

MEMORANDUM

To: Selectboard
From: Peter B. Elwell, Town Manager
Re: Police-Fire Facilities Project Update
Date: September 15, 2016



Since my update at the September 6 Selectboard meeting, there has been no change in the overall project budget or schedule.

This memorandum provides updates on (1) construction at the West Brattleboro Fire Station, (2) the sub-contractor bidding process for the Central Fire Station, and (3) the site plan and other aspects of planning for the Police Station. Also included are a list of public meetings at which project elements will be discussed and acted upon between now and the end of 2016 and the list of administratively authorized owner's expenses.

West Brattleboro Fire Station

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

The project is about to become much more visible to anyone passing by the site. Here is a summary of work that is expected to be completed during the next two weeks:

- Pour the "perimeter slab." This will be the floor of the non-apparatus portions of the building. The "apparatus bay slab" will be poured later in the project.
- Begin framing the exterior walls.
- Continue exterior utilities work and site work.

Central Fire Station

Subcontractor bidding is proceeding on schedule. The design team, contractor, and Fire Department personnel held a walk-through with the potential bidders on September 14. After bids are received, DEW will prepare a guaranteed maximum price (with pages of detailed line items in a format similar to the West Brattleboro Fire Station documents) for review by Steve Horton and Town staff, followed by consideration at the PFFBC meeting on October 12 and the Selectboard meeting on October 18.

Police Station

The design team needed additional time to refine the construction plans for the Police Station, so the September 14 PFFBC meeting was cancelled. Those plans will be considered by the PFFBC on October 12 and by the Selectboard on October 18. The one month delay in this particular step will not delay the projected mid-December start of construction for the Police Station and will not negatively affect either of the other two project elements.

At the September 6 meeting, questions were raised about the number of handicapped-accessible parking spaces and about the potential addition of automatic door openers to assist disabled people in entering and leaving the building. A third HP space has been added to the parking lot plan. It is located in the part of the main parking lot that is nearest to the building's main entrance. The five spaces that are nearer to the building than the main parking lot will remain two HP spaces and three standard spaces because adding another HP space at that location would have reduced the total number of spaces to four with only one of those being a standard space. The design team recommends against adding a user-activated automatic door opener because the current plans for a remotely activated automatic door opener (controlled by the dispatchers) will serve the dual purpose of increasing building security during the overnight hours and allowing disabled persons to obtain hands-free ingress and egress 24-hours-per-day.

Also, to comply with the Town's new Land Use Regulations and other applicable standards, the main parking lot will be redesigned and reconstructed. This will include a more defined traffic flow, updated lighting, installation of landscaping, and improved pedestrian access.

The Town's consultants have completed their field work and lab work for the Phase 2 Environmental Site Assessment. They identified no significant issues at the site and are submitting their work for review by the applicable State and Federal authorities. We remain hopeful that the Town will be able to close on the purchase of this property in November and that construction will begin on this project element in December. Also, the State has determined that the site is eligible for Town participation in the BRELLA Program. BRELLA stands for "Brownfields Reuse and Environmental Liability Limitation Act" and the Town's participation will protect the Town against future liability for any environmental issues that may later arise on the site (except if such a future environmental issue is caused by the Town's future actions).

Finally, we are continuing to make good progress in negotiating the terms for the Reformer's lease of 2,200 square feet of the building at 62 Black Mountain Road. I hope to have a finalized lease ready for consideration at one of our two October Selectboard meetings.

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. The list is unchanged from my September 6 update.

Schedule of Upcoming Public Meetings Related to This Project

October 12	PFFBC re: Guaranteed Maximum Price for Central Fire Station and Police Station Construction Plans
October 17	DRB re: Police Station Site Plan
October 18	Selectboard re: Guaranteed Maximum Price for Central Fire Station and Police Station Construction Plans
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 September 20, 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 – September 15, 2016)

GENERAL

08/09/16	Primmer, Piper, et al.	\$4,000	Bond Counsel Fees
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WEST BRATTLEBORO FIRE STATION

08/03/16	M+W Soils	\$5,000	Testing Services
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CENTRAL FIRE STATION

08/05/16	Lotus Graphics	\$ 369	Copies of Construction Plans
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POLICE STATION

08/08/16	DiBernardo Associates LLC	\$4,500	Survey Work at 62 Black Mountain Rd.
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08/05/16	Lotus Graphics	\$ 13	Copies of Floor Plans + Site Plans
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(Boldface items have been approved since the Town Manager's last update to the Selectboard.)