



TOWN COUNCIL
Work Session
April 6, 2023
Cape Charles Civic Center
6:30 PM

1. Call to Order
 - A. Roll Call
 - B. Establish quorum

2. Order of Business
 - A. [Capital Improvement Projects & Program](#)

3. Adjournment

April 6, 2023

Project: New Municipal Building (60% design)

Purpose: Construct new Municipal Building to replace current Municipal Building and Civic Center which are inadequate and substandard in almost every respect.

Scope: Will consolidate legislative, administrative and law enforcement functions in a new building located on an undeveloped Town-owned two-acre parcel on the north side of Cassatt Parkway. Encompasses:

1. 15,800 sf two story building, including a three bay garage
2. Entrance drive, lighted parking lot, storm water management ponds
3. Water and wastewater service connections to Old Cape Charles Road
4. Golf cart and pedestrian access trail from Old Cape Charles Road

Design Firm: HBA

Cost Containment Measures:

1. Consider changes proposed by HBA below, including owner furnished items
2. Pursue moderate redesign, e.g., two bay garage, reduce space for future staff growth
3. Pursue significant redesign, e.g., police and legislative remain at current buildings

Considerations:

Leaving police and/or legislative functions at existing buildings will require additional costs to design and implement improvements to those buildings. It would also forgo revenue of about \$750,000 from divestiture of those properties.

There may be additional opportunities, beyond the emergency generator proposed by HBA, to contract separately for owner furnished items to save general contractor overhead and profit mark ups. Examples: parking lot light poles, landscaping, golf cart/pedestrian access trail. However, this will require additional staff resources to implement, and the items must be carefully chosen to minimize risk of integration into the construction process. It should be noted that certain items are already excluded from the general contractor scope that will require staff implementation: IT wiring and set up, relocation and modification of remote surveillance system (park, restrooms, Bay Avenue), relocation of office furnishings and equipment.

Cape Charles Projects Cost Control Concepts:

General

- Owner Furnish/Contractor Install where possible and practical to save GC markup on equipment
- It is suggested that the project be bid and then engage with the low bidder to propose the most effective VE ideas

Municipal Building

Architectural:

- Change standing seam roofs to asphalt shingle
- Reduce quantity of brackets
- Reduce quantity of brick veneer
- Reduce amount of ceramic tile and switch to LVT

Site:

- Reduce asphalt/increase shell paving
- Eliminate golf cart path/parking
- Fence screen for trash can enclosure vs masonry

PME:

- Owner Furnish/contractor install the generator
- Change all sensor flush valves to manual

April 6, 2023

Project: **Downtown Restroom & Visitors Center (60% design)**

Purpose: Construct a new public restroom and visitors center to replace the current inadequate mobile restroom and porta-potties, and to provide tourist information resources.

Scope: 1,200 sf building (half each restrooms & visitors center), ADA parking spots, ADA sidewalk from Strawberry Street Plaza, water and wastewater connections to Mason Avenue, storm water management pond.

Design Firm: HBA

Cost Containment Measures:

1. Consider changes proposed by HBA below
2. Have Public Utilities staff install water and wastewater connections
3. Return to original concept of only a restroom facility

Considerations:

This building was not included in the original analysis of Town facilities options. It was added to the HBA design scope as a restroom facility, and subsequently expanded to include a visitors center as a less costly approach than converting the rail passenger car.

The cost estimate includes the water and wastewater connections to Mason Avenue, excluding the wastewater grinder pump station. These two lines could be installed by the Public Utilities staff to save contract labor, overhead and profit. Of course, this would be dependent on the availability of staff and displace other work.

Redesign to return to the original restroom only concept will require additional minor architectural and engineering costs. The overall site footprint and stormwater management provisions could be retained for potential future expansion of the building.

Cape Charles Projects Cost Control Concepts

General

- Owner Furnish/Contractor Install where possible and practical to save GC markup on equipment
- It is suggested that the project be bid and then engage with the low bidder to propose the most effective VE ideas

Visitor's Center

Architectural:

- Change standing seam roofs to asphalt shingle
- Change open air corridor at restrooms to interior corridor to save on insulation and exterior materials in corridor
- Reduce amount of ceramic tile and switch to LVT

Site:

- Reduce concrete paving and change to oyster shells where concrete is not required for accessible route

PME:

- Switch to PEX for water supply
- Eliminate urinals
- Provide heat and ventilation in restrooms, no cooling (*alternatively, if cooling is absolutely required, change the layout to two large toilet rooms with stalls so that only two indoor cassettes are needed rather than 6, however this would require some redesign*)

April 6, 2023

Project: **Library Renovation** (50% design)

Purpose: Limited renovation of the first floor and rear mezzanine of the Library Building.

Scope: New HVAC system, new kitchenette/break area, structural repair of beams in rear of building, replace deteriorated sidewalk at rear, update interior restroom.

Design Firm: HBA

Cost Containment Measures:

1. Combine with Downtown Restroom & Visitors Center to create economies of scale

Considerations:

Design has lagged due to availability of structural subconsultant. Inspection now accomplished and work will resume soon.

Original plan included modification of lobby restroom to ADA standards. Removed from scope since ADA restroom would be available at visitors center across the street.

RFP out for sale of building and redevelopment of front mezzanine and third floor. Library area would be retained either as a condominium unit or by long term lease. Proposals due May 1. Could defer library renovation and fold into private redevelopment as part of negotiations to create economies of scale and eliminate project administration burden. Improvements would be delayed (not critical). Risk of a false start if an acceptable redevelopment deal does not come together.

April 6, 2023

Project: **Keck Wells Connection** (90% design)

Purpose: Increase production capacity of Water Treatment Plant (WTP) to meet projected near-term peak demand during summer season. Supply potable water to planned workforce housing development and potential future development on adjacent Town-owned parcel. Need identified by monitoring steadily increasing demand and projections reflected in recent GHD and AES capacity studies.

Scope: Approximately 3,300 linear feet of 8" raw water main from KW1 and KW2 to WTP and 12" finished water main back to well site. Includes well pumps, controls and instrumentation.

Design Firm: GHD

Cost Containment Measures:

1. Allow alternate pipe materials – HDPE or PVC.

Considerations:

Cost estimate has increased substantially since original 2015 estimate.

- Added finished water main
- Jack and bore under new Cassatt Parkway
- Eight years of inflation – 27%. Higher in construction sector due to supply chain issues

Should be funded from Facility Fees Reserve as it increases WTP production capacity.

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Project: **Community Trail, Phase 3** (100% design)

Purpose: Construct Phase 3 of the Community Trail master plan to improve pedestrian mobility. Also, rationalizes parking on south Peach Street between Mason and Randolph avenues and improves south entrance to Central Park.

Scope: Replace substandard sidewalks and missing sections with new wide sidewalks with pedestrian lighting. Build head-in angle parking median and parallel parking spaces on both sides of street, as well as vehicle turn-around and vendor parking area at south park entrance.

Design Firm: Land Studio

Cost Containment Measures:

1. Cost estimates have been reviewed and updated using most recent VDOT unit pricing data
2. IFB contains two bid alternates, south park entrance and pedestrian light poles, that can be withheld from award to descope project to available funding

Considerations:

Materials are commonly available, but there is limited competition for these small transportation projects on the Eastern Shore.

Project was advertised in 2019 but not awarded due to high bids. Several design changes have since been made removing about \$75,000 of estimated cost.

Readvertisement has been significantly delayed by lengthy and unreasonable VDOT review. Bid package is now awaiting FHWA authorization to advertise for construction.

Federal Transportation Alternatives Program grant funds a substantial portion of the project.

April 6, 2023

Project: Inner Harbor Bulkhead Rehabilitation (100% design)

Purpose: Rehabilitate sections of bulkhead around the inner harbor that have suffered damage from side-to docking of large commercial vessels over the past twenty years. Will prevent localized acute failures and extend service life to about fifty years. Need identified in recent Harbor Capital Asset Evaluation.

Scope: Replace approximately 54% of the king piles and horizontal wales, about 600 linear feet, supporting the vinyl bulkhead around the inner harbor.

Design Firm: Langley & McDonald

Cost Containment Measures:

1. Combine with Inshore Breakwater Repair & Reinforcement project to create economies of scale.

Considerations:

Materials are commonly available, but some minor supply chain issues were experienced during last major repair of the inshore breakwater.

Applied for a VPA Aid to Local Ports grant (75%).

Project can be restructured for execution in two phases, but about \$23,000 of additional mobilization costs will be incurred.

April 6, 2023

Project: **Inshore Breakwater Repair & Reinforcement (100% design)**

Purpose: Repair suspected pile damage below the mud line caused by a large vessel collision. Improve survivability by installing a new section to dampen reflected energy from "A" Dock and protective dolphins.

Scope: Install nine new pile sets along northern section. Add dogleg spur at north end and four 5-pile dolphins.

Design Firm: Langley & McDonald

Cost Containment Measures:

1. Combine with Inner Harbor Bulkhead Rehabilitation project to create economies of scale

Considerations:

Materials are commonly available, but some minor supply chain issues were experienced during last major repair.

Could be structured as a bid alternate to the bulkhead rehabilitation project. Would create economies of scale and still isolate work to be partially funded by VPA Aid to Local Ports grant.

Would be preferable to accomplish this before the summer hurricane season, but could wait until the fall for execution with the bulkhead rehabilitation project planned for after the busy summer season. The recent interim repairs have held up fairly well through two very intense storms.