Warren Street
Lowell, MA 01852

Phone: 978-518-2582
Email: traymond@cavenyarch.com

Phone: 978-518-2582
Email: cmcmahon@cavenyarch.com

**Engineering Copies . . .
Excellent Service, Great Pricing
Volume Discounts, Convenient Monthly Billing, FREE Local Pickup and Delivery**

3 Engineering Copies - MIDDLESEX CANAL MUSEUM _ Monday AM 8:00 Pickup (Job 86534) **\$612.10**

Invoice Subtotal: **\$612.10**

Tax: **\$38.26**

Invoice Total: **\$650.36**

Authors Alterations (AA'S): **\$22.50**

Balance Due: \$672.86

PAY YOUR BILL ONLINE

Caveney Architectural Collaborative

128 Warren Street (rear)
Lowell, MA 01852 US
+1 9787700518
admin@caveneyarch.com



INVOICE

BILL TO
Betty Bigwood
Middlesex Canal Association
32 Lawrence St
Wilmington, MA 01887

INVOICE 1807-01 14
DATE 05/17/2022
TERMS Due upon receipt

BILLING PERIOD 03/27/22 - 04/23/22
PROJECT 1807-01 MCA

DESCRIPTION	HRS/QTY	RATE	AMOUNT
For services beyond the scope of Phase 2, performed on a time and materials basis, as detailed below.			
JC (Principal): Oversight, submittals.	0.80	215.00	172.00
CM (Project Manager): Construction administration, client calls, coordination with GC, Viking Roofing and building department, window and door coordination.	8.75	160.00	1,400.00
KF (Designer II): Internal meeting.	0.20	105.00	21.00
BALANCE DUE			\$1,593.00