

Robert J. Paek

2014 AUG 19 P 4: 08

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 8/19/14 Meeting of the Raymond Library Expansion Project
Budget Review Committee

DATE: August 19, 2014

The meeting was called to order by Mayor Leclerc at 12:40 p.m. on August 19, 2014 in the Office of the Mayor.

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

Ms. Martin presented requests for Change Orders #31 and #33 through #37 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. (Note: Change Order #32 was approved at the August 7, 2014 meeting).

- Change Order #31 increases the contract amount by \$6,896. The cost is related to the removal of rubble encountered during excavation for the storm system. This item had been tabled at the August 7, 2014 meeting of the Budget Review Committee due to the need to obtain more information about the necessity of removing the rubble. It was determined that Allyn Tarbell of the Town's Engineering Department had required removal of the rubble when his inspection revealed that a number of voids were present which would have resulted in unstable fill.
- Change Order #33 increases the contract amount by \$15,871. This is due to plumbing changes that included the demolition of the existing plumbing in the Tech Services area and in the Electric Room where the Server Room is located; it included the addition of a Janitor's Closet on the Main Floor adjacent to the toilet rooms, and revised the layout of the toilet rooms due to existing conditions; a Janitor's Closet on the 2nd Floor was added.
- Change Order #34 increases the contract amount by \$9,130. The work described is "furnish and install metal stud wall including plywood sheathing and insulation at the perimeter of ERV-1 platform. Wall is approximately 6' high and 80' long and shall run between the ERV-1 platform and the building roof".

- Change Order #35 increases the contract amount by \$1,906. It includes the construction of metal stud and gypsum board walls around duct chases on the First and Second Floors of the library.
- 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. Work includes grinding the stump to below finish grade.
- Change Order #37 increases the contract amount by \$3,671. This work is related to the installation of a new Fire Alarm and includes furnishing all electrical labor and materials to connect new Star panel and antenna for the fire alarm system. The Star panel, antenna, mounting of the antenna and coaxial cable will be installed by the Town of East Hartford's Fire Department Alarms Division.

Motion was made by Mr. Walsh; seconded by Mr. Bockus, to approve Change Orders #31, #33, #34, #35 and #37 and to table Change Order #36 (for \$2,632) pending the receipt of more information on the price. Vote was unanimous.

The net grand total of these change orders is \$37,474. The grand total of all increases by change orders is \$299,588. The revised total amount of the contract will be \$6,704,588.

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 1:08 p.m.

The next meeting is scheduled for Tuesday, August 26, 2014 at 12:00 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.