

Robert J. Boak

2015 MAR 17 A 10:20

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 *MGM*

SUBJ: Minutes of the 3/16/15 Meeting of the Raymond Library Expansion Project Budget Review Committee

DATE: March 17, 2015

The meeting was called to order by Mayor Leclerc at 1:10 p.m. on March 16, 2015 in the Office of the Mayor.

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

Ms. Martin presented requests for Change Orders #84 through #88 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 #84 increases the contract amount by \$5,484. Three (3) separate work items are included in this request. Item (1) for \$1,065 adds ceramic tile at the hearth of the historic fireplace that is being re-installed in the Raymond Library in the area of the Quiet Reading Room on the 1st Floor. Item (2) for \$2,408 provides for linear LED lighting in display cases in Meeting Room 1 on the Basement Level. These fixtures shall be mounted at the head of the sliding glass doors. Item (3) for \$2,011 covers furnishing and installing white metal ceiling drops in the Children's Area to conceal mechanical piping and in the existing Atrium to conceal exposed beams. The ceiling grid will be reworked to accommodate recessed light fixtures in various areas of the building.
- Change Order #85 increases the contract amount by \$16,300. The scope of work consists of millwork at the Greeter's Counter in the 1st Floor Lobby, the Staff Work Counter and the Credenza area on the 2nd Floor at the Young Adult and Stack Area. In addition, a high top counter in the 1st Floor Lobby will be relocated to the Reference Room on the 2nd Floor.
- Change Order #86 contains a credit and an additional charge that net out to an increase to the contract amount of \$1,928. The credit for \$5,794 is due to a large number of revisions to the door/frame/hardware schedule. The additional charge of \$7,722 covers a list of miscellaneous changes to the metals portion of our

contract with Mountford. These include adding eight (8) newell posts at Stair #2, an elevator sump pump pit cover, handrail revisions at the Children's Area interior ramp, additional railings at an ERV unit on the roof, and modification of steel stringers at the Children's Area stairs. It also includes a \$3,420 credit for deleting the new steel stair to the Mezzanine Level.

- Change Order #87 also contains a credit and an additional charge resulting in a net increase to the contract of \$4,194. The credit for \$1,913 is due to the deletion of concrete fill and rubber stair treads and risers at a previously deleted stair to the Mezzanine. The additional charge of \$6,107 is due to the inclusion of four (4) new Type "M" exterior light fixtures with 2 lamps and another three (3) light kits retrofitted with 2 lamps in already existing Type "W" fixtures.
- Change Order #88 decreases the contract by \$1,890. This credit is due to the deletion of secondary drain pans at the fan coil units located above the ceiling because they already have internal pans and sensors. These will shut down the units and send an alert in the event the condensate lines become clogged.

Motion was made by Mr. Walsh; seconded by Mr. Bockus, to approve Change Orders #84 through #88. Vote was unanimous.

The net grand total of these change orders is \$27,906. The grand total of all increases by change orders is \$783,488. The revised total amount of the contract will be \$7,188,488.

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 1:45 p.m.

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