Building Committee
Regular Meeting Agenda
Thursday February 20, 2020
5:00 p.m. City Hall, 1st Floor Meeting Room

1. Call to Order
2. Approval of Minutes
   A. Building Committee Minutes 16Jan2020

      Documents:

      16JAN20MTGMINUTS_DRAFT.PDF
3. Correspondence
4. Public Participation
5. Old Business
   A. Fire Department- Fire House Indoor Air Quality Testing

      Documents:

      MEMO_FIREIAQ 13FEB2020.PDF

   B. Main Library- Wall Plaster Repairs

      Documents:

      MEMO_LIBRARYWALLPLASTER14FEB2020.PDF

   C. Fire Headquarters Renovations-Update

      Documents:

      MEMO_FIREHQRENOVATIONS13FEB20.PDF

   D. City Hall Renovations-Update

      Documents:

      MEMO_CITYHALLRENOVATIONSUPDATE13FEB20.PDF

   E. 2019-2020 Public Buildings Active Projects List

      Documents:

      BLDG COMM PROJECT LIST -2.20.20 DPO.PDF
6. New Business
   A. FY20-21 Building Committee Projects List-Review/Approval

      Documents:

      FY20-21BLDG COMMPROJECTSLIST-REVIEWAPPROVAL.PDF

B. Central Monitoring (Fire & Security)- Contract Expiration & Vendor Shift

Documents:

MEMO_CENTRALMONITORING14FEB2020.DOC

7. Addendum

A. Parking Garage Top Level & Laurel Street Parking Request

The Mum Festival would like to request the use of the top floor of the City's parking garage and the whole of the City Hall Laurel St parking lot can be used for Mum Fest staff parking and for handicap festival parking on Sat. Sept 26 and Sun. Sept 27.

8. Adjournment

9. Signature

_____

Peter Kelley, Chairman
City Council Building Committee

City Council Building Committee
Regular Meeting Agenda
Thursday January 16, 2020
5:00 p.m. City Hall 1st Floor Meeting Room

Members Present: Council Representative Peter Kelley –Chair Person
Council Representative Greg Hahn
Ex Officio Ellen Zoppo-Sassu
Council Representative Brittany Barney

Members Absent:

Staff Present: David Oakes - Public Works Energy & Facilities Manager
Peter Fusco – Supervisor of Building and Grounds
Raymond Rogozinski- Director of Public Works

1) **Call to Order**

Meeting called to order by Chairman Kelley at 5:04 pm in the First Floor Meeting Room of City Hall.

2) **Approval of Minutes**
   a) Approval of the Building Committee Regular Meeting minutes of December 17, 2019

Motion made by Council Representative Hahn and seconded by Council Representative Barney to accept as written and place on file. Motion passed.

3) **Correspondence**
   None

4) **Public Participation**
   None

5) **Old Business**
   a) Bristol Police - Police Dispatch Kitchenette Renovations

Manager Oakes updated the committee on the renovation. The lingering issues were all taken care of. The project was not funded by the committee. Project has been completed.

   b) Fire Department –Fire Houses Indoor Air Quality Testing

Director Rogozinski updated the committee on the testing which has been performed for all firehouse's but has not been reported to us.

DRAFT

c) Main Library- Plaster Lead Testing

Director Rogozinski informed the committee that we are trying to get an estimate for the work needed to be done.

Manager Oakes stated that previous exterior work was done through grant work and they are looking into historic preservation grants to do the interior work.

d) Fire Headquarters Renovation's- Update

Director Rogozinski stated is being funded through the CIP program for $1.3 Million that Silver Petrucelli is performing the design phase.

e) City Hall Renovations

Director Rogozinski introduced Ron Quicquaro from Q Design to go over the preliminary drawings.

Ron Quicquaro shared his presentation and floor plans with the committee and answered questions from the committee regarding space and relocating departments.

f) 2019-2020 Active Projects List

Director Rogozinski did a brief overview of the active project list.

6) <u>New Business</u>

a) FY20+21 Building Committee Projects Lists- Review/Approval

Director Rogozinski stated this item would be added to the February Agenda due to lack of time.

7) <u>Adjournment</u>

Meeting was adjourned at 5:55 pm on a motion by Council Representative Hahn and seconded by Council Representative Barney and approved. Meeting adjourned.

