

**MINUTES
BOARD OF FINANCE
SPECIAL MEETING, OXFORD TOWN HALL
NOVEMBER 15, 2016 – 7:00 P.M.**

Present: Chairman Jack Kiley; Tom Kelly; Sue Arpin; Robert DeBisschop; Lila Ferrillo; Dana Flach.

Also present: First Selectman George Temple; George Mitchell, Chairman, Library Committee; Wayne Watt, Public Works Director, Dawn Higginson, Oxford Town Librarian.

The Special Meeting was opened at 7:00 p.m. by Chairman Jack Kiley. The Pledge of Allegiance was recited.

The purpose for this Special Meeting was to address the following issues:

3) Approve Appropriation of \$250,000.00 for a full basement on the proposed new Oxford Public Library (Town Meeting approval required.)

Mr. Kiley presented the matter of the request a full basement for the new library. He briefly reiterated the original plan for the library. Mr. George Mitchell, Chairman of the Library Committee, was in attendance to present the figures and plans for the full basement. He went over the bids that were presented and the company who was selected for the building. Mr. Mitchell also went through a very detailed explanation of reductions which were made to the original contract by the contractor (Montagno) which would keep the cost at the \$3.1MM figure (see attached). The area will be approximately 3,000 square feet with ten foot ceilings. Space for elevator and stairs would be allocated but these items do not need to be added unless the space is occupied. At the present time, access will only be from outside. Mr. Kiley noted that if the opportunity for a full basement is not seized before the construction begins, costs will be exorbitant if later on the basement needs to be added. A lengthy discussion ensued among the Board members. Ms. Ferrillo and Ms. Flach were concerned about a use/need for the basement. Ms. Flach noted that the full basement would only be under half the building and Mr. Mitchell concurred.

At the conclusion of Mr. Mitchell's presentation, Mr. Kiley made a Motion to approve the \$250,000.00 appropriation, which would come out of the General Fund. Mr. Hliva would set up a separate building project for the basement. Mr. DeBisschop seconded the Motion. Discussion continued. Ms. Ferrillo commented that \$250,000.00 is a lot of money to build a space that at the onset has no use other than storage. Mr. Mitchell and Ms. Higginson both said that the space will initially be used for storage but in the future, could be utilized as office space. Ms. Ferrillo asked if this space, since it unallocated at the time, could be used for Board of Education offices. Again, Mr. Kiley noted that if the basement is not built now, it would be an exorbitant expense to do it later, i.e. the building would have to be lifted. If it's not done now, there is no opportunity later. Ms. Flach pointed out additional items such as bathroom and kitchen would need to be added if the space is occupied. More information was imparted by Mr. Mitchell with regard to the landscaping, for example breaking ground, blasting, rock ledge, etc.

Mr. Watt entered the conversation with regard to dealing with any rock ledge while breaking ground.

Mr. Kelly noted that he is not comfortable with the request for \$250,000.00 for the basement, especially space that has no immediate use other than storage. Ms. Flach said if a use is developed, the Library Committee could come back for additional funds. She asked Mr. Hliva how the \$250,000.00 would affect the General Fund. Mr. Hliva responded that the General Fund balance after the last audit is \$6.2MM. Ms. Arpin asked First Selectman George Temple if there would be a possibility that the Board of Education would be housed in the space and he said it was his preference that the Library and BOE be separate.

Mr. DeBisschop commented that the opportunity has been presented to the Town and it should be taken advantage of.

A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
	Tom Kelly	
Jack Kiley		
Bob DeBisschop		
	Lila Ferrillo	
Dana Flach		
Sue Arpin		

All in favor; Motion passes. This item will go to a Town meeting.

4) **Request Appropriation or Transfer for staff at Public Works**

Mr. Temple noted that two employees were hired for Public Works – one employee was budgeted for as a result of retirement but the second employee was not. The unbudgeted hire was made due to the fact that one of the Public Works employees is very ill and not dependable but under the terms of the contract, this person is entitled to work as long as he can. Mr. Watt commented that without the second hire, the Town could potentially be short of drivers during the winter months.

Ms. Ferrillo asked if there was a salary dollar amount. Mr. Hliva said this is not for a vote, only informational. Ms. Ferrillo made a Motion to approve the \$25,000.00, moving this money from Board of Finance Contingency into the Wage Account to cover the new Public Works hire. Mr. DeBisschop seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Tom Kelly		
Jack Kiley		
Bob DeBisschop		

Lila Ferrillo
Dana Flach
Sue Arpin

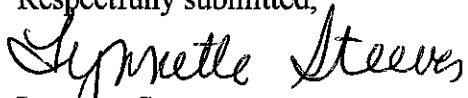
All in favor; Motion passes. .

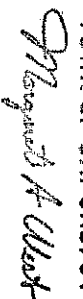
There being no further discussion, Motion to adjourn was made by Mr. Kiley, and seconded by Mr. Kelly. All in favor.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Tom Kelly		
Jack Kiley		
Bob DeBisschop		
Lila Ferrillo		
Dana Flach		
Sue Arpin		

Meeting was adjourned at 7:50 p.m.

