

*Robert J. Paek*

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TOWN CLERK  
EAST HARTFORD

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

FROM: Mary G. Martin, Raymond Library Expansion Project Administrator *MM*

SUBJ: Minutes of the 11/6/14 Meeting of the Raymond Library Expansion Project Budget Review Committee

DATE: November 7, 2014

The meeting was called to order by Mayor Leclerc at 2:35 p.m. on November 6, 2014 in the Office of the Mayor.

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

Ms. Martin presented requests for Change Orders #59 through #63 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 #59 increases the contract amount by \$121,983. This work covers information technology cabling network installation. It will be charged to the line item established for computers, security, telephone, and I.T. network infrastructure and equipment (#C9948 "Leases Library Equipment").
- Change Order #60 increases the contract amount by \$6,151. This change order represents the total of three separate work items: relocation of an existing Siamese Connection due to interference with the egress path (\$1,854); drilling holes in steel beams for sprinkler piping (\$690); and multiple demolition items not described in the original contract document (\$3,607).
- Change Order #61 increases the contract amount by \$4,701. This cost is related to the installation of a new floor drain in the Sprinkler Room. The existing floor drain could not remain since excavation could not determine its connection to the street (Central Avenue).
- Change Order #62 increases the contract amount by \$6,296. This represents the total of two separate work items: provision of spray fireproofing and a shaft wall at the ceiling of the Stair #2 corridor in the basement so that it can be rated

at one hour (\$4,802); and infill of the risers on Stair #5 to allow for the installation of rubber treads and risers per the ADA code. This change corrects a condition where it was revealed that tread nosing at the overhang interfered with the installation of new rubber treads and risers and created a tripping hazard.

- Change Order #63 increases the contract amount by \$2,632. This Change Order was previously issued as C.O. #36, later rescinded as C.O. #42. It was formally approved at the October 23, 2014 meeting of the Committee. This paperwork now confirms that approval. 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.

Motion was made by Mr. Bockus; seconded by Mr. Walsh, to approve Change Orders #59 through #63. Vote was unanimous.

The net grand total of these change orders is \$139,131. The grand total of all increases by change orders is \$552,737. The revised total amount of the contract will be \$6,957,737 including the change order for tree removal (#63) previously approved.

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 3:05 p.m.

The next meeting is scheduled for Tuesday, November 18, 2014 at 2:30 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.