

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters Training Room

72 New Haven Avenue, Milford, CT

Thursday, June 21, 2010

Call to Order: Chairman Healy called the meeting to order at 1731 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, and Firefighter Eric Mohr.

2. Consideration of Minutes

Regular Meeting - June 10, 2010

Committee members Brennan and Vetro made and seconded a motion to accept the minutes of the June 10, 2010, meeting as presented. Motion carried unanimously.

3. Interview of Architects selected at June 10 meeting

Chairman Healy read to the Committee the correspondence that had been sent out to the three architects. The letter outlined the proposed square footage that is needed, and asked the architects to make a presentation to the Committee that would be limited to 20 minutes, with a question and answer period following.

The Chairman then handed out two lists of questions prepared by Chief LaVecchia and Committee Member Brennan.

Committee Member Brennan then notified the Committee that he has connections to all three architectural companies, and wanted the Committee to be aware. He assured the members that he could be objective in the selection process. Chairman Healy reminded the Committee that Committee Member Brennan has been in the business for 30 years, and it should come as no surprise that he would know the architects.

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The Committee then started the architect presentations.

BL Companies

Members present: Denis Rioux, Project Manager; Mark Pozzi, Architect; Gregory Longo, MEP Engineer; John Schmitz, Jr., Civil Engineer

- Full-service firm with everything in-house, with the exception of geotechnical engineering.
- One-point contact through the Project Manager; and conversely, easier line of communication from the Committee to everyone involved in the design and building process.
- “Panoply” of professionals on staff, including environmentalists.
- Good resume of public service facilities, including police stations, State police stations, and fire stations.
- Have one gold and one silver LEED project(s) currently.
- Done a study on the current layout of Milford’s fire stations, with the understanding that the East Side Station will be replacing Stations 5 and 6.
- Approach of projects is from the bottom up. They evaluate the needs assessment through focus groups and members of the Department. They would like to meet with all shifts of the Department in order to get into the culture of the Department. “Our goal is to get as much information as possible.”
- One of the items of study is the availability of the Station for community use.
- Understands the local bidding process and Planning and Zoning Board.
- Use of “bubble diagrams” for the needs assessment list, and more time will be spent early on as the shape, form and materials used will be the most significant factors in the building.
- In the concept development phase, schemes are narrowed down and a paper trail will be provided to the public.
- Project schedule: out to bid in 20 weeks, a year and a quarter into the new Station.
- Budget and schedule tracking a big part of the process.

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- Stresses communication with both the Committee and the public. Very important to have everyone on the same page.
- Why BL Companies? Full-service firm that understands public safety, with an impressive bench in each discipline, and many repeat clients.

Q&A

Asked by Chairman Healy:

If you're selected, will you provide a total cost estimate needed for bond authorization (minus land acquisition) at no cost to the City of Milford? *Answer:* Yes. *Question:* Can you provide that estimate within seven days of tonight? *Answer:* Yes.

Question: Do you have any suggestions on how to better communicate with the public? *Answer:* By example, while working on the Prospect Fire Station, what won the community over was an open house at the station. The public was able to see and touch the need for the renovations. We are not shy about helping set something like that up here.

Question: Have you built a career fire station? *Answer:* Yes. Station 26 in Danbury, which is a single-truck station, but runs 24/7.

Asked by Committee Member Brennan:

Based on your team's experience designing fire stations, tell us an important lesson learned that you will be applying to our project. *Answer:* Waterbury was a tough process because of the lack of communication between the Department and the public. It is important to be proactive and tell the public why the project is needed or desired.

Question: Based on your qualification package and your fire station experience, which project are you most proud of and why? *Answer:* Deep River Volunteer Fire Department. They had a very challenging budget; but we were able to come up with multiple variations while keeping within budget by designing a solution that meets needs on a phase basis, so they can "shop as they go".

Question: Explain how your team will work to keep on schedule and within budget. *Answer:* Explained in presentation. (*Please see bullet points above*)

Question: Is your company responsible for the site survey? *Answer:* We can do that in-house, with the exception of the geotechnical; but we can hire out for that aspect.

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Asked by Committee Member Jansen:

Do you have a specific proposed fee for this job? *Answer:* We have the proposed size of the building, but there are a lot of what-ifs depending on the location.

Asked by Chief LaVecchia:

How much could the site raise cost? *Answer:* I would guess about 20-30,000.

Asked by Committee Member Vetro:

From the time we break ground, can you estimate how long the project will take time-wise? *Answer:* We assumed an eight-month construction period. A fire station is not a complex structure.

DeCarlo & Doll, Inc.

Members present: Peter F. Burns, Vice President; Fred Clark, Civil Engineer; Robert W. Grzywacz, Vice President; Delbert Smith; Doron Dagan, Principal; Barry Froeberg, Vice President; Troy Dixon, Structural Engineer; Manny Machado, Architecture; Jim Wilson, Architecture.

