

BRISTOL ANIMAL SHELTER CAPITAL PROJECTS COMMITTEE

Thursday, August 19, 2010

A meeting of the Bristol Animal Shelter Capital Projects Committee was held on Thursday, August 19, 2010, in the Conference Room of the Bristol Town Hall.

PRESENT: John Lannan, Vice Chair; Diane Williamson, Director, Community Development; Julie Goucher, Town Finance Director; and Harold Tucker, members; Friends of the Animal Shelter members; no representative of the press.

ABSENT: Joshue Canario, Chairman

CALL TO ORDER:

In the absent of the chairman, Mr. Lannan, Vice Chairman, called the meeting to order at approximately 4:35 p.m.

APPROVAL OF MINUTES:

Mr. Tucker motioned to approve the minutes of the July 15, 2010 meeting. It was agreed to re-vote the approval of the expenditure of "up to \$500" for clearance of brush at the proposed building site as previously approved, further in the present agenda. Ms. Williamson, seconded the motion. The motion was unanimously approved, 4-0.

OLD BUSINESS:

Ms. Williamson, seconded by Ms. Goucher, moved to allow GT Tree Service to perform site clearing not to exceed \$1,000. The motion was unanimously approved, 4-0.

Ms. Williamson was requested and will go forward in drafting a letter to the Editor of the Bristol Phoenix outlining the Committee's progress, meeting date and place, etc. It was noted that the newspaper had published an article in today's edition regarding the proposed shelter.

Ms. Williamson reported that the Bristol Town Council had voted and approved the appropriation for preliminary site work.

Ms. Williamson presented the three bids received for the engineering a feasibility study for all three phases of the project. Low bidder at \$31,500 was from Site Engineering; \$49,900 from InSite Engineering, and \$60,800 from Fuss & O'Neil. Ms. Williamson expressed her concern regarding the discrepancy between the low bidder and the two other bids received, citing the possibility that change orders would come in at a later time affecting the bid. Ms. Williamson recommended that the proposals be reviewed side-by-side.

Proposals are to be reviewed by the members and make a recommendation at the next meeting and forward to the town administrator. The bids will be available for review in Ms. Goucher's or Ms. Williamson's office. Also, if necessary, the members could meet with the submitters if questions arise following review of the bids.

It was agreed to meet on Thursday, August 26th at 4:30 to further discuss and award the bid.

Mr. Lannan reported on the appearance of Warren Freedenfeld at the Bristol Town Council workshop. Mr. Freedenfeld submitted to Mr. Lannan an AAI document listing all components which he shared with the members. Several questions which arose after the receipt of the proposal were all answered via e-mails which were also submitted as part of the record. His proposal did not include engineering services for structural, mechanical, plumbing, etc. Requested what these estimates would cost to the town through his past experience. This was also submitted for the record.

At the workshop Mr. Freedenfeld was advised of the concern that the budget must remain within two million dollars. He stated he assured that this building could be erected for \$200 a square foot. Ms. Goucher noted that for an approximately 9,000 sq. ft. building, it brings the cost up 1.8 million dollars. In response, Mr. Lannan noted an option to not finish some of the rooms, i.e., frame in and make water tight, but eliminate finish work. Another option was to reduce the size of the building in phase one and leave some of the building in phase two as agreed to by the members of the Friends group.

Mr. Tucker again voiced his concerns with the design, i.e., separation of building which require additional walls at extra cost, heat design, cost of upkeep and maintaining the buildings, wasted space; etc. He suggested that the building be divided within, rather than separated. Mr. Lannan explained the need for separation of ill versus healthy animals. Ms. Williamson requested that Dyanne Gibree explain the original concept of the plan.

Ms. Gibree, seated in the audience, was invited to outline the aspects of the drawing displayed to the members. She explained that it was the intent of the design to eliminate the prison-type mentality, have public access in the pod housing healthy animals where there are twelve runs, the second pod would not be open to the public and will house the animals deemed not healthy or questionable, including quarantined and isolated cages required by state law. The state veterinarian reviewed and approved the design, Ms. Gibe noted.

Mr. Lannan further explained that there are three phases of this building project, the plans indicate the phases by shaded areas on the drawings. Phase one being 8,900 square feet, to come in under budget. A brief discussion ensued as to how to consolidate three buildings to have less walls and cost less but not go back and begin over with new plans that have already costs the Friends group approximately \$50,000. Ms. Williamson also questioned what would be the added costs to redesign the proposed plans.

Ms. Goucher expressed her concerns regarding other costs, i.e., electrical, roads, utilities, parking, curbing, landscaping, etc., following the infrastructure and decision to begin building. Mr. Lannan stated he would be able to submit a hard number once an engineering plan is accepted. He added that he feels the cost of the building remains at 1.5 million leaving available funds for architects, site engineering, civil and electrical engineering which could amount to approximately \$300,000.

Ms. Williamson requested that Mr. Freedenfeld be asked how much it would cost to prepare a concept plan in conjunction with the engineer which would allow for the committee to go back to the Council and report that the site will work.

Mr. Lannan reported to the committee that he had been in contact with Behan Brothers, builders of record for the Potter Shelter. Behan claims we could save approximately thirty percent of architectural services eliminating any bugs or errors, save on redraws and submit a finished construction document that the project is ready to build, if the committee were to put out for bid a project manager to work with the architect.

Mr. Lannan will request and share with the committee members shaded copies of the architectural drawings clearly marked indicating the three phases of the project. It was noted that some of phase two and three was to be funded and funds generated by the Friends group, not the Town of Bristol. Also noted was that the building did have potential for naming rights when raising funds.

The vice chair stated that all of Mr. Tucker's concerns would be duly noted for further consideration.

The concept of a design build will be explained to the committee by a representative of Behan Brothers who will be invited to address the group, at no cost, in the near future. Mr. Freedenfeld's bid may be trimmed down i.e. value engineering, which may be eliminated, with input from a competent source.

Mr. Lannan also reported he had contacted an architect in Maine whose design and engineering services for a 5,000 square foot building in Dedham, MA, is contracted at a cost of \$180,000.

Mr. Tucker stated he was in favor of putting up a complete building without unfinished rooms. It was agreed that the size of the building may have to be reduced and would be done in conjunction with a project manager.

Mr. Lannan entered invoices funds spent to date by the Friends group, for public record.

At the request of members of the audience, the Public Comment portion of the agenda was moved up the prior to Other Business.

PUBLIC COMMENT:

Sandy Landay was assured that Mr. Blanchard would be required to submit a firm and fast estimate. Also at the Town Council workshop, Mr. Freedenfeld verbally stated he could bring the cost of the project in under two million dollars. It was also noted that there are individuals who may volunteer and use their expertise, i.e., finishing work, carpentry, etc. Ms. Landay continued that who feels responsible to the voting public who voted for the referendum with the understanding that it would fund phase one, with phase two and three funded by Friends of the Animal Shelter.

Halsey Herreshoff stated that it is owed to the voters that this project get underway for two million dollars. He agreed to the idea of a design build and the possibility of reducing the building to 7,500 square feet to assist in lowering costs with all good operations, and to stay with the current design. The possibility of constructing a smaller building of top quality, shifting some portions of the building to phase two, was also suggested by Mr. Herreshoff.

Mr. Lannan stated that local artisans would be welcomed, but costs will be included in a budget in the event this did not occur.

Mr. Landay noted that cutting corners may not satisfy legal concerns.

Ms. Betty Brito requested that the fire chief be included in meetings with the engineers to avoid any redo's. Mr. Lannan reported that he will contact the fire chief and also reported that he has been aware of that any shelter over 5,000 square feet in the state of Rhode Island must have sprinklers.

NEW BUSINESS:

Ms. Goucher asked about the involvement with other communities in a regionalization plan. Ms. Gibe reported that the three Town Councils i.e., Bristol, Warren and Barrington, had met and discussed this possibility. The Town of Warren respectfully declined, moving ahead with their own plans. Barrington indicated a vague interest only if at no cost. A copy of the minutes of that meeting will be made available to the members. Ms. Gibree also state that if combined with another community, the projected building would not be large enough and could only assist occasionally.

Ms. Goucher noted that the current budget for the animal shelter is \$130,000. A new building would anticipate that costs associated with the shelter could go much higher due to increase in water use, electricity, etc. She requested that the committee contact a similar size shelter and request a copy of a current budget or audit report. Other concerns to estimate would be cost of maintenance and electrical agreements, etc., and the need to be better prepared for these factors. Ms. Gibree will investigate the Westerly and Swansea, Ma. shelters.

Mr. Tucker, seconded by Ms. Goucher, moved to continue the meeting until Thursday, August 26, 2010 at 4:30 p.m. The motion was unanimously approved, 4-0, at approximately 6:00 p.m.

Respectfully submitted,

Dorothy S. Viera, Recording Secretary