Building Committee
Regular Meeting Agenda
Thursday April 16, 2020
5:00 p.m. Webex Meeting: Login or Call in
https://bristolct.my.webex.com/bristolct.my/j.php?MTID=md1e1b6204baeea3475243f70a7ddfdc1
Join by Phone: 1-408-418-9388
Meeting number/Access Code: 791 791 919
Password 123456

1. Call to Order
2. Approval of Minutes
   A. Building Committee Minutes 20FEB2020

      Documents:

      20FEB20MTGMINUTS_DRAFT.PDF
3. Correspondence
4. Public Participation
5. Old Business
   A. Fire Headquarters-Abatement Work On HVAC Insulation

      Documents:

      FIREIAQ.MEMO.4.9.20.PDF

   B. Main Library- Wall Plaster Repairs

      Documents:

      LIBRARYWALLPLASTER.MEMO.4.9.20.PDF

   C. Fire Headquarters Renovations-Update

      Documents:

      MEMO-FD HQ RENOVATIONS.PDF

   D. City Hall Renovations-Update

      Documents:

      MEMO_ CITYHALLRENO.09APR20.PDF

   E. Central Monitoring Services-Update

Documents:

MEMO.CENTRALMONITORING.4.9.20.PDF

F. 2019-2020 Public Buildings Active Projects List

Documents:

BLDG COMM PROJECT LIST -4.16.20 DPO.PDF

6. New Business

A. 51 High Street

Documents:

MEMO.51HIGH.4.9.20.PDF

B. City Hall- Gun Range Decontamination

Documents:

MEMO.GUNRANGE..4.9.20.PDF

C. Fire House #2- Roof Replacement Bids

Documents:

MEMO.FD2ROOF4.9.20.PDF

D. 296 Riverside Ave-Roof Repairs

Documents:

MEMO.296RIVERSIDEROOF.4.9.20.PDF

7. Addendum

8. Adjournment

9. Signature

_____

Peter Kelley, Chairman
City Council Building Committee

City Council Building Committee
Regular Meeting Agenda
Thursday February 20, 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 5:00 pm in the First Floor Meeting Room of City Hall.

2) **Approval of Minutes**
   a) Approval of the Building Committee Regular Meeting minutes of January 16, 2020

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

3) **Correspondence**
   None

4) **Public Participation**
   None

5) **Old Business**
   a) Fire Department- Fire house Indoor Air Quality Testing

Manager Oakes updated the committee on Fire House Air Quality at Fire Headquarters and Fire House #5. Air Quality was tested by Eagle environmental and mold was found at Fire Headquarters in the insulation round the duct work and ceiling tiles. Will have contractor come in to do proper abatement and City Staff will replace the ceiling tiles.

DRAFT

Fire house #5 Eagle Environmental recommended changing ceiling tiles and having proper HVAC Company come in to take care of condensation issue. D'Amato insulated ductwork on 2/14/20 to rectify issue of condensation and DPW will be replacing ceiling tiles.

b) Main Library- Plaster Lead Testing

Manager Oakes reviewed the memo and the issue at the Main Library. Met with State Preservation experts on 2/7/20 and they agreed this would fit within their program. Currently working with Dawn Ledger in EDC to apply for State Grant funding for Historical preservation.

c) Fire Headquarters Renovation's- Update

Director Rogozinski updated the committee on the Renovation. Silver Petrucelli & Associates is completing their architecture and engineering services.

d) City Hall Renovations- Update

Director Rogozinski supplied an update on the proposed renovations. Working with Gilbane Construction in preparation of preliminary plans and project cost estimates.

e) 2019-2020 Public Buildings Active Projects List

6) <u>New Business</u>

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

Motion made by Council Representative Barney and seconded by Chairman Kelley to 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. Motion passed.

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

Motion made by Council Representative Barney and seconded by Chairman Kelley 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.

7) <u>Addendum</u>

a) Parking Garage Top Level and Laurel Street Parking Lot Request.

Motion made by Council Representative Hahn and seconded by Council Representative Barney to grant Mum Festival Staff to use the top Level of the Parking Garage and the whole of City Hall Laurel Street Parking for Staff and Handicap on Saturday September 26 and Sunday September 27, 2020.

DRAFT

8) Adjournment

Meeting was adjourned at 5:54 pm on a motion by Council Representative Hahn and seconded by Council Representative Barney and approved. Meeting adjourned.

9) Signature

_____

Peter Kelley, Chairman
City Council Building Committee

DRAFT

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: April 9, 2020

TO: City Building Committee

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: Fire Headquarters – Abatement Work on HVAC Insulation

The Department of Public Works has contracted with Accurate Insulation to abate the moldy HVAC ductwork insulation (above ceiling) that Eagle Environmental previously identified. Accurate Insulation was contracted and scheduled to be onsite on 3/3/0/20, however Fire Chief Mark Flynn instructed Public Works staff to have Accurate stand down until after the COVID-19 pandemic subsides. The goal was to protect Fire Department staff from possible exposure from contractors.

When Accurate is allowed onsite, they will remove the impacted ductwork insulation under negative pressure containment for disposal. The ductwork will then be re-insulated to prevent future condensation issues during the upcoming cooling season. The HVAC diffusers/registers on the 2nd floor will also be cleaned under this work scope by Accurate Insulation. Stained ceiling tiles will be replaced by DPW staff upon completion of work conducted by Accurate Insulation.