Respectfully submitted,


Lynnette Steeves
Clerk

16 NOV 21 PM 6:35
TOWN OF OXFORD, CT

TOWN CLERK

November 7th, 2016

George Mitchell
Chairman
Oxford Building Committee

Re: Value engineering options for the Oxford Public Library

Dear George,

We are pleased to present our Value Engineering options for the Oxford Public library located in Oxford, CT. Pricing is based on our discussions with the George Mitchel and Michael Tribe.

1. Delete under slab insulation throughout building except for children area
DEDUCT \$10,000.00
2. Go from Marvin windows to Anderson now to Pella windows
DEDUCT \$14,000.00
3. Reduce landscaping plantings and mulching
DEDUCT \$24,900.00
4. Eliminate all window shades
DEDUCT \$12,693.00
5. Light fixture change from aluminum to painted
DEDUCT \$2,400.00
6. Lilly park concrete sidewalk change to asphalt
DEDUCT \$4,000.00
7. Eliminate casework in Craft Room and Break room
DEDUCT \$10,500.00
8. Change all cast iron drainage and underground copper to PVC
DEDUCT \$10,000.00
9. Change copper electrical feeders to aluminum
DEDUCT \$2,200.00
10. Change binder course of asphalt from 2.5" to 1.5"
DEDUCT \$4,000.00
11. Eliminate borrowed lights in rooms (2) BL1 in director's office, (1) BL2 in reading room,
and (2) BL2 library office.
DEDUCT \$8,000.00

With the above changes there is a total savings of -\$102,693.00. Thank you for the opportunity to present this cost proposal. We look forward to hearing from you regarding the foregoing.

Sincerely,



Nicholas Barone,
Project Estimator

CONSTRUCTION MANAGERS | GENERAL CONTRACTORS ~ AA | EOE

Additional Funding

2/21/2016 10:28 AM

No.	Contractor Name	Contractor Address	Base Bid	Add Alternates						Bid Analysis			
				Alt. #1	Alt. #2 Spray Insulation	Alt. #3	Alt. #4 Building Mgt System	Alt. #5	Alt. #6 Anderson Windows vs Marvin	= Base Bid - Windows	Other Town Cost Add'l to Construction	Total	(Over)/Under Budget
Recommended Bidder													
1	MONTAGNO	WATERBURY	\$ 3,110,000	\$ 30,000	\$ 52,500	\$ 234,700	\$ 55,300	\$ 2,700	\$ (36,000)	\$ 3,074,000	\$ 553,000	\$ 3,627,000	\$ (127,000)
2	ENFIELD	ENFIELD	\$ 3,212,000	\$ 22,000	\$ 46,000	\$ 238,000	\$ 54,000	\$ 3,000	\$ (10,000)	\$ 3,202,000	\$ 553,000	\$ 3,755,000	\$ (255,000)
3	MOUNTFORD	WINDSOR	\$ 3,183,800	\$ 39,500	\$ 17,500	\$ 229,500	\$ 39,000	\$ 2,900	\$ (44,500)	\$ 3,139,300	\$ 553,000	\$ 3,692,300	\$ (192,300)
	LA ROSA	MERIDEN	\$ 3,267,500	\$ 26,500	\$ 54,000	\$ 236,000	\$ 56,000	\$ 2,800	\$ (20,000)	\$ 3,267,500	\$ 553,000	\$ 3,820,500	\$ (320,500)
	SCOPE	NEW BRITAIN	\$ 3,321,700	\$ 23,000	\$ 32,000	\$ 180,000	\$ 39,000	\$ 3,500	\$ (10,000)	\$ 3,311,700	\$ 553,000	\$ 3,864,700	\$ (364,700)
	SECONDINO LUPACHINO / SALVATORE	BRANFORD	\$ 3,398,900	\$ 24,000	\$ 22,800	\$ 229,000	\$ 10,750	\$ 3,000	\$ (20,000)	\$ 3,378,900	\$ 553,000	\$ 3,931,900	\$ (431,900)
		BLOOMFIELD	\$ 3,394,000	\$ 33,000	\$ 35,000	\$ 233,000	\$ 26,000	\$ 2,700	\$ (13,500)	\$ 3,380,500	\$ 553,000	\$ 3,933,500	\$ (433,500)
	NOSAL	DURHAM	\$ 3,447,700	\$ 21,000	\$ 41,700	\$ 238,400	\$ 54,700	\$ 2,700	\$ (14,000)	\$ 3,433,700	\$ 553,000	\$ 3,986,700	\$ (466,700)
	J.A. ROSA	WOLCOTT	\$ 3,458,471	\$ 56,190	\$ 38,448	\$ 212,621	\$ 35,622	\$ 23,502	\$ -	\$ 3,458,471	\$ 553,000	\$ 4,011,471	\$ (511,471)
	HAWLEY	DANBURY	\$ 3,539,000	\$ 32,000	\$ 31,000	\$ 215,000	\$ 19,550	\$ 2,500	\$ -	\$ 3,539,000	\$ 553,000	\$ 4,092,000	\$ (592,000)
	BANTON	NORTH HAVEN	\$ 3,656,500	\$ 43,300	\$ 25,000	\$ 230,000	\$ 21,000	\$ 6,000	\$ (6,000)	\$ 3,650,500	\$ 553,000	\$ 4,203,500	\$ (703,500)
	GENNARINI	BRIDGEPORT	\$ 3,731,000	\$ 35,000	\$ 40,000	\$ 610,000	\$ 56,000	\$ 4,500	\$ -	\$ 3,731,000	\$ 553,000	\$ 4,284,000	\$ (784,000)
	DIVERSITY	CHESHIRE	\$ 3,800,000	\$ 47,000	\$ 24,000	\$ 607,000	\$ 47,000	\$ 9,000	\$ (60,000)	\$ 3,740,000	\$ 553,000	\$ 4,293,000	\$ (793,000)

