

Building Committee
WebEx Meeting Agenda
Thursday May 21, 2020
5:00 p.m. WebEx Meeting: Login or Call in
[https://bristolct.my.webex.com/bristolct.my/j.php?
MTID=m34076f2490853d2e10efdb3a3a0582a8](https://bristolct.my.webex.com/bristolct.my/j.php?MTID=m34076f2490853d2e10efdb3a3a0582a8)
To Join by Phone: 1-408-418-9388
Meeting Number /Access code: 794 096 955
Password: 123456

1. Call to Order

2. Approval of Minutes

a. Building Committee Minutes 16APR20

Documents:

[BPW MINUTES16APR20.DRAFT.PDF](#)

3. Correspondence

4. Public Participation

5. Old Business

a. Main Library- Historic Section Wall Plaster Remediation & Repairs

Documents:

[LIBRARYWALLPLASTER.MEMO.5.14.20.PDF](#)

b. Fire Headquarters Renovations-Update

Documents:

[FIREHQRENOVATIONS.MEMO.5.14.20.PDF](#)

c. City Hall-Gun Range Decommissioning

Documents:

[GUNRANGE.MEMO.5.14.20.PDF](#)

d. Fire House #2 Roof Replacement

Documents:

[FD.2ROOFREPLACEMENT.MEMO.5.14.20.PDF](#)

e. 296 Riverside Avenue- Roof Repairs

Documents:

[296ROOF.MEMO.5.14.20.PDF](#)

f. 2019-2020 Public Buildings Active Projects List

Documents:

[BLDG COMM PROJECT LIST -5.21.20 DPO.PDF](#)

6. New Business

a. Main Library Roof Repairs -5 High Street

Documents:

[5HIGHROOF.MEMO.5.14.20.PDF](#)

b. Review Of City Building FY20-21 Budget

Documents:

[BLDG COMM 2020-21 FY BUDGET BOF REDUCTIONS.PDF](#)

c. COVID-19: Facilities Update/Discussion

7. Addendum

8. Adjournment

9. Signature

Peter Kelley, Chairman
City Council Building Committee

Minutes of Board of Public Works
WebEx Regular Meeting
Amended Agenda
Thursday, April 16, 2020
6:00 p.m. WebEx meeting
[WebEx Recording](#)
Password: PdM9pZCk

Members Present:

Ellen Zoppo-Sassu, Chair
Council Member, Mary Fortier
Council Member, Gregory Hahn
Council Member, Peter Kelley
Commissioner Michael Dumas
Commissioner Frank Stawski
Commissioner Donald Padlo

Absent:

Staff Present:

Raymond A. Rogozionski, Director of Public Works

1. Call to Order

Mayor Ellen Zoppo-Sassu, Chair called the meeting to order at 6:03 p.m.

2. Board of Public Works Minutes of the Previous Meetings

- A. Board of Public Works Meeting Minutes March 19, 2020

Motion made by Council Member Hahn and seconded to approve the meeting minutes as presented.
Motion passed.

3. Employee Recognition

- A. April Work anniversaries were recognized.

4. Concerns & Petitions from the public

None.

5. Correspondence

- A. DPW COVID 19 Continuity
B. General Fund Major Roadway Improvement
C. Correspondence From Purchasing Regarding Louisiana Bridge- No Action

No motions made.

6. Public Works Division Reports

A. March 2020 Division Report

Motion made by Commissioner Padlo and seconded to accept as presented and place on file.
Motion passed.

7. Public Works Project Schedule

A. Project Schedule

Motion made by Council Member Hahn and seconded to accept as presented and place on file.
Motion passed.

8. Director's Verbal Report

Director Rogozinski gave a verbal report to the board.

Motion made by Council Member Kelley and seconded to accept as presented and place on file.
Motion passed.

9. Review of Public Works Budgets

A. March 2020 Financials

10. Unfinished Business

11. New Business

A. BOF Transfers-

i. BOF.TransferCapitalOutlay09APR20.pdf

Motion made by Commissioner Padlo to transfer \$20,000 and seconded to purchase Capital Outlay items requested for the 2020-2021 budget with excess funds available in the snowplowing Fees Account from the 2019-2020 budget. Motion Passed.

ii. BOF.TransferCovid19Cleaning09APR20.pdf

Motion made by Council Member Hahn to transfer \$68,000 and seconded to cover additional/supplemental cleaning cost associated with Covid19. Cost covers professional cleaning services to Clean City Hall and other City buildings in response to Covid19. Motion Passed.

iii. BOF.TransferPWShortfall09APR20.pdf

Motion made by Commissioner Stawski to Transfer \$65,936 as amended from \$64,936 and seconded to cover numerous shortfalls in Solid Waste, Building Maintenance OT, Program Supplies, Fleet Maintenance and Repairs. Motion Passed.

