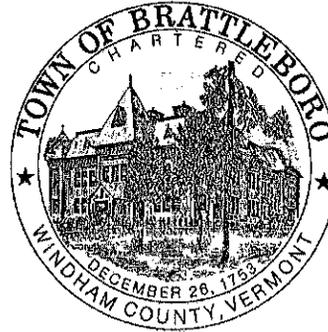


MEMORANDUM

To: Selectboard
From: Peter B. Elwell, Town Manager
Re: Police-Fire Facilities Project Update
Date: June 15, 2017



Police Station

Extensive progress has been made on interior and exterior construction, including the reconstruction of the parking lot. During the next two weeks, interior work will include continued work on the mechanical, electrical, and plumbing systems; continued installation of the dropped ceilings; continued installation and painting of sheetrock walls and masonry walls; and pouring the sallyport slab. Exterior work will include preparations for installation of the emergency generator and radio tower. The project team expects that construction will be finished and the Police Department will move in during August.

Central Fire Station

The project continues on schedule. Extensive interior work is continuing in both the addition and the existing building. By August, some interior sections will be completed and Fire Department operations will be adjusted to allow the remaining construction work to proceed. The project team expects that all construction will be finished and the station will be fully operational by the end of November.

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. Items approved since my last report are shown in boldface type.

Overall Financial Report

CURRENT STATUS

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 (money that has been committed to certain vendors for certain products or services) and the resulting net "uncommitted balance" of \$717,490.80.

UNBUDGETED ITEMS FOR FUTURE CONSIDERATION

Planned Items

West Brattleboro Fire Station – Demolition of Existing Station and Final Sitework
\$55,000

Central Fire Station Pymovent Exhaust System
\$30,000

Police Officer Work Stations
\$25,000

Police Department Sewer Line Adjustment
\$20,000

Police Station "Eventide" Recorder System for Dispatch
\$16,000

Police Department Signage (on Putney Road, Black Mountain Road, and the Building)
\$10,000

Police Department Moving Expenses
\$10,000

Potential Items

Police Station Roof Replacement ("High Roof Area")
\$90,000

Police Station Carport
\$150,000

THE BOTTOM LINE

If (at future meetings) the Selectboard approves all of the expenses on the "Planned Items" list, the Uncommitted Balance would be drawn down by \$166,000 to \$551,490.80.

If the Selectboard later approves both of the expenses on the "Potential Items" list, the Uncommitted Balance would be drawn down by an additional \$240,000 to \$311,490.80.

There will be a few more budgeted (but not currently encumbered) purchases and a variety of smaller expenses that I will continue to approve administratively, but they will amount to a total that is less than \$300,000. So, unless we encounter some significant additional expense that is currently unforeseen, we expect to complete the overall project with unspent bond funds remaining. Those funds would be eligible for redirection to other capital projects upon the future recommendation of the Selectboard and the approval of Representative Town Meeting.

PBE:
Attachments

POLICE/FIRE FACILITIES PROJECT
OWNER EXPENSES AUTHORIZED BY THE TOWN MANAGER
(August 1, 2016 – June 14, 2017)

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

CENTRAL FIRE STATION

06/07/17	M+W Soils	\$ 1,540.70	Additional Testing
05/19/17	Suburban Propane	\$ 805.62	Propane at Construction Site
05/09/17	M+W Soils	\$ 3,358.82	Additional Testing
05/09/17	Green Mountain Power	\$ 253.35	Electricity at Construction Site
04/12/17	M+W Soils	\$ 1,947.30	Additional Testing
04/05/17	Green Mountain Power	\$ 81.75	Electricity at Construction Site
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
12/14/16	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

06/12/17	FairPoint Communications	\$ 5,496.99	Telephone Cabling
05/19/17	Osterman Propane	\$ 3,890.04	Propane at Construction Site
05/09/17	Green Mountain Power	\$ 578.45	Electricity at Construction Site
04/12/17	Green Mountain Power	\$ 794.44	Electricity at Construction Site
04/05/17	Green Mountain Power	\$ 1,559.16	Electricity at Construction Site
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