Oxford Library Building Project		Nov. 7, 2016		
	SOW Deduct List from Above			
1	Eliminate under slab insulation due to Basement	\$ (10,000)	CN deduct	
2	Marvin to Anderson to Pella Windows	\$ (14,000)	CN deduct	
3	Eliminate Plantings (keep grass)	\$ (24,900)	CN deduct	
4	Delete all Window Shades	\$ (12,693)	CN deduct	
5	Fewer Light Fixtures	\$ (2,400)	CN deduct	
6	Concrete walkway to Asphalt	\$ (4,000)	CN deduct	
7	Cabinets removed from Craft Room and Breakroom	\$ (10,500)	CN deduct	
8	Cast Iron Sewer Pipe from Cast Iron to PVC	\$ (10,000)	CN deduct	
9	Copper to Aluminum Feeder Line	\$ (2,200)	CN deduct	Not Recommended
10	2 1/2" Binder Coarse	\$ (4,000)	CN deduct	2" & 2" Approach?
11	Borrowed Lights between offices (glass windows)	\$ (8,000)	CN deduct	
12	Montagno SOW Reduction Savings ==>	\$ (102,693)		
13	Project Challenge	\$ (12,307)		
14	Commissioning Cost	\$ (12,000)	Project Deduct	
15	Total SOW Cost Reduction	\$ (127,000)		
16				
17	Current Bid Summary	\$ 3,627,000		
18	The SOW Deduct List Above	\$ (127,000)		
19	Sub-total	\$ 3,500,000		
20	Full Basement		\$ 237,000	Add Alternate
21	Contingency on Basement		\$ 11,850	
22	Basement Add Total		\$ 248,850	
23	Project Cost with Full Basement	\$ 3,748,850		
24	Referendum Budget	\$ 3,500,000		
25	Add to Project	\$ 248,850	Need from Town	

PROJECT COST
CONSTRUCTION ESTIMATE

Oxford Library

Nov. 2, 2016

Description	Quantity	Option "B"	Daedalus Estimate 8865 sf	Montagno Bid
Construction Costs				
Sitework reduced scope		246,000	390,000	387,167
Building excavation		42,000	50,000	73,093
Foundation/concrete		260,000	250,000	242,329
Metals		145,326	184,200	115,000
Wood and Plastic		168,583	395,000	260,972
Roof / Moisture protection		275,397	355,000	403,960
Doors and windows (Actual bid incls -36k deduct)		221,262	312,000	230,488
Interior finishes		254,432	265,000	269,095
Specialties		15,000	18,000	29,048
Building equipment		0	6,000	-
Special Construction		0	4,000	-
Plumbing		73000	100,000	92,800
Fire Protection		Alternate	-	-
HVAC		258000	290,000	249,600
Electrical		231,000	260,000	239,000
Subtotal		2,190,000	2,879,200	2,592,552
Bond & Insurance	11.25%	247,000	323,910	481,448
Subtotal		2,437,000	3,203,110	3,074,000
Escalation	5.00%	121,850	-	-
CONSTRUCTION BUDGET		2,558,850	3,203,110	3,074,000
Project Soft Costs				
Prof. Architect/engineering fees and permits	12%	300,000	250,000	250,000
Special inspections and material testing	1.25%	31,000	31,000	31,000
Utility company charges	50,000	50,000	-	-
Owner's builders risk insurance, bonding, legal fees	2%	50,000	50,000	50,000
Commissioning	0.50%	12,000	12,000	12,000
Furniture, fixtures, and equipment*	70,000	243,000	70,000	70,000
Contingency	5%	255,885	140,000	140,000
TOTAL PROJECT BUDGET		3,500,735	3,756,110	3,627,000
ALTERNATES				
Geothermal in lieu of all air system		242,000		
Fire Protection		68,000		

FF*E budget excludes funds from Friends of the Library

Approved Budget \$ 3,500,000

\$ Variance	(127,000)
% Variance	-3.63%