

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Tuesday, February 8, 2011

Call to Order: Chairman Healy called the meeting to order at 1806 hours. A quorum was present.

1. Roll Call

Committee members John Healy, Carmen Corvino, Alderman Bill Bevan, Judith Toohey, Alderman Phil Vetro, William Brennan, and John Jansen. Also present were Chief Louis LaVecchia, Assistant Chief Al Zingaro, Battalion Chief William Healey, Firefighter Eric Mohr; from DeCarlo & Doll, Inc., Robert Grzywacz, Barry Froeburg, and Emanuel Machado.

2. Consideration of Minutes

Regular Meeting - January 20, 2011

Committee Member Brennan noted a correction was needed in the minutes, naming Larry Tomasco as the Milford Purchasing Agent, not of Public Works.

Committee members Corvino and Bevan made and seconded a motion to accept the minutes of the January 20, 2011, meeting as corrected. Motion carried unanimously.

3. Report of Chairman

Chairman Healy turned the floor over to Battalion Chief Healey for an invoice report.

Chief Healey presented an invoice to the Committee:

DeCarlo & Doll, Inc., in the amount of \$60,500, to be paid out of account number 0040-04320-5527-4993-0000 (architect).

Committee Members Corvino and Bevan made and seconded a motion to pay the bill to DeCarlo & Doll in the amount stated. Motion carried unanimously.

Chairman Healy informed the Committee that one building still remains to be demolished on the site. Committee Member Brennan reported that he had a meeting with the Milford Purchasing Agent to discuss this issue. Committee Member Brennan stated that in Milford, only two companies had demolition licenses. He contacted both; one could do it for \$13,000; the other, Mallico Construction, could do it for \$7250.

Committee Members Vetro and Corvino made and seconded a motion to hire Mallico Construction for the demolition work on the site. Motion carried unanimously.

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4. Report of Architect

Chairman Healy commented that DeCarlo & Doll has been “terrific” throughout this whole process. He then turned the floor over to Mr. Grzywacz.

Mr. Grzywacz presented the highlights of the construction documents. Mr. Froeburg reported that the Department of Transportation requested an easement of 15 feet, which has to be issued by the City. He suggested the Committee get in touch with the City’s legal department, and he would provide drawings to aid in the request.

Chief LaVecchia, Battalion Chief Healey, Mr. Grzywacz and Mr. Froeburg had a discussion about how the traffic light in front of the station will be operated.

Mr. Grzywacz moved on to explain the construction documents for the inside of the new station, including some of the finishings like the floor materials (epoxy, vinyl tile, ceramic/porcelain tile, rubber flooring).

Committee Member Vetro inquired as to mechanical maintenance, if there would be access panels. Mr. Froeburg informed him they would be in the drop ceilings. Chief LaVecchia inquired as to ceiling heights; Mr. Grzywacz informed him of the various ceiling heights. Committee Member Bevan inquired as to the possibility of adding solar panels to the roof in the future; Mr. Grzywacz informed him the roof could take the weight and it was certainly a possibility in the future.

Battalion Chief Healey commented that he had posted some of the pictures of the new station in his office and had gotten a lot of positive feedback.

Committee Members Corvino and Toohey made and seconded a motion to approve the drawings and authorize the architects to put the project out to bid. Motion carried unanimously.

Mr. Grzywacz explained the timeline going forward to the Committee, with the contract award being on March 31st, and a 9-month construction period. Committee Member Brennan suggested putting an advertisement in the paper on February 10th and 11th, with a mandatory, pre-bid meeting for potential bidders on February 18th. Mr. Machado commented that might not be enough time for potential bidders to form relevant questions for the meeting. Committee Member Brennan also suggested moving the contract signing to March 23rd.

Committee Members Brennan and Corvino made and seconded a motion to move the contract signing to March 23rd. Motion carried unanimously.

Mr. Grzywacz reminded the Committee to be mindful of the 270-day construction timeline because of the liquidation damages clause in the contract. Mr. Froeburg explained the clause, saying the contractor has 270 calendar days from the date of

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contract signing to project completion. Each day over 270, the contractor would be charged \$500. Mr. Grzywacz asked Battalion Chief Healey to verify with the City if they would still like the inclusion of that language.

Mr. Froeburg explained to the Committee that the contractors will be asked to list all their sub-contractors, per the City. Chief LaVecchia asked what the procedure would be if there was a sub-contractor that the Committee disapproved of; Mr. Froeburg explained that DeCarlo & Doll would be interviewing the general contractors and would be able to make suggestions to the Committee. The Chief inquired if the language could be changed to “at the discretion of the architect”.

Committee Members Vetro and Jansen made and seconded a motion that the approval of sub-contractors be at the discretion of the architect. Motion carried unanimously.

Mr. Froeburg informed the Committee that they will be invited to the interviews of the contractors. Chairman Healy requested a schedule of interviews be provided to the Committee Members.

Committee Member Toohey inquired if the Committee could be given monthly financial statements; Battalion Chief Healey said he could provide that.

Committee Members Toohey and Bevan made and seconded a motion to be provided with monthly financial statements, beginning at the next meeting. Motion carried unanimously.

The Committee will next meet on March 16th at 6:00 at Fire Headquarters.

5. Adjournment

Committee Members Corvino and Toohey made and seconded a motion to adjourn at 1929 hours. Motion carried unanimously.

Recorded by C. Birney