

Robert J. Boock

2014 JAN 17 A 11: 55

TO: Budget Review Committee Members
Marcia A. Leclerc, Mayor
Michael P. Walsh, Director of Finance
Timothy A. Bockus, Director of Public Works
Susan M. Hansen, Director of Libraries

TOWN CLERK
EAST HARTFORD

FROM: Mary G. Martin, Raymond Library Expansion Project Administrator *MGM*
SUBJ: Minutes of the 1/17/14 Meeting of the Raymond Library Expansion Project Budget Review Committee
DATE: January 17, 2014

The meeting was called to order by Mayor Leclerc at 11:15 a.m. on January 17, 2014 in the Office of the Mayor.

Present: Mr. Walsh, Mr. Bockus, Ms. Hansen, and Ms. Martin

Ms. Martin presented a request for Change Order 3 to the W. J. Mountford Co. construction contract. The request was already reviewed and approved by project architect Bruce Tuthill and by Owner's Representative Scott Boos.

- Change Order 3 to increase the contract by \$4,575 was approved. Items included removal of ceramic tile in the south entry vestibule; removal of the 2nd ceiling discovered above the main ceiling in the Main Lobby Area; and the removal of a 2nd layer of carpet with rubber backing discovered under the first layer of carpet in the former King Museum area.

Motion to approve Change Order 3 was made by Mr. Bockus; 2nd by Mr. Walsh. Approved unanimously (voting members being Mayor Leclerc, Mr. Bockus and Mr. Walsh).

The new contract sum totals \$6,425,726 with this approval. Ms. Martin noted that the project remains within budget.

Copies of this Change Order, including back-up documentation, are attached to these minutes and will be kept on file in the Office of the Mayor, with the Town Clerk, and the Project Administrator's office.

Meeting was adjourned at 11 35 a.m.

The next meeting is scheduled for Tuesday, January 28, 2014 at 3:00 p.m. in the Office of the Mayor.

Cc: Bruce Tuthill, Tuthill and Wells Architects LLC
Scott Boos, Owner's Representative
Paul Hollmann, W.J. Mountford Co.



AIA Document G701™ – 2001

Change Order

PROJECT (Name and address): Addition and Alterations to the Raymond Library 840 Main Street, East Hartford, CT 06108	CHANGE ORDER NUMBER: 003 DATE: January 15, 2014	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input checked="" type="checkbox"/>
TO CONTRACTOR (Name and address): W.J. Mountford Co. 170 Commerce Way South Windsor, CT 06074	ARCHITECT'S PROJECT NUMBER: 2012-2 CONTRACT DATE: December 3, 2013 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

W.J. Mountford Co. PCO #003, dated 01.08.14: Additional Demolition Work as follows:

- 1) Remove ceramic tile in South Entry Vestibule not originally scheduled for removal
- 2) Removal of 2nd ceiling discovered above main ceiling in Main Lobby Area
- 3) Removal of 2nd layer of carpet with rubber backing discovered in "Museum Area"

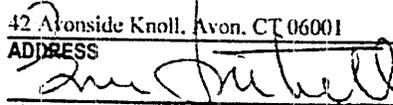
The original Contract Sum was	\$ 6,405,000.00
The net change by previously authorized Change Orders	\$ 16,151.00
The Contract Sum prior to this Change Order was	\$ 6,421,151.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 4,575.00
The new Contract Sum including this Change Order will be	\$ 6,425,726.00

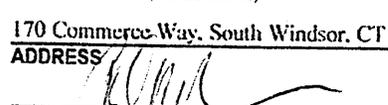
The Contract Time will be increased by Zero (0) days.

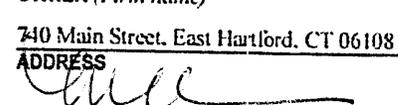
The date of Substantial Completion as of the date of this Change Order therefore is 425 days from Dec. 16, 2013.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Tuthill and Wells Architects LLC
ARCHITECT (Firm name)
42 Avonside Knoll, Avon, CT 06001
ADDRESS

BY (Signature)
Bruce Tuthill, Project Architect
 (Typed name)
January 15, 2014
DATE

W. J. Mountford Co.
CONTRACTOR (Firm name)
170 Commerce Way, South Windsor, CT
ADDRESS

BY (Signature)
Paul Hollmann, Project Manager
 (Typed name)
1/15/14
DATE

Town of East Hartford
OWNER (Firm name)
740 Main Street, East Hartford, CT 06108
ADDRESS

BY (Signature)
Marcia A. Leclerc, Mayor
 (Typed name)
1/17/14
DATE



W. J. MOUNTFORD CO.

GENERAL CONTRACTOR • CONSTRUCTION MANAGER

170 Commerce Way, South Windsor, CT 06074, (860) 291-9448, Fax (860) 289-6382

License #00900574 • www.wjmountford.com

Raymond Library
840 Main Street
East Hartford, CT 06108

Updated: 1/8/13

We hereby submit our request for a change order to cover the following work at the above referenced project:

PCO #003 - Additional demolition work as outlined below.

