

# Town of Windsor

## Memorandum

June 12, 2018

**TO:** The Honorable Mayor and Town Council

**FROM:** Michael Stallings, Town Manager *MS*

**SUBJECT:** Windsor Town Center

Attached you will a status report from Brian Camden on the Windsor Town Center Project. I will answer any questions that Council may have at the Council Meeting.



295 Bendix Road, Suite 340  
Virginia Beach, VA 23452  
Ph. 757.533.9368

June 6, 2018

Mr. Michael Stallings, Town Manager  
**TOWN OF WINDSOR**  
8 East Windsor Blvd.  
Windsor, VA. 23487

**NEW WINDSOR TOWN CENTER: MONTHLY REPORT #2**

Dear Mr. Stallings,

The following is our project report of the construction activities occurring at the New Windsor Town Center project during the month of May 2018.

General:

The contractor, A. R. Chesson Construction Company, continues to perform very well and in accordance with the contract documents. Their coordination with the architect, engineers, building officials and construction manager has been very good and they are submitting product data submittals in a timely manner. Along with their subcontractors, they have secured all necessary permits and Town business licenses.





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Completed and/or current construction activities for this period:

- Completed selective demolition
- Completed plumbing, mechanical and electrical (PM&E) demolition
- Completed concrete & masonry demolition
- Reinstalled concrete slab-on-grade areas
- Installed plumbing under concrete slabs complete
- Installed electrical gymnasium overhead work complete
- PM&E overhead rough-in ongoing- 30% complete
- Metal stud partitions- 60% complete
- Masonry infill and new work- 75% complete
- Structural steel framing layout performed, 1 RFI issue

Major tasks for the next month:

- Continue installation of PM&E rough-in work
- Continue installation of metal stud partitions
- Continue installing masonry in-fill walls.
- Maintain construction activities in accordance with the critical path schedule.

Financial Update:

The construction contract executed with A. R. Chesson is in the amount of \$1,120,833.00 and reflects a value engineering deduction of \$277,167.00 from their original bid amount of \$1,398,000.00.

Original Contract Amount:	\$1,120,833.00
Change Orders: None	
New Contract Amount:	\$ 1,120,833.00

Potential Change Orders (PCO):

- PCO – 1: IT/AV/Security Infrastructure Provisions – Waiting for pricing from contractor. This PCO is to coordinate the infrastructure for the Town supplied subcontractors/suppliers for AV/IT and Security with the design drawings.
- PCO – 2: Room 107 Electrical Room and Storage Room alterations and provide a cased opening in Room 118. This will enlarge the existing Electrical room and accommodate the racks for IT/AV and security. Waiting on contractor pricing.



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- PCO – 3: Reinstate VE item to delete new Motorized Basketball Goals – This cost is \$9,500.00 and will be included in Change Order # 1.
- PCO – 4: Delete TV Brackets. This cost is a credit of \$3,000.00 and will be included in Change Order #1
- PCO – 5: Provide 1-5/8” Metal Stud and GWB Partition at selected locations. The original design was for the contractor to remove the glazed tile in certain rooms and then repaint the walls. After tile removal the walls were unacceptable for paint. Waiting for contractor pricing.
- PCO – 6: Replace Low Windows. An examination of the existing lower windows in the building discovered the panes were plexiglass and would adversely affect the heating/cooling performance of the new mechanical system and cause higher operating costs. Waiting for contractor pricing. (see attached pictures.)
- PCO -7: Replace Mechanical Room Doors. A further examination of the double exterior doors leading into the old boiler room revealed that the doors, while functional, would not be remain operable in their current used condition. The architect has recommended we replace the doors but keep the frames. Waiting for contractor pricing.
- PCO – 8: Change Electrical Panel L1A to a Series Rated Panel. This will be a credit and we are waiting for contractor pricing.
- PCO -9: Delete EMT electrical conduit above ceiling. After the coordination meeting with the Town’s AV and IT subcontractors, it was discovered that a substantial portion of the electrical conduit infrastructure would not be required to facilitate installation of the systems. This will result in a credit. Waiting on contractor pricing.

#### Schedule Update:

The contractor’s submitted schedule shows Substantial Completion on 9/14/18 within 150-calendar days from the execution of the Construction Contract. The contractor continues to diligently prosecute the work satisfactorily and the project is on schedule.



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Issues:

- On May 9 at the Monthly Construction meeting it was discussed that the HVAC subcontractor, Virginia Beach Mechanical, proposed Roof Top Unit (RTU) equipment submittal had been rejected by the architect/engineer. During a conference call the following day it was decided that the subcontractor should submit Trane mechanical equipment which was the Basis of Design. The general contractor agreed to resubmit on Trane equipment for the RTU after talking with Trane and their mechanical subcontractor.
- There is an issue with one of the new structural steel beam location necessary to install a rooftop mechanical unit. The beam will bear on an existing masonry wall, but it is directly over a doorway and may not have sufficient area to accommodate the additional weight. The Structural Engineer inspected on June 1, and we are waiting on his recommendation.



*Figure 1 - Gymnasium Interior Demolition*



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Conclusion:

This project continues to move along smoothly, all of the participants are very professional, they know their roles and are performing well as a team. Bill Ratliff, the Construction Administrator for Moseley Architects, has been extremely thorough in reviewing the contractor's product data submittals not only for compliance with the contract documents, but also for what is best for the Town given the specific project conditions encountered now that the building's structure is exposed.

My main concern remains the incorporation of new finishes and systems into an older renovated building, as this situation typically leads to an increase RFI's and PCO's. However, now that most of the selected demolition has been completed, and the major equipment selections have been made, I believe we have sufficient contingency funds to cover any eventuality.

Please let me know if you have any questions or comments.

Respectfully Submitted,

*B V Camden*

Brian V. Camden  
Program Manager



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