



June 5, 2018

Heather Gill  
Senior Planner  
Town of Concord  
Department of Planning and Land Management  
141 Keyes Road, Concord, MA 01742

RE: Robbins House Remaining CPC Grant Funds

Dear Heather & Concord Community Preservation Committee,

The Robbins House has been gathering the time and cost estimates for the work needed to ensure the safety and accessibility of visitors to the Robbins House, for which we'd like to use our remaining CPC grant funds. The tree and path damage wrought by our winter storms made it difficult to assess the conditions and costs until this past spring thaw.

Please find attached (to this email) the cost estimates from Landscape Vision Corps for Landscape Site Clearing and Site Improvement, and the cost estimate from Paul Kelleher for the back-up sump pump. Our electrician, Patrick Kenney, who Preservation Architect Larry Sorli has had work on the Robbins House previously, gave us his estimate via email message, and I've included them on the Project Status Report and below.

1. Landscape Site Clearing, \$5,800 – 1.5 days
2. Landscape Design and Site Improvement, \$4,540 – 2.5 days
3. Electrical work inside the Robbins House, \$500 – 5 hours (\$85/hr + parts)
4. Installation of a back-up sump pump, \$750 – 1 day

The work will be completed in 6 days from scheduling, and the total estimated cost is \$11,590.

Thank you for your consideration of our request for these much needed funds to do this necessary site work. We would apply and wait for an additional grant to do this work otherwise. With great appreciation for your past generosity and patience,

Liz Clayton  
The Robbins House, Inc.

---

Liz Clayton, VP, The Robbins House, Inc.  
[lizclayton@comcast.net](mailto:lizclayton@comcast.net) | tel. 978.318.3910 | PO Box 506, Concord MA 01742



**TOWN OF CONCORD**  
**COMMUNITY PRESERVATION COMMITTEE**  
141 KEYES ROAD, CONCORD, MA 01742  
TEL. (978) 318-3290 FAX (978) 318-3291

CPA Funded Project Status Report

Project Name: The Robbins House – Concord’s African American History, Inc. (TRH) Project Number: #18-11 (or 19/20-11?)

**A. Describe work completed to date:**

Please below and 2 estimates attached.

**B. Expenditure Report:**

- **What is the date your project began or will begin spending CPA funds?** 2013-current grant
- **Briefly account for the amount of CPA funds expended to date:**

Please see spreadsheet attached.

**C. Describe remaining work:**

**1. Landscape Site Clearing, \$5,800 – 1.5 days**

Like most of Concord, the Robbins House had some tree damage over the winter. The MMNPS cut down one tree that had fallen against the two remaining trees in the attached photos. Our Landscaper Dave Fisher and I met and looked at the remaining damaged trees, particularly these two close to the house in the attached photo and another dead tree left standing. These trees look like they will be in danger of falling on the house, and we'd like to bring someone in to address them before our visitor season gets into high gear. Delia Kaye of the Natural Resources Commission has inspected this site and received approval from last night's NRC meeting. Dave Fisher has his landscape contractor working on a price estimate now. Our original Site Clearing line item was \$3,000. Please let us know if we have money left here or need to make a special request.

**2. Landscape Design and Site Improvement, \$4,540 – 2.5 days**

TRH Board is requesting new NPS-approved stone dust paths and stonework leading to the Welcome sign and house, where mud collects from visitor traffic. Dave Fisher has his landscape contractor working on a price estimate now. Our original Earthwork, Site Improvement, Landscaping, and Landscaping design and contract administration line items totaled \$29,300. Please let us know if we have money left here or need to make a special request.

**3. Electrical work inside the Robbins House, \$85/hr + Parts @ 5 hours → \$425 labor + \$75 parts = \$500**

Our last electrical work inside the Robbins House has yet to be done. We've been attempting to engage an electrician for this work, but the job is small and we're waiting to hear from the electrician our Preservation Architect recommends. We're focusing on the last work before our summer visitor season is underway. Budget to come. Our original Interior Electrical Lighting and Power line item was \$7,000. Please let us know if we have money left here or need to make a special request.

**4. Installation of a back-up sump pump, \$750 – 1 day**

Lastly, our Preservation Architect has asked us to have a plumber install a back-up sump pump with associated piping to work in tandem with existing one in the basement. We're in the process of getting an estimate for this. This isn't included in the 2012 CPC Budget request; please let me know how to proceed.

**D. What is the expected project completion date?** This work will be completed in 6 days for a total est. of \$11,590

Name of person who completed form: Liz Clayton, Robbins House Board VP Date: 5/16/18 – 6/5/18



**Landscape Visions Corp**  
your vision brought to life

P.O. Box 1294 · Concord, MA 01742-1294

# Estimate

Date	Estimate #
5/21/2018	502

Name / Address
Fisher Design 430 Cambridge Turnpike Concord, MA 01742

Description	Qty	Cost	Total
Scope of work for Drinking Gourd project at Caesar Robbins House:			
1). Cut and remove 4 trees. two standing and two lying down. Debris removed to recycle facility.	1	5,800.00	5,800.00
2). Supply and install 2 hand picked granite stones by Dave Fisher. One to be installed on right side of main walkway under informational sign. One to be installed on east side of building under window. Surplus material from excavation for the installation of granite slabs to be hauled off site to recycle facility.	1	2,440.00	2,440.00
3). Supply and install new stone dust walkway including right side sitting area.	1	1,670.00	1,670.00
4). Supply and install drip edge on East side of house with filter fabric.	1	430.00	430.00
THANK YOU!	<b>Total</b>		\$10,340.00