8) <u>Signature</u>

_____

Peter Kelley, Chairman
City Council Building Committee

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 14, 2020

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

RE: Fire Headquarters & Fire House #5 – Indoor Air Quality

The Department of Public Works contracted with Eagle Environmental to complete Indoor Air Quality (IAQ) testing at Fire Headquarters and Fire House #5. Testing was completed on January 2nd and January 3rd, respectively. At Fire HQ, mold was found above the ceiling tiles on the 2nd floor on a HVAC unit ductwork and stained ceilings were observed, from former roof leaks. Fire House #5 sampling found no issues with mold, but recurring condensation issues from HVAC ductwork and stained ceiling tiles were noted and observed.

Eagle recommended removing/replacing the moldy ductwork insulation under controlled conditions at Fire HQ and replacing the stained ceiling tiles. Facilities has engaged with Accurate Insulation to complete the abatement of the moldy insulation and replacing with new insulation. Accurate will also clean the supply and return grills of the HVAC system. Stained ceiling tiles will also be replaced by DPW staff.

In regard to Fire House #5, Eagle recommends replacing the stained ceiling tiles and retaining a qualified HVAC contractor to correct the condensation issues with HVAC ductwork. D'Amato Construction/Modern Mechanical staff will be insulating ductwork on 2/14/20 to rectify the issue with ductwork condensation. DPW staff will replacing the stained ceiling tiles.

City of Bristol
Public Work Department
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 14, 2020

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

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

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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 the investigation, the cracking is most likely from previous demolition activities associated with the renovation and expansion of the Main Library.

A masonry contractor was consulted previously and an estimate for repairs was supplied, which noted it did not include any costs for hazardous materials handling/disposal. Based on the age of the building, it was suspected that lead paint was most likely present, as a previous lead paint removal and repair was conducted on the exterior of the building. Sampling and analysis by Eagle Environmental confirmed the presence of lead based paint within the plaster matrix. Accurate Insulation provided a quote to abatement lead-based paint impacted plaster in the areas of concern.

City staff contacted State of CT Historic Preservation Officers to discuss the current state of the delaminating plaster and coordinate on a phased approached to abate, repair and paint the areas of concern to match the historic aesthetic of the interior areas. Staff met with the Preservation Officers on 2/7/20 at the site, to discuss the plan and the potential to receive State grant funding to proceed with the work scope.

DPW staff is working with Dr. Dawn Leger of the ECD to submit a grant application for the repair of the delaminated plaster currently. Funds for this work are being requested in the FY20-21 Building Committee budget.

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Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 14, 2020

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

RE: Fire Headquarters Renovation - Update

The City has contracted with Silver Petrucelli & Associates (SPA) to provide Architect & Engineering Services for Mechanical Improvements at Fire Headquarters. SPA staff has completed site surveys, initial schematic design documents and site prints for the project, including projected costs for the improvements.

Public Works and Fire Department staff, along with BOE Facilities Manager Peter Fusco, met with SPA representatives on 1/29/20 to review the design documents and review costs. City Staff and SPA are currently working together to identify any items that need modification or inclusion into the designs. City staff will again met on 2/18/20 to discuss work scope limitations/cost constraints that can be successfully achieved with the available budget.

More information will be provided as the project progresses through the design phase.

City of Bristol
Public Work Department
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

MEMORANDUM

DATE: February 13, 2020

TO: City Council - Building Committee

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

RE: City Hall – Renovation Project Update

Please find attached draft building elevation views of the proposed City Hall building renovation project.

The Department of Public Works continues to work with Studio Q Architecture and Gilbane Construction in the preparation of preliminary plans and project cost estimate for the proposed City Hall Renovation / Building addition project. The project cost estimate is scheduled to be completed March 2, 2020.

A copy of the Departments Capital Improvement request is also attached.

