MEMORANDUM

To: Selectboard

From: Peter B. Elwell, Town Manager

Re: Police-Fire Facilities Project Update

Date: November 10, 2016

This memorandum provides updates on the following:

- Progress of construction at the West Brattleboro Fire Station and Central Fire Station.
- Pre-construction activities related to the Police Station (including preparation for the closing on the Town's purchase of 62 Black Mountain Road).
- Owner's expenses which I have authorized administratively.
- Public meetings at which project elements will be discussed and acted upon between now and the end of 2016.

West Brattleboro Fire Station

Construction continues on schedule. No new issues have arisen that will require any authorizing action by the Selectboard.

Since my last update, all windows have been installed, the apparatus bay slab and front apron have been poured, and interior rough-in of the plumbing, mechanical, and electrical systems has begun. Here is a summary of work that is expected to be completed during the next two weeks:

- Continued interior rough-in of plumbing, electrical, and mechanical systems
- Installation of exterior doors (except the overhead doors for the apparatus bays)
- Installation of exterior siding and trim

Recently, both in an email to me and on iBrattleboro, a local resident raised certain concerns about the wall system being installed and about moisture control within the building. During review of the construction plans at the PFFBC meeting on May 11, Owner's Project Manager Steve Horton made a commitment to coordinate with PFFBC member Eli Gould and with Efficiency Vermont regarding these matters. Horton and Gould have conferred and agreed on a modification to the vapor barrier specification for the interior of the wall assembly. (They also agreed that all work completed to date is properly designed and no work will need to be redone.) Architect Ray Giolitto has issued instructions to the builder regarding the modified vapor barrier and this change will have no impact on the project schedule or budget. Horton and Gould also are working with Efficiency Vermont on the details of upcoming testing to ensure that DEW and its subcontractors have constructed a properly insulated and sealed building envelope.

Central Fire Station

DEW Construction Corp. (construction manager) and LaRock & Sons (sitework subcontractor) have mobilized at the site. The first phase of work is occurring behind the existing fire station to prepare for construction of the addition. No issues have arisen that will require any authorizing action by the Selectboard.

During excavation for the foundation of the addition, a substantial amount of miscellaneous debris (pieces of metal and concrete, an auger, etc.) has been encountered requiring removal of unsuitable soils. However, this work was anticipated and is being absorbed within DEW's guaranteed maximum price. Another complication at the project site was a recent sewer line break. That line has been repaired. Neither of these complications has caused any delay in the overall project schedule. Preparatory site work is continuing and installation of the foundation for the addition will begin during the week of Thanksgiving.

Police Station

Project Update
DEW is completing the competitive bidding for subcontracted services and will propose a guaranteed maximum price for this project component to be reviewed at the Police-Fire Facilities Building Committee (PFFBC) meeting on November 30 and the Selectboard meeting on December 6.

Purchase of 62 Black Mountain Road
The attorneys are continuing to work on the documents and timing for the upcoming closing, which is expected to occur before the end of November.

Town Manager's Authorization of Owner's Expenses

Attached is the list of all project related expenses I have authorized in accordance with the Selectboard's approved "Policy for Use of Owner's Contingency and/or Reduction in Project Scope." The expenses are categorized by project element (with a "General" category for those expenses that apply to the project as a whole) and they are listed in reverse chronological order. Since my last report, I have approved an invoice for additional testing services at the West Brattleboro Fire Station that takes us $4 over the original $5,000 estimated cost of those services. Another $500 to $1,000 of testing services will be needed at that project site and I will advise of those actual costs as they are incurred.

Schedule of Upcoming Public Meetings Related to This Project

November 30	PFFBC re: Guaranteed Maximum Price for Police Station
December 6	Selectboard re: Guaranteed Maximum Price for Police Station

If you have any questions or require any additional information prior to our discussion of these matters on November 15, please contact me at your convenience.

PBE:
Attachment
c: Steve Horton, Owner's Project Manager
Members of the Police-Fire Facilities Building Committee
Patrick Moreland, Assistant Town Manager
Mike Fitzgerald, Police Chief
Mike Bucossi, Fire Chief
John O'Connor, Finance Director
Rod Francis, Planning Services Director
Russell Rice, Town Assessor
Bob Fisher, Town Attorney

POLICE/FIRE FACILITIES PROJECT
OWNER EXPENSES AUTHORIZED BY THE TOWN MANAGER
(August 1, 2016 – November 10, 2016)

(Boldface items have been approved since the Town Manager's last update to the Selectboard.)

GENERAL

08/09/16	Primmer, Piper, et al.	$ 4,000.00	Bond Counsel Fees

WEST BRATTLEBORO FIRE STATION

11/04/16	**M+W Soils**	**$ 4.00**	**Additional Testing Services**
10/12/16	The Richards Group	$ 4,211.00	Builder's Risk Insurance
10/12/16	Green Mountain Power	$ 320.54	Electricity at Construction Site
09/29/16	DEW Construction	$ 4,448.33	Upgrade Window Panels in Cupola
09/29/16	DEW Construction	$ 1,374.41	Add 3 Windows Above Apparatus Bay
09/29/16	DEW Construction	$ 1,153.82	LED Lighting in Cupola
09/29/16	DEW Construction	$ 5,446.73	Removal of Excessive Roots in Soil
08/03/16	M+W Soils	$ 5,000.00	Testing Services

CENTRAL FIRE STATION

10/12/16	The Richards Group	$ 17,730.00	Builder's Risk Insurance
10/12/16	Catamount Environmental	$ 707.50	Lead Testing
10/12/16	Lotus Graphics	$ 1,224.58	Copies of Construction Plans (large)
08/05/16	Lotus Graphics	$ 369.00	Copies of Construction Plans (small)

POLICE STATION

10/07/16	Lotus Graphics	$ 598.55	Copies of Construction Plans (large)
10/07/16	Lotus Graphics	$ 23.95	Copies of Construction Plans (small)
10/03/16	Sovernet	$ 950.00	Data Cabling
08/08/16	DiBernardo Associates LLC	$ 4,500.00	Survey Work
08/05/16	Lotus Graphics	$ 13.00	Copies of Floor Plans + Site Plans