B. Memo- Bird Road

Motion made by Commissioner Padlo and seconded to forward a recommendation to City Council authorizing the Department of Public Works to continue in perpetuity the current policy of providing full Department of Public works services to the southern/ formally unaccepted portion of Bird Road. Said services shall include the collection of refuse & recycling, pavement repairs & resurfacing along with snow removal and winter ice treatments. Motion Passed.

C. Memo- Permanent Patch

Motion made by Council Member Hahn and seconded to authorize the Department of Public Works to reconcile contractor's permanent patch fee accounts upon installation of the temporary patch. Contractors are required to maintain the temporary patch for a period of one year or until a permanent patch is installed. In addition, said contractor shall maintain required roadway bond and insurance. Failure to repair temporary patch will result in revocation of the contractor's excavation permit license issued by the Department of Public Works. Motion Passed.

Motion made by Commissioner Padlo and seconded to authorize the DPW to mill and pave roadway sections in lieu of installing isolated permanent patches to improve roadway surface conditions (in required areas). The cost of the additional roadway milling and patching will be charge to DPW's roadway account and the contractors permanent patch fee will be retained. Area of milling to be determined by DPW Engineering Division. Motion Passed.

12. Addendum

B. March 2020 Financials

Motion made by Council Member Hahn and seconded to accept as presented and place on file. Motion passed.

13. Adjournment

Motion made by Commissioner Stawski and seconded to adjourn. Motion passed.

Meeting adjourned at 6:45 p.m.

This meeting was recorded.

Respectfully submitted,

Raymond A. Rogozinski, P.E.
Director of Public Works



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: May 14, 2020

TO: City Building Committee
FROM: David Oakes, Public Works Facilities & Energy Manager

RE: Main Library – Historic Section Wall Plaster Remediation & Repairs

Grants Administrator Dr. Dawn Leger of the ECD submitted a grant application for the repair of the delaminated plaster on April 29, 2020. The grant is an open grant, with no deadline for submission. Funds for this work are being requested in the FY20-21 Building Committee budget.

Public Works staff will continue to obtain competitive bidding for both the plaster abatement work scope and plaster repair work scope.

Background:

Fracturing and delamination of plaster walls within the 1st floor historic section of the Main Library is currently occurring at 5 High Street. Based on investigation, the cracking is most likely from previous demolition activities associated with the renovation and expansion of the Main Library.

Lead based paint was found within the delamination plaster and a cost to abate the areas has been provided by Accurate Insulation in the sum of \$15,000.

City Staff met with the State of CT Preservation Officers on 2/7/20 at the site, to discuss the plan and the potential to received state grant funding to proceed with the abatement and repair work scopes.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: May 14, 2020

TO: City Building Committee
FROM: David Oakes, Public Works Facilities & Energy Manager

RE: Fire Headquarters Renovations - update

Bids for the mechanical renovations of Fire Headquarters were opened on May 4, 2020. Millennium Builders submitted the low bid of \$1,087,000.00. The highest bid was in the sum of \$1,518,000.00.

Subsequently, Public Works, Purchasing Department, Fire Department and Silver Petrucelli staff spoke with Mr. Peter Carey of Millennium Builders to discuss the project and review specific items within the bid to carry forward or disregard. The schedule of the overall project was also reviewed.

Silver Petrucelli is currently finalizing AIA documents for the contract with Millennium Builders.

The City Council awarded **Contract 2C20-066** to Millennium Builders in the sum of **\$1,087,000.00** on May 12, 2020.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: May 14, 2020

TO: City Building Committee

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: City Hall – Gun Range Decommissioning

An appropriation is currently in place to perform the work and DPW has engaged the services of Loureiro Engineering to prepare comprehensive bid document for the lead remediation services. We are currently collaborating with LEA staff to provide all information and details required for a comprehensive bid document to be produced, which will be used to solicit bids for services.

Background:

The Department of Public Works previously identified elevated levels of lead dust within the former Police Gun Range, located on the Ground Floor of City Hall. The Gun Range has been closed since spring of 2016, when lead dust was found in various offices of City Hall.