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

City of Bristol Public Works
Email: www.bristolct.gov/publicworks
860-584-6125 or 860-584-7791

"The City of Bristol is an Equal Opportunity Provider"

City of Bristol
Capital Improvement Project Request Form

Department A1 Public Works - Building Facilities **Date:** 1/24/2020 rev 2/13/20

I. PROJECT DESCRIPTION

A. Project Name: City Hall Building Renovation, Addition & Site Improvements

B. Overall goal of this project: Renovate "as new" City Hall with addition & site improvements

II. DETAILED PROJECT COSTS

A. Total Project Cost: #VALUE!

ESTIMATED EXPENDITURES BY FISCAL YEARS

	PREVIOUS COSTS	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
1. Planning							
a. Engineering							
b. Architectural		$ 1,400,000					
2. Land							
a. Estimated Cost							
3. Construction							
a. Estimated Cost			See Note 1				
Note 1: Architect & Construction Manager study currently being completed to develop project construction cost. Scheduled to be completed 3/1/20							
4. Equipment							
a. Equipment							
b. Furnishings							
c. Other							
5. Salaries							
a. Overtime							
b. Fringe Benefits							

	FY 26/27	FY 27/28	FY 28/29	FY 29/30	TOTAL	FUTURE YEARS
1. Planning						
a. Engineering						
b. Architectural						
2. Land						
a. Estimated Cost						
3. Construction						
a. Estimated Cost						
4. Equipment						
a. Equipment						
b. Furnishings						
c. Other						
5. Salaries						
a. Overtime						
b. Fringe Benefits						

CAPITAL IMPROVEMENT PROJECT REQUEST FORM - PAGE 2

III. Narrative

Please be as descriptive as possible, attach any cost estimates, quotes and/or any feasibility studies, received to date to help prepare this submission. This narrative will be sent to Bond Counsel.

Renovate City Hall "as new" existing building with addition on the east (front) of building to provide ADA at grade access, handicap parking along front of building, and new façade (front/ east face of building). Renovations include complete replacement of building mechanicals and HVAC equipment along with "as new" renovation (57,000 SF) & 7,000 SF addition.

Project also include upgrades to PD Coomplex (former court area). Referenced space will serve as temporay / swing space for City Hall employees during phased renovations.

E. Was a request submitted regarding this project in the past? If yes, when?_____

IV. REASON FOR PROJECT/BENEFITS OF PROJECT

A. Identify the benefit the greatest from this project? Residents/ users of building & employee/occupants

B. What will be the scope of services provided by this project? Rehabilitation of City Hall

C. Identify any benefits/risks of not doing the project, if applicable Rehabilitate "as new" City Hall to meet current bldg./fire code, reduce maintenance, improve efficiency, increase aesthetics & comply with ADA requirements.

V. ESTIMATED PROJECT TIMELINE

	Estimated Dates	Notes:
Eng./Design Phase	2020-21	$ 1,400,000
RFP/Bid Phase		
Contract Awarding		
Construction Start Date	2021-22	See Note 1
Estimated Completion Date:		

VI. ESTIMATED EFFECT OF COMPLETE PROJECT ON OPERATING BUDGET OF THIS DEPARTMENT

A. Increased revenue		D. Additional salary costs	
B. Decreased operating expenses		E. Additional other costs	
C. Number of new positions		F. Net effect on operating budget	

VII. ESTIMATED EFFECT OF THIS PROJECT ON OTHER DEPARTMENTS

Department	Effect

VIII. RELATION TO OTHER PROJECTS

Department	Name of Project	How Related

IX. REQUESTED METHOD OF FUNDING

	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FUTURE YEARS
Bonding	$1,400,000					See note 1 above
General Fund Cash						
General Fund Reserve						
LOCIP						
WPC Capital						
State Grants						

