

MEMORANDUM

To: Selectboard
From: Peter B. Elwell, Town Manager
Re: Police-Fire Facilities Project Update
Date: January 12, 2017



West Brattleboro Fire Station

Almost all work at the site is now occurring indoors. During the next 2 weeks, that work will include:

- Painting of walls and ceilings
- Installation of millwork, interior doors, and plumbing
- Completion of the mechanical room installation

In addition, Efficiency Vermont will perform a blower door test in late January and the next PFFBC meeting will be held at the station on February 1. No new 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 February 2017.

Central Fire Station

The first phase of work is occurring behind the existing fire station to prepare for construction of the addition. Sitework and the pouring of foundations will continue for the next two weeks. Steel is expected to be delivered by the end of January and then the pace of construction will increase noticeably. 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

The contractor mobilized at the site on January 3, 2017. Good progress is being made on the first phase of work, which is the fit-up of the tenant space. When the Reformer staff has moved into that space (in late February or early March) and been isolated from the rest of the building, renovation of the police station space will proceed. 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.

Request for Selectboard Authorization of Additional Expenses

The project team is requesting Selectboard authorization to expend \$65,239.80 for the following purposes:

• Station Alerting System for West Brattleboro	\$ 21,000.00
• Residential Area Furnishings for Both Fire Stations	\$ 13,791.80
• Gear Extractor (Industrial Washing Machine) for West Brattleboro	\$ 6,875.00
• Gear Extractor (Industrial Washing Machine) for Central Station	\$ 6,875.00
• Radio Tower for West Brattleboro	\$ 6,415.00
• Turn-Out Lockers for West Brattleboro	\$ 5,600.00
• Generator Transfer Switch for West Brattleboro	\$ 4,683.00

	\$ 65,239.80

These costs would be paid from the project contingency. They are for outfitting expenses that were part of the original project budget but were removed from the GMP contract scope either to save money by avoiding the contractor's administrative markup (furnishings, gear extractors, turn-out lockers) or to ensure that we were far enough along to ensure sufficient contingency funds are available to spend on these items (station alerting, radio tower, generator transfer switch). After these proposed expenditures, \$781,450 (6.1% of the overall project budget) would remain in the overall project contingency. Here is a bit more explanation regarding each item:

Station Alerting

This is the tone and spoken audio system that connects dispatch to the fire stations. The core of this system was competitively bid last fall. Two bids were received but only one met all the Town's specifications. The successful bidder provides a modular system. We are proposing to install just the basic system at this time. It will meet the minimum needs of the Fire Department for receiving the essential information from dispatch. The system can be expanded to include more advanced features in the future, if needs arise and sufficient funds are available. Also, to save money on the installation of the station alerting system, Fire Alarm Superintendent Joe Newton will do the in-station wiring connections.

Residential Area Furnishings

As the attached table shows, the Fire Department is re-using all of its dormitory and lounge furnishings that are in good condition. (That is why the quantities vary and include some numbers that don't seem to match, such as 18 bedframes and 9 mattresses.) They also have obtained very competitive pricing for the items that we do need to buy. At a later date, we will return with a proposal to purchase office furnishings for the Central Fire Station. The office furnishings for the West Brattleboro Station will be moved from the exiting station into the new station.

Gear Extractors

These are extra-large and extremely durable washing machines that are fastened to a pad on the floor for stable installation. They are used for washing the heavy duty bunker gear that is worn by the firefighters at fires and other emergency scenes. That is why they are so much more expensive than a standard washing machine.

Radio Tower

This is a new tower that will be attached to the southwest (back) side of the building. All antennas at this station that are associated with two-way radio communications, the station alerting system, and the Whetstone Brook flood meter equipment, will be mounted on this tower.

Turn-Out Lockers

These are the lockers where the firefighters' heavy gear will be stored.

Generator Transfer Switch

This switch will make it possible to connect a portable generator to the building for the first several weeks that it is occupied and to connect a built-in full power generator to the building later in the spring. The installation of a similar generator transfer switch has been included in the GMP for the Central Fire Station and Police Station components of this project.

If you have any questions about any of these matters prior to the January 17 Selectboard meeting, please contact me at your convenience.

PBE:

Attachments

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 – January 12, 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

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