Note: In regard to Fire House #5 IAQ concerns, D'Amato Construction/Modern Mechanical staff reinsulated ductwork on 2/14/20 to rectify the issue with ductwork condensation. Fire Staff will monitor the situation and report any reoccurrence to Building Maintenance. DPW staff will be replacing any 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: April 9, 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 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.

DPW staff is working Dr. Dawn Leger of the ECD to submit a grant application for the repair of the delaminated plaster currently. 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.

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

Public Works | 860-584-6125

Memorandum

Date: April 9, 2020

To: City Council Building Committee

From: Raymond A Rogozinski, P.E., Public Works Director

Re: Fire Department Headquarter Renovations

The project to renovate Fire Department Headquarters is moving forward. It is advertised to bid and bids are scheduled to be received on May 4, 2020. The current Covid 19 issue is impacting the bidding process.

A critical part of the bidding process includes a prebid / walk through of the facility by contractor bidding on the project. The prebid / walk through allows contractors to see the proposed construction area and ask questions, however, due to Covid 19 concerns, the Fire Department is restricting access to all fire stations to fire personnel working in the station. No outside workers are currently allowed in the stations. In order to address this concern the walk through will consist of a virtual tour that will be filmed by Captain Neumann and narrated remotely by the architect and Purchasing Director. He is assigned to Fire Headquarters and is the ideal candidate to perform the virtual tour. He is very familiar with the project and has expertise in the area.

Although we are moving forward with the project bidding, actual construction may be impacted due to Covid 19, since construction crews may not have access to the facility. This will be addressed at the time construction is scheduled to commence.

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

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

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: April 9, 2020

TO: City Council - Building Committee

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

RE: City Hall – Renovation Project Update

The architectural and cost estimate study associated with the proposed renovation and addition of City Hall is complete by Studio Q Architecture and Gilbane Construction. The project has been approved by the City's Capital Improvement Committee and was presented to the Board of Finance as part of March 24, 2020 budget hearing. BOF did ask questions regarding the project, however there appeared to be support.

The request for funding detailed in the attached CIP request is currently part of the City budget pending BOF action on April 28, 2020.

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 of Bristol
Capital Improvement Project Request Form

Department A1 Public Works - Building Facilities **Date:** 1/24/2020 rev 2/13/20
rev 3/9/20

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: $ 32,750,000

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	$ 350,000	$ 1,300,000					
2. Land							
a. Estimated Cost							
3. Construction							
a. Estimated Cost			**$ 31,100,000**				
Note 1: Construction cost estimate perfromed by Gilbane Inc.							
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	$ 1,300,000
RFP/Bid Phase		
Contract Awarding		
Construction Start Date	2021-22	$31,100,000
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	$1,300,000	31,100,000				
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 28th, 2020

111 North Main Street
Bristol, CT

STUDIO Q architecture
DESIGN | PLANNING | INTERIORS

OUR STUDY PROCESS

PROJECT UNDERSTANDING

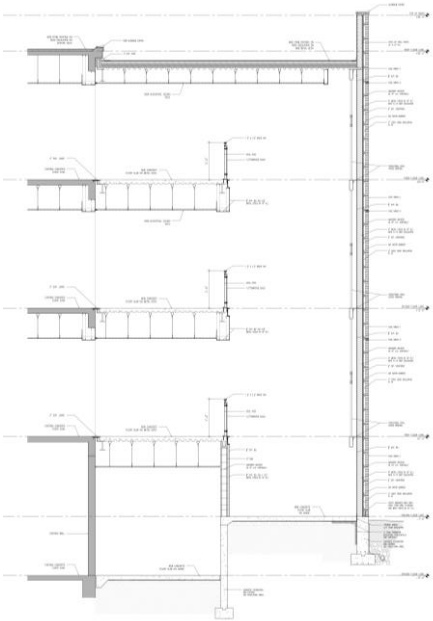
- Building Survey
- Site Elevation Survey
- Department Analysis
- Space Programming

PROJECT SCOPING

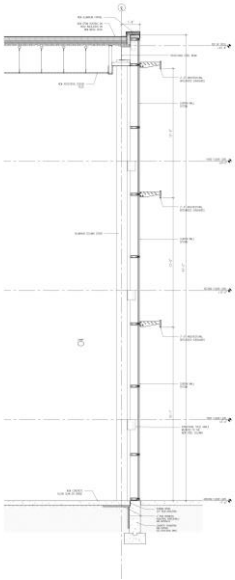
- Mechanical Scope Planning
- Adjacency Diagraming
- Building Code Analysis

PLANNING

- Floor Plan Development
- Final Floor Plans
- Addition Concept Analysis
- Addition Development