BRISTOL CITY HALL

Development of Concept Sketches

Relative to Improvements at Bristol City Hall B20-016

FEBRUARY 13th, 2020

111 North Main Street
Bristol, CT

Draft

STUDIO Q architecture
DESIGN | PLANNING | INTERIORS

STUDY PROCESS + SCHEDULE

December 30th to January 20th

- Building Code
- Space Programming
- Adjacency Diagraming

January 20th to February 3rd

- Mechanical Scope Review
- Floor Plan Development

February 3rd to February 17th

- Exterior Design and 3D Work
- Floor Plan Revisions

February 25th to March 13th

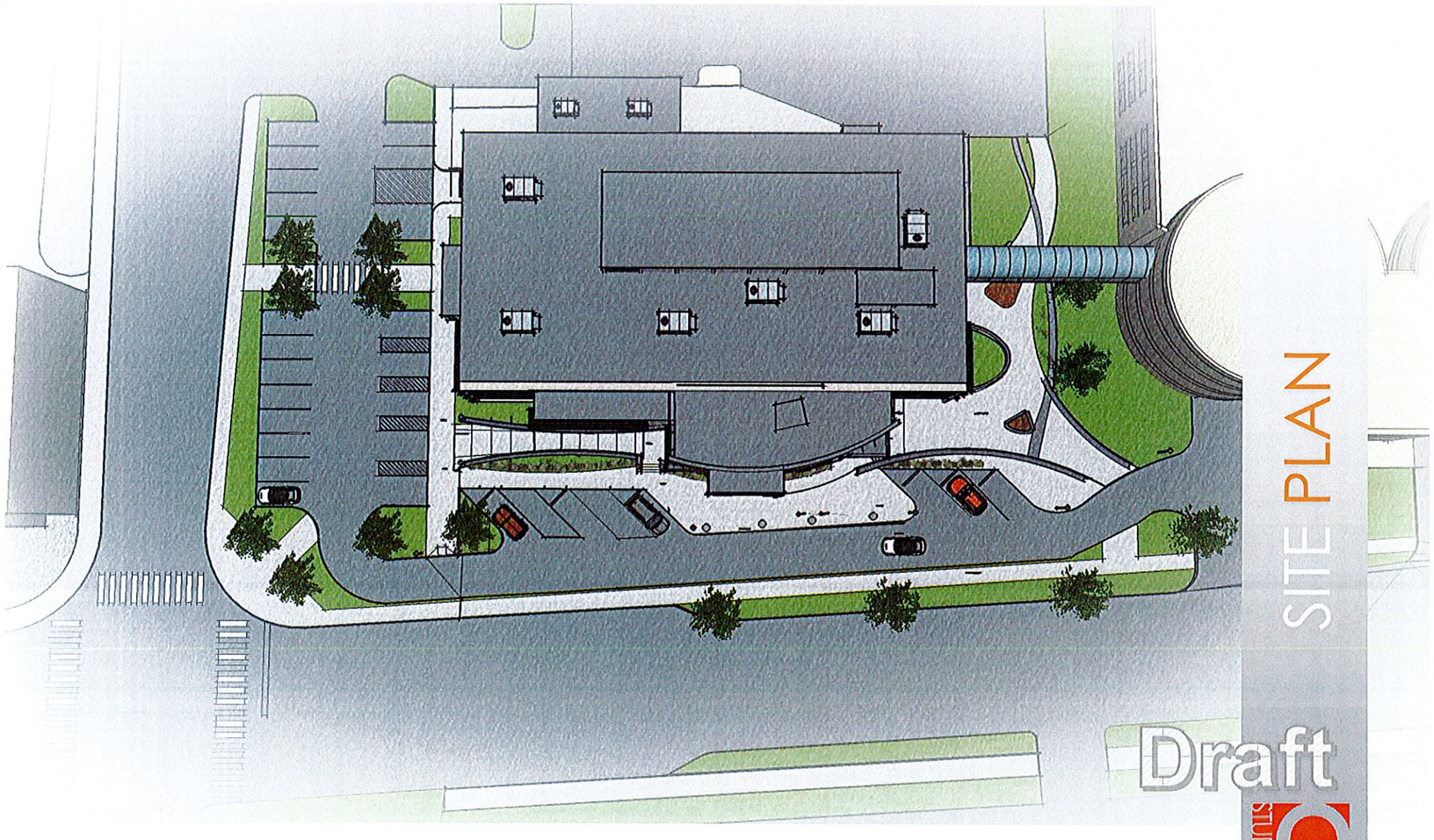
- Construction Budget Development - *Gilbane*

