



September 20, 2023

DPW Study Group  
PO Box 135  
Truro, MA. 02666

Attn: Mr. Anthony Garrett, AIA, LEED AP, BD +C

Re: Town of Truro  
Department of Public Works  
Campus Facility Review

Dear Mr. Garrett:

Phelps Construction Group is a Construction Management Firm which provides Pre-Construction, Construction and Design Build Services for commercial projects ranging in size from one million to one hundred and fifty million dollars. Our portfolio of work includes public works projects along with numerous projects similar to this project. We have included information on some of our relevant past projects. As part of our Pre-Construction, we provide budgeting, estimating and scheduling services to both private and public entities including many projects similar to the Truro Department of Public Works Campus Project. We have been asked to review this project and form an opinion on the project budget.

The following information was provided for review:

- Basis of Design – DPW Campus – prepared by Bilow Garret Group dated July 14, 2023
- DPW Campus Presentation
- Photo Elevations of Existing Conditions (SK-100)
- Section Elevations (SK-200)
- Site Plan (SK-SP-100)
- DPW Campus Conceptual Budget.

#### Review Process

Along with reviewing the provided materials we relied on our experience with current construction costs including extensive experience with pre-engineered building structures and associated MEP requirements. Using our building cost data along with site costing we performed an analysis of the conceptual budget for accuracy. We also reviewed the project for logistics and Constructability.

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## Conclusions

Based on a square foot cost analysis we find the conceptual budgets for the buildings included in the Campus Facility to be accurate. We also conclude that the associated inclusion of a 6% contingency and .25% per month for escalation along with a 10% location factor for working in Truro to be appropriate. The engineering fees for the project should be between 6% and 7% of the project cost. In addition, we reviewed the project logistics for Constructability and conclude that the phase approach is appropriate as it will allow for the continuing operation of the DPW at its current location while the improvements and expansion are completed.

If you should have any questions, please do not hesitate to contact us.

Very truly yours,

PHELPS CONSTRUCTION GROUP L.L.C.

A handwritten signature in blue ink, appearing to read 'D. Phelps', with a stylized flourish extending to the right.

