

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, September 5, 2012

Call to Order: Chairman Healy called the meeting to order at 1905 hours. A quorum was present.

1. **Roll Call**

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

2. **Consideration of Minutes**

Regular Meeting - August 7, 2012

Committee Members Corvino and Vetro made and seconded a motion to accept the minutes of the August 7, 2012, regular meeting as presented. Motion carried unanimously.

3. **Report of Chairman**

Chairman Healy informed the Committee Members that a to-do list has been created. He stressed the to-do list is not a punch list as the project has not arrived at Substantial Completion. He said the list had been compiled by himself, Committee Member Brennan, Chief LaVecchia, and Ret. Battalion Chief Healey, made up mostly of finishes, like the kitchen cabinets and some mortar fixes, and a few bigger items, such as the mezzanine stairs.

Chairman Healy stated that the mezzanine stairs are almost complete and the railing would be installed on September 6th. He said the epoxy floor has been laid and the MagneGrip is in place.

The Chairman discussed the electrical work being behind schedule. He said the electrician has been spoken to. The overhead doors are not yet powered, but the hope is they will be powered by September 7th.

Committee Member Jansen inquired as to what has been holding the electrical work up. The Chairman said the emergency disconnect needs to be installed in the day room, along with the lights in the soffit over the building sign. Committee Member Brennan added that much of what needs to be done electrically has to do with energizing items.

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Chairman Healy reported the traffic lights in front of the station have been installed and the flashing light by Baxter Lane will be installed by KTM.

Committee Members Vetro and Jansen made and seconded a motion to enter executive session to discuss a legal matter. Motion carried unanimously.

The Committee invited Chief LaVecchia, Battalion Chief DelVecchio, Ret. Battalion Chief Healey, and Mr. Machado to remain during executive session.

The Committee entered executive session at 1911 hours.

Committee Members Brennan and Jansen made and seconded a motion to return to open session. Motion carried unanimously.

The Committee returned to open session at 2005 hours.

Chairman Healy said the project is obviously behind schedule. He said it might behoove the Committee to speak with the City Attorney to see what the options are regarding the contract. He stated the City has sustained a loss in additional architectural fees and Fire Department expenses. He added that although the additional architectural fees had not been anticipated, the money had been wisely spent.

Committee Members Corvino and Bevan made and seconded a motion that the Building Committee requests the City Attorney to consider seeking reimbursement from Salce Contracting for costs incurred due to the contractor's schedule delay, per the terms of the contract. Motion carried unanimously.

4. Architect Report

Mr. Machado reported the project had been 92 percent complete last month. He said there is no updated payment application, but in the last discussion Salce Contracting stated the project is 98.5 percent complete at this point. Mr. Machado noted it is not infeasible the percentage is around there. He reiterated there are a few remaining items, such as the mezzanine stair work and the electrical work, along with the final cleaning and commissioning.

Mr. Machado said there was a job meeting on August 29th, and at that point there seemed to be about three to four weeks left of work. He said they are doing their best to monitor

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the progress and assisting with the to-do list. He said the goal of the to-do list is to shorten the punch list period.

Mr. Machado stated there are several open change orders. He presented Change Order #37 regarding the mezzanine stair modification for \$2,767. Additional information has been requested from Salce Contracting and has not yet been received. He suggested discussing this change order at a future meeting.

Change Order #35 had been discussed and approved at the last meeting regarding the pantry floor for \$876.

Change Order #36 regards the RFP panels for \$3,551. Sufficient backup information was received from Salce Contracting and was monitored by Ret. Battalion Chief Healey. Mr. Machado suggested the Committee approve and pay the change order.

Committee Members Jansen and Vetro made and seconded a motion to approve and pay Change Order #36 for the modified RFP panels in the amount of \$3,551. Motion carried unanimously.

Chairman Healy noted the modified RFP panels are a thicker and heavier gauge and the upgrade is part of the due diligence by Mr. Machado.

