

# MEMORANDUM

To: Selectboard  
From: Peter B. Elwell, Town Manager  
Re: Police-Fire Facilities Project Update  
Date: February 2, 2017



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## West Brattleboro Fire Station

The Police-Fire Facilities Building Committee met in and toured the station on February 1. Finish work will be occurring both inside and outside the building during the next 2 weeks. Efficiency Vermont will conduct a blower door test on February 13 or 14. We continue to expect that the Fire Department will move in at the end of February or the beginning of March. To enable the public to gather outside the station and to allow the Fire Department to get settled in the new building, staff proposes that we hold a dedication and ribbon-cutting ceremony with an open house reception early next summer after the old station has been demolished and all site work has been completed.

## Central Fire Station

The first phase of work is construction of the addition behind the existing station. Sitework and the pouring of foundations has prepared that area for the steel frame to be erected. Steel is expected to be delivered on Monday, February 6. During the next two weeks, the steel frame will rise out of the ground, making the exterior dimensions of the addition more visible. No issues have arisen that will require any authorizing action by the Selectboard. The project team expects that construction will be finished and the Fire Department will move in during November 2017.

## Police Station

Construction is continuing well on the fit-up of the tenant space. When the Reformer staff has moved into that space (in early March) and been isolated from the rest of the building, renovation of the police station space will proceed. (In preparation, some demolition has occurred in the area that will become the police station.) No issues have arisen that will require any authorizing action by the Selectboard. The project team expects that construction will be finished and the Police Department will move in during August 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. Expenses I have approved since my last report are shown in boldface type. The only new expense is \$7,129.19 for Central Fire Station office furniture that is being acquired from the Vermont Department of Corrections' furniture making program.

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 – February 1, 2017)**

(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
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WEST BRATTLEBORO FIRE STATION

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

CENTRAL FIRE STATION

<b>01/24/17</b>	<b>Vermont Dept of Corrections</b>	<b>\$ 7,129.19</b>	<b>Office Furnishings</b>
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)

POLICE STATION

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