Douglas G. Phelps  
CEO





**PHELPS**  
CONSTRUCTION GROUP

*providing*

**PRE-CONSTRUCTION,  
DESIGN-BUILD**

*and*

**CONSTRUCTION  
MANAGEMENT SERVICES**

**ALLEN FLAVORS, INC.**  
South Plainfield, NJ







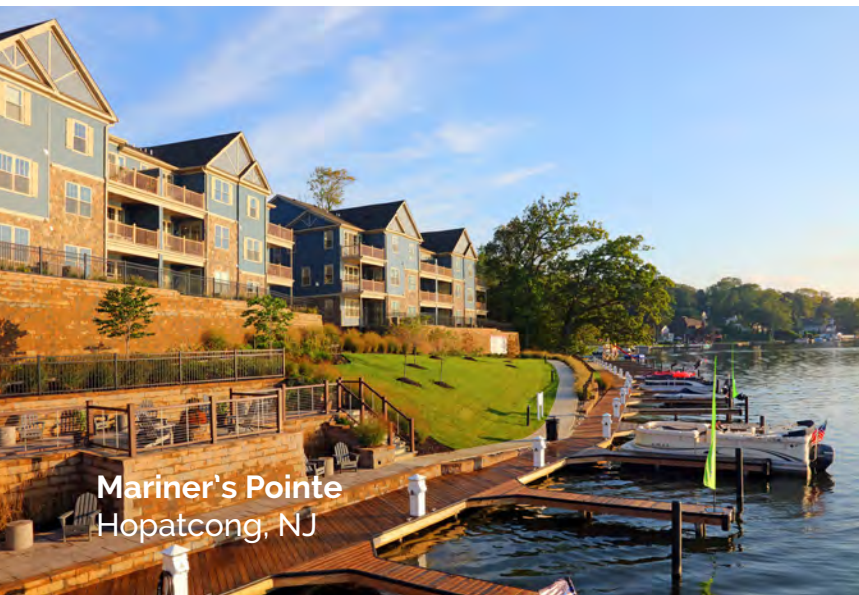
18th Avenue School  
Newark, NJ



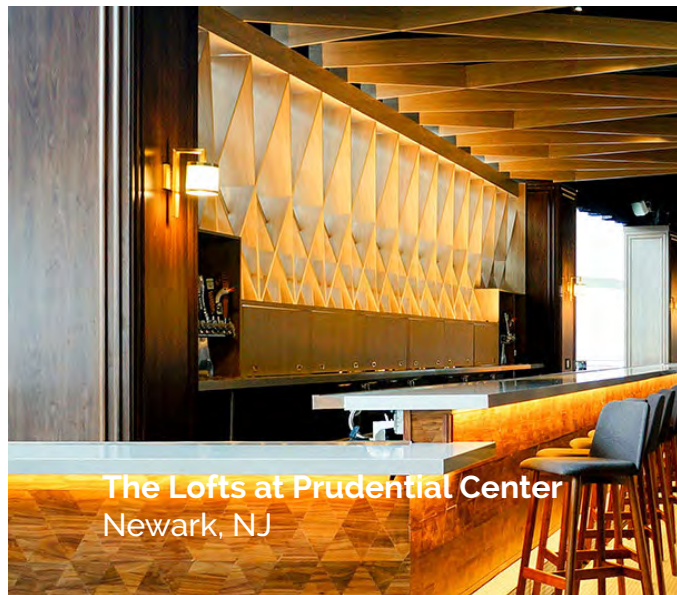
Hospital for Special Surgery  
Paramus, NJ



Saint Gabriel's Church  
Marlboro, NJ



Mariner's Point  
Hopatcong, NJ



The Lofts at Prudential Center  
Newark, NJ





Fratelli Beretta  
Mount Olive, NJ

### PRE-CONSTRUCTION

We can provide all of the necessary pre-construction services to ensure that your project gets started on the right foot. By becoming involved prior to, or during the design process, we are able to extend our expertise to address constructability issues, thereby keeping the project's design within your budget.

### DESIGN- BUILD

Phelps Construction Group can provide complete design-build services where we are responsible for the design, engineering, and construction of a project. We eliminate the need for you to coordinate activities between your Architect, Engineers, and Builder to produce a quality project that meets your objectives, within your budget and schedule.

### CONSTRUCTION MANAGEMENT

After careful, meticulous planning, we excel in executing out work in the field. Our project managers, superintendents, subcontractors, and tradesmen rise to the occasion to build high quality construction projects each and every day. Phelps Construction Group's management team has experience in resolving any construction issues that may arise in a timely manner. We are problem solvers! After we have planned your project with you, we will build it with you.

### OWNER'S REPRESENTATION

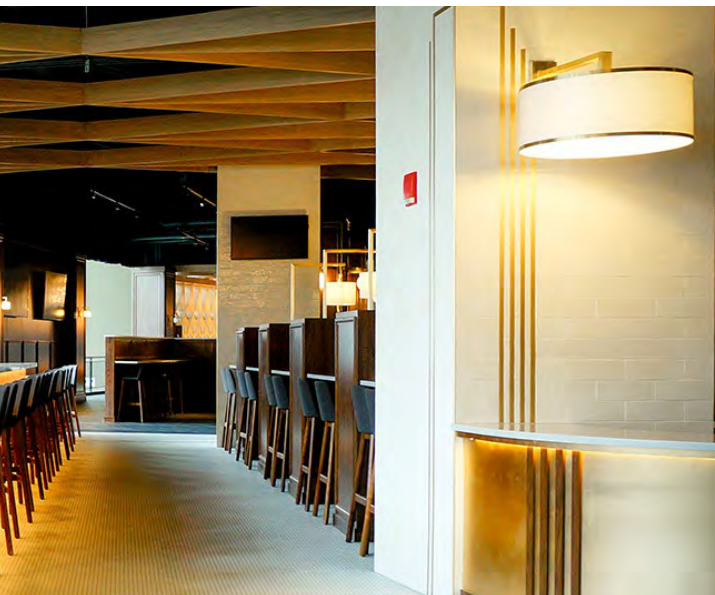
We provide project management services where we are engaged by the Owner as an extension of the Owner's staff. We direct, coordinate, and/or monitor the A/E team, contractor(s), the various regulatory agencies involved with a project, Owner's FFE, and all other elements involved in getting a project from a concept to an operating facility.

### SMALL PROJECTS DIVISION

Our Small Projects Division ensures Phelps Construction Group can meet all of our clients' construction needs. Whether you are doing a small interior renovation, simply adding a door, paving a parking lot, or doing an upgrade to your existing mechanical and electrical systems, the Small Projects Division can meet your needs. Your project will be delivered with the same high level service as any of our projects. We will assist you in planning, coordinating, and we will complete your project efficiently with the highest quality of workmanship.