Change Order #37 regards the additional truck fill for the apparatus bay for \$1,668. Mr. Machado said this item is still being analyzed, but should not exceed the given price.

Committee Members Vetro and Brennan made and seconded a motion to approve and pay Change Order #37 for the additional truck fill, not to exceed \$1,668, pending analysis by Mr. Machado. Motion carried unanimously.

Chairman Healy stated that included in the total price is a \$500 insulation pipe. He said Mr. Machado will discuss this item with Salce Contracting.

Change Order #38 regards the additional compressed air line for \$708. Sufficient backup information was received and Mr. Machado suggested the Committee approve and pay the change order.

Committee Members Vetro and Bevan made and seconded a motion to approve and pay Change Order #38 for the additional compressed air line in the amount of \$708. Motion carried unanimously.

Change Order #39 regards the condensate pumps for \$311. He said that the pumps were necessary to cross the taller corridor ceilings. Sufficient backup was received and Mr. Machado suggested the Committee approve and pay the change order.

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Committee Members Vetro and Bevan made and seconded a motion to approve and pay Change Order #39 for the condensate pumps in the amount of \$311. Motion carried unanimously.

Change Order #40 regards installing a spreader for the truck water fill meter for \$511. Ret. Battalion Chief Healey explained the meter had to be moved to monitor the water used in the trucks. Committee Member Brennan commented this will save the City money in the long run.

Committee Members Jansen and Vetro made and seconded a motion to approve and pay Change Order #40 for the truck water fill meter in the amount of \$511. Motion carried unanimously.

Change Order #41 regards the installation of the owner-provided sink for \$1,100. Mr. Machado explained all the work has been documented and reviewed, but a credit for the original sink needs to be explored a little further.

Committee Member Vetro made a motion to approve and pay Change Order #41 for the installation of the owner-provided sink in the workroom in an amount not to exceed \$1,100, pending further analysis by Mr. Machado. Committee Member Bevan seconded the motion. Motion carried unanimously.

Committee Member Brennan explained further the sink is a stainless steel corner unit and the installation is more complicated than one would think. Chairman Healey commented the price seems fair. Ret. Battalion Chief Healey said a credit is still owed on this item.

Mr. Machado stated there are no further pending change orders. He added that the committee will have to meet again to discuss the payment application.

Mr. Machado said he hopes the Committee finds the building handsome.

5. Financial Report

Committee Member Corvino presented an invoice from DeCarlo & Doll, Inc., for architectural services rendered by Mr. Machado in June, 2012, totaling \$12,880. A \$12,880 credit was applied, making the balance due \$0.

Committee Member Corvino presented two invoices from DeCarlo & Doll, Inc., for architectural services rendered by Mr. Machado in July and August of 2012, totaling \$23,402.50.

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Committee Members Vetro and Jansen made and seconded a motion to transfer \$25,000 from the construction account to the architectural account.

Committee Members Vetro and Jansen modified the motion to transfer \$25,000 from the construction account to the architectural professional services account. Motion carried unanimously.

Committee Members Vetro and Corvino made and seconded a motion to pay the invoices for DeCarlo & Doll, Inc., for services rendered in July and August, 2012, totaling \$23,402.50. Motion carried unanimously.

Committee Members Corvino and Bevan made and seconded a motion to pay an invoice to Connecticut Materials Testing for traffic signal work done on August 17, 2012, totaling \$285.85. Motion carried unanimously.

Ret. Battalion Chief Healey explained Regional Water Authority yokes had been purchased for the meters for the truck fills.

Committee Members Vetro and Brennan made and seconded a motion to pay the invoice to the Regional Water Authority for meter yokes totaling \$808. Motion carried unanimously.

Ret. Battalion Chief Healey explained the invoice for IT work had been handed over to Mr. Machado so it could be included in the next payment application under the phone allowance, as previously discussed.

Ret. Battalion Chief Healey presented a quote from Huntington Power to connect the generator and fuel tank, totaling \$2,900. He added Salce Contracting might owe a credit on this line item and Mr. Machado should investigate further. Chairman Healey explained there is an intervening component and several requests for drawings had been made. Mr. Machado said there had been several emails regarding this issue with Salce Contracting. Committee Members Vetro and Bevan made and seconded a motion to pay the invoice to Huntington Power for generator/fuel tank hookups, in an amount not to exceed \$2,900, pending further analysis by Mr. Machado. Motion carried unanimously.

Ret. Battalion Chief Healey presented an invoice for sealing and painting the fuel tank for \$2,620. He explained the original plan was to have this work done in-house, but that did not come to fruition. Committee Member Toohey suggested tabling this issue to a future meeting. Chairman Healey commented the vendor who provided the quote isn't the only vendor that provides this service and another estimate should be acquired. The issue was tabled to a future meeting.

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Ret. Battalion Chief Healey reported the kitchen appliances would be delivered on September 10th. The installation cost was \$1,350 and had already been approved. The installer had been at the site a few days earlier and noted there would be an additional \$500 installation cost that can be taken out of the allowances for the water supply and gas connections. He added that another additional \$750 would be needed for housing for the dishwasher. Mr. Machado noted that new dishwashers typically do not come with a housing box. Chairman Healy suggested looking at restaurant supply stores for a premade dishwasher housing. Committee Member Brennan commented that because of the ADA compliance rules, the bottom of the sink has to be open to accommodate. Mr. Machado stated there are sufficient funds in the allowances to accommodate this request. Committee Members Jansen and Brennan made and seconded a motion to authorize additional installation costs totaling \$1,250. Motion carried unanimously.

Battalion Chief DeVecchio submitted AV equipment quotes. He noted that if the Department takes care of installation of the equipment themselves, some savings could be obtained. Chairman Healy suggested tabling this issue to a future meeting. He thanked Battalion Chief DeVecchio for doing his due diligence on this issue.

Battalion Chief DeVecchio submitted parking lot sealing quotes. Chairman Healy said this sealing would have to be done in the future. Mr. Machado said it might be a part of the spec. Committee Member Brennan said the sealing is prudent to do but not at this time. Chairman Healy suggested tabling this issue to a future meeting.

Battalion Chief DeVecchio announced that \$3,690 had been disbursed into the construction account from the UI energy incentive program.

Committee Members Toohey and Vetro 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.

6. Committee Reports: Dedication Ceremony

Committee Member Toohey reported the Dedication Committee met earlier in the evening. The invitation list is being compiled and the Committee would be receiving input from Chief LaVecchia.

Committee Member Toohey confirmed the Dinosaurs would be providing the food for the dedication, and the Committee will be talking to Battalion Chief DeVecchio about desserts.

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Committee Member Toohey said the ceremony itself will be kept as short as possible. She noted that Dispatcher Tibor had been present to take pictures of the Building Committee at work and would return at a later date to take a group picture, all to be included in a slideshow that would be presented at the dedication.

Committee Member Toohey added she would be contacting the three area churches to see if they would like to participate in the dedication ceremony.

7. New Business

Ret. Battalion Chief Healey informed the Committee the speaker cover screws would be painted to blend into the ceiling. The wall map will be installed on September 24th and 25th. The phone installation will be on September 10th, and the IT installation will be on September 13th. The appliances will be delivered on September 10th and be installed on September 11th. The gear dryer is on-site and will be installed.

The dedication plaque was presented to the Committee. Ret. Battalion Chief Healey stated Mr. Sign will fabricate a "980" to mount above the front entrance of the station. Committee Members Bevan and Toohey made and seconded a motion to mount the dedication plaque inside the first set of double doors on the wall opposite the public transaction window. Motion carried unanimously.

Chairman Healy wished Committee Member Brennan a happy birthday. The Committee decided to meet next on September 19th at 7:00 at Fire Headquarters.

8. Adjournment

Committee Members Vetro and Brennan made and seconded a motion to adjourn at 2110 hours. Motion carried unanimously.

Recorded by C. Birney