- Remove ceramic floor tile in Vestibule 45. This is not indicated on the plans for removal.
- Remove ceilings not noted on the demolition plan at Lobby 41, associated hallways and at stair #4
- Remove 2nd layer of carpet found under existing in former 2nd floor museum space. This would have been a minimal item with the exception that the carpet is rubber backed. The fabric portion has deteriorated but the rubber backing is firmly adhered to the floor. This requires significant scragging to get the rubber backing off of the concrete and is probably why they carpeted over the existing rather than removing it.
- No new flooring or floor preparation is included in Vestibule 45.

ITEM	QTY	UNIT	RATE	SUB
Subcontractors	-	-	-	-
Northeastern Engineering & Contracting Company	-	-	-	-
- PCO #4 for ceramic tile removal in Vestibule 45	1	Quote	546	546
- PCO #9 for second layer of rubber backed carpet removal	1	Quote	929	929
- PCO #10 for additional ceiling removal as noted.	1	Quote	2,684	2,684
	-	-	-	-
Total Subcontractors & Equipment				4,159
Total of W. J. Mountford Work				
No Work by WJM	-	-	-	-
	-	-	-	-
Sub - Total				-
Total Materials			-	
Total Labor - Including All Payroll Burden			-	
Total of WJM Work			-	
Total Subcontractors			4,159	
10% Mark-Up on Subcontractors			416	
Total W. J. Mountford Work			-	
15% Mark-up on Our Work			-	
Total Change Order Request			\$ 4,575	

This change order adds \$ 4,575 to our contract price.
This change order adds 0 days to the date of substantial completion.

Please show your acceptance of this proposal by signing in the space provided below and issue a formal Contract Change Order at your earliest convenience.

Accepted:
Title:

Very Truly Yours,
W. J. MOUNTFORD, CO.

Paul D. Hollmann

**Raymond Library
PCO 04- Revised**

To: W.J. Mountford

From: Northeastern Engineering and Contracting Company

Ref: DEMOLITION

Date: 01/06/13

Description: RE: ASI 001- PROPOSED REMOVAL of ceramic floor tile in vestibule associated with Room 41 on First Floor. Includes removals, transportation of debris to dumpsters, and disposal. Floor prep for new finishes by others.

	Unit	Description of Material and Equipment	Unit Cost	Total
0.05	Ea	Masonry Dumpster	325.00	16.25
0.125	Day	Caterpillar 226 Skidsteer w/ catalytic converter (incl. fuel)	191.77	23.97
				0.00
				0.00
				0.00
				0.00
Line 1		Material and Equipment Total		40.22

Name	Labor Classification	Man Hours	Base Rate	FICA	FUTA & SUTA	W/C Ins	Benefits	Total Rate	Total
B. Kelleher	Demolition Supervisc		60.00				25.00	85.00	0.00
M. McKusick	Demolition Foreman	1	60.00				25.00	85.00	85.00
B. L. Kelleher	Equipment Operator	1	32.53	2.49	2.47	10.35	21.55	69.39	69.39
	Demolition Specialist	5	26.40	2.02	2.01	8.40	17.15	55.97	279.87
Line 2								Labor Total	434.26

Subcontractor Costs			
Trade	Name of Subcontractor	Total	
Line 3	Subcontractor Total		0.00

Contractor Overhead and Profit		Allow %	Amount	Total
Net Value of Material & Equipment		15	40.22	6.03
Net Value of Self Performed Labor		15	434.26	65.14
Net Value of Subcontract Work (Amount = Line 3)		10	0.00	0.00
Line 4	Contractor Overhead and Profit Total			71.17
Line 5	Tax: 0%			\$0.00
Line 6	Total Proposed Change Order Amount (Lines 1+2+3+4+5)			\$545.65

**Raymond Library
PCO 09**

To: W.J. Mountford

From: Northeastern Engineering and Contracting Company

Ref: DEMOLITION

Date: 1/7/2013

Description: PROPOSED REMOVAL of bottom layer of carpet in Room 72 and 73 (old museum space). This carpet was not discovered until the existing furniture and top layer of carpet were removed. The furniture and walls were installed on top of the top layer of carpet, which prohibited visual inspection of the bottom layer during the walk-thru. The bottom layer of carpet has a disintegrating foam backing, which is completely adhered to the concrete floor slab. Includes removals, transportation of debris to dumpsters, and disposal. Floor prep for new finishes by others.