Bottle King  
Livingston, NJ





# Company Profile

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Phelps Construction Group, LLC adheres to a basic concept that has proven, over time, to be the key to our success. We create and maintain a safe, positive working environment that enables us to deliver the highest quality construction services to our clients while building long-term relationships with project owners, architects, engineers, subcontractors, and suppliers.

Combining teamwork approach with quality workmanship, we bring projects in on time and on budget to the satisfaction of owners and architects by whom we are engaged. Phelps Construction Group will provide pre-construction, general contracting, construction management and design build services to meet all of our client's construction needs from the initial conceptual budgets through to the completion and maintenance of their new facility.

Founded in 2007 as a corporation in the state of New Jersey, our team has grown to over 45 construction professionals dedicated to making each project a success. Our team is comprised of individuals with extensive experience in all aspects of the construction industry, managing all types of projects ranging from small interior renovations to large, complex, fast track, multimillion-dollar projects.

Located in Boonton New Jersey, Phelps Construction Group is ideally positioned to service New Jersey, New York and eastern Pennsylvania along with the entire northeast region. Our experience includes working for some of the most prestigious and demanding clients in the Tri-State area, including such projects as the Peopling of America Center on Ellis Island and the Statue of Liberty Museum on Liberty Island for the Statue of Liberty Ellis Island Foundation, Grammy Museum Experience at the Prudential Center, and construction of the new Corporate Headquarters for Allen Flavors one of the largest manufacturers of flavors for sports drinks, teas, and coffee.

## Sectors:

- **Commercial:** Office buildings, interior fit-outs, hotels, retail and restaurants
- **Industrial:** Industrial manufacturing facilities, warehouses and storage facilities
- **Institutional:** Public buildings, public and private schools, higher education facilities
- **Healthcare:** Hospital facilities, medical office buildings, nursing homes, laboratories, assisted living centers, research and development facilities
- **Transportation:** Trucking facilities, distribution stations, airport and rail facilities
- **Residential:** Townhomes and condo complexes, retirement communities and select single family housing
- **Entertainment:** Sports arenas, convention centers, theaters and museums
- **Worship:** Temples, churches, mosques and synagogues
- **Green Building:** Environmentally responsible and sustainable construction
- **Historical Restoration:** Restoration of historical buildings and monuments





# Key Personnel

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## Douglas G. Phelps, Chief Executive Officer:

Douglas Phelps has used his leadership skills and more than thirty-five years of experience in all phases of the construction industry to organize a team of construction professionals to develop and grow Phelps Construction Group. A graduate of Syracuse University, he obtained his experience while working as an Estimator, Project Manager and CFO of a leading General Contracting firm located in New Jersey for over 20 years. He is a past president of the Construction Financial Management Association (CFMA) of New Jersey and currently a member of the Planning and Zoning Boards for the Town of Boonton. He is responsible for Business Development and the daily operations of Phelps Construction Group, a General Contracting/Project Management firm performing commercial industrial projects throughout New Jersey. His present duties at Phelps Construction Group also include overseeing all Estimating, Project Management, Site Supervision and all financial matters for the company. The company's goal is to deliver the highest quality construction services in the industry while creating a positive and safe work environment for its employees.

## Jeffrey S. Rainforth, President:

Jeffrey Rainforth oversees all Project Management and Estimating for Phelps Construction Group. A graduate of Syracuse University he brings his many years of experience in Project Management, including planning of site logistics, developing and maintaining project schedules, negotiating subcontracted work, and properly coordinating the dynamic work of the many subcontractors on numerous projects. He also has an extensive background in pre-construction, in addition to the lead estimator on numerous estimates, including conceptual, design/build GMP estimates, hard-bid and negotiated projects ranging in value from one million to one hundred million dollars. Jeff has had considerable experience being in direct contact with the project owners, construction managers, architects, engineers, governmental agencies, and subcontractors on many of the high profile and challenging projects we have completed. Being involved in projects such as the renovations to the Statue of Liberty necessary for the National Monument to reopen after 9/11 and the New Statue of Liberty Museum on Liberty Island. He has also worked for many prestigious owners including the New Jersey Devils, Rutgers University, Drew University, Delbarton School, The Rockefeller Group and the United States Postal Service, he has developed an excellent reputation in the industry for bringing projects to a successful completion on or ahead of schedule, while keeping the clients satisfied. He has successfully developed, implemented and maintained Phelps Construction Group's corporate safety program in an effort to be the industry example for proper safety management and holds an OSHA 500 certification, which allows him to train both the OSHA 10- and 30- hour construction industry safety courses.