Phone #	Fax #	E-mail
978-369-6339	978-254-5081	<i>Sales@landscapevisionscorp.com</i>

**PROPOSAL**

**Paul C. Kelleher Plumbing & Heating, Inc 06/05/18**  
6 Ledge Rock Way Unit 2  
Acton, MA 01720  
978) 263-3356 Fax (978) 264-4015

**Liz Clayton/Larry Sorli**  
The Robbins House  
320 Monument Street  
Concord, MA 01742  
978-457-2184  
Sorli@aol.com

**Install backup sump pump**

**Proposed Equipment:**

- 1- Zoeller M-57 .3 HP sump pump. Elevated above existing pump**
- 2- Zoeller ½" check valves- 1 on new pump and 1 on existing pump**
- Misc ½" pvc fittings and pipe**

**Scope:**

**Install additional pump as back up tied to existing discharge line**

**Included :**

**Proposed equipment, labor and sales tax**

**We propose hereby to furnish material and labor- complete in accordance with above specifications, for the sum of:**

**Seven Hundred Fifty Dollars**

**Terms:**

**As invoiced**

---

## Heather Gill

---

**From:** Liz Clayton <lizclayton@comcast.net>  
**Sent:** Tuesday, June 05, 2018 1:10 PM  
**To:** Heather Gill  
**Cc:** dfisher430@comcast.net; mia.trudette@gmail.com; rmunro@mxschool.edu  
**Subject:** Re: Fwd: RE: Robbins House Remaining CPC Funds  
**Attachments:** Fisher Design\_Robbins house proposal\_05212018.pdf; 5.2018\_Project status report.doc; CPC\_Final\_Grant\_Payment\_Request.doc; PROPOSAL\_Paul KelleherPlumbing.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hi Heather,

Please see attached our letter of request for the use of Robbins House remaining CPC funds for the following projects:

1. Landscape Site Clearing, \$5,800 – 1.5 days
2. Landscape Design and Site Improvement, \$4,540 – 2.5 days
3. Electrical work inside the Robbins House, \$500 – 5 hours
4. Installation of a back-up sump pump, \$750 – 1 day

The total time involved will be 6 days from scheduling and the total estimated cost will be \$11,590.

Please find attached:

- Our Letter of Request
- Invoice from Landscape Vision Corps for Landscape Site Clearing and Site Improvement,
- Invoice from Paul Kelleher for backup sump pump
- Updated Project Status Report

We appreciate your guidance and willingness to bring this up at the June 18th Community Preservation Committee meeting for consideration. Feel free to contact me if you need any further information.

Very best,

Liz Clayton  
The Robbins House, Inc.  
978.501.0056 cell

From: Heather Gill <hgill@concordma.gov>  
To: Liz Clayton <lizclayton@comcast.net>

Date: May 29, 2018 at 12:23 PM  
Subject: RE: Robbins House Remaining CPC Funds

Liz,

On May 29, 2018 at 11:40 AM Heather Gill <[hgill@concordma.gov](mailto:hgill@concordma.gov)> wrote:

Liz,

The CPC has requested that you first submit a formal request to extend the timeline to utilize CPA funds. Please include a new timeline for the project (outline what work you have remaining and when you plan to complete it). The CPC has stated that they need to approve an extended timeline prior to reviewing and approving any remaining work (for which you plan on using CPA funding).

After the CPC approves a revised timeline for the project they will review the remaining work in relation to the original project scope. The CPC's next meeting is on June 18<sup>th</sup>. I will place this as a discussion item on that meeting agenda. Please plan to submit the extension request prior to that meeting.

Heather Gill

Senior Planner

Town of Concord

Department of Planning and Land Management

141 Keyes Road, Concord, MA 01742

(978)318-3290 - [hgill@concordma.gov](mailto:hgill@concordma.gov)

---

**From:** Liz Clayton [<mailto:lizclayton@comcast.net>]

**Sent:** Tuesday, May 29, 2018 11:00 AM

**To:** Heather Gill

**Cc:** Maria Madison; Dave Fisher; larry sorli; Rob Munro; Rebecca Sommers

**Subject:** Re: Robbins House Remaining CPC Funds

Heather Lamplough

Senior Planner

Town of Concord

Department of Planning and Land Management

141 Keyes Road, Concord, MA 01742

(978)318-3290 - [hlamplough@concordma.gov](mailto:hlamplough@concordma.gov)

Liz Clayton

The Robbins House

## Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by **Mimecast Ltd**, an innovator in Software as a Service (SaaS) for business. Providing a **safer** and **more useful** place for your human generated data. Specializing in; Security, archiving and compliance. To find out more [Click Here](#).

## Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by **Mimecast Ltd**, an innovator in Software as a Service (SaaS) for business. Providing a **safer** and **more useful** place for your human generated data. Specializing in; Security, archiving and compliance. To find out more [Click Here](#).