Subsequently, Loureiro Engineering provided guidance on closing off numerous penetrations in the facilities walls that may have been the possible source from lead dust migrating out of the Gun Range and into City Hall. Those penetrations were identified and filled previously City Staff to prohibit any other contaminants from leaving the Gun Range itself.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: May 14, 2020

TO: City Building Committee

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: Fire House #2 Roof Replacement - update

AVT Construction of Meriden submitted the low, winning bid of \$65,440.00 for the replacement the existing roof system at the facility. The project is being addressed as a FY20-21 Capital Improvement Project, and is not funded through the City Building Committee funds as a project.

The City Council awarded **Contract 2C20-060 Reroof of Firehouse 2** to AVT Construction Inc. in the amount of \$65.440.00 on May 12, 2020.

The timeframe is to complete this roof replacement in late Summer or early Fall, prior to the heating season and the onset of winter weather. Public Works staff will continue to provide updates on the progress of this Capital Improvement Project as it moves forward.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: May 14, 2020

TO: City Building Committee
FROM: David Oakes, Public Works Facilities & Energy Manager

RE: 296 Riverside Avenue – Roof Repairs

Offshore Construction has provided a proposal to repair the roof infiltration at the rear utility room in sum of \$4,100.00. The repair involves removal of impacted insulation around the chimney and installation of new blocking to create a structure above the existing deck. EPDM membrane will be spliced and patched to provide a watertight barrier. The chimney block will also be encapsulated with EPDM material for of the portion above the roof line. Other spot repairs will be addressed as required.

Background:

The City of Bristol was notified by the new tenant of 296 Riverside Avenue, Mr. Eric Layton, that there was an issue with the existing roof at the facility, in the area of the rear utility room. Upon inspection, Public Works staff found that a section of the EPDM flat roof system has been compromised by infiltration in the vicinity of the chimney. The infiltration was not previously reported by the former tenant, The Bristol Boys & Girls Club.

On March 31st, Facilities Manager Oakes met with Offshore Construction staff to inspect the roof to determine the extent of the damages and to provide an estimate to make require repairs. Offshore Construction is the current on-call vendor for Roofing Maintenance & Repair Services for the BOE. Offshore also completed the roof replacement at Fire Headquarters in 2018.

CITY BUILDING COMMITTEE PROJECT LIST - MAY 2020

Location	Project Name	Contractor Name	Current Budget	Construction Estimated % Complete	Schedule/ Completion Date	Comments/Recommendations
Police Complex	Emergency Lighting Upgrade		\$10,000.00	0%	4/15/2020	Developing Bid Document
Police Complex	277V Panel Replacement		\$25,000.00	0%		Obtaining Pricing
Police Complex	Facilities Condition Study	Van Zelm Engineers	\$30,000.00	0%		Awarded on 5/12/20
City Hall/Other Bldgs	Unexpected Repairs		\$6,855.87	NA		
City Hall/Other Bldgs	Contingency Repairs - MEP Equipment		\$25,000.00	NA		
Fire HQ	IAQ - Rememdiation	Accurate Insulation	\$5,200.00	0%	3/31/2020	Scheduled for 5/27/20
City Buildings	Central Monitoring	Alarm New England	\$25,000.00	0%	6/30/2020	Completing review and due diligence
Youth Services	Vestibule Restoration		\$30,000.00	0%		Developing costs for doors, window and wood work repairs
Youth Services	Flat Roof Replacement	Friar Associates - Bid Documents	\$5,000.00	50%	6/15/2020	Developing Bid Document
		Contractor - TBD	\$70,000.00	0%		
Youth Services	Window Trim Repairs		\$25,000.00	0%		
Youth Services	Exterior Painting		\$25,000.00	0%		
			\$282,055.87			

CAPITAL IMPROVEMENT PROJECTS

Location	Project Name	Contractor Name	Current Budget	Comments
Main Library	LED Lighting Upgrades	Effeicent Lighting Consultants	\$333,966.67	Projected started on 3/3/20, minor punch list items remain
Fire Headquarters	Mechanical Improvements	Silver-Petrucelli Associates	\$1,300,000.00	Millennium Builders submitted low bid of \$1,087,000.00

Available as of July 2019	377,649.79
2020 funding	250,000.00
Spent 2019-2020	218,047.91
Less committed contracts	14,436.70
Less committed projects	\$282,055.87
Net available	113,109.31