	Unit	Description of Material and Equipment	Unit Cost	Total
0.3	Ea	General Debris Dumpster	700.00	210.00
0.125	Day	Caterpillar 226 Skidsteer w/ catalytic converter (incl. fuel)	191.77	23.97
1	Day	Electric walk-behind floor scraper machine (includes blades)	500.00	500.00
1	Ea	Hilti 1000 AVR w/ flexible scraper attachment	110.00	110.00
				0.00
				0.00
Line 1		Material and Equipment Total		843.97

Name	Labor Classification	Man Hours	Base Rate	FICA	FUTA & SUTA	W/C Ins	Benefits	Total Rate	Total
B. Kelleher	Demolition Supervisor	1	60.00				25.00	85.00	85.00
M. McKusick	Demolition Foreman		60.00				25.00	85.00	0.00
B. L. Kelleher	Equipment Operator	8	32.53	2.49	2.47	10.35	21.55	69.39	555.11
	Demolition Specialist	8	26.40	2.02	2.01	8.40	17.15	55.97	447.79
Line 2								Labor Total	1,087.90

Subcontractor Costs			
Trade	Name of Subcontractor	Total	
	Pomerantz Contracting - 6 hours @ \$70.00	420.00	
Line 3	Subcontractor Total		420.00

Contractor Overhead and Profit		Allow %	Amount	Total
Net Value of Material & Equipment		15	843.97	126.60
Net Value of Self Performed Labor		15	1,087.90	163.18
Net Value of Subcontract Work (Amount = Line 3)		10	420.00	42.00
Line 4	Contractor Overhead and Profit Total			331.78
Line 5	Tax: 0%			\$0.00
Line 6	Total Proposed Change Order Amount (Lines 1+2+3+4+5)			\$2,683.65

**Raymond Library
PCO 10**

To: W.J. Mountford

From: Northeastern Engineering and Contracting Company

Ref: DEMOLITION

Date: 1/6/2013

Description: REMOVAL of suspended ceiling and track on First Floor in Room 41 (lobby) and associated hallway near stairwell, along with ceiling in stairwell leading to museum offices. These ceilings were not scheduled to be removed on the demolition plans, but were removed at the request of A. Fazzino in order to follow the new finish plan. Includes removals, transportation of debris to dumpsters, and disposal. **Work completed week of December 16,**

	Unit	Description of Material and Equipment	Unit Cost	Total
0.1	Ea	General Debris Dumpster	700.00	70.00
0.125	Day	Caterpillar 226 Skidsteer w/ catalytic converter (incl. fuel)	191.77	23.97
				0.00
				0.00
				0.00
				0.00
Line 1		Material and Equipment Total		93.97

Name	Labor Classification	Man Hours	Base Rate	FICA	FUTA & SUTA	W/C Ins	Benefits	Total Rate	Total
B. Kelleher	Demolition Supervisor	1	60.00				25.00	85.00	85.00
M. McKusick	Demolition Foreman		60.00				25.00	85.00	0.00
B. L. Kelleher	Equipment Operator	1	32.53	2.49	2.47	10.35	21.55	69.39	69.39
	Demolition Specialist	10	26.40	2.02	2.01	8.40	17.15	55.97	559.74
Line 2								Labor Total	714.13

Subcontractor Costs		
Trade	Name of Subcontractor	Total
Line 3	Subcontractor Total	0.00

Contractor Overhead and Profit		Allow %	Amount	Total
Net Value of Material & Equipment		15	93.97	14.10
Net Value of Self Performed Labor		15	714.13	107.12
Net Value of Subcontract Work (Amount = Line 3)		10	0.00	0.00
Line 4	Contractor Overhead and Profit Total			121.21
Line 5	Tax: 0%			\$0.00
Line 6	Total Proposed Change Order Amount (Lines 1+2+3+4+5)			\$929.31