- Lot of Milford experience: Milford Transit, Colonial Toyota, many bridges (the “kissing bridge”).
- Notable fire station experience: Station 4 in Waterbury, which was a historic building that was renovated while still being utilized.

Station 10 in Waterbury.

Hamden Fire Headquarters, which will be put out to bid in July or August of this year.

Prospect Fire Station and Orange Fire Station.

- Heavy emphasis on client satisfaction.
- Full-service firm, including geotechnical engineering.
- Knowledgeable in ConnDOT permits and approvals.

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- Future planning on the changing apparatus of the Department.
- Understands limitations and special needs of fire stations in residential areas.
- Scheduling: two tracks in one office. Civil takes care of the clearing and grading of the site. Can break ground next spring.
- Will work closely with the Committee and will communicate and keep track of the schedule and the budget.
- Uses various programs for energy modeling.
- For energy efficiency, they look at the total building, not just MEP systems.
- Educate the client to ensure system efficiency in the future.
- “Quick and efficient” team.
- Will start work immediately for early completion.

Q&A

Asked by Committee Member Brennan:

Based on your team’s experience designing fire stations, tell us an important lesson learned that you will be applying to our project. *Answer:* Have learned a lesson every time we have built a facility, because every station is different. We bring everything we’ve learned to the next client, keeping in mind that the budget is the bottom line.

Question: Based on your qualification package and your fire station experience, which project are you most proud of and why? *Answer:* Yours. Proud of every single project. “We say we don’t want this job, we want the next job.”

Asked by Chief LaVecchia:

If you’re selected, will you provide a total cost estimate needed for bond authorization (minus land acquisition) at no cost to the City of Milford? *Answer:* Yes. . *Question:* Can you provide that estimate within seven days of tonight? *Answer:* Yes.

Question: What career fire stations have you built from the ground up? *Answer:* Danbury, and Hamden, which is going out to bid in July or August.

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Asked by Committee Member Toohey:

Who will be our day-to-day contact during the completion of the project. *Answer:* Peter Burns. He represents the Committee. He can and will attend every meeting. The firm meets daily and goes over the weekly schedule.

Silver, Petrucelli & Associates

Members present: William Silver, Principal; Dean Petrucelli, Vice President; Kenneth Sgorbati, Principal; Paul Jorgenson.

- Have expanded to 36 architects and engineers since building Station 8 for Milford.
- Highlight of recent projects in a variety of towns, including Washington, Sherman, Oxford (have been asked back for three additional projects), New Milford, Woodbridge.
- LEED silver facility in the 18,000 square foot East Hartford Fire Station, and used the AARA grant.
- Have the ability to produce multiple design schemes for presentation to the Committee.
- Efficient and practical design systems.
- In-house energy modeling.
- Will upload all information pertaining to the project onto a secure website that the Committee will have access to.
- Have completed 16 fire station projects; two LEED projects in-state.
- Responsive service; “We live here.”

Q&A

Asked by Chief LaVecchia:

What is your time line on this project? *Answer:* Can start the programming right away and can finish the schematics by the middle of August, with documents being completed in October, and bidding in November or December. *Question:* If you’re selected, will

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you provide a total cost estimate needed for bond authorization (minus land acquisition) at no cost to the City of Milford? *Answer:* (Included in the firm's hand-out). First "stab" at the estimate. We don't go outside for estimating; we know pricing.

Question: Can you provide a revision of that estimate within seven days of tonight?

Answer: Yes. All we need is your input.

Asked by Committee Member Brennan:

What is your bottom line to finish on the "fast track"? *Answer:* October or November, 2011. *Question:* Based on your team's experience designing fire stations, tell us an important lesson learned that you will be applying to our project. *Answer:* With each project, we are learning; but most importantly, we have learned to get everyone involved very early on in the project. Very sensitive to neighbors; "We can't talk to them enough. We give them courtesy presentations and appreciate their input."

Asked by Chairman Healy:

Based on your qualification package and your fire station experience, which project are you most proud of and why? *Answer:* West Shore, because it worked very well; although Woodbridge and New Milford make us proud for different reasons. All were challenging.

4. New Business

Chairman Healy acknowledged that the Committee had been given a lot of information over the course of the evening.

Vice-Chairwoman Corvino reminded the Committee that DeCarlo & Doll, Inc., would be sending over their hourly rates on June 22nd.

Firefighter Mohr reported that he would have his report on the Bridgeport Fire Station available for the next meeting.

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5. Selection of next meeting date, time, and location

The Committee decided that the next meeting would be held on June 30th at 6:00 at Fire Headquarters.

The subsequent meeting will be held on July 6th at 6:00 at Station 7.

6. Adjournment

Committee Members Vetro and Toohey made and seconded a motion to adjourn at 2017 hours. Motion carried unanimously.

Recorded by C. Birney