

MEMORANDUM

To: Selectboard
From: Peter B. Elwell, Town Manager
Re: Police-Fire Facilities Project Update
Date: March 30, 2017



West Brattleboro Fire Station

The ribbon cutting and open house will be on Saturday, April 22, from 9am until noon. We will have a brief ceremony at 9:30am. The public is encouraged to attend.

Police Station

No issues have arisen that will require any authorizing action by the Selectboard. The last demolition work is occurring this week. During the next two weeks, the construction team will continue with 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 roof has been installed on the steel frame of the addition and interior masonry bearing walls have been constructed under that roof. During the next two weeks, the interior masonry walls will be completed and perimeter masonry walls will be constructed, roof work will continue over the existing fire station structure, the slab will be poured in the area under the mezzanine, and electrical rough-in will continue. 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. The only new expense I have authorized since my last report is a payment of \$10,688.39 to Osterman Propane for 3 months of propane use at 62 Black Mountain Road.

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" (\$1,157,972) and "uncommitted balance" (\$957,972). At the April 18 Selectboard meeting, the project team plans to request Selectboard authorization to use some of the uncommitted balance for purchase of communication equipment and other project related expenses. A complete list of items with an explanation of each will be provided in the backup materials for that meeting.

PBE:
Attachments

POLICE/FIRE FACILITIES PROJECT
OWNER EXPENSES AUTHORIZED BY THE TOWN MANAGER
(August 1, 2016 – March 30, 2017)

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

POLICE STATION

03/22/17	Osterman Propane	\$ 10,688.39	Propane at Construction Site
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

POLICE/FIRE FACILITIES PROJECT
OWNER EXPENSES AUTHORIZED BY THE TOWN MANAGER
(August 1, 2016 – March 30, 2017)

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

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GENERAL

08/09/16

Primmer, Piper, et al.

\$ 4,000.00

Bond Counsel Fees

POLICE - FIRE FACILITIES PROJECT FINANCIAL REPORT

	<u>Project Budget</u>	<u>Expenses thru 3/22/17</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	\$ 33,624.70	\$ 186,212.26
	\$ 4,449,370.94	\$ 1,529,670.75	\$ 2,919,700.19
Grand Total All Project	\$ 12,800,000.00	\$ 4,633,829.23	\$ 8,162,378.51
Unspent but Encumbered			\$ 7,004,406.89
Unencumbered Balance			\$ 1,157,971.62
Tentatively Committed to Generators			\$ 200,000.00
Uncommitted Balance			\$ 957,971.62