March 17th

- Study Complete

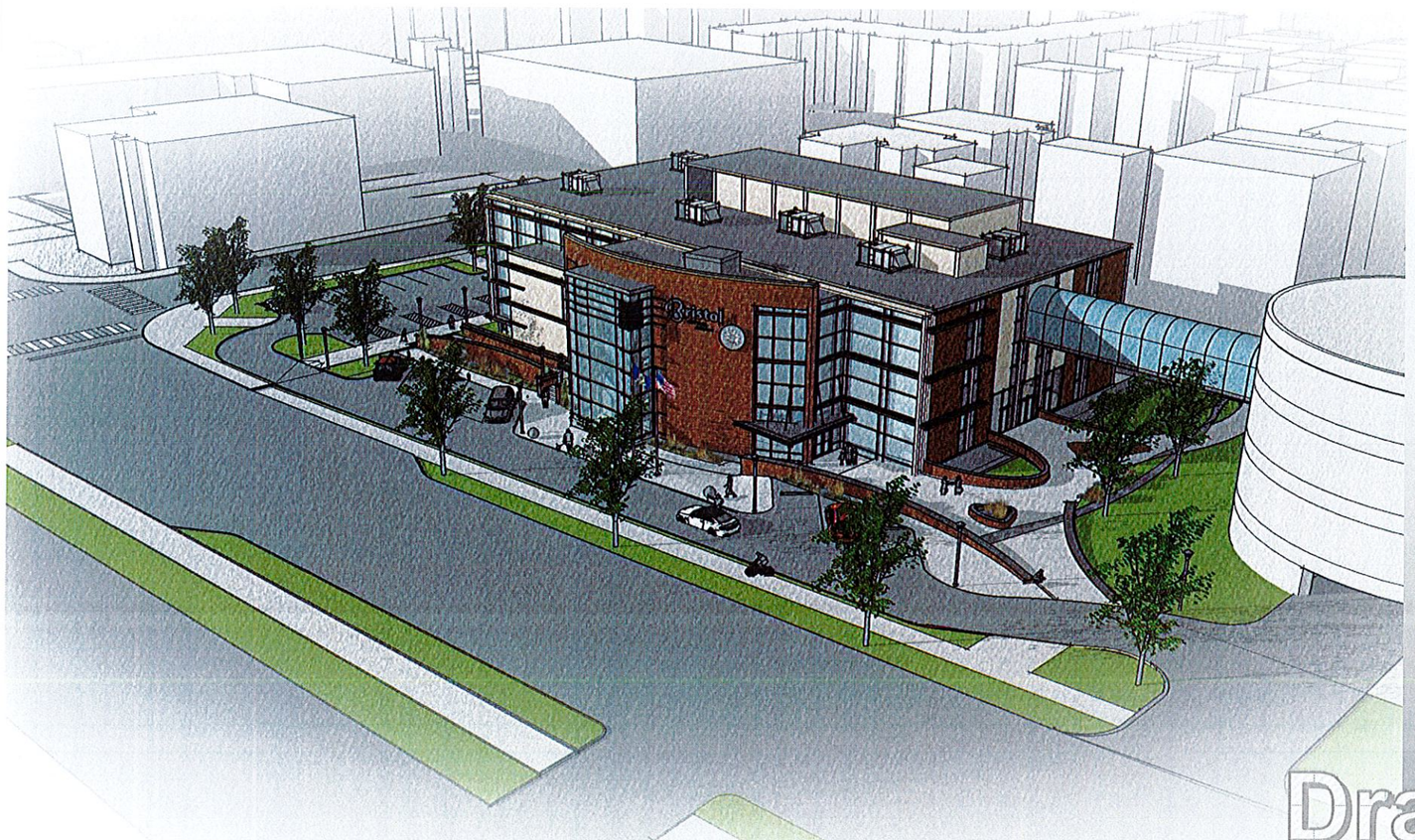
PROCESS + SCHEDULE

Draft



SITE PLAN

EXTERIOR PERSPECTIVES



Draft

ARIAL PERPECTIVE FROM NORTH MAIN STREET

EXTERIOR PERSPECTIVES

Draft

SOUTH EAST

EXTERIOR PERSPECTIVES

Draft

STUDIO Q architecture

DESIGN | PLANNING | INTERIORS

SOUTH

EXTERIOR PERSPECTIVES

Draft

NORTH EAST

EXTERIOR PERSPECTIVES

NORTH

EXTERIOR PERSPECTIVES

EAST ELEVATION

aft studio architecture

Thank You

DISCUSSION

CITY BUILDING COMMITTEE PROJECT LIST - FEBRUARY 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%	5/20/2020	Preliminary Design Phase
Police Complex	Facilities Condition Study		$30,000.00	0%	2/29/2020	Bid opening 2/28/20
Police Complex	Boiler Mud Drum Replacement	Shaffer Mechanical	$8,963.46	0%	2/29/2020	Scheduled for week of 2/24
City Hall/Other Bldgs	Water Aerator Replacement	Building Maintenance Staff	$3,000.00	65%	3/30/2020	Aerators on order
City Hall/Other Bldgs	Unexpected Repairs		$13,495.87	NA		
City Hall/Other Bldgs	Contingency Repairs - MEP Equipment		$25,000.00	NA		
City Hall/Police	Steam Trap Repairs/Replacements	American Plant Maintenance	$9,350.00			Repair/replace estimate pending
Main Library	Plaster Lead Testing	Eagle Environmental	$680.00	100%	12/24/2019	Coordinate with State & EDC for grant
Beals Center	Gym Lighting Upgrades	Electrical Wholesalers	$2,845.90	100%	1/9/2020	Installation completed on 2/1/20
		Staff Overtime Costs		100%	2/1/2020	
Beals Center	Chiller Feed Replacement	AB-MEE	$25,600.00	10%	4/30/2020	Spring 2020 installations
Fire HQ & Fire #5	Indoor Air Quality Studies	Eagle Environmental	$3,710.00	100%	1/3/2020	HQ pipe insulation remediation
Youth Services	Vestibule Restoration		$30,000.00	0%		Contractor Scope Review Completed/Proposal Pending
Youth Services	Flat Roof Replacement		$75,000.00	0%		Developing Bid Document
Youth Services	Window Trim Repairs		$25,000.00	0%		Contractor Scope Review Complete/Proposal Pending
Youth Services	Exterior Painting		$25,000.00	0%		Contractor Scope Review Complete/Proposal Pending
			$312,645.23			

Available as of July 2019	377,649.79
2020 funding	250,000.00
Spent 2019-2020	162,664.36
Less committed contracts	49,242.66
Less committed projects	312,645.23
Net available	103,097.54

CAPITAL IMPROVEMENT PROJECTS

Location	Project Name	Contractor Name	Current Budget	Comments
Main Library	LED Lighting Upgrades	Effeicent Lighting Consultants	$333,966.67	Materials ordered, scheduled for start in March 2020
Fire Headquarters	Mechanical Improvements	Silver-Petrucelli Associates	$1,300,000.00	Consultant Design Phase

MAJOR CONCERNS & ISSUES

Location	Project Name	Contractor Name	Comments
City Hall	2nd Floor HVAC Pipe	Shafffer	Replaced on 2/8/20, final repairs made on 2/15/20
