

FORM A
TOWN OF AYER CAPITAL BUDGET REQUEST FORM

Library

FISCAL YEAR: 2023

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this sheet.

	Item Requested	FY23	FY24	FY25	FY26	FY27
1	Reading Room plaster ceiling repair	\$48,500				
2	Architect for Roof replacement design		\$10,000			
3	Additional HVAC repairs		\$20,000			
4	Roof Replacement			\$395,000		
5	HVAC repairs - compressor replacement				\$50,000	
6	Parking lot & Sidewalk repair/replacement				\$90,000	
7	Interior redesign and renovation					\$125,000
Yearly Totals		\$48,500	\$30,000	\$395,000	\$140,000	\$125,000

RECEIVED

OCT 29 2021

TOWN OF AYER
OFFICE OF THE SELECT BOARD

Department Head Signature: _____

Date: 29 OCT 2021

FORM B
TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT:

FISCAL YEAR: 2023

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: 2023

Item or Project: Reading Room plaster ceiling repair

Explanation of Request: On May 26, 2021, a large piece (10 sq. ft. +/-) of plaster ceiling detached from the lath and fell 15' to the floor of the Library's historic Reading Room. Fortunately, no one was in the room at the time, and none of the furnishings appear to have been damaged by the falling material. Contributing factors could include the age of the ceiling and strong vibrations coming from the East Main Street Re-construction project, which had resumed in earnest in early April of 2021. There was no obvious water penetration from the roof above this portion of the ceiling. In August of 2021, the Town's insurance carrier denied the claim to pay for the repairs. Out of an abundance of caution, the Library has closed the room to public use until the ceiling can be repaired, as it is unclear whether or not more of ceiling is compromised. Two contractors brought in to provide quotes to repair the ceiling both recommended covering the entire ceiling in a layer of drywall to effectively encapsulate the rest of the existing plaster in case more of it should fail in the future.

Cost Justification: Director of Facilities Maintenance Chuck Shultz received quotes from Seaman DiCarlo General Contractors, Inc. and Classic Construction and Development, Inc. to repair the ceiling (attached). The two quotes came in less than \$600 apart. The requested amount represents the average of the two quotes plus approximately 10% in contingency funding.

Benefit to the Town: The Reading Room serves as the Library's primary space for hosting adult programs and programs for large groups of kids. Until the ceiling is repaired and the room is safe for use once again, our ability to deliver public programs in person is extremely limited. With the ceiling repaired, the Library will also once again be able to open the room to the public for quiet study, reading and other appropriate uses.

Alternative: Unclear. As of the date of this application, the Town of Ayer is still discussing the denied claim with its insurance provider.

Department Head Signature: 

Date: 29 OCT 2021

Mr. Schultz
Ayer Library Ceiling Repair

07/20/21
Page 2

Scope of Work

Demo:

- Removal of (3) pendant fixtures, (8) recessed can lights, and (2) smoke detectors
 - Removed items to be stored onsite for future re-install.

Finishes:

- **Framing/Carpentry**
 - Furnish and install 5/8" Gyp Board where patching is needed
 - Furnish and install 1/4" Gyp Board overlay to existing plaster ceiling
 - Dust/debris protection and taping included
- **Painting:**
 - (1) coat of Primer
 - (2) coat of Paint.
 - (1) coat of repaint on crown molding

Electrical:

- Re-install of above-mentioned fixtures
 - Existing wiring to remain

Thank you for giving Seaman DiCarlo consideration on this project. I look forward to discussing any details of our proposal with you at your convenience.

Respectfully,
Seaman DiCarlo General Contractors, Inc.



President

Classic Construction & Development Corporation

60 Taylor Street

Littleton, MA 01460

Phone: (978) 339-5480 * Fax: (978) 339-5481

Email: info@classicconstructioncorp.com

Website: www.classicconstructioncorp.com

Date: 06/18/2021

Submitted To:

Town of Ayer

1 Main St.

Ayer, MA 01432

Attn: Chuck Shultz

Director of Facilities Maintenance

Proposal Expires On:

07/02/2021

Project ID: Ayer Library

Project Description: Ceiling Replacement

We propose hereby to furnish all materials, labor, and equipment for the completion of the following job:
Replacement of Plaster Ceiling approximately 20'x36'

We reviewed the condition of the wood lath and plaster ceiling in the Library and feel the best option would be to remove and replace the entire existing plaster ceiling. The ceiling appears to be delaminating from the wood lath and due to the thickness and weight of the plaster it is cracking and falling off. We also noticed the entire building was shaking at the time of our inspection due to road work outside which could assist in the plaster pulling away from the wood lath. We suggest the following:

Section	Code	Item Description	Price
(none)	001	Stage area under ceiling to a height of approximately 6' below ceilings to create a work platform. Cover walls with plastic and set up hepa vacuum. 2 workers 16hrs	6,215
(none)	002	Cut plaster ceiling at crown molding edge in order to save molding. Hairline cracks were noticed in the moldings. No work to be done on moldings. 2 workers 16hrs	3,645
(none)	003	Remove and dispose of 1" thick plaster only, retain wood lathe. 3 workers 16hrs	5,088
(none)	004	Install 3/8" wood blocking over existing lath and framing. 2 workers 16hrs	4,339
(none)	005	Install 5/8" blueboard and plaster. Sub	5,598
(none)	006	Prime and paint new plaster ceiling and plaster moldings 3 workers 16hrs	6,040
(none)	007	Remove and install existing lights and HVAC grills. Sub	5,292
(none)	008	Remove and install existing fire alarm devices 2. Sub	1,826
(none)	009	Remove staging and clean area. 2 workers 16hrs	3,392
(none)	010	Provide a dumpsters and remove debris from site	1,826
(none)	011	Obtain Permit- Cost of permit paid by town.	389
Price Subtotal			\$43,650
Bond			\$0

