

## **East Side Fire Station Building Committee Regular Meeting**

### **Fire Headquarters**

**72 New Haven Avenue, Milford, CT**

**Wednesday, May 30, 2012**

**Call to Order:** Chairman Healy called the meeting to order at 1906 hours. A quorum was present.

#### **1. Roll Call**

Committee members John Healy, Carmen Corvino, William Brennan, Bill Bevan, Jack Jansen, Alderman Phil Vetro, and Judith Toohey. Also present were Chief Louis A. LaVecchia, Retired Battalion Chief William Healey, and Battalion Chief Dan DelVecchio; from DeCarlo & Doll, Inc., Emanuel Machado.

#### **2. Consideration of Minutes Regular Meeting - April 26, 2012**

*Committee Members Vetro and Bevan made and seconded a motion to accept the minutes of the April 26, 2012, regular meeting as presented. Motion carried unanimously.*

#### **Special Meeting - May 4, 2012**

*Committee Members Toohey and Vetro made and seconded a motion to accept the minutes of the May 4, 2012, special meeting as presented. Motion carried unanimously.*

#### **3. Report of Chairman**

Chairman Healy informed the Committee that when Ret. Battalion Chief Healey retired from the Department, he asked Chief LaVecchia to provide him with the financial information provided by Ret. Battalion Chief Healey to Battalion Chief DelVecchio. The Chairman reported that Mr. Machado is currently analyzing the financial information and is matching them with the financial information held by DeCarlo & Doll, Inc. The Chairman explained he is confident the Committee has an accurate accounting.

The Chairman said Ret. Battalion Chief Healey had a meeting the previous week at the job site regarding radio communications. He stated this portion of the project is moving forward and Ret. Battalion Chief Healey would give a full report late in the meeting.

Chairman Healy stated additional electrical work needs to be done. He said the best way to proceed would be to implement time and material billing. Committee Member Vetro inquired as to why there is any additional work needing to be done at this point. The Chairman informed him there are several issues that were not included in the plans. He added that three electrical outlets need to be added to the station classroom, along with reframing as the room is being reoriented. He also added that in this situation it is better to implement the time and material billing because request for price billing would include

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too much back and forth. The Chairman said Ret. Battalion Chief Healey and Battalion Chief DelVecchio would be monitoring the work to be sure of the billing.

The Chairman said Newtown Framing would be closing in the steel structural beams, but the wind bracing in the closets would not be closed in. He said this would also be billed as time and materials.

The Chairman informed the Committee the bank in the back of the site has been graded out and gravel will be put down for the fuel tank. Committee Member Brennan had this work done for \$1800.

Committee Member Vetro thanked the Chairman for his explanation on the additional work, and said he is wary of “extras” and careful with the budget. Chairman Healy said the biggest expense beyond the contract price was the building furniture for \$25,000.

Chairman Healy reported that Salce Contracting will be installing the traffic light. The electric pole will be installed on the station property and hung over the center of the road in front of the station so the road will not have to be dug up. Committee Member Brennan stated there had been a lot of back and forth with UI and the State about this issue.

The Chairman said the furniture is ready to be delivered. He said if the building is not ready to take the furniture delivery, he believes it can be delivered to another City building.

He added that Salce Contracting would be removing the trailer from the site and would be using the station’s exercise room as their office for the duration of the project.

The Chairman also said the apparatus bay is almost ready to be sheet rocked.

Chairman Healy explained he is in receipt of a report from DeCarlo & Doll’s consultant on the cracks in the concrete blocks in the mezzanine. Committee Member Brennan stated he believes no action is necessary. The Chairman summarized the report for the Committee, saying the crack hasn’t grown since first noticed and will be monitored in the future and the whole issue would be revisited in a year. Mr. Machado added this issue is carefully documented. The Chairman passed around to the Committee the summary of the report, along with a detailed report including pictures.

The Chairman said he had been at the site earlier in the day and the grass has been seeded and trees have been planted; there will be more landscaping done before the project is completed. The outside painting has been started. He added that there had been a mistake in the tree planting found and was fixed quickly.

The Chairman told the Committee the Chief pointed out that the entrance to the building in the back does not have a direct route from the parking area for the firefighters. He stated a sidewalk from the parking area to the back entrance would be put in.

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Chairman Healy said the overhead doors will be delivered the next day and installation would begin right away. The Chairman also noted the update given by the storefront contractor was that it would not be ready in the timeframe originally stated. Committee Member Bevan inquired if all the necessary information was submitted to the subcontractor in time; the Chairman stated it was given in accordance with the projected lead time, but unfortunately that lead time seems to be incorrect. He said there would be a temporary plywood storefront put in while waiting for the actual storefront.

The Chairman informed the Committee that Salce Contracting still has to find another subcontractor to construct the stairs to the mezzanine. He reminded the Committee the stair plan was altered to use open treads. The Chairman also stated bulletins were issued regarding the additional framing and electrical work, as well as for one additional drop line to fill the trucks in the apparatus bay.

Chairman Healy said the flagpole was delivered earlier that day.

Committee Member Brennan explained he will be contacting UI regarding the energy savings rebate. The Chairman said the rebate could be used towards the \$15,000 CES commissioning to be done upon project completion.

#### **4. Architect Report**

Mr. Machado reported the project is 86 percent complete. He stated the biggest charge on the current payment application is \$55,000 for the overhead doors, making the total requested on the payment application \$263,000.

Mr. Machado said there had been meetings regarding the traffic light and believes the City is ending up with a more attractive streetscape.