City Hall	Heating Issues	Staff/SNE/Shaffer/AirTemp	Flushing perimeter units/feed lines where required
Fire House #5	HVAC Condensation	Staff/D'Amato Const.	Investigation into continued condesation within HVAC ductwork

NOTES:

1. BPD Complex sewage odor has not recurred, staff continues to fill floor drains on a monthly basis
2. City Hall/BPD Complex steam trap study completed on 1/2/20

Bristol CONNECTICUT All Heart ™

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 13, 2020

TO: City Council - Building Committee

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

RE: City Council Building Committee

Please find attached the Department of Public Works proposed Public Building project list/ budget.

The DPW requests approval of the following motion associated with the City Council Public Building budget:

> **I move that the City Council Building Committee forward the 2020-2021 Public Building Budget request in the amount of $305,000 as presented to the Board of Finance for consideration. The City Council Building Committee authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the Mayor.**

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

City of Bristol
Public Work Department
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

CITY COUNCIL BUILDING COMMITTEE

PROPOSED PROJECT LIST - FY2020-21

January 13, 2020

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

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 14, 2020

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

RE: Central Station Monitoring (Fire & Security) – Contract Expiration & Vendor Shift

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On June 30, 2020, the existing Central Station Monitoring contract with A&A Security will expire. Based on previous experiences with A&A and antiquated dialer systems at City and Parks Department facilities, preparation for migration to new services must be completed prior to July 1st.

Work to ensure a seamless transition by 7/1/20 will include seeking bids for Central Station Monitoring services to obtain a qualified vendor, provide fire and security dialer system codes and access to convert to a new vendor immediately on 7/1/20. Work would include possible equipment upgrades or replacements required to confirm that system operations are being monitored without loss of fire or security protection to City and Parks facilities.

Therefore, we ask the City Building Committee make the following motion.

Motion:
"To allocate $25,000 from available City Building Committee Project funds for the purpose of completing a Central Station Monitoring contract, to be addressed prior to July 1, 2020, to ensure a seamless transition."

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