MAJOR CONCERNS & ISSUES

Location	Project Name	Contractor Name	Comments
Fire House #5	HVAC Condensation	Staff/D'Amato Const.	Investigation into continued condensation within HVAC ductwork
Beals Center/BBHD	Hot Water Recirculation Line	Oakland LLC	\$2,700 to install line to eliminate hot water supply lag to BBHD offices
Main Library	Plaster Abatement & Repairs	TBD	Granted submitted to State on 4/29/20
City Buildings	Contact Cleaning Procedures	City Staff/Accurate Insulation	Hillyard Re-Juv-Nal 16 (EPA Reg. No. 1839-169-1658)
City Wide	Utility Audit	American Utility Consultants	3 years of electrical and natural gas invoicing, plus access to Portfolio Manager
Fire House #2	Roof Replacement	AVT Construction	Awarded on 5/12/20, funding available on 7/1/20

NOTES:

1. BPD Complex sewage odor has not recurred, staff continues to fill floor drains on a monthly basis



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: May 14, 2020

TO: City Building Committee
FROM: David Oakes, Public Works Facilities & Energy Manager

RE: Main Library (5 High Street) – Roof Repairs

Library Staff have previously encountered limited areas of water infiltration along the roofline at the Main Library along the High Street side, during heavy rain events. Public Works and Library Staff investigated and found that areas of the roofline which have roof drains, have EPDM membrane sag in and around the drains. These low points (below the drain grade) will hold water until evaporated, but while it pools, the standing water has allowed infiltration. Offshore Construction was contacted to troubleshoot the issues. A proposal was submitted on May 1st, in the sum of \$4,450.00 to rectify the current infiltration issues.

This work must be completed prior to any plaster abatement and repair work planned, to ensure no water damages occur to the new plaster repair work in the historic section of the Main Library.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: May 13, 2020

TO: City Council - Building Committee

FROM: Raymond A. Rogozinski, P.E., Director of Public Works

RE: City Council Building Committee

The proposed \$305,000 City Council Building Committee budget has been reduced to \$250,000 by the Board of Finance. The original project list was prepared in priority order with safety and regulatory items rated higher.

Attached is a revised project list prepared by the Department of Public Works that meets the proposed BOF budget. If it meets the Committee's approval the following action is recommended:

Authorize the Department of Public Works to proceed with execution of project list totaling \$247,000 as presented subject to Joint Board approval FY 2020-21 budget.

As the Committee is aware, budget items for the Building Committee are project with funding between \$10,000 and \$100,000. Item below \$10,000 are incorporated into individual Department budgets and items over \$100,000 are incorporated into the CIP budget.

The FY2020-21 Building Committee request did not include any project associated with City Hall due to the proposed City Hall renovation project. It should be noted that funding for the City Hall renovation design is included in the City's CIP proposed budget.

Please feel free to contact me with any questions at 860-584-6113.

CITY COUNCIL BUILDING COMMITTEE

PROPOSED PROJECT LIST - FY2020-21

January 13, 2020 - Revised to indicate BOF Budget Reductions May 14, 2020

Project	Description	FY 2020-21 PROPOSED	FY 2020-21 BOF APPROVED	Comments
Library Plaster repairs	Library plaster repairs/ lead abatement	\$30,000	Project funded through State Historic Grant	City Council Building Comm Project/ Potential State Historic Grant Funding
Recycling Building Gutter Installation	Installation of rain gutters on recycling process building (capital cost)	\$18,000	\$18,000	City Council Building Comm Project - Installation will reduce recycling disposal cost by elimination material exposure to rain water.
Senior Center Floor Tile	Senior Center Tile Replacement	\$37,000	\$37,000	City Council Building Comm Project
Senior Center sidewalks	Senior Center Sidewalk replacement	\$35,000	\$35,000	City Council Building Comm Project
Police Complex HVAC Control System Compressor	Replace existing compressor that supplies compressed air controlling the HVAC system	\$45,000	\$45,000	Existing system being evaluated as part of Police Complex HVAC study. Compressed air system may be converted to DDC (Direct Digital Control)
Police Court Complex - Elect Switchgear Replacement	Replace existing electrical switchgear (original to building)	\$87,000	\$87,000	Police Complex HVAC Study currently being performed
Park Dept. - High Street Boiler	Replace existing boiler at 51 High Street	\$35,000	\$27,000 available from FY2020-21 appropriation. Project can be completed if there is a \$7,000 saved on projects above	Based on Eversource cost boiler may be converted from heating oil to natural gas
DPW Door Replacement/	Garage Door & facility VP Kelly entry door/frame replacement and pedestrian door installation	\$18,000	Insufficient Funds	
	TOTAL	\$305,000	\$250,000	