

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Tuesday, November 1, 2011

Call to Order: Chairman Healy called the meeting to order at 1736 hours. A quorum was present.

1. Roll Call

Committee members John Healy, Carmen Corvino, Alderman Bill Bevan, Alderman Phil Vetro, and Jack Jansen. Also present were Chief Louis LaVecchia, Assistant Chief Al Zingaro, and Battalion Chief William Healey; from DeCarlo & Doll, Inc., Emanuel Machado.

2. Consideration of Minutes

Regular Meeting - October 19, 2011

Committee Members Corvino and Jansen made and seconded a motion to accept the minutes of the October 19, 2011, regular meeting as presented. Motion carried unanimously.

3. Report of Chairman

Chairman Healy reported he had been at the site that day and had observed that the structural steel was completed to the point where a crane was no longer needed for the construction. He stated the roof trusses are to be completed next. The Chairman also noted metal decking is on the site, and the excavation for the sewers is complete. He said the road would be cleaned the next day, and the excavator's tracking pad would be rebuilt.

Chairman Healy informed the Committee that the concrete slab for the apparatus bay would be poured once the roof trusses were set on the structural steel.

The Chairman stated a representative from Heller & Johnsen had been taking soil samples from the site of the retaining wall to determine how much excavation is needed in that area.

4. Architect Report

Mr. Machado informed the Committee that he had reviewed the payment application that was presented on Friday. He noted that the steel component of the project is a big cost, which is reflected in the payment application. Mr. Machado also reported that the payment application was reviewed by him at the job site meeting that was held on Friday; he asked Salce Contracting for some modifications and the revised payment application was submitted that morning.

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Mr. Machado stated the payment application includes \$140,000-worth of steel work, most of which consists of the material. He added that the steel work is 100 percent complete. Mr. Machado informed the Committee that Mr. Troy Dixon reviewed the payment application for certain items, i.e. concrete work.

Mr. Machado recommended the Committee approve the payment application from Salce Contracting for \$276,256.20.

Committee Members Corvino and Jansen made and seconded a motion to approve the payment application in the amount of \$276,256.20 to Salce Contracting, as recommended by DeCarlo & Doll. Motion carried unanimously.

Mr. Machado said he asked Salce Contracting to submit a change order proposal regarding the driveway. He explained that Committee Member Brennan had suggested replacing 2 inches of gravel in the driveway for an additional 2 inches of asphalt. Mr. Machado said he agrees with this recommendation.

Mr. Machado reported that a United Illuminating representative was on the site on Friday. Because of the recent winter storm, UI would not be available to work on the project for another two to three weeks. He said the project's electrician can dig the trench needed, but the fill is to be done by the excavator.

Mr. Machado then stated he had gone over the original bid documents regarding the \$16,000 allowance for the appliances. He said the gear washer and dryer should have been their own line item. He noted that Battalion Chief Healey has not gone over budget for the appliances.

The Chairman informed the Committee that the money for the gear washer and dryer could be transferred from the construction account; Battalion Chief Healey said he would put in a purchase request for the equipment.

Committee Members Vetro and Corvino made and seconded a motion to transfer \$10,693 from the construction account to purchase the gear washer and dryer. Motion carried unanimously.

Mr. Machado explained that he, Chairman Healy, and two representatives of Salce Contracting were present at the last job site meeting. He said at present, they are working with the schedule they have, but are asking what it will take to accelerate the schedule. He reminded the Committee the steel work is 100 percent complete, the roof trusses and metal decking is on the site, the roof would be completed next, along with the exterior wall framing.

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Mr. Machado then presented several shingle samples to the Committee to choose. He brought the previously-approved brick sample to illustrate the finished product. He explained the shingles are a 50-year shingle with a 20-year warranty. He suggested the Committee approve the New England Slate design of shingle.

Committee Members Jansen and Vetro made and seconded a motion to accept DeCarlo & Doll's recommendation on New England Slate for the roof shingles. Motion carried unanimously.

Mr. Machado reported he had a meeting with Mr. Sign of Milford regarding a dedication plaque and 8x8 masonry on the front façade of the building bearing the Department's emblem. He said Mr. Sign will prepare a presentation for the Committee's next meeting.

Committee Member Bevan inquired if the laying the asphalt is still possible this year because he had done some independent research and was told by two different companies that asphalt work would be closed down within the next couple of weeks. The Chairman said he anticipates that part of the driveway would be laid down and would be completed in the spring. Committee Member Bevan asked to see the invoice for the steel work.

Mr. Machado reported that Salce agreed to credit the project \$3,900 for D&D's revised drawings necessary for field errors associated with concrete work.

5. **Battalion Chief Healey**

Invoices

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

Committee Members Vetro 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.

Battalion Chief Healey presented an invoice from DeCarlo & Doll. He mentioned this invoice exceeds the original purchase order for DeCarlo & Doll. He recommended the Committee transfer \$10,000 from the construction account to the architect account. The Chairman explained to the Committee that the total invoice from DeCarlo & Doll is for \$12,937.50. He said this cost increase is due to representatives from D&D being on the job site more than is usually needed. The Chairman said he requested Mr. Machado to prepare a breakdown of costs of these additional services the Committee is requesting. The Chairman suggested making a \$5,000 down payment to D&D to ensure that a representative from D&D would remain on-site throughout the remainder of the project. Committee Member Vetro pointed out that the \$10,000 transfer would not be enough to

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cover the total cost of the presented invoice. The Chairman said he has discussed this with D&D and for the time being, the \$5,000 down payment would suffice. He informed the Committee this issue would be taken care of for the next meeting. He stressed they are trying to handle this as economically as possible, and that he wants the other Committee Members to feel comfortable with this decision. Committee Member Jansen commented that the project was low-bid and he felt a need for a D&D representative to be on the job site until the project's completion.

Committee Member Bevan inquired if the project would be able to recoup some of the costs expended due to Mr. Machado preparing the minutes at the job site meetings, which Salce Contracting is contractually obligated to do.

The Chairman proposed paying the invoice to DeCarlo & Doll as follows: \$3,000 for construction administration (67% complete), \$1,092.50 for services rendered by Mr. Troy Dixon's Special Inspections, and \$5,000 to DeCarlo & Doll for additional services rendered above and beyond their contract, totaling \$9,092.50.

Committee Members Vetro and Jansen made and seconded a motion to transfer \$10,000 from account 0040-4320-5527-4994-0000 (construction) to account 0040-4320-5527-4993-0000 (architect). Motion carried unanimously.

Committee Members Jansen and Vetro made and seconded a motion to pay the invoice in the amount of \$9,092.50 to DeCarlo & Doll, Inc., from account 0