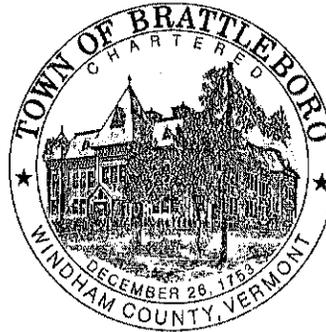


MEMORANDUM

To: Selectboard
From: Peter B. Elwell, Town Manager
Re: Police-Fire Facilities Project Update
Date: March 16, 2017



West Brattleboro Fire Station

Construction of the building is complete and the Fire Department will start running calls from the new station on Monday, March 20. Site work around the building will be finished in April, weather permitting. Per the Selectboard's prior approval, we plan to organize a dedication and ribbon-cutting ceremony with an open house reception for sometime after warmer weather arrives. The old station will be demolished, parking lot constructed, and related site work completed next fall before the onset of winter weather.

Police Station

No issues have arisen that will require any authorizing action by the Selectboard. During the next two weeks, the construction team will complete interior demolition and begin steel stud framing and rough-in of the mechanical, electrical, and plumbing systems. The project team expects that construction will be finished and the Police Department will move in during August 2017.

Central Fire Station

No issues have arisen that will require any authorizing action by the Selectboard. The steel frame for the addition is in place. During the next two weeks, roofing will be installed over the addition, masonry walls will be completed (both along the exterior perimeter and for interior load bearing walls), and electrical rough-in will begin. The project team expects the project to be finished and the Fire Department to move in during November 2017.

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.

Overall Financial Report

Attached is a spreadsheet labelled "Police-Fire Facilities Project Financial Report" that provides a facility-by-facility summary of the project budget and expenditures to date. For the overall project, the report also identifies contractual encumbrances, the \$200,000 that has been tentatively committed to emergency generators, and the resulting net "unencumbered balance" (\$1,168,660) and "uncommitted balance" (\$968,660).

PBE:
Attachments

POLICE/FIRE FACILITIES PROJECT
OWNER EXPENSES AUTHORIZED BY THE TOWN MANAGER
(August 1, 2016 – March 16, 2017)

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

POLICE STATION

03/08/17	KAS, Inc.	\$ 4,420.20	Environmental Testing
03/08/17	Green Mountain Power	\$ 5,286.96	Electricity at Construction Site
01/11/17	The Richards Group	\$ 13,092.00	Builder's Risk Insurance
12/14/16	Lotus Graphics	\$ 887.23	More Copies of Construction Plans
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

CENTRAL FIRE STATION

02/08/17	GEO Insight, Inc.	\$ 239.50	Ash/Soil Testing
02/08/17	M+W Soils	\$ 1,809.25	Additional Testing
01/24/17	Vermont Dept of Corrections	\$ 7,129.19	Office Furnishings
01/11/17	W.B. Mason	\$ 159.92	Bathroom Dispensers
12/23/16	Southern Vermont Telephone	\$ 9,390.00	Telephone System + Telephones
12/14/16	M+W Soils	\$ 9,000.00	Testing Services
12/14/16	DiBernardo Associates	\$ 300.00	Survey Work
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)

WEST BRATTLEBORO FIRE STATION

03/15/17	Suburban Propane	\$ 3,792.26	Propane Bills from Construction Period
03/08/17	Green Mountain Power	\$ 270.74	Electricity at Construction Site
03/08/17	Suburban Propane	\$ 322.13	Final Piping Connections
02/08/17	Green Mountain Power	\$ 1,066.51	Electricity at Construction Site
01/11/17	W.B. Mason	\$ 39.98	Bathroom Dispensers
01/11/17	Suburban Propane	\$ 1,532.87	Fill Propane Tank
12/23/16	Southern Vermont Telephone	\$ 3,720.00	Telephone System + Telephones
12/14/16	M+W Soils	\$ 907.50	Additional Testing Services
12/14/16	Green Mountain Power	\$ 149.99	Electricity at Construction Site
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

GENERAL

08/09/16	Primmer, Piper, et al.	\$ 4,000.00	Bond Counsel Fees
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POLICE - FIRE FACILITIES PROJECT FINANCIAL REPORT

	<u>Project Budget</u>	<u>Expenses thru 3/16/17</u>	<u>Unspent Balance</u>
<u>West Brattleboro Fire Station</u>			
Project Management	\$ 23,730.00	\$ 33,330.00	\$ (9,600.00)
Architectural/Engineering	\$ 120,361.77	\$ 120,631.77	\$ (270.00)
Permits/Insurance	\$ 10,948.50	\$ 10,948.50	\$ -
Construction/Sitework	\$ 1,365,383.29	\$ 1,208,061.34	\$ 157,321.95
Equipment/Furnishings	\$ 12,000.00	\$ 8,774.98	\$ 3,225.02
Contingency/Other Owners Expense	\$ 33,589.91	\$ 28,059.82	\$ 5,530.09
	\$ 1,566,013.47	\$ 1,406,014.15	\$ 156,207.06
<u>Central Fire Station</u>			
Purchase 14 Church Street	\$ 290,000.00	\$ 290,000.00	\$ -
Project Management	\$ 73,650.00	\$ 44,400.00	\$ 29,250.00
Architectural/Engineering	\$ 517,763.86	\$ 477,913.86	\$ 39,850.00
Permits/Insurance	\$ 63,780.00	\$ 63,780.00	\$ -
Construction/Sitework	\$ 5,131,918.26	\$ 801,917.25	\$ 4,330,001.01
Equipment/Furnishings	\$ 94,500.00	\$ 7,034.92	\$ 87,465.08
Contingency/Other Owners Expense	\$ 613,003.47	\$ 13,098.30	\$ 599,905.17
	\$ 6,784,615.59	\$ 1,698,144.33	\$ 5,086,471.26
<u>Police Station</u>			
Purchase 62 Black Mountain Rd.	\$ 756,469.80	\$ 756,469.80	\$ -
Project Management	\$ 45,098.00	\$ 33,598.00	\$ 11,500.00
Architectural/Engineering	\$ 447,004.58	\$ 416,819.58	\$ 30,185.00
Permits/Insurance	\$ 22,185.60	\$ 35,277.60	\$ (13,092.00)
Construction/Sitework	\$ 2,778,776.00	\$ 253,881.07	\$ 2,524,894.93
Dispatch Equipment	\$ 100,000.00	\$ -	\$ 100,000.00
Equipment/Furnishings	\$ 80,000.00	\$ -	\$ 80,000.00
Contingency/Other Owners Expense	\$ 219,836.96	\$ 22,936.31	\$ 196,900.65
	\$ 4,449,370.94	\$ 1,518,982.36	\$ 2,930,388.58
Grand Total All Project	\$ 12,800,000.00	\$ 4,623,140.84	\$ 8,173,066.90
Unspent but Encumbered			\$ 7,004,406.89
Unencumbered Balance			\$ 1,168,660.01
Tentatively Committed to Generators			\$ 200,000.00
Uncommitted Balance			\$ 968,660.01