J.V. Fletcher Library

Project Quarterly Update

Westford Select Board

November 10, 2026

Agenda

- Project Snapshot
- Schedule Status
- Budget Status
- Construction Progress
- Risks and Mitigation
- Community Impacts & Communication
- Next Steps

Last SB update was September 8, 2026



Rendering of New Rear Entry

Project Snapshot

J.V. Fletcher Library Addition &
Renovation Project

Upon completion, the library will increase in size from 22,456 SF to 35,159 SF.

Total Approved Budget: $32,546,009.00

Target Completion Date: April 2027

Target Opening Date: May 2027

Current Phase: This project is currently in the Construction Phase and remains aligned with the Town's approved goals.

While schedule is delayed, we remain **within Budget** with **no compromise to design**.



Aerial View – the outline in red is the Existing Building
Diagram of New Landscape and Expanded Library

Schedule Status

Status: An additional schedule delay has been identified. The team is actively pursuing mitigation measures to minimize the impact and improve the current completion date where possible.

Target Substantial Completion Date:

March 26, 2027

Target Opening Date:

May 2027

Key Milestones Completed:

- Hutter Construction Notice to Proceed: May 20, 2025
- Temporary Library Opened: April 22, 2025



Construction Progress, Exterior Envelope, October 2026

Budget Status

Summary: This project remains within the Town's approved budget, with 74% of Contingency remaining.

Total Approved Budget: $32,546,009.00 (*unchanged*)

Change Orders

- 82 approved Proposed Change Orders to date
- Most changes due to Unforeseen Conditions post demolition.
- Largest cost to date: $125,600 for uncovered structural deficiencies.

Current & Upcoming Procurement Packages

- Furniture: *furniture has been ordered*
- AV & Security Equipment: *under contract*
- IT & Signage: *in progress*

Item	Amount	%
Total Project Budget	$32,546,009	
Total Expended to Date	$19,590,936	60.19%
Balance Remaining	$12,955,073	39.81%
Total Project Contingency	$3,931,700	12.08%
Contingency Spent of Project Contingency Contingency Spent of Total Project Cost	$1,007,124	25.62% 3.09%
Construction Contract Value	$20,471,634	
Contractor Change Orders	$947,374	4.42%
Revised Construction Contract Value	$21,419,008	
MBLC Grant Total Offset	($8,681,257)	
Other Grants/Project Offsets	($1,835,389)	
Westford Taxpayer Total	$22,029,363	

Project Budget Summary, Revised October 2026

Construction Progress

Major Activity

- Building is weathertight; brick and window installation nearing completion; curtain wall complete.
- Interior walls and MEP/FP installation underway.
- Major equipment delivered, including generator, rooftop units, transformer, and elevator; installation and connections ongoing.

Upcoming: Next 30–60 Days

- Continue interior walls and MEP/FP systems.
- Continue exterior site and landscape work.

Safety / Inspections

- No safety issues reported.
- Inspections and commissioning ongoing with no significant issues identified.
- Window testing underway; roof testing being scheduled.
- Winter conditions and site readiness reviewed with the Westford Fire Department and Conservation Commission.