WALL SECTION THROUGH ATTRIUM



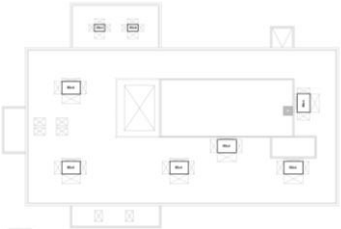
SECTION THROUGH CURTAIN WALL

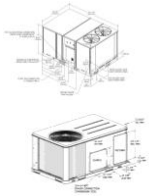
CONSTRUCTION METHODOLOGY STUDY

- Building Construction
- Material Selection
- Construction Methodology

DESIGN STUDY

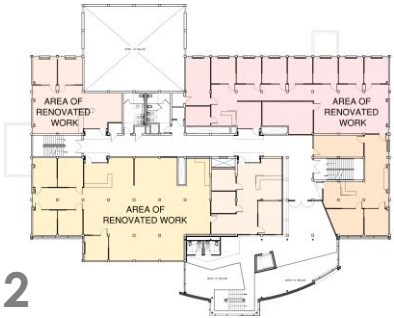
- Exterior Design
- Interior
- 3D Study
- 3D Views
- Photo Realistic Rendering





- MEP/FP Analysis Diagrams

PROCESS+ SCHEDULE

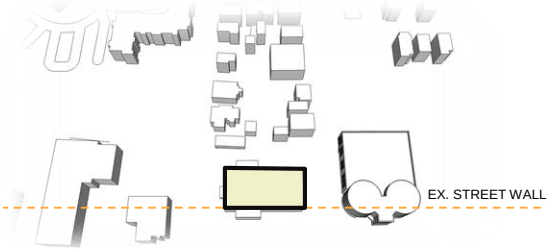


ALL LEVEL REFERENCE FLOOR PLANS

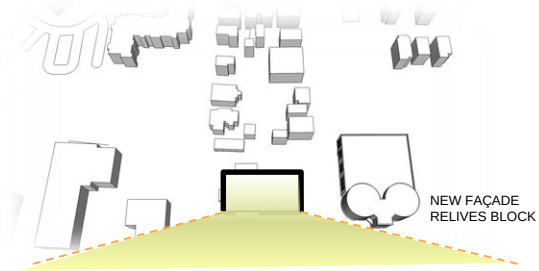
