

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, October 12, 2011

Call to Order: Chairman Healy called the meeting to order at 1730 hours. A quorum was present.

1. Roll Call

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

Committee Members Toohey and Bevan made and seconded a motion to reorder the agenda to proceed with the Report of the Chairman item. Motion carried unanimously.

2. Report of Chairman

Chairman Healy reported that the day before, no physical work was done at the site. He reported that the east and west sides of the concrete slab were ready to be poured and that the structural steel would be on-site on October 21st.

Committee Member Brennan said that the soil removed for the building's footprint is being reused as fill, saving the project about \$250,000 worth of material. He stated that the Geotechnical company Heller and Johnsen, were not on site when the material was tested, therefore they would not "bless" the material for reuse. Committee Member Brennan explained that proper procedures involving DeCarlo & Doll and CT Testing were followed for materials testing as required. Mr. Machado stated that it is due to Committee Member Brennan's hard work that they were able to save these costs.

With regards to the continued scheduled delays, Mr. Machado added that Salce Contracting has only recently contracted all necessary subcontractors to perform the work.

3. Consideration of Minutes

Committee Members Bevan and Corvino made and seconded a motion to correct the agenda to reflect consideration of the minutes from the September 19, 2011, regular meeting. Motion carried unanimously.

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Committee Members Toohey and Bevan made and seconded a motion to accept the minutes of the September 19, 2011, regular meeting as presented. Motion carried unanimously.

4. Architect Report

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Mr. Machado informed the Committee that he went to Salce Contracting's warehouse to verify the storage of material that was purchased specifically for this project. He explained that there were 33 palettes (containing 15 boards each – approximately 14,000 SF) of roof composite panels and insulation. He recommended the Committee approve payment of \$23,624.61, pending receipt of the certificate of insurance on the stored material.

Committee Members Jansen and Brennan made and seconded a motion to approve payment of \$23,624.61 to Salce Contracting for stored material cost for roof composite panels and insulation, pending receipt of the insurance certificate, as per recommendation by DeCarlo & Doll. Motion carried unanimously.

Mr. Machado reported that he received a payment application from Salce Contracting on October 10th for work performed in September, 2011. He explained that the payment application requests \$194,164.55, which represents job completion at 26%. He went on to report a more detailed breakdown of costs and work performed noted on the payment application.

Committee Member Bevan inquired if this payment application would put the project over the \$3.2-million contract; Mr. Machado explained that the project balance to date is \$3,304,905, (including the seven approved change orders and one CCD.) He further explained that this is a 3% increase from the contract bid, which in his experience is not unreasonable.

Chairman Healy commented that the contractor was the low bidder and the Committee performed their due diligence and have taken care of things as they happen. He added that there is still an issue with the schedule delays. Committee Member Brennan further said that although additional monies have been spent, a lot of money was saved on the site work given that no new structural fills materials had to be brought on site.

The Committee discussed how to bring closure to CCD 1; Mr. Machado recommended that steps outlined at meeting with Salce be adhered to. He reported that once Salce provides the revised numbers, the matter will be brought to the Committee for approval on the final amount.

Committee Members Brennan and Corvino made and seconded a motion to approve the payment application in the amount of \$189,164.55 to Salce Contracting, as recommended by DeCarlo & Doll. Motion carried unanimously.

Mr. Machado stated that he spoke with the Milford City Attorney and the bonding company regarding the revision of the schedule of values. He said that the City Attorney

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requested a letter from DeCarlo & Doll explaining the schedule of values revision. Mr. Machado shared his drafted letter with the Committee.

Mr. Machado informed the Committee there was a meeting at the site between Mr. Salce, Chairman Healy, and Committee Member Brennan. He said they called him during the meeting to discuss the revision of the steel shop drawings, and there was an agreement to pay Salce Contracting \$1861 for those revised shop drawings. Committee Member Bevan inquired why the steel work needed revision; Mr. Machado informed him that much of the steel work had been simplified, therefore requiring less material.

Committee Members Corvino and Jansen made and seconded a motion to approve Change Order #8 in the amount of \$1,861 to Salce Contracting, as per recommendation by DeCarlo & Doll. Motion carried unanimously.

Mr. Machado informed the Committee that the City of Milford requires three layers of brick at the bottom of newly-constructed manholes. He stated that for three manholes, the initial change order request amount was \$12,000. He said at this point, the number sits at \$5,400 as an estimate. He added that the Owner and DeCarlo & Doll will be notified prior to this work being performed so they may have an agent on-site to monitor the work.

With regards to another site meeting topic, Chairman Healy explained to the Committee that Salce Contracting formed the idea to place extra conduit line from the mechanical room to the shed through the walls, saving the project \$2,000.00 on another Change Order.

Mr. Machado moved on to the Regional Water Authority tap-in fee issue. He stated the estimate from the Regional Water Authority is \$26,431.70. He noted that Salce Contracting at one time agreed to pay this fee, but has since reneged. He recommended to Chairman Healy that since this is for the City of Milford (similar to contract allowances items,) it would be in the City's best interest to own the related contract for the work. As such, he recommended that the City pay the RWA fee.

Mr. Machado stated he had contacted the Regional Water Authority to inquire if contractors or cities usually pay the fee; the Regional Water Authority said it goes both ways. He reviewed different types of contract situations with the Committee so that they may better understand when and how this fee is paid by a contractor or construction manger, versus instances where the fee is paid by cities and towns.

Committee Member Brennan stated that this is a contract between the City of Milford and the Regional Water Authority, and much of the costs in the estimate are for materials

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needed. Committee Member Brennan added that he had checked the costs of the material and they all seem to be accurate.

Committee Member Toohey voiced her concern that this is not the first time Salce Contracting has gone back on an issue they signed to do in the contract. She stated that the Committee takes its time and listens to the recommendations from DeCarlo & Doll when it comes to payment applications.

Mr. Machado then stated that \$3,400 of the submitted RWA estimate is fees. He suggested that the City of Milford enter into a contract with the Regional Water Authority for the work to be performed. He stated that the Committee could pursue its interests regarding the \$3400.00 fees in question with Salce Contracting at a later date.

Mr. Machado added that although Salce Contracting had this information from the Regional Water Authority since mid-August, the information was not formally submitted to DeCarlo & Doll for review until the end of September.

Committee Members Toohey and Bevan made and seconded a motion to execute a contract with the Regional Water Authority in the amount of \$26,431.70, and the associated fees of \$3,468.45 would be taken up with Salce Contracting at a later date. Motion carried unanimously.

Mr. Machado stated that to date, he is not in receipt of an approved revised construction schedule. He also said that shop drawings identified by Salce as critical, have not been submitted. He further noted that concrete work that was supposed to be completed by end of August remains incomplete.

Mr. Machado suggested having Mr. Robert Grzywacz from DeCarlo & Doll present Finishes color schemes at a future Committee Meeting to discuss colors and material selections.

5. **Battalion Chief Healey**

Invoices

Battalion Chief Healey presented an invoice from DeCarlo & Doll, Inc. for \$1,322.50 for architectural services.

Committee Members Jansen and Bevan made and seconded a motion to pay the invoice in the amount of \$1,322.50 to DeCarlo & Doll, Inc., from account 0040-4320-5527-4993-0000 (architect). Motion carried unanimously.

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Battalion Chief Healey presented an invoice from the Recording Secretary for Secretarial Services rendered on September 19th, totaling \$50.

Committee Members Brennan and Corvino 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.

Appliance Report

Chairman Healy suggested tabling this item until the next meeting. Battalion Chief Healey noted that he had supplied an appliance package to the Committee Members. Committee Member Corvino commented that perhaps less extravagant appliances should be researched. Chairman Healy said not to preclude “scratch & dent” models of appliances.

Battalion Chief Healey informed the Committee that Woodmont Church had contacted him inquiring about fencing versus landscaping in between the two properties. He said they chose landscaping, which will be reviewed in the spring.

6. New Business

The Committee decided to meet next on October 19th at 5:30 at Fire Headquarters.

7. Adjournment

Committee Members Bevan and Brennan made and seconded a motion to adjourn at 1902 hours. Motion carried unanimously.

Recorded by C. Birney