

*Robert J. Posak*

2014 OCT 24 A 10:44

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 10/23/14 Meeting of the Raymond Library Expansion  
Project Budget Review Committee

DATE: October 23, 2014

The meeting was called to order by Mayor Leclerc at 3:25 p.m. on October 23, 2014 in the Office of the Mayor.

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

Ms. Martin presented requests for Change Orders #50 through #58, along with a review of Change Order #36 (not previously approved), to the W. J. Mountford Co. construction contract. These requests were already reviewed and approved by project architect Bruce Tuthill and Owner's Representative Scott Boos.

- Change Order #36 increases the contract amount by \$2,632. This work covers the removal of an 18" caliper tree which is too close to the new sanitary line running from the building to Central Avenue per the Town Engineer's request. The change order had originally been reviewed by the Committee on August 19, 2014 but was tabled until further back-up information could be provided.

Additional information provided by the contractor to substantiate the cost included the invoice from the sub-contractor (AA Industries) for tree removal and from MT Ford Industries for stump removal.

- Change Order #50 decreases the contract amount by \$40,000. This change order represents the deletion of the installation of a glass handrail system at the Mezzanine and 2<sup>nd</sup> Floor of the atrium area of the original building. It includes replacing the design with a metal handrail which shall be electrostatically painted in the field. It does not include deletion of the glass wall at the Young Adult area or deletion of the new stairway from the Main Floor to the Mezzanine.
- Change Order #51 increases the contract amount by \$13,810. The cost is related to sprinkler installation changes including a new Siamese connection, relocation of the system drain line, reconnection of the main to an existing line

and 2<sup>nd</sup> Floor stack area, provision of additional heads above the ceiling to cover combustible materials, upright heads in the Rare Book Room area, full coverage in the attic space with a dry system, and other modifications to sprinklers at the top of Stair #2.

- Change Order #52 increases the contract amount by \$6,521. This is due to additional coordination and drafting done by the contractor to revise ductwork shop drawings as a result of the need to address various ceiling heights, structural steel locations, and ductwork design.
- Change Order #53 increases the contract amount by \$2,321. The work described covers furnishing and installing light switches and outlets at each access door into the existing mansard attic space.
- Change Order #54 increases the contract amount by \$1,908. It includes the provision of electrical power to a second roof top condensing unit, CU-5, which was added in lieu of a multi-ventilating unit.
- Change Order #55 increases the contract amount by \$5,357. The cost is related to the need for additional floor preparation due to discovery of an unacceptable existing floor condition upon removal of the existing carpet. The area covered is primarily on the Main Floor of the existing building.
- Change Order #56 increases the contract amount by \$3,260. This is due to the need to furnish and install exterior up-lighting on the west side of the library.
- Change Order #57 increases the contract amount by \$3,873. This work covers the installation of an additional concrete block wall at Stair #3 required due to structural conditions and the sequence of operations to construct a new foundation.
- Change Order #58 increases the contract amount by \$45,562. This amount represents a number of flooring changes: add carpet in the Reference Room, add ceramic tile in the Basement Gallery area and corridors, and in the Main Lobby and corridor, change the Children's area to a resilient floor, and add wood flooring in Meeting Room #1.

Motion was made by Mr. Bockus; seconded by Mr. Walsh, to approve Change Orders #36 and #50 through #58. Vote was unanimous.

The net grand total of these change orders is \$45,244. The grand total of all increases by change orders is \$413,606. The revised total amount of the contract will be \$6,815,974.

Ms. Martin noted that the project remains within budget.

A copy of these Change Orders, including back-up documentation, is attached to these minutes and will be kept on file in the Office of the Mayor, with the Town Clerk, and in the Project Administrator's office.

Meeting was adjourned at 4:15 p.m.

The next meeting is scheduled for Tuesday, November 4, 2014 at 1:30 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.