

TO: Colebrook Boards of Selectmen and Finance
From Colebrook Board of Education
Date April 22, 2024
Re Colebrook Consolidated School HVAC Project and History and Changes

HISTORY OF PROJECT

- 1. Multiple Studies (2007-2022) and preliminary meetings regarding HVAC Needs**
- 2. Town Hearing on HVAC Project - Nov. 1, 2022 (Total Cost Estimate =\$1,746,549. Summary: Aging/Inefficient Heating System, Lacks Ventilation/Filtration System, Safety/Equipment/Cod Concerns, Poor Condition of Portions of Electrical Service, etc. ATTACHMENT #1 HVAC Project Public Hearing Handout (Nov. 1, 2022) ATTACHMENT #2 HVAC Project Public Hearing Powerpoint Presentation (Nov. 1, 2022)**
- 3. Town Referendum on HVAC Project - Nov. 22, 2022 - Referendum passed. ATTACHMENT #3**
- 4. Grant Application Completed and Submitted - Nov 30, 2022**
- 5. Colebrook Notified of Successful Grant Award - April 5, 2023 ATTACHMENT #4**
- 6. Building Committee hires/contracts with Project Manager - Roger LaFleur - May 3, 2023**
- 7. Bid Process Conducted for a Design Engineer**
- 8. Committee interviews/contracts with Design Engineer Salamone/Assoc.- June 9, 2023**
- 9. Design developed and presented to Building Committee and BOE**
 - Upgrade the electrical supply capacity by going to 3-phase,
 - Replacing existing electrical MDP (Main Distribution Panel) and related electrical work
 - Replace existing boilers with VRF system
 - Introduce ventilation through DOAS
 - Upgrade controls
 - Introduce Air Conditioning
 - Modify sump system for the water in the tunnels
- 10. Bid Process conducted for General Contractor: Low bidder - SavMor March, 2024**

NOTE: The low bid was over budget. The Building Committee and BOE approved the concept of Value Engineering with SavMor to get the project back within budget. The Value Engineering total is \$1,719,000 (within budget of \$1,746,549.
- 11. Value Engineering Process Conducted with SavMor Construction based on Committee Discussions**

12. Received confirmation from DAS (Dept of Admin. Services) ATTACHMENTS #5-8
- a. Project is extended one year past original deadline (new Deadline is Dec. 31, 2025)
 - b. Project Changes are still reimbursable
 - c. Boilers are fully reimbursable
 - d. Reimbursement Process Invoices can be submitted to the State once every two months with reimbursement to town 30 days after submission.
13. Ventilation Standards and State Inspection Information that we are now subject to ATTACHMENT #9

PROJECT CHANGES - INFORMATION AND PROJECTIONS

1. Summary of Changes to the Project Scope From Nov. 1, 2022 to today:

ORIGINAL SCOPE

- Upgrade the electrical supply capacity by going to 3-phase,
- Replacing existing electrical MDP (Main Distribution Panel) and related electrical work
- Replace heating with VRF system
- Introduce ventilation through DOAS
- Upgrade controls
- Introduce Air Conditioning
- Modify sump system for the water in the tunnels

CHANGES CURRENTLY UNDER CONSIDERATION AS A RESULT OF VALUE ENGINEERING

- Remove new HVAC from multi-purpose room.
- Introduce gas-condensing boilers as a more reliable heating source and reduce VRF system
- Limit air conditioning to library and administration
- Limit controls to ventilation and heating with interface with AC system
- Colebrook DPW will provide Site Work.

2. The total current investment required (with materials used by our DPW)

• Current proposed contract amount with Sav-Mor	\$1,537,200
• Project Engineer	\$ 96,000
• Project Manager	\$ 46,000
• DPW materials estimate	<u>\$ 40,000</u>
• Total	\$1,719,200

3. A high-level project timeline (Based on what we know today, with the caveat that nothing is firm until equipment orders are placed) ATTACHMENT #10

4. A cash flow projection ATTACHMENT # 11



DEPARTMENT OF ADMINISTRATIVE SERVICES

April 5, 2023

Mr. Robert Gilbert
 Superintendent, Colebrook Public Schools
 P.O. Box 9
 Colebrook, CT 06021-0009

RE: Notice of Grant Award -- Colebrook Consolidated School

Dear Mr. Gilbert:

Congratulations! The Department of Administrative Services (DAS) has approved your district's grant application(s) for a project involving the installation, replacement or upgrading of heating, ventilation and air conditioning systems or other improvements to indoor air quality in school buildings pursuant to section 10-265r of the Connecticut General Statutes. The following identification number has been assigned and must be used on all subsequent submissions relating to this project:

029-003 HVAC

Using your project number(s), bid the work for this project(s) in accordance with your municipality's charter and under the guidance of your municipality's attorney.