REFERENCE PLANS

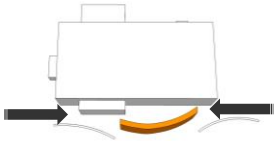
MASSING DIAGRAMS

COMPLIMENTARY FORMS

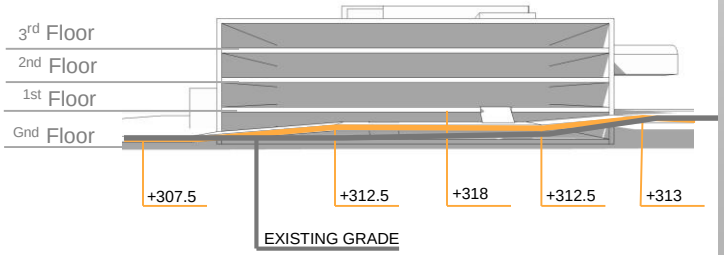


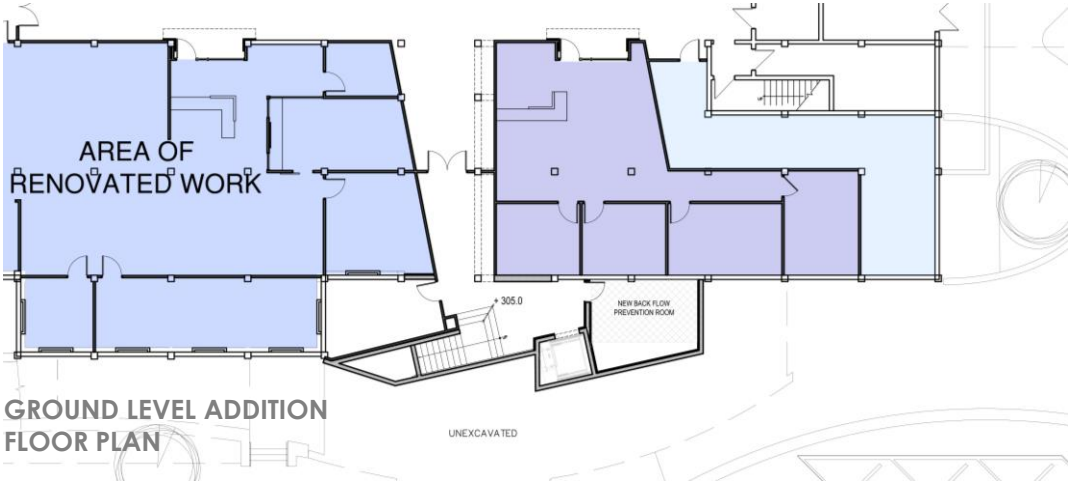
TRANSPARENCY + SITE LINES



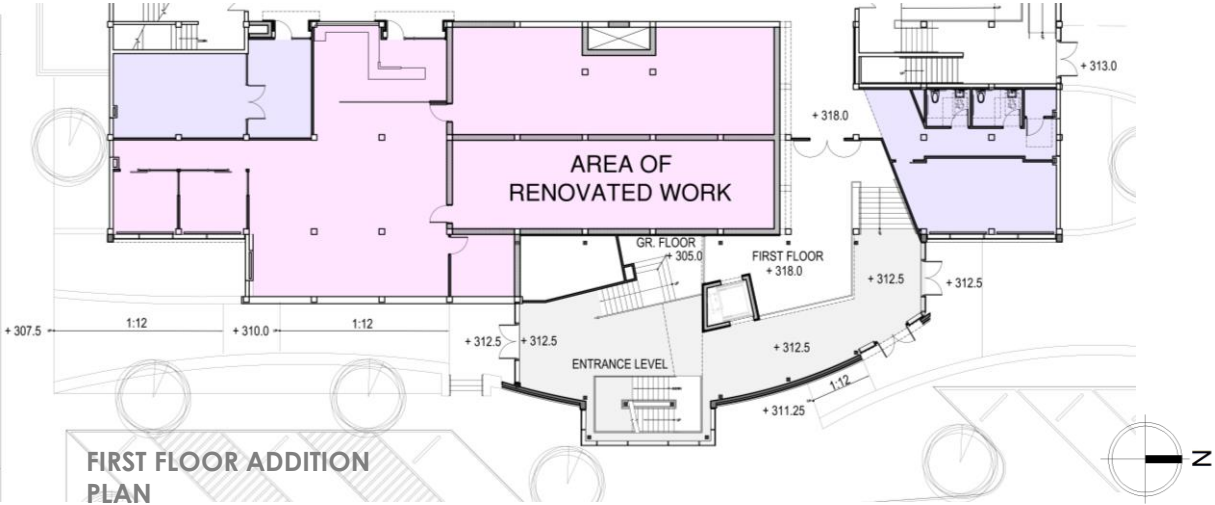


ENTRANCE SEQUENCE EXPERIENCE





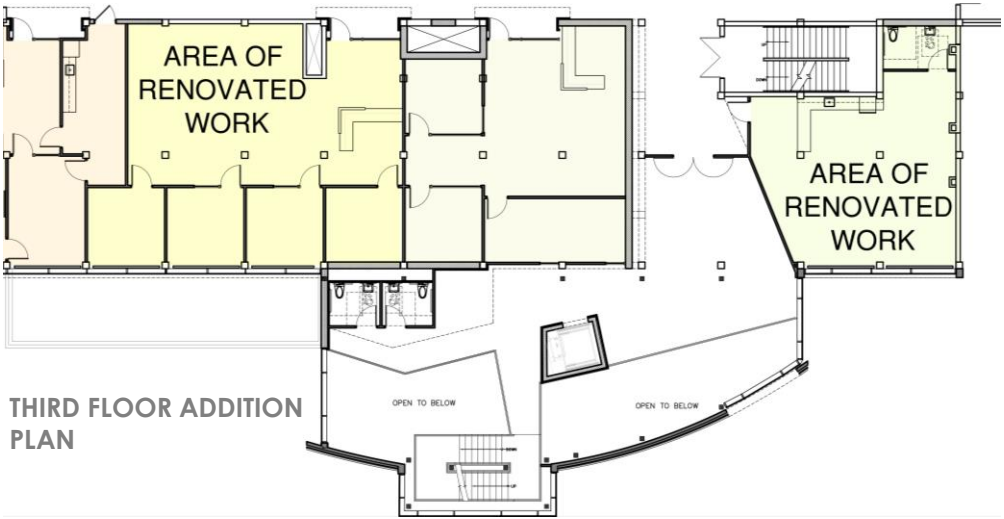
GROUND LEVEL ADDITION
FLOOR PLAN



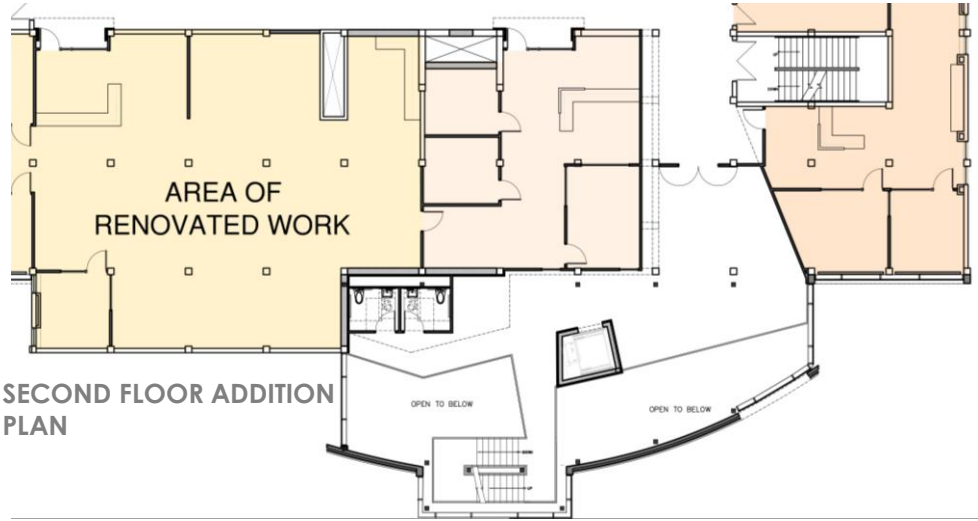
FIRST FLOOR ADDITION
PLAN

FLOOR PLANS

FLOOR PLANS

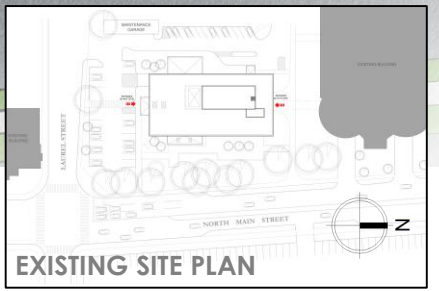


THIRD FLOOR ADDITION PLAN



