

East Side Fire Station Building Committee Regular Meeting

East Side Fire Station

980 New Haven Avenue, Milford, CT

Thursday, March 14, 2013

Call to Order: Chairman Healy called the meeting to order at 1830 hours. A quorum was present.

1. **Roll Call**

Committee Members John Healy, Carmen Corvino, Alderman Phil Vetro, Bill Bevan, Judith Toohey, and Jack Jansen. Also present was Ret. Battalion Chief William Healey and Former Chief Louis LaVecchia; from DeCarlo & Doll, Inc., Emanuel Machado; and Attorney Jeff Donofrio.

2. **Consideration of Minutes**

Regular Meeting - Feb 20, 2013

Chairman Healy noted page two, third paragraph; the icing situation is on the sidewalk by the HVAC equipment, not the generator.

Committee Members Corvino and Vetro made and seconded a motion to accept the minutes of the Feb 20, 2013, regular meeting as corrected. Motion carried unanimously.

Committee Members Vetro and Jansen made and seconded a motion to reorder the agenda to discuss the Architect Report. Motion carried unanimously.

3. **Architect Report**

Mr. Machado reported the most recent payment application has been received. He noted the Committee previously authorized payment on the application of \$86,190.17. He added that some change orders have been approved (for \$980), and payment for the building's final cleaning has been included (\$900). Mr. Machado said the actual final payment will be higher by about \$10,000 than anticipated by the Committee. He explained certain allowance items will adjust the figure to be in-line with the expected \$85,000 payment.

Mr. Machado said he has not taken any action on open change orders. Salce Contracting has not responded to them. He added that DeCarlo & Doll feels some of the change orders do contain money that Salce Contracting is legitimately owed.

Mr. Machado reminded the Committee that Change Directive #2 regarding the house trip lights specified "not to exceed \$16,000". He said CES has reviewed the invoice related to Change Directive #2 and noted that included in the requested amount is electrical work not pertaining to the house trip lights.

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Mr. Machado said he is still working on the punch list with Ret. Battalion Chief Healey. Salce Contracting seems to be committed to completing the project at this point.

The emergency shut off switch and access panels and condensers still require some work and discussion. Mr. Machado stressed that DeCarlo & Doll are committed to the project and will do whatever is required to assist in any action the City takes against Salce Contracting. He added that the Committee has to understand if DeCarlo & Doll are assisting in providing backup materials to Attorney Donofrio, it is considered an additional service beyond the contract and the City will be billed. Mr. Machado said Mr. Nault expressed that DeCarlo & Doll stands by their commitment to the Committee and the City, but there are two outstanding invoices owed to DeCarlo & Doll; their feeling is the City can sue if it wants, but the contract items should be taken care of first.

Mr. Machado then took the opportunity to express his gratitude for the compliments on his work. He thanked the Committee for working with him. He said he is always available to answer any questions and is grateful for the contribution of the Committee and grateful for the opportunity to make a difference and opportunity in the firemen's lives. He believes the new station is a nice facility and he hopes the Committee agrees they have a nice building. The new station is a significant investment, but he feels this building will be here for the next 20 to 30 years, if not more.

4. Report of Chairman

Chairman Healy reported the project is nearing completion. He noted there are a couple of invoices from DeCarlo & Doll, which have been itemized for work performed December 23, 2012, through January 25, 2013, and from January 26, 2013, through February 18, 2013. He explained February 18 was when Substantial Completion was reached; everything after February 18 is considered part of close-out, which DeCarlo & Doll is not supposed to bill for, and they haven't. The Chairman said he will rely on Attorney Donofrio to analyze some of the items in the invoices that might be considered as close-out. The Chairman recommended the Committee wait to take action on the invoices as April 4 is the punch list end date.

Chairman Healy reported that Rick Bialecki of IES is still waiting for the as-builts to complete the building commissioning report. The as-builts that have been submitted are not up to standard. The Chairman believes more informative as-builts are likely not to be received by IES. He explained some of the valves in the station might have to be moved in order to gain access, and there needs to be a temporary catwalk installed in the apparatus bay in order for Mr. Bialecki to gain access to the equipment above the apparatus bay. The Chairman said who owns that work is still to be decided. He added a lot of the valves are in locations that are not

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accessible. He recommended that Attorney Donofrio should have a conversation with Mr. Bialecki to see who might own the work. The chairman discussed installing plywood as a catwalk in the apparatus bay and he and Ret. Battalion Chief Healey should discuss how to install the plywood. He said they would need four sheets of plywood and the catwalk could be accessed via the mezzanine.

Chairman Healy further explained the as-built plans are diagrammatical. He noted there are 10 or 12 valves on one side of the building that are not accessible.

Committee Member Vetro inquired if an access panel can be installed under where the valves are currently located. The Chairman said certain pipes may have to be relocated because access is not readily available and there are at least a dozen that have the potential of needing to be re-plumbed. Committee Member Jansen asked whose responsibility the valve access is; the Chairman said it's a means and methods issue, meaning he believes the responsibility lies with the person who installed them. Committee Member Jansen said it clearly lies with Salce Contracting.

Former Chief LaVecchia suggested installing line extensions. Committee Member Vetro said he does not believe a shut off valve is required for every valve in the building; he believes a main shutoff for each area should be sufficient. Chairman Healy said the valve locations are not known at this time, or how to remediate the issue. Ret. Battalion Chief Healey said changing the filters for the HVAC systems will also present a problem as many are not accessible.

