



Department of Public Works | 860.584.6125

## MEMORANDUM

DATE: July 10, 2020

TO: City Building Committee

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: 51 High Street – 9 & 11 Bellevue Vestibules

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The City Building Committee allocated \$30,000 to repair and restore the vestibules that serve the entrances to 9 and 11 Bellevue (addresses listed at the same location as 51 High Street).

A purchase order in the sum of \$7,714.00 has been issued to Accurate Commercial Door for the replacement of four doors (an interior and exterior door at each vestibule) to address failing doors. The cost to paint the new doors was not accepted, as each door would cost \$585/each to paint.

A quote of \$8,718.50 from Chapman Lumber represents the cost to purchase new custom Jeld-Wen window units for these vestibules, installation is not included. There are 5 window units per vestibule.

The Public Works Department proposes that the Building Maintenance staff be mobilized to paint the new doors, remove existing windows and install the new Jeld-Wen windows. The staff will also make repairs to the deteriorated wood framework prior to window and door installations.

***MOTION: To authorize overtime for Public Works Building Maintenance staff to complete repair/restoration work to the vestibules serving 9 & 11 Bellevue Avenue in the sum of \$7,500 from the project allocation of \$30,000.***