SECOND FLOOR ADDITION PLAN

SITE PLAN



EXISTING SITE PLAN

SITE PLAN

EXTERIOR PERSPECTIVES

ARIAL PERPECTIVE FROM NORTH MAIN STREET

EXISTING

EXTERIOR PERSPECTIVES

EXISTING VIEW

studio architecture
DESIGN | PLANNING | INTERIORS

EXTERIOR PERSPECTIVES

EXISTING

EXTERIOR PERSPECTIVES

EXISTING

EXTERIOR PERSPECTIVES

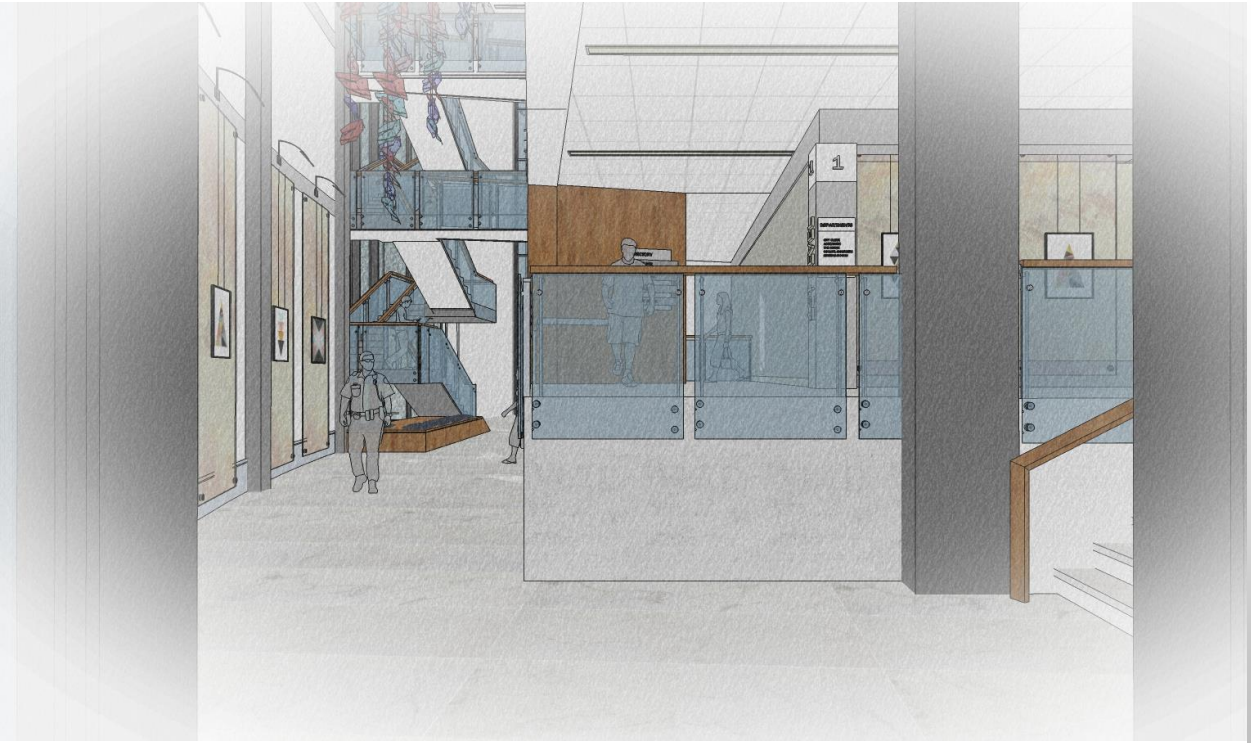
EXISTING

EXTERIOR PERSPECTIVES

EXISTING VIEW

SECTION PERSPECTIVE

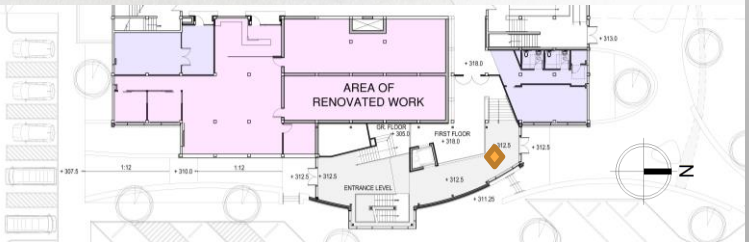
INTERIOR PERSPECTIVE



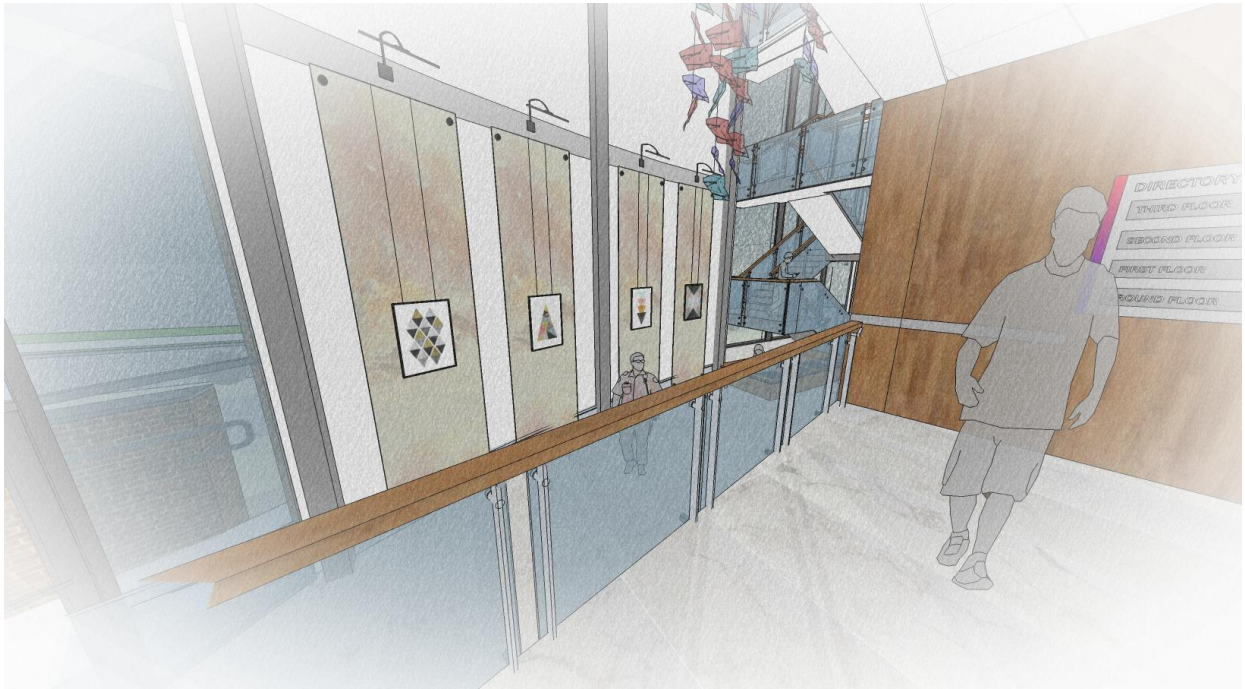