POLICE/FIRE FACILITIES PROJECT
OWNER EXPENSES AUTHORIZED BY THE TOWN MANAGER
(August 1, 2016 – June 14, 2017)

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

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WEST BRATTLEBORO FIRE STATION

05/03/17	MSC Industrial Supply	\$ 153.04	Compressed Air Regulator w/ Gauge
05/03/17	The Richards Group	(\$ 1,664.00)	Partial Refund of Builder's Risk Insurance
04/14/17	JustBlinds.com	\$ 360.00	Window Blinds
04/12/17	F.W. Webb	\$ 29.45	Fittings for Compressed Air System
04/12/17	Leader Home Centers	\$ 78.84	Cord Reel Mountings
04/12/17	Granite City Electric	\$ 671.89	Electrical Cord Reels
04/12/17	Suburban Propane	\$ 763.32	Final Propane Bill for Construction Period
04/05/17	Multiple Vendors	\$ 258.44	Misc. Small Equipment (Station Outfitting)
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>6/14/2017</u>	<u>Unspent Balance</u>
<u>West Brattleboro Fire Station</u>			
Project Management	\$ 23,730.00	\$ 33,830.00	\$ (10,100.00)
Architectural/Engineering	\$ 120,361.77	\$ 122,861.77	\$ (2,500.00)
Permits/Insurance	\$ 10,948.50	\$ 9,284.50	\$ 1,664.00
Construction/Sitework	\$ 1,365,383.29	\$ 1,326,764.59	\$ 38,618.70
Equipment/Furnishings	\$ 12,000.00	\$ 11,073.82	\$ 926.18
Contingency/Other Owners Expense	\$ 33,589.91	\$ 29,782.92	\$ 3,806.99
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	\$ 1,566,013.47	\$ 1,533,597.60	\$ 32,415.87
<u>Central Fire Station</u>			
Purchase 14 Church Street	\$ 290,000.00	\$ 290,000.00	\$ -
Project Management	\$ 73,650.00	\$ 55,400.00	\$ 18,250.00
Architectural/Engineering	\$ 517,763.86	\$ 497,128.86	\$ 20,635.00
Permits/Insurance	\$ 63,780.00	\$ 63,780.00	\$ -
Construction/Sitework	\$ 5,131,918.26	\$ 1,935,606.96	\$ 3,196,311.30
Equipment/Furnishings	\$ 94,500.00	\$ 30,720.47	\$ 63,779.53
Contingency/Other Owners Expense	\$ 613,003.47	\$ 21,498.69	\$ 591,504.78
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	\$ 6,784,615.59	\$ 2,894,134.98	\$ 3,890,480.61
<u>Police Station</u>			
Purchase 62 Black Mountain Rd.	\$ 756,469.80	\$ 756,469.80	\$ -
Project Management	\$ 45,098.00	\$ 45,748.00	\$ (650.00)
Architectural/Engineering	\$ 447,004.58	\$ 431,978.58	\$ 15,026.00
Permits/Insurance	\$ 22,185.60	\$ 35,277.60	\$ (13,092.00)
Construction/Sitework	\$ 2,778,776.00	\$ 1,260,485.89	\$ 1,518,290.11
Dispatch Equipment	\$ 100,000.00	\$ -	\$ 100,000.00
Equipment/Furnishings	\$ 80,000.00	\$ -	\$ 80,000.00
Contingency/Other Owners Expense	\$ 219,836.96	\$ 49,245.99	\$ 170,590.97
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	\$ 4,449,370.94	\$ 2,579,205.86	\$ 1,870,165.08
Grand Total All Project	\$ 12,800,000.00	\$ 7,006,938.44	\$ 5,793,061.56
Unspent but Encumbered			\$ 5,075,570.76
Uncommitted Balance			\$ 717,490.80