## Brian M. Stricker, Vice President:

Brian oversees all Field Construction, with over 27 years' experience in the construction industry, including experience in Field Construction, Estimating, Purchasing, Project Management and General Superintendent capacities. He has extensive experience in Education, Pharmaceutical,





Sports Facilities and Industrial projects throughout the New Jersey New York region. Satisfied owners include Great Oaks School, Elizabeth Morrow School, Allen Flavors, Hoffman La-Roche, and Rutgers University. At Phelps Construction Group, Brian performs the duties of the companywide site and safety representative responsible for managing all company Project Superintendents. He provides support to Project Superintendents on all projects to ensure that the work performed is in conformance with the construction documents and executed within the time frame of the construction schedules including performing weekly job site inspections on all projects for quality control while also performing the duties of the overall site safety officer.

### Richard J. Lemere, CPE, Chief Estimator:

A graduate of North Carolina State University with Bachelor of Science Degrees in Forestry and Civil Engineering/Construction Management, Rich has 35 years' experience in the construction industry and is a Certified Professional Estimator through the American Society of Professional Estimators. Rich's skills include preconstruction services, design budgets, conceptual estimating, value engineering, lump sum estimates, construction management bid package preparation and project management. His experience includes a variety of project types ranging in value from one million dollars to over 500 million dollars including parking decks, commercial offices, warehouses, distribution facilities, primary and secondary schools, university classrooms, laboratory, and sports venue facilities, assisted living, skilled nursing, and hospital facilities, hospitality, mass transit facilities, airport facilities, and historical restoration and adaption projects.

### Stacey A. O'Leary, Chief Financial Officer:

Stacey O'Leary is the Controller of Phelps Construction Group. She is responsible for all financial matters with respect to the day-to-day operations of Phelps Construction Group including being the point of contact for Owners and Subcontractors with regards to all Requisitioning and Insurance Matters. Stacey brings with her 25 years' experience in the Construction field and is a member of Construction Financial Management Association (CFMA) of New Jersey.

### Eric Nielsen, Corporate Safety Manager:

Eric is responsible to lead Phelps Construction Group's health and safety programs to educate workers on the safety hazards at each site. Eric travels to different construction sites during a working day to respond to various administrative duties such as audit reports, writing risk assessments, formulating health and safety plans for a new work site, and coordinating proper completion of safety assignments given to project supervisors.

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In addition to the key Personnel indicated above, Phelps Construction Group employs over 45 full time field and office construction professionals who will assist in the overall success of each project. This includes our estimating team, project management team, project coordinators, administrative assistants and project accountants all collectively assisting with the necessary duties required to provide accuracy and consistency of a successful project.







## PVWC

### Totowa & Wayne, New Jersey

This project entailed renovating three buildings for the Passaic Valley Water Commission (PVWC). The restoration and repairs to the Main Pump Station (~25,000 Sq. Ft.) and Superintendent's Building (~5,000 Sq. Ft.) in Totowa included existing doors and windows, slate and metal roofing, stucco repairs, interior renovations to offices and rest rooms, plumbing, mechanical and electrical upgrades. Work at the Jackson Avenue Pump Station in Wayne (~10,000 Sq. Ft.) included repairs to the existing doors and windows, roofing, and masonry re-pointing and repairs. PVWC is a public drinking water supplier owned by the cities of Paterson, Clifton, and Passaic servicing citizens of Northeast New Jersey since 1849.







## Prudent Publishing Roxbury, NJ

This project entailed the construction of a 22,500 square foot warehouse addition composed of Fabcon architectural precast wall panels and brick veneer. The warehouse interior includes loading dock bays and an ESFR sprinkler system to protect the 30 foot tall structure. The project also included the redevelopment of the site to allow for additional parking and construction of building pads for future expansion.