Total Price \$43,650

All work is guaranteed to be as specified. All work to be done in a workmanlike manner according to specifications submitted and per standard building practices. Any alteration or deviation from above specifications involving extra costs or cost reductions will be executed only upon written orders and will be an extra charge over and above the estimate. All delays contingent upon strikes, accidents and weather are beyond our control. Owner to carry fire and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. If either party commences legal actions to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction. All warranties are the owner's rights under the provisions of MGL c.142A. The home owner has three day right of cancellation under MGL c 93 s 48; MGL c 140D s or MGL c 255D s 14 as may be applicable

Work Beginning by:

Work Completed by:

Do not sign this contract if any spaces are blank.

Offered By:

Signature: 

Name (print): Michael Abraham

Title: Treasurer

Company: Classic Construction & Development Corp.

Date: _____

Accepted By:

Signature: _____

Name (print): _____

Title: _____

Company: _____

Date: _____

Mr. Chuck Shultz
Director of Facilities Maintenance
Town of Ayer, MA
978-833-2301
26 E Main St.
Ayer, MA 01432

July 20, 2021
Page 1

Ayer Public Library
~Ceiling repair~

Dear Mr. Shultz:

I am pleased on behalf of Seaman DiCarlo General Contractors, Inc. to offer the attached proposal in the amount of **Forty-Three Thousand One Hundred Seventeen and 00/100 Dollars (\$43,117.00)** for the renovations at Ayer Public Library. Our proposal is based on a walk through on 6/09/21.

Our proposal is further subject to the following clarifications and/or qualifications:

1. **We have** included work to be done during normal business hours.
2. **We have** assumed use of current utilities at no additional cost to Seaman DiCarlo.
3. **We have** included leaving the work area broom clean, with final cleaning to be done by Library Housekeeping.
4. **We have not** included the removal or disposal of any contaminated and/or hazardous material.
5. **We have not** carried any costs to remove or relocate any utilities that may be concealed in walls.
6. **We have not** included any architectural or engineering costs.
7. **We have** included sales tax in our proposal.
8. **We have** included fire-rated Poly to protect walls from dust/debris.
9. **We have** included using our HEPA to circulate air.
10. **We have** included lift/staging to be used and stored while work is in progress.
11. **We have** not included any cost for a building permit as the changes are cosmetic in nature.
12. **We have** included Prevailing Wage Rates from The Town Of Ayer dated 6/28/2021.
13. Per Our conversation, **we have not** included Fire Alarm work as that will be done in house.

Ayer Library Capital Budget Requests – FY2023 Submission – Additional Information

Reading Room plaster ceiling repair= This request is being made because the Town's insurance carrier declined to cover the partial collapse of the Reading Room ceiling in May 2021 that appears to have been caused in part by vibrations resulting from the East Main Street reconstruction project. See the attached Form B for additional information.

The Capital Budget request for IT infrastructure that was on the Library's FY2022 Capital Budget Form has been rolled into a different Capital Budget request for new phone systems to be installed in several Town buildings.

Future Years' Requests

FY2024

Additional HVAC repairs= More than half of the \$12,000 received from the FY2022 Capital Budget award for HVAC repairs went toward replacing a hot water circulator pump that failed unexpectedly at the end of the 2020-21 heating season. There are additional valves, actuators and larger components, including the outside air intake mechanism that no longer seals completely, that need replacement in order to enable the Library's HVAC system to operate at peak efficiency.

Architect for Roof Replacement Design=

This is a placeholder amount. The roof replacement cost increased greatly based upon the rough estimate that Chuck received from Garland Industries, a metal roofing company that looked at the roof in the summer of 2021. See below for additional information.

FY2025

Roof replacement= The Library's asphalt shingle roof has reached the end of its life expectancy and is starting to allow water to penetrate to the interior of the 1997 addition. Patching work performed in September of 2021 by Specialized Roofing appears to have temporarily fixed all but one of the leaks. Specialized Roofing will return in November of 2021 to attempt to fix the last leak.

Last year's Capital Budget Request had a \$60,000 placeholder amount for Roof Replacement in FY2024. I pushed this request back one year to FY2025 to allow more time to explore replacement options (asphalt shingle vs. metal) while also working with an architecture firm to think about the building and grounds more holistically and with climate change in mind. This is one of the Objectives in the Library's FY2023-FY2027 Strategic Plan.

FY2026

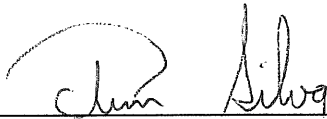
HVAC Repairs – Compressor Replacement= A placeholder amount. The Library has five separate compressors of various sizes that provide air conditioning to different sections of the building, and all of them will be at least 20-25 years old by FY2026.

Parking lot and sidewalk repair/replacement= These projects were separate items in the FY2022 Capital Budget Request. They are combined here, although the cost remains a very rough estimate based on the current cost per square foot of these materials and a Google Earth estimate of the area covered by the parking lot (20,000 sq. ft.) and the concrete walkways (3,400 sq. ft.)

FY2027

Interior redesign and renovation= Final addition for interior renovation is also a guess/placeholder. In gathering public input for the Library's Strategic Plan in 2021, many patrons suggested updating the interior of the Library and/or adding more comfortable furniture. Some of this work will no doubt be done piecemeal between now and FY2027, but, by this time we will likely need to repaint and replace carpeting in some portions of the Library.

Signature: _____



Date: _____

29 OCTOBER 2021