ENTRANCE LEVEL LOOKING IN FROM SOUTH ENTRANCE
YOU ARE HERE

INTERIOR PERSPECTIVE

ENTRANCE LEVEL LOOKING SOUTH
YOU ARE HERE



INTERIOR PERSPECTIVE

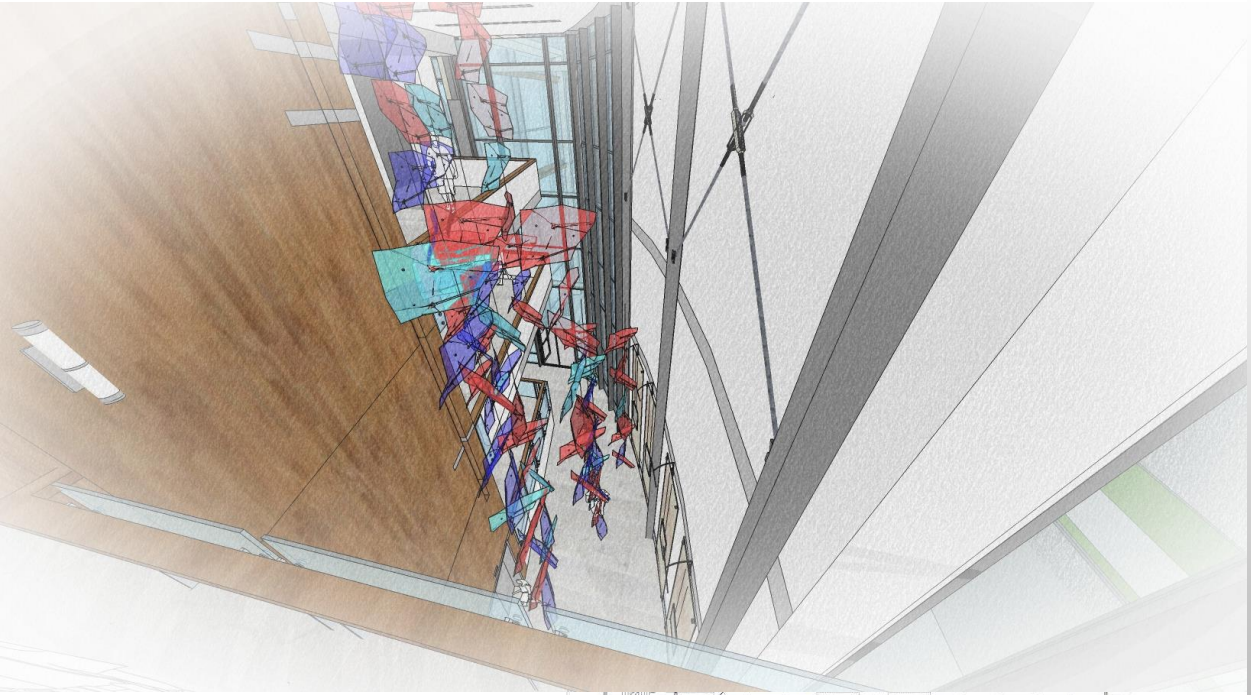


FIRST FLOOR LOOKING OVER ENTRANCE LEVEL
YOU ARE HERE

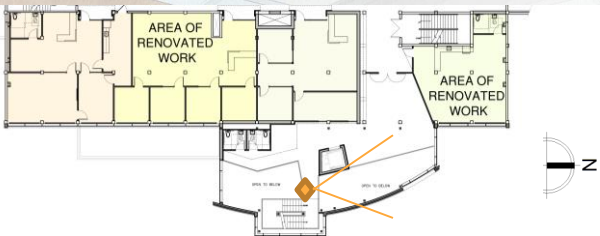
INTERIOR PERSPECTIVE

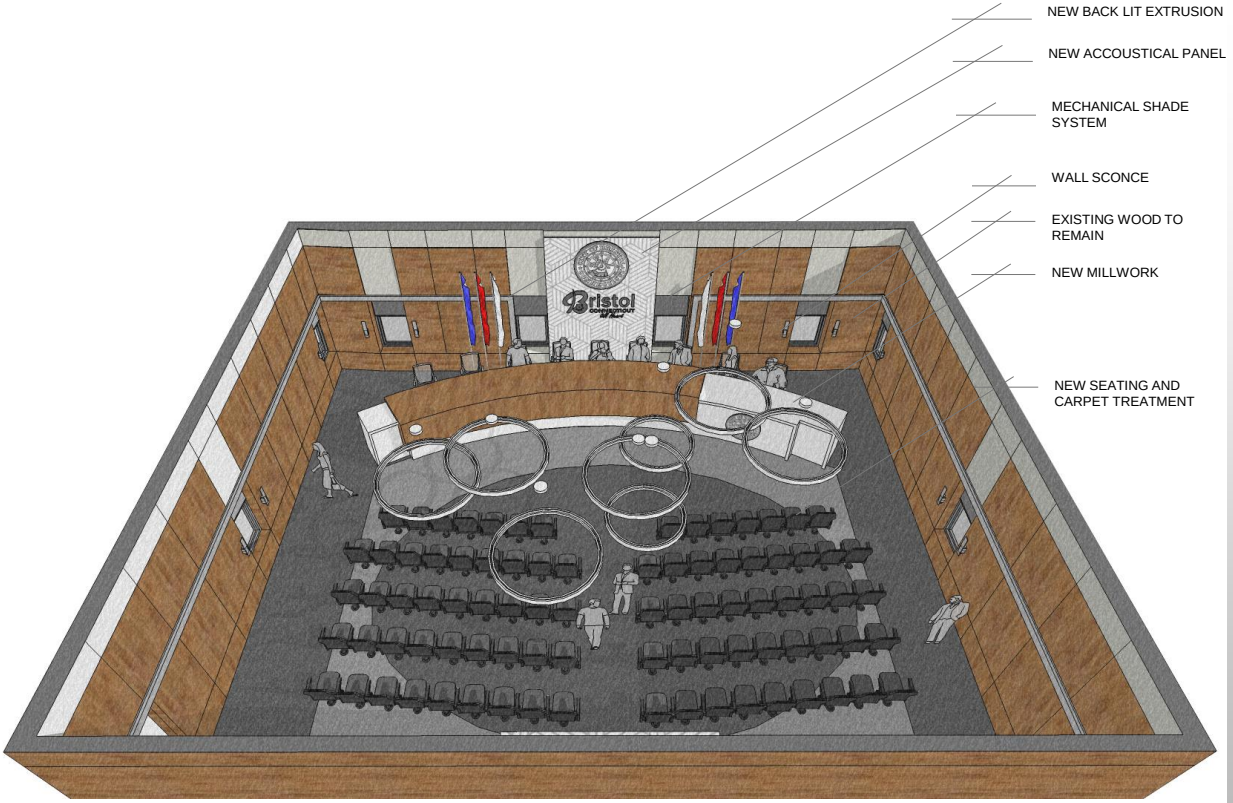
ENTRANCE LEVEL LOOKING NORTH
YOU ARE HERE

INTERIOR PERSPECTIVE



THIRD FLOOR LOOKING DOWN
YOU ARE HERE



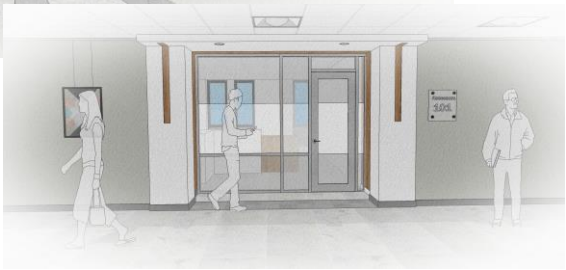


COUNCIL CHAMBERS

COUNCIL CHAMBERS

EXISTING

HALLWAY PERSPECTIVE



Thank You

DISCUSSION

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: April 9, 2020

TO: City Building Committee

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: Central Monitoring Services - update

The Department of Public Works currently has a general bid out for Central Monitoring Services of City Buildings (including Parks Facilities), which closes on May 1, 2020. At this time, A&A Security provides this monitoring service and the existing contract expires on June 30, 2020.

