

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

**Fire Headquarters**

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

**Wednesday, September 19, 2012**

**Call to Order:** Chairman Healy called the meeting to order at 1910 hours. A quorum was present.

1. **Roll Call**

Committee members John Healy, Carmen Corvino, Bill Bevan, and Alderman Phil Vetro. Also present were Chief Louis LaVecchia and Battalion Chief Dan DelVecchio; from DeCarlo & Doll, Inc., Emanuel Machado.

2. **Consideration of Minutes**

**Regular Meeting - September 5, 2012**

Committee Members Corvino and Vetro made and seconded a motion to accept the minutes of the September 5, 2012, regular meeting as presented. Motion carried unanimously.

3. **Report of Chairman**

Chairman Healy reported that he and Committee Member Brennan met with the City Attorney to discuss the project's status. The City Attorney believes it is appropriate for the Committee to resolve as much as possible with Salce Contracting prior to the project's completion.

Committee Members Corvino and Bevan made and seconded a motion to amend the agenda to include and enter executive session to discuss a legal issue pertaining to the disposition of unresolved change orders and Change Directive #1. Motion carried unanimously.

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

The Committee entered executive session at 1916 hours.

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

The Committee returned to open session at 1951 hours.

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Chairman Healy explained that he, Committee Member Brennan, and Mr. Machado met with Anthony Salce and Mike Vitello to discuss and try and resolve some pending change order issues. Change Directive #1 had also been discussed and it is now recommended that it be changed to a formal change order. Mr. Machado noted the Committee approved and paid Change Directive #1 for \$50,000, and he is recommending an additional \$15,000 be approved and paid to resolve this directive/change order.

Committee Members Vetro and Corvino made and seconded a motion to pay an additional \$15,000 to convert Change Directive #1, issued in August, 2011, to a formal Change Order. Motion carried unanimously.

Chairman Healy commented the original request for payment surrounding the original Change Order Proposal was much higher than the settled agreement. He said this was a good move for the Committee.

The Chairman reported some time and material (T&M) work is still pending, some is in progress, i.e., the electrical work. He suggested the Committee suspend non-essential T&M work to the project completion. The Chairman noted that T&M work is beyond the contract.

Committee Members Bevan and Vetro made and seconded a motion to suspend any incidental electrical work that is for the convenience of the Fire Department. Motion carried unanimously.

Chairman Healy said the floor mats have been installed and the mezzanine stairs are complete.

Chairman Healy informed the Committee that Salce Contracting renewed discussion on three Change Orders received on January 30, 2012: Change Order Proposals 17, 18, and 19. He reminded the Committee that these were reviewed back on February 18, 2012. At that time, DeCarlo & Doll recommended that no action be taken on these until Salce Contracting responded to their emails and requests for appropriate back-up materials.

The Committee maintained their position, as recommended by DeCarlo & Doll, Inc.

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

Mr. Machado reminded the Committee that several Change Orders were approved at the last meeting. He said a credit on the owner-provided sink was received.

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Mr. Machado reported that Proposed Change Order #30 regards T&M work on sheetrock to enclose steel beams in the apparatus bay. He said Ret. Battalion Chief Healey had monitored the work performed and had signed off on most tickets. After analysis by Mr. Machado, he is recommending the Committee approve \$19,154 for this work, to be included in the recent Payment Application. Committee Member Bevan inquired if this sheetrock work was done subsequently to the contract; the Chairman said it was, being T&M work requested by Chief LaVecchia and the Owner. Mr. Machado stated Newtown Framing performed the work.

Committee Members Corvino and Vetro made and seconded a motion to approve PCO #25, Change Order #30, and include \$19,154 in the Payment Application. Motion carried unanimously.

Mr. Machado said in the overall picture, Unforeseen Conditions Change Orders aside, the project's Change Order costs represent around 5% of the Construction Cost. Committee Member Vetro asked for further clarification and justification on the enclosure of the steel beams. Mr. Machado explained that there was a concern that birds and pigeons might perch on the bottom flange of the exposed steel beams of the apparatus bay. Chairman Healy noted this enclosure work was done contemporaneously with other framing and sheetrock work.

Chairman Healy noted that Ret. Battalion Chief Healey had provided a working to-do list. Committee Member Vetro inquired if there is an estimated project completion date. Mr. Machado said he is estimating mid-October, and the project is about 97 percent complete. The Chairman said the electricians are working overtime in the evenings. Battalion Chief DeVecchio commented that even at the contractor's slowest pace, they were completing work at 3 percent per month.

Mr. Machado presented a payment application to the Committee. He said he had requested documentation from Salce Contracting confirming that KTM would complete the traffic signal work by September 21<sup>st</sup>. He said he had not yet received that documentation, but will confirm this work is done prior to approving the payment. Mr. Machado added that Salce Contracting has been requesting payment on some of the allowances, but have failed to provide any requested receipts or invoices for the work; therefore, he has rejected allowances requests in the payment application.

Committee Members Vetro and Corvino made and seconded a motion to approve and pay the payment application to Salce Contracting in an amount not to exceed \$142,000, pending confirmation by Mr. Machado. Motion carried unanimously.

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Mr. Machado suggested the Committee revisit the issue of the building commissioning. He said he had received a ballpark quote from CES for the commissioning in the amount of \$12,000. Chairman Healy noted that it is the contractor's obligation that everyone is instructed on the operations of the building. He added that Committee Member Brennan had suggested the Committee consider another commissioning company for a possible better price and for impartiality, as CES did the engineering on the building. Committee Member Vetro said that the Committee had already approved building commissioning; the Chairman said they had, but do not have a contract with any set company. Committee Member Vetro said he would rely on Mr. Machado's judgment to hire a commissioning company. Mr. Machado said he would submit a list of commissioning companies to the Committee for their review.

#### **5. Financial Report**

Committee Members Vetro and Bevan made and seconded a motion to pay an invoice to Cablevision for installation and activation of the Ultra Package, totaling \$439.27. Motion carried unanimously.

Committee Members Vetro and Bevan made and seconded a motion to pay an invoice to Connecticut Materials Testing for compaction work done on August 8 and 9, 2012, totaling \$353.35. Motion carried unanimously.

Committee Members Vetro and Bevan made and seconded a motion to pay an invoice to Daniel's Equipment Company, Inc., for the gear washer delivery and installation, totaling \$6,675, pending further analysis by Ret. Battalion Chief Healey. Motion carried unanimously.

Committee Members Corvino and Vetro made and seconded a motion to pay an invoice to Business Network Group for IT consultation services totaling \$540. Motion carried unanimously.

Committee Members Bevan 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 Corvino reported that Committee Member Toohey will be having a meeting with the secretaries of the Fire Department to create an invitation list on September 28<sup>th</sup> at 2:00. She added that the slideshow is being worked on and a group

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picture would be taken at the next meeting when Committee Members Toohey and Jansen could be present.

Committee Member Corvino inquired if anyone had input on the presence of a bagpiper at the dedication ceremony. Committee Member Vetro said Chief LaVecchia explained a bagpiper is tradition for the opening of a new fire station in Milford. Battalion Chief DelVecchio said Milford has a bagpiper.

Committee Member Vetro said the monument that was moved to the new station would be dedicated on a day other than the dedication ceremony day.

7. **New Business**

None.

8. **Adjournment**

Committee Members Vetro and Corvino made and seconded a motion to adjourn at 2113 hours. Motion carried unanimously.

Recorded by C. Birney