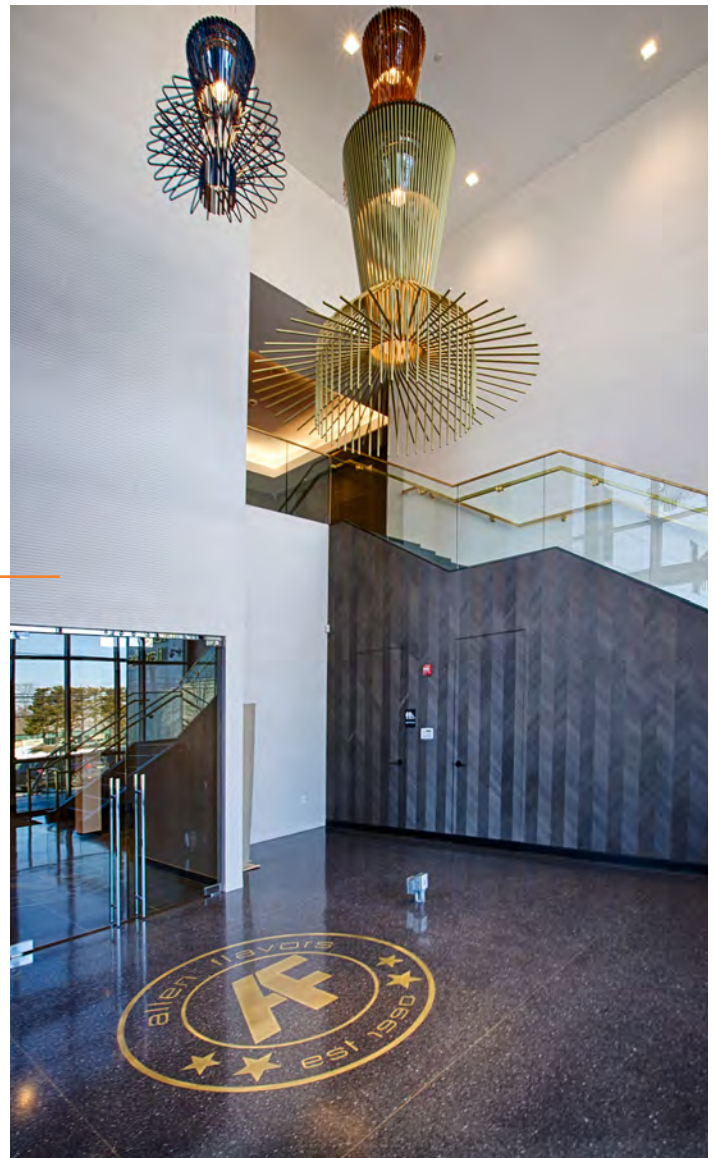




## Allen Flavors, Inc. South Plainfield, NJ

Phelps Construction Group and Environetics Group Architects PC partnered for this design-build project where we closely collaborated with the Owner to bring their vision of this state-of-the-art facility to life. The new headquarters includes an expansive reception lobby, upscale executive offices, cafeteria, liquid blending laboratories and warehouse space. The new facility also features premium conference rooms, a training center, and tasting rooms.

Phase I of this project, completed in 2015, entailed converting existing warehouse space into a liquid blending and warehouse facility. Renovations to the 29,320 SF space included installing explosion proof fixtures and mechanical equipment.







## NYSCO Products, LLC

Hawthorne, New York

Acting as the Construction Manager, we constructed a new Prefabricated Metal Building for NYSCO Products, LLC consisting of 74,000 SF of warehouse space and 8,000 SF of office space. Moving from the Bronx, this warehouse and office space allows NYSCO, designers and manufacturers of custom stock displays, the opportunity to provide the fastest service and highest quality displays possible for their customers.







## Subaru Distributors Corp. Orangeburg, NY

Our project at Subaru Distributors Corp. entailed renovating the executive offices to include en suite restrooms, shared board rooms and kitchen. The offices, designed by ENV, feature high-end, modern finishes. An expansive 1,600 square foot skylight was installed over the lobby, allowing natural light flow throughout the redesigned space. On the exterior, a new facade with glass and iron spot brick welcomes employees and visitors.

This is the second phase of our project in Orangeburg, New York. We previously completed their 132,000 square foot warehouse addition, pictured above, in the first quarter of 2019.