The Building Committee previously approved an allocation of $25,000, to prepare for the potential shift to a new monitoring vendor, so that on July 1st, we will maintain both fire and security monitoring at the locations below without a loss of coverage:

Main & Manross Libraries	Beals Community Center	Rockwell Park Pool & Pavilion
Park Page Pool & Pavilion	D. Malone Aquatic Center	City Hall
51 High Street	Public Works City Yard	Fire House #4

Costs will also cover any upgrades to existing systems and replacement of proprietary fire panel and security panel dialers, which may be required in advance of the July 1st contract date.

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

CITY BUILDING COMMITTEE PROJECT LIST - APRIL 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%		Van Zelm & EDM submitted RFPs
Police Complex	Boiler Mud Drum Replacement	Shaffer Mechanical	$10,403.46	100%	2/29/2020	Completed
City Hall/Other Bldgs	Water Aerator Replacement	Building Maintenance Staff	$3,000.00	100%	3/30/2020	Libraries & Beals completed
City Hall/Other Bldgs	Unexpected Repairs		$6,855.87	NA		
City Hall/Other Bldgs	Contingency Repairs - MEP Equipment		$25,000.00	NA		
City Hall/Police	Steam Trap Repairs/Replacements	American Plant Maintenance	$5,116.58	100%	3/24/2020	City Hall & BPD completd on 3/24/20
Fire HQ	IAQ - Rememdiation	Accurate Insulation	$5,200.00		3/31/2020	Pending Fire HQ access by BFD
Beals Center	Chiller Feed Replacement	AB-MEE	$26,475.25	100%	4/30/2020	Start up with Air Temp TBD
City Buildings	Central Monitoring		$25,000.00	0%	6/30/2020	5/1/2020
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	$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
			$327,051.16			

Available as of July 2019	377,649.79
2020 funding	250,000.00
Spent 2019-2020	184,283.83
Less committed contracts	47,653.28
Less committed projects	$327,051.16
Net available	68,661.52

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	Pre-bid meeting on 4/20/20

MAJOR CONCERNS & ISSUES

Location	Project Name	Contractor Name	Comments
Fire House #5	HVAC Condensation	Staff/D'Amato Const.	Investigation into continued condesation within HVAC ductwork
Beals Center/BBHD	Hot Water Recirulation Line	Oakland LLC	$2,700 to install line to eliminate hot water supply lag to BBHD offices
Transfer Station	Quonset Hut Light Replacements	City Staff	Staff replaced 6 high-bay fixtures with modern LED fixtures on 4/4/20
Main Library	Plaster Abatement & Repairs		Coordinating with State & EDC for grant
City Buildings	Contact Cleaning Procedures	City Staff	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	Capital Improvement Project - Low winning bid of $65,444.00

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: APRIL 9, 2020

TO: City Building Committee

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: 51 High Street – Youth Services Office Moves

The Department of Public Works Building Maintenance Division previously moved Youth Services staff members from the 1st floor to the 2nd floor at 51 High Street, in anticipation of the new Bristol Hospital tenants (Women, Infants & Children and Parent-Child Center) at the beginning of April 2020.

Staff have moved other room items, personal offices and equipment to 2nd floor as directed by Youth & Community Services Supervisor Stephen Bynum and his staff. The former Pine Lake office has been painted (as requested) and all the Children's Room materials from the 1st floor occupy this space.

Staff will continue to provide assistance as required to meet Youth Service's needs, including disposal of unwanted materials and furniture/equipment shifts as required.

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: April 9, 2020

TO: City Building Committee

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: City Hall – Gun Range Decommissioning

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 office 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.

An appropriation is currently in place to perform the work and DPW has initiated the process of engaging the services of Loureiro Engineering to prepare comprehensive bid document for the lead remediation services.

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Department of Public Works | 860.584.6125

MEMORANDUM

DATE: April 9, 2020

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

RE: Fire House #2 Roof Replacement - update

Previously, on March 18th, a pre-bid meeting was held at Fire House #2 (151 Hill Street) for the purposes of obtaining bids from contractors to replace the existing roof system at the facility. Approximately 15 vendors attended the bid and submitted bids. AVT Construction of Meriden submitted the low, winning bid of $65,440.00. 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.

Purchasing Agent Rousseau and Facilities Manger Oakes will contact AVT to discuss the work scope to confirm that there is understanding of the project to ensure all parties are in coordination for the roof replacement. When that point is reached, the City Council will then approve to proceed and an award letter will be issued to AVT, after the FY20-21 is approved and funds are available on July 1st.

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.

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MEMORANDUM

DATE: April 9, 2020

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

RE: 296 Riverside Avenue – Roof Repairs

The City of Bristol was notified by the new tenant of 296 Riverside Avenue, Mr. Eric Tenant, 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 required 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.

Facilities Manager Oakes is currently awaiting the estimate to make repairs to the roof, deck and metal trim work at 296 Riverside Avenue. It is anticipated that a request for an allocation to cover the costs of these services will be forthcoming from Public Works staff.

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