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**RENOVATION & EXPANSION PROJECT – Construction Document > Bidding Phase**

**Clerk of the Works Report No. 8**

**January 3, 2025**

**Current Activities:**

**1.0 Contracts and Payments Status**

See attached LOG for tracking of all Applications for Payment from ReArch Company on this contract to date. With this Application, billings are \$34K behind projected SOV (Schedule of Values) amounts at this snapshot point. Construction documents are billed at approximately 70% completion.

**Our first test well for Geothermal, permitting costs and pre-buying are included with Payment Application 6. These activities accurately reflect our transitions toward the construction phase.** The pre-buying item in particular is a deposit to Nordic for CLT – a Canadian product – to secure a spot on their production schedule, ensuring the material will be on-site when needed this spring. This action will also provide security against undefined / potential 2025 tariffs.

**As of Payment Application No. 7,** we will begin holding 10% retainage on payments. Our contract states that retainage held will cap at the 50% completion mark and diminish gradually from that point forward.

**1.1 DESIGN PROGRESS**

Construction Documents have reached 90% completion. Interim pricing is underway, and library staff, director, and your clerk of the works have been reviewing a digital set of 161 sheets of drawings in considerable detail to ensure the project will meet program needs, and expectations for project quality.

The VM Log continues to establish and maintain our project scope to honor our Total Project Budget. Potential Add-Alternates to be used during bidding will ensure we have firm pricing for items that are desired, but perhaps not within the boundaries of our current Total Project Budget cap.

Bid packages are in the process of being assembled by ReArch for release in mid-January. A second contract amendment to verify the final construction amount will then be presented by ReArch, for legal counsel review and Selectboard approval, with demolition to begin in spring of 2025.

**1.2 GEOTHERMAL FEASIBILITY**

In review, our by-all-measures very successful Test Well One has been drilled to 585 feet, cased, cemented, and capped - at the bottom of the ramp between the upper and lower parking lots. Payment App 6 includes payment for this well (\$43,992.02)

Any further well drilling activity will be delayed until spring, when construction crews are on site to assist, and traffic patterns will have been already established to accommodate their activities. No further activity will be needed this fall / winter to alter traffic patterns for visitors to downtown Middlebury.

Mechanical Equipment has been sized and will be located in the basement of the 1924 building. Potential extensions of excess geothermal capacity to the Town Offices **may** be explored by other groups as we gather more information in the spring of 2025. The TENS initiative has reached out to our Mechanical Engineer with the intent of issuing an RFP to them for assistance with examining the potential for such an extension, all costs to be born by “others” as far as Ilsley’s budget is concerned.

### **1.3 Permitting**

Now that drawings are sufficiently complete to illustrate the scope and intent of the project, AJHs (Authorities Having Jurisdiction) have been contacted for initial reviews. The first application was submitted in November to Middlebury’s Department of Planning and Zoning. A hearing before the Design Advisory Committee occurred on November 20. Comments from that hearing have been reviewed and incorporated as appropriate and affordable into the design.

The Development Review Board, our next “local” permit reviewer met on December 9, and accepted Tom Hanley’s request to pull our initial application. We have submitted a new application to better meet the “parcels involved” definition of Middlebury’s P&Z department. That hearing has been scheduled for Monday, January 13.

Vermont State permits will follow: Department of Historic Preservation, Department of Water and Wastewater, Department of Public Safety-Division of Fire Safety are the primary permits required.

### **1.4 Temporary Location(s)**

History: LOI documents are in place for both the National Bank of Middlebury as a temporary operational public library, and 75 Meigs Road in Vergennes to store the balance of the libraries’ collections. Both have been approved by the Selectboard. Moving and utilities, maintenance, and repairs costs will be borne by Ilsley. Rent for both will remain cost-free.

Construction has begun on the Duclos Building, and that retrofit progress is being monitored to ensure timely occupancy.

Dana Hart has issued an RFP and received bids from potential moving companies for both sites. The low bidder has been notified. **Detailed negotiations as to the costs of those moves are underway.**

### **1.5 Environmental Testing: no update**

History: Clay Point Associates has issued a report on Hazardous Materials sampling in the existing Ilsley buildings. Samples of lead, asbestos, and PCBs in building materials were located and cataloged. This study was funded by a grant obtained through Addison County’s Planning Commission. From this study a remediation plan will be created by Clay Point, approved by the EPA through Stantec

Corporation, and remediation will be bid and supervised by Clay Point. A team meeting with ReArch Company has been conducted to coordinate remediation efforts with the spring construction schedule.

The Town of Middlebury will pay for remediation in the Owner Costs portion of the Total Project Budget. It is currently listed as "NOT INCLUDED" in the TPB tally, due to the likely inaccuracy of any projection, prior to bidding.

### 1.6 What's Ahead

- January 07: Selectboard Special Meeting regarding Ilsley Funding
- January 13: DRB Hearing
- January 14: Selectboard Meeting to vote on Jan 7 findings
- Jan 15-Feb 15: ReArch Subcontractor Bidding
- Feb 15 (appr): Library moves to temporary locations
- Feb 18-25: Finalize ReArch Contract amendment
- March 11: ReArch on-site mobilization  
(see draft site utilization plan, submitted to Emmalee Cherington for comment)



LOG\_ Ilsley\_ReArch  
Apps for Payment\_SBI



Ilsley Library - Site  
Logistics - 24.09.22.pc

*Please feel free to direct any questions or comments about the above report, its content or format to  
Email: [judith@harrisandharrisvt.com](mailto:judith@harrisandharrisvt.com) Phone: 802.922.1321 Thank you for your interest.*

*Judith Bell Harris* . Clerk of the Works . Ilsley Public Library Renovation and Expansion Project

Harris & Harris Consulting, LLC