Rear Parking Lot Binder Coat Placement, October 2026

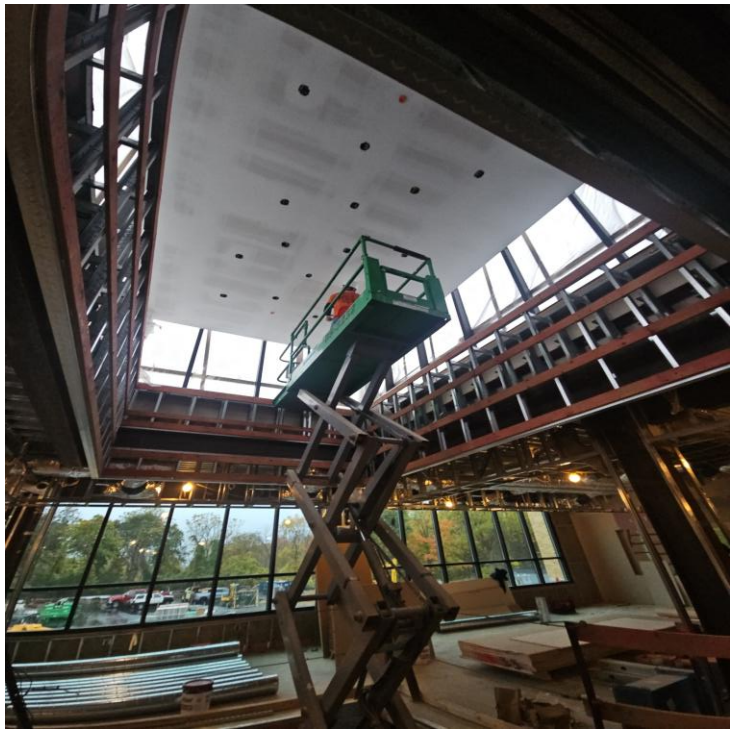
Construction Progress



Rear Property wall progress



Children's Reading Garden Progress & transformer



Interior wall and drywall progress



Interior wall and drywall progress

Construction Progress, October2026

Risks & *Mitigation*

1. Concealed Existing Conditions
   MM: Daily communication, on-site walkthroughs & photos, weekly meetings
2. Additional Schedule delays due to unforeseen conditions
   MM: Daily Communication, additional Architect on site presence. Standing weekly coordination meetings
3. Lead Times: Delivery of Equipment
   MM: all major equipment has been delivered. Continue to track all construction material.
4. Tarriff Costs
   MM: Revised bid language & released major equipment (Steel, Electrical, Mechanical)

- No new risks since the last update; identified risks continue to be actively managed.
- Lead-time risk has been significantly reduced with delivery of all major equipment
- No Select Board action needed at this time.



Elevator Installation Progress, October 2026

Community Impacts

Most significant community impact is the relocation of local library services. The Temporary Library is open at 515 Groton Road. Inter Library Loan program remains available to patrons and is being actively used. Staff is steadily preparing for the move back to 50 Main Street. We have begun organizing the donation of the furniture at 515 Groton Road to other Westford town departments.

Funds Received Last Quarter:

- $100,000 State Legislative Earmark was secured through the efforts of Rep. Arciero
- $50,000 State Legislative Earmark was secured through the efforts of Senator Cronin
- $60,000 CPA Grant
- Friends have met their $1,300,000 fundraising goal
- We have received 92.7% of the MBLC construction grant, with a final disbursement coming in 2027 as well as an Escalation Grant of $829,263.00



Excavation for new gas line on Main Street Facade, October 2026

Next Steps

Schedule Status: Additional delay identified; mitigation efforts underway to minimize impacts and improve the projected completion date.

Budget Status: On budget; contingencies closely tracked. Friends of the Library fundraising goal achieved.

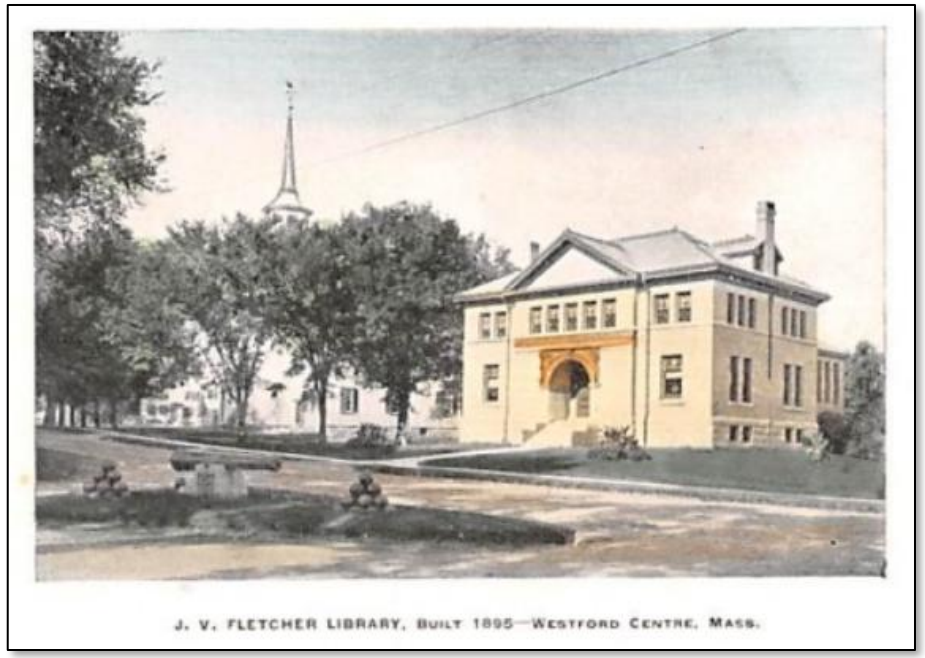
What's Coming Next: Construction continues, along with Town procurements and MBLC grant compliance. Project Team is planning the process of move back to 50 Main Street.

Summary: Project remains on budget with no design or program compromises. Contract extensions are on tonight's agenda; IT and Signage contract approvals will follow in December 2026.



Children's Reading Garden Progress, October 2026

Thank you!





Construction Progress at Main Street Elevation, October 2026