He said the kitchen equipment would be delivered around June 22<sup>nd</sup>. He said there would be a lot of activity going on at the site until the project is completed. Mr. Machado added that the sub-completion date is June 21<sup>st</sup>, and the punch list period should be short due to consistent monitoring throughout the project.

Mr. Machado explained having the commissioning done is very important, along with all the regular inspections and approvals. He said this would be an intense paperwork month. Committee Member Bevan inquired when the approximate total completion date would be; Mr. Machado said everyone is hoping for July 4<sup>th</sup> and everyone is committed to finishing as soon as possible.

Mr. Machado reported on some pending change orders. The traffic work change order is still being analyzed and he would report back on this change order. He said the change

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order regarding the additional MagnaGrip has been taken care of by the Department. Mr. Machado explained the overhead door change order requesting \$9,000 was not approved because no justification was provided. Mr. Machado informed the Committee the sidewalk for the rear entrance was \$3,000, which was approved. He added that three grab bars for the restrooms were approved for \$1,200.

The Chairman explained there is room in the gear locker room for a workbench and another airline for compressed air and electrical outlet would be installed as well. He said Committee Member Brennan was able to obtain stainless steel work tables.

Mr. Machado reported they are trying to get Change Directive #1, regarding Lametta Excavating, finalized. He reminded the Committee \$88,000 was requested for excavation work; the Committee approved and paid \$50,000.

Mr. Machado confirmed that Ret. Battalion Chief Healey and Battalion Chief DeVecchio are handling coordination and monitoring at the job site.

Committee Member Bevan inquired as to the liquidated damage fine the contractor has been incurring from February 9<sup>th</sup>. He commented this contractor has been held to all fines in Stratford and Milford, and the Committee should keep in contact with the Milford City Attorney to recoup all fines for this project. Committee Member Brennan added that also includes the extra monitoring expenses incurred by the City for the duration of the project. Committee Member Bevan inquired if the contractor was being charged a rent to work out of the station exercise room in lieu of the trailer; Committee Member Brennan stated the contractor has a right to use the building.

Chairman Healy stated the project is not in a stage to speak with the City Attorney as of yet, but the Committee would not release the retainage. Battalion Chief DeVecchio stated the retainage holds \$112,000. Committee Member Jansen inquired if the non-completion of the stairs to the mezzanine will hold up the completion date for the project; Mr. Machado said the station can be occupied without the stairs as the mezzanine is purely for mechanical equipment. Chief LaVecchia commented the building would not get a CO without the storefront and stairs installed.

Committee Members Vetro and Toohey made and seconded a motion to approve and pay the current payment application to Salce Contracting up to \$263,000, pending successful installation of the overhead doors by June 8<sup>th</sup>, as recommended by DeCarlo & Doll, Inc. Motion carried unanimously.

Ret. Battalion Chief Healey presented the final draft for the dedication plaque to the Committee for approval. He said he would submit this final draft and the plaque should be completed in two weeks.

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Ret. Battalion Chief Healey informed the Committee the church would allow an electrical wire to be run from a pole on their property in exchange for paving some patches in their parking lot.

Ret. Battalion Chief Healey stated there had been an IT meeting the previous Friday. He said it is preferable to have the subcontractor do all installations and the cost is minimal. He added leftover funding from some of the allowances could be used to pay for the installation costs. He told the Committee he would inform them of the actual price when he is in receipt of it.

Ret. Battalion Chief Healey said the bollard covers are in and will have to be painted. He said the cost of 16 bollards is \$1,004.32. Chairman Healy commented that Ret. Battalion Chief Healey has picked up the slack on several issues and will be giving weekly reports regarding his monitoring of the work progress.

Ret. Battalion Chief Healey explained the original delivery date for the station furniture was in April and the furniture is still sitting in the warehouse. He said the vendor's installers would install in the furniture at no charge once at the station. He said if the furniture needs to be delivered it can hopefully be delivered to Station 5 or Simon Lake School. Chief LaVecchia stated he would like to speak to the person in charge of the furniture warehouse to see if they could get another extension on the delivery as Station 5 cannot be used for storage.

#### **5. Battalion Chief DelVecchio**

Committee Members Toohey and Veto made and seconded a motion to pay the invoice in the amount of \$100 to Recording Secretary Colleen Birney from account 0040-4320-5527-4168-0000 (secretary). Motion carried unanimously.

Committee Members Brennan and Vetro made and seconded a motion to pay the outstanding Connecticut Materials Testing invoice after verification. Motion carried unanimously.

Battalion Chief DelVecchio stated an invoice from DeCarlo & Doll for ten hours of work by Mr. Troy Dixon needs further clarification.

Chairman Healy explained to the Committee that as Battalion Chief DelVecchio is the new finance point-person for the project, he asked him to prepare a document to see the project's finances now and going forward. He thanked Battalion Chief DelVecchio's time and effort he has been putting into the project thus far. Battalion Chief DelVecchio explained the financial document to the Committee. Ret. Battalion Chief Healey

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commended Battalion Chief DelVecchio's work on this document, stating the City's accounting system is outdated.

#### **6. New Business**

Chairman Healy built a dining room table for the station on behalf of the Committee and Committee Member Brennan donated material for its construction. The Chairman wrote a letter of presentation on behalf of the Committee. After reading the letter to the Committee it was given to Battalion Chief DelVecchio and a copy will be made suitable for framing after being signed by the Committee Members. The table size is 9' 4" L x 43" W.

#### **7. Adjournment**

Committee Members Bevan and Vetro made and seconded a motion to adjourn at 2053 hours. Motion carried unanimously.

Recorded by C. Birney