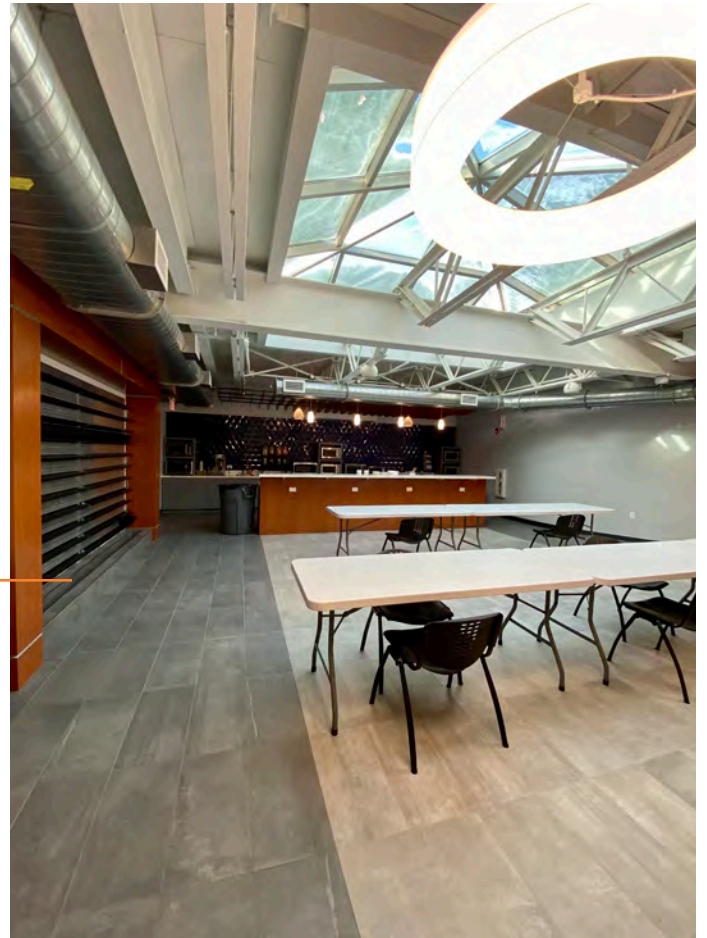
## Roche Molecular Systems Branchburg, NJ

Acting as the Construction Manager, and partnering with Paulus, Sokolowski, and Sartor Architecture and Engineering we fast tracked the construction of new production space on ROCHE Molecular Systems, Inc.'s Branchburg campus. The addition will be used to increase ROCHE Molecular's capacity to produce flu and COVID-19 test kits along with adding warehouse space. The project also increased the campus's parking capacity.

Previously, we partnered with Environetics Group Architects PC for the construction of a 3,100 square foot addition to the existing cafeteria which was constructed within the existing courtyard. We also renovated the existing 8,700 square foot cafeteria and 5,245 square foot courtyard to include an expanded dining and food service area and employee lounge.







## Driscoll Foods

Wayne, NJ

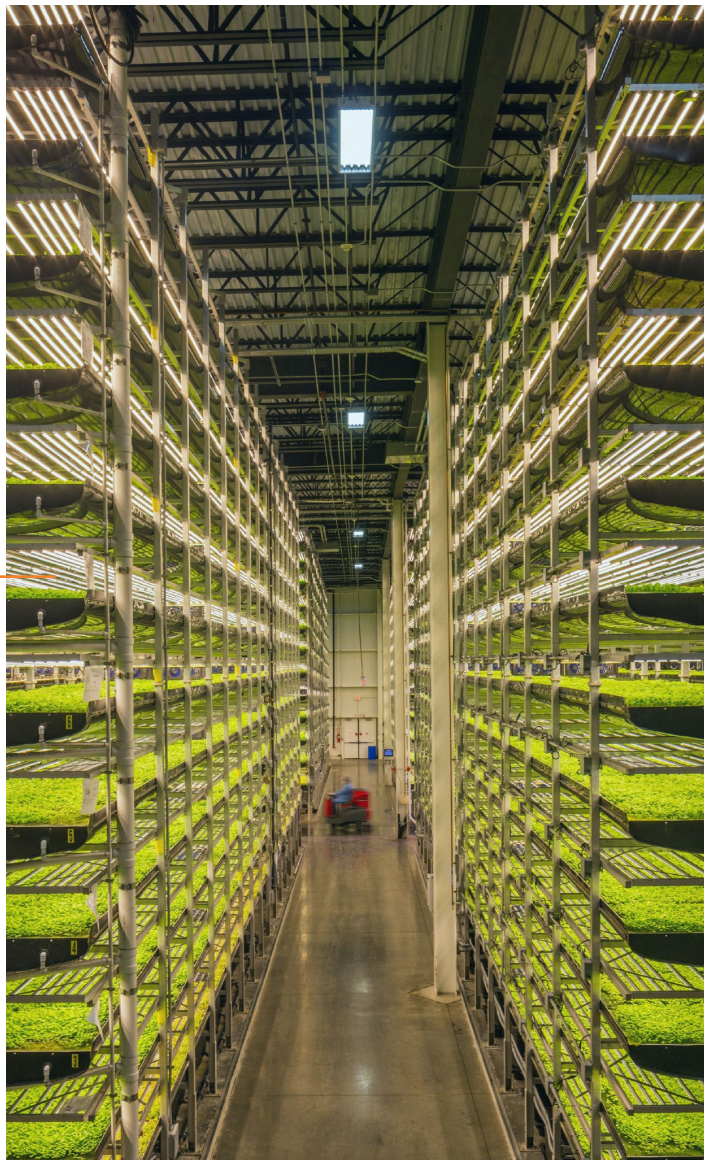
This project consists of renovating existing space within Driscoll Foods' state of the art facility in Wayne, New Jersey. The unoccupied space totaling over 130,000 square feet will be converted into offices, amenity spaces and food processing areas. In the tri-state area, Driscoll Foods has become one of the largest food service distributors since their incorporation in 1971.





## AeroFarms Newark, NJ

AeroFarms continues to grow in Newark (in more ways than one) with a 25,000 square foot expansion to its growing facility in Newark's Ironbound section. This phase entailed demolishing the site adjacent to the existing indoor farming facility and constructing the addition. In addition to increasing crop yield by about 30%, this phase will create a significant workplace and R&D component for AeroFarms as they continue to develop the science and technology around their patented aeroponic farming. AeroFarms' Newark headquarters is the world's largest indoor vertical farm.







## Distribution Facility

### Hawthorne, New York

Phelps Construction Group is in the process of constructing this new distribution facility with a 250,000 SF footprint. The two-year project is a Build-to-Suit facility. The single-story industrial building features a concrete tilt-up exterior load-bearing wall panels, steel column and truss framing, with decking roof construction. The site provides two stories of subterranean auto and delivery van parking in addition to truck unloading, van staging and van loading areas, as well as a specific traffic pattern to support the successful operation of the facility.







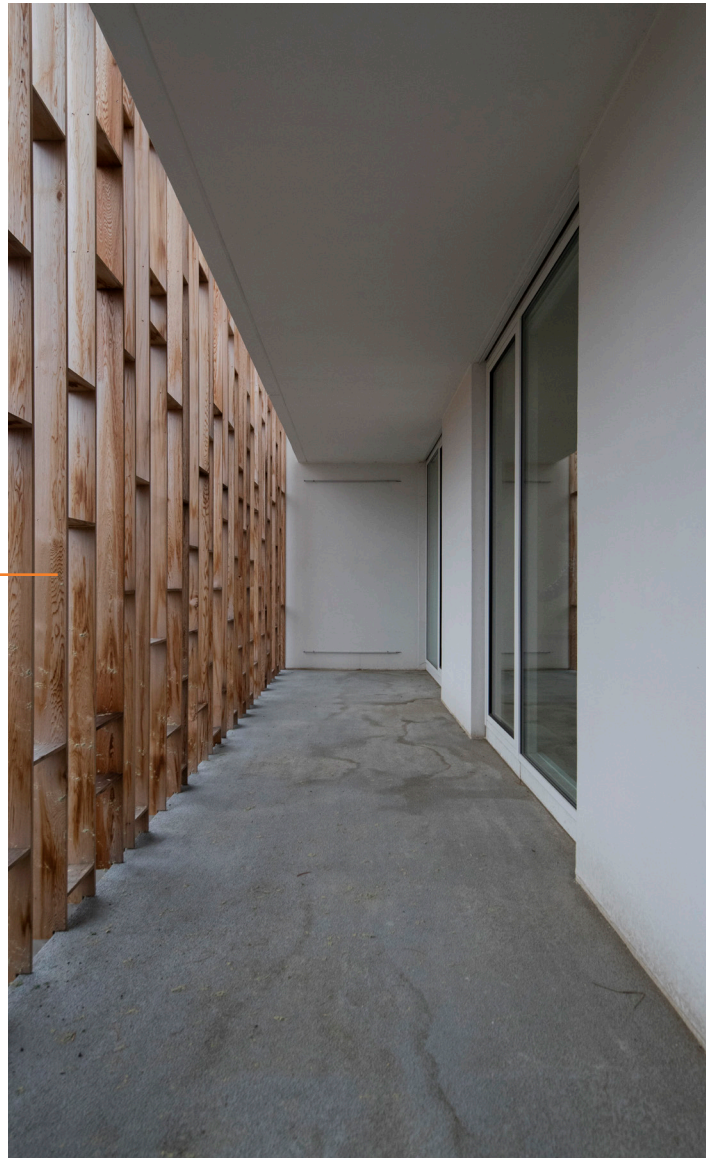
## Fratelli Beretta USA

### Mount Olive, NJ

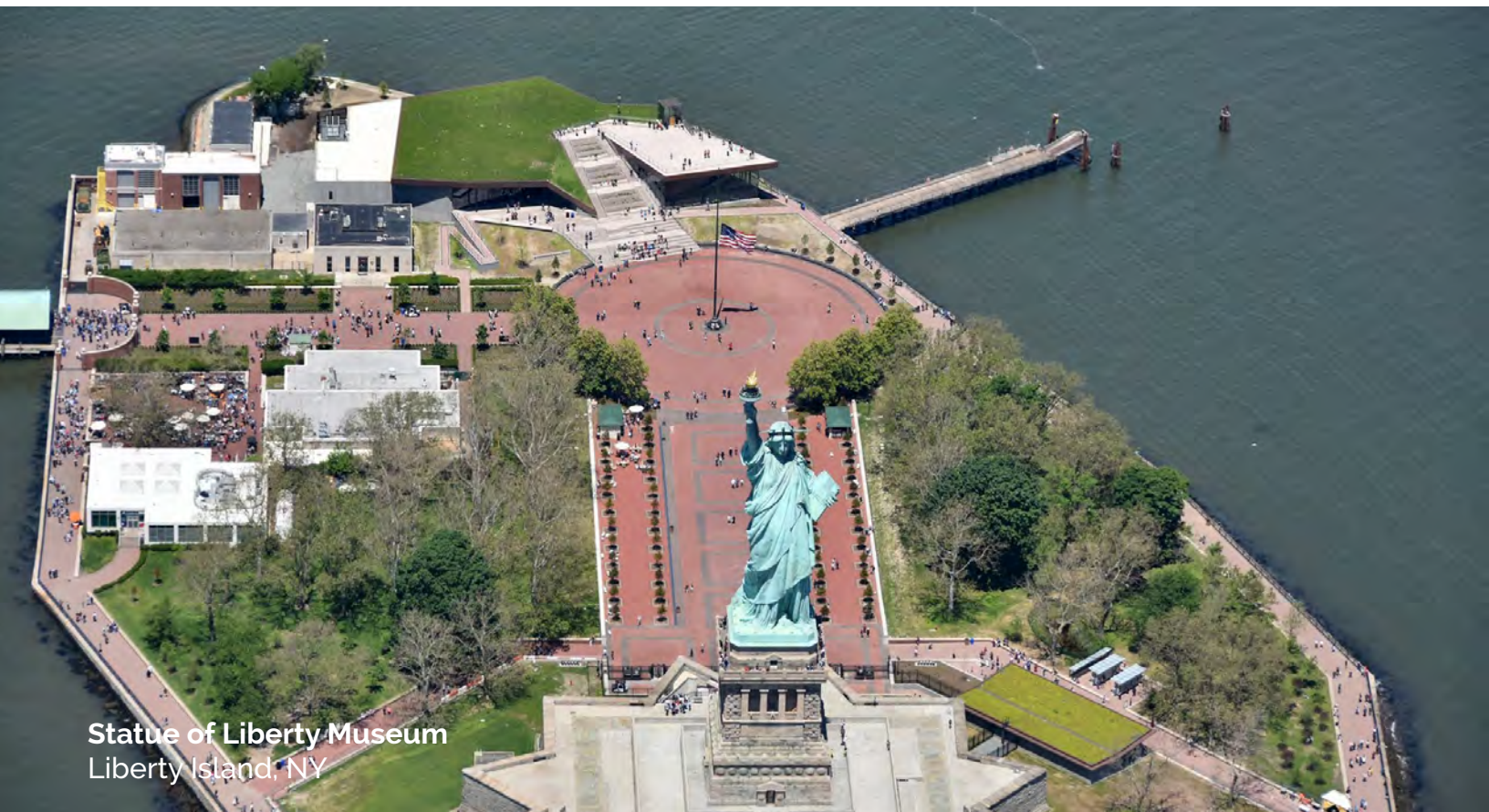
This project entailed the construction on a new 189,000 SF food processing facility for Fratelli Beretta U.S.A. The facility includes 177,000 SF of food processing warehouse and 12,000 SF of corporate office building.

The exterior of the office building is a ornamental, clear cedar plank/trellis rain screen wall-system.

Fratelli Beretta U.S.A., which has been producing fine Italian meats for over 200 years, was operating out of Mount Olive for the first quarter of 2015.







**Statue of Liberty Museum**  
Liberty Island, NY

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