You will be reimbursed for eligible project expenses (bid amount/cost estimate) up to \$1,746,549.00 (to the dollar amount included in your application) pursuant to the statutory formula for your district. Please do not begin work on this project until the steps below are completed. The statute requires all work to be completed by December 31, 2024.

This grant commitment letter also serves as notice of plan approval. While there will be no formal plan review meeting, your district should be advised that the following are ineligible expenses:

1. Routine maintenance and cleaning of the heating, ventilation and air conditioning system;
2. Work that is otherwise eligible for a school building project grant under chapter 173; and
3. Work performed at or on a public school administrative or service facility that is not located or housed within a public school building.

Pursuant to section 10-265r, a grant recipient shall (1) be responsible for the routine maintenance and cleaning of the heating, ventilation and air conditioning system, and (2) provide training to school personnel and building maintenance staff concerning the proper use and maintenance of the heating, ventilation and air conditioning system.

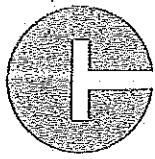
Please sign the following page as acknowledgment of your acceptance of this grant commitment by May 1, 2023.

If you plan any other relevant HVAC projects in the future, we anticipate releasing a solicitation for the next round of applications by August 1, 2023, with a closing date of December 1, 2023. Awards would be made in early 2024. Visit <https://portal.ct.gov/hvacgrants> in the coming weeks for more information on the application process for the next round.

Please email hvac.grants@ct.gov with any questions.

Congratulations, again!

Darren Hobbs
 Deputy Commissioner



CONNECTICUT Administrative Services

April 5, 2024

Robert Gilbert
Superintendent of Schools
Colebrook Consolidated School District
452 Smith Hill Road, PO Box 9
Colebrook, CT 06021

Subject: State Project No. 029-003 HVACN Colebrook Consolidated School

Dear Superintendent Gilbert,

We have received your request submitted on March 21, 2024, for an extension of time to complete the above-referenced project.

Based on the representations in your request and pursuant to § 10-265r(g) of the Connecticut General Statutes, I find good cause exists to extend the duration of this project to December 31, 2025.

If you have any questions, please feel free to contact the Office of Grants Administration at das.grantsadministration@ct.gov.

Sincerely,

A handwritten signature in cursive script that reads "Michelle H. Gilman".

Michelle H. Gilman, Commissioner
Department of Administrative Services

cc: Ella Sun, Director of Grants Administration, DAS
Melissa Conway, Director of Special Projects, DAS



Sun, Ella
to me, DAS ▾

Mar 28, 2024, 6:09 PM ☆ ↶ ⋮

Hi Bob,

Based on the information that you provided in the letter dated 3/26/2024, we can confirm that the modifications to your HVAC project that you have identified would not alter your eligibility for reimbursement under the grant commitment for Project No. 029-003 HVAC. Note that the grant commitment is limited to reimbursement for eligible project costs not to exceed \$1,746,549.00. If these modifications result in eligible costs beyond the grant commitment, you may wish to withdraw the award and reapply in the next round of the HVAC grant program this summer.

Also note that the following are ineligible expenses:

1. Routine maintenance and cleaning of the heating, ventilation and air conditioning system;
2. Work that is otherwise eligible for a school building project grant under chapter 173; and
3. Work performed at or on a public school administrative or service facility that is not located or housed within a public school building.

I will get back to you on the extension request, hopefully next week. Thanks,

ESTIMATED PROJECT TIMELINE

Project Phase	Spring 2024			Summer 2024			Fall 2024			Winter 2024/2025			Spring 2025			Fall 2025				
	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	
Boiler Equipment Procurement	X																			
Boiler Enabling Work																				
Boiler Installation																				
DOAS Equipment Procurement																				
DOAS Enabling Work																				
DOAS Installation																				

Boilers (6-16 Weeks) Electrical Panels (8-22 Weeks)

Boiler Room Preparation Including Tank Removal/Replacement

Installation and Commissioning

DOAS Units (36-50 Weeks)

Electrical Distribution Panels (25-52 Weeks)

Option 1 (Limited to No Work While School is in Session)

Option 2 (Continued Coordinated Work (i.e. Attic Work, Site Work, etc...))

Option 1 (Limited to No Work While School is in Session)

Final Installation and Commissioning of the System

NOTES:

1. Timeline put forth is an estimate based on industry data only. Contractor to provide finalized timeline upon approval of contract.
2. All lead-times listed are estimates based on industry averages. Finalized lead-times are typically given once an order is placed.