Chairman Healy reported that Mr. Bialecki sent an email to him and Attorney Donofrio stating his opinion regarding the emergency pulls/call for aids and noted that Salce Contracting owns the work. Along with a needed estimate from Huntington Power regarding the TVSSs (transient voltage surge suppressor), an estimate will be obtained from an in-house electrician (recommended by Attorney Donofrio) regarding the call for aids.

The Chairman reminded the Committee a Bulletin was issued regarding the house trip lights, although CES was hesitant to issue it. Attorney Donofrio recommends CES quantify the work required for the house trip lights as it should have been done when there were no ceilings. This will have an effect on what the value is that's attached to it. The Chairman said the other thing for the in-house electrician is to quantify the work on the emergency generator switch in the day room. He believes the national code is in line with the City of Milford code, and there is nothing more stringent in the Milford code. He added he believes CES owns the generator switch work as they should have known because of where the generator was ultimately positioned, an emergency shut-off switch would be required.

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Chairman Healy discussed the need to have R. Novia program the HVAC system for shutdown and startup to avoid hurting the equipment. He said R&R Mechanical owns the equipment; he added Mr. Bialecki has stated that R. Novia can return and do the programming. Ret. Battalion Chief Healey explained the generator testing sequence to the Committee and reminded them of the problem a couple months ago; during a storm, there was a power surge which damaged some of the equipment. The Chairman noted it needs to be done to avoid any damage to equipment. He said he forwarded the email from Mr. Bialecki to Attorney Donofrio, but the commissioning agent is not the conduit. He added that he hopes Mr. Machado will look at the email tomorrow as this needs to be coordinated and cannot be dragged out. He stated that R&R Mechanical has R. Novia as a subcontractor.

The Chairman said the thermostat needs to be relocated from the locked EMT room, and the vent for the double sink in the kitchen is not done per code or spec. Ret. Battalion Chief Healey said the punch list was updated this afternoon with these items on it.

Chairman Healy asked the Committee to approve the current payment application which includes the retainage and approved change orders.

Committee Members Vetro and Bevan made and seconded a motion to approve and pay the payment application to Salce Contracting, releasing half the retainage, in the amount of \$86,190.17. Motion carried unanimously.

5. Executive Session

- a. Discussion of Legal matters related to the Construction Contract
- b. Attorney Jeff Donofrio

Committee Members Bevan and Vetro made and seconded a motion to enter executive session. Motion carried unanimously.

The Committee invited Attorney Jeff Donofrio and Ret. Battalion Chief Healey to remain during executive session.

The Committee entered executive session at 1906 hours.

The Committee returned to open session at 1949 hours.

6. Financial Report

Ret. Battalion Chief Healey presented an invoice from Huntington Power for \$284.10, which represents a labor charge to shut off and check the equipment. He noted there is no charge for

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mileage on the invoice. Also included on the invoice are parts to make repairs totaling \$7,344.80. Committee Member Bevan inquired if this item should be discussed at this time, based on discussion during executive session. The Chairman suggested tabling the equipment portion of the invoice.

Committee Members Bevan and Vetro made and seconded a motion to approve and pay the service call invoice to Huntington Power in the amount of \$284.10. Motion carried unanimously.

Ret. Battalion Chief Healey presented an invoice from IES for work performed over and above the building commissioning, which includes the study for the generator failure, totaling \$2,306.20. He explained Mr. Bialecki made multiple trips that were not included in the original contract. Chairman Healey said he mentioned anticipating this bill at the last meeting.

Committee Members Jansen and Vetro made and seconded a motion to approve and pay the invoice to IES for work performed over and above the building commissioning contract in the amount of \$2,306.20. Motion carried unanimously.

Ret. Battalion Chief Healey reminded the Committee they had previously approved Change Order #31 regarding a \$295 charge for the soap dispensers.

Ret. Battalion Chief Healey presented an estimate from All-Brite Electric for the TVSSs for \$6,800. He said the quote explains the TVSSs will help prevent generator damage in the future. Committee Member Jansen said the TVSSs are not required by code but are recommended. Committee Member Vetro suggested tabling this issue until further conversations may be had with Attorney Donofrio. Ret. Battalion Chief Healey said the quote is good for 30 days. He noted an original quote was obtained from Hall Electric, but second quote from All-Brite was obtained on the request of Chairman Healey.

Ret. Battalion Chief Healey informed the Committee the final Altura telephone invoice has been provided to Salce Contracting as it is included in the allowances.

Ret. Battalion Chief Healey passed out the current account balances spreadsheet to the Committee and explained its contents. He noted the retainage account reflects the amount prior to the Committee approving the release of half the retainage, which was done earlier in the meeting.

Committee Member Vetro informed the Committee the Board of Aldermen recently approved the purchase of the oxygen generator for the station.

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Committee Members Corvino and Bevan made and seconded a motion to pay the invoice in the amount of \$50 to Recording Secretary Colleen Birney from account 0040-4320-5527-4168-0000 (secretary). Motion carried unanimously.

7. Committee Reports: Dedication Ceremony

Committee Member Toohey passed out invitations to the ceremony to the Committee. The dedication will be held on April 13th at 10 am. Cake and coffee will be served by the Dinosaurs and any leftovers will be donated to the Dinosaurs.

Ret. Battalion Chief Healey noted the Department has a podium and a portable sound system that can be used at the ceremony.

The Committee discussed the logistics of the ceremony. There will be an open house after the ceremony. Committee Member Corvino will speak with the adjoining churches about the use of their parking lots. There was some discussion about a program to be provided to the attendees. Former Chief LaVecchia suggested doing a “hose cutting”.

8. New Business

None.

9. Adjournment

Committee Members Corvino and Jansen made and seconded a motion to adjourn at 2019 hours. Motion carried unanimously.

Recorded by C. Birney