

MEMORANDUM

To: Selectboard
From: Peter B. Elwell, Town Manager
Re: Police-Fire Facilities Project Update
Date: April 14, 2016



At the Selectboard meeting on April 19, staff will recommend the hiring of the team of professionals who will provide the final design and construction services necessary to successfully complete the three components of this project and will provide a brief update on the reconvening of the Police-Fire Facilities Building Committee.

Retain Professionals for Final Design and Construction

On April 5, the Selectboard tentatively agreed to continue forward with the design/construction team that was first assembled for this project in 2013, as follows:

Owner's Project Manager: Steve Horton

Architect: Northeast Collaborative Architects (NCA) led by Ray Giolitto

Construction Manager: DEW Construction Corp

Each of the above has provided a proposal to the Town. I have reviewed them all and have received Steve Horton's advice regarding NCA's and DEW's. I found Mr. Horton's proposal acceptable as submitted. NCA and DEW each made certain changes to their proposals during our review and Mr. Horton and I now find both of the revised proposals to be acceptable.

Steve Horton

Steve Horton proposes to provide owner's project manager services for the remainder of this project at an estimated total cost of \$105,000. This is exactly consistent with the estimate he provided to the Town in August 2015 when we were considering various project alternatives. Mr. Horton will bill for actual services provided at a rate of \$100 per hour. I recommend Selectboard authorization for me to retain Mr. Horton for a total amount not to exceed \$105,000, subject to Town Attorney Bob Fisher's approval of the applicable contract.

Northeast Collaborative Architects (NCA)

Ray Giolitto proposes for NCA to provide architectural services for the remainder of this project at an estimated total cost of \$507,800. This is \$26,300 higher than the estimate that was included in the alternatives information we published in August 2015, but Mr. Horton has advised me that (1) the inconsistency is due to a mathematical error last summer (not to any increase in hours projected to complete the work) and (2) he believes NCA is proposing a fair fee for this work. Therefore, I recommend Selectboard authorization for me to retain NCA for a total amount not to exceed \$507,800, subject to Town Attorney Bob Fisher's approval of the applicable contract.

DEW Construction Corp

DEW proposes to provide preconstruction services for a lump sum fee of \$15,300. This is approximately the same as the \$16,000 fee that DEW charged for pre-construction services during the 2013-2014 phase of this project. The scope of work for the current phase will be somewhat less than in that earlier phase, but Mr. Horton and I both believe that DEW is charging a fair price for these services. In fact, the \$15,300 is a very fair price and the \$16,000 for the larger scope of work two years ago was a bargain. DEW also is proposing a \$220,000 fixed fee

for the construction phase of this project. That is in keeping with standard construction management fee pricing for a project of this scale in our region and it is reduced from the \$240,000 fixed fee that DEW proposed in 2013. I recommend Selectboard authorization for me for me to retain DEW for a preconstruction phase fee of \$15,300 and a construction phase fee of \$220,000, subject to Town Attorney Bob Fisher's approval of the applicable contract.

Reconvene the Police-Fire Facilities Building Committee (PFFBC)

On April 5, the Selectboard approved the following charge for the PFFBC:

Acting in an advisory capacity to the Selectboard and the Town Manager, the Police-Fire Facilities Building Committee provides financial and technical oversight to the Police-Fire Facilities capital improvement project. That project includes the following 3 components: (1) reconstruction and expansion of the Central Fire Station, (2) replacement of the West Brattleboro Fire Station, and (3) renovation of 62 Black Mountain Road as the new location of the Police Station.

The Selectboard also announced a vacancy on the PFFBC and established an application deadline of April 28 with the expectation of appointing someone to fill that vacancy at the Selectboard meeting on May 3.

In the meantime, the date, time, and location for the reconvening meeting of the PFFBC have been established, as follows: Wednesday, April 27, at 4pm in the Selectboard Meeting Room. At that meeting we will address a variety of procedural matters related to how the PFFBC will conduct its business throughout the remainder of the project and will begin working with the professional project team on various details for finalizing the design and construction schedule for each of the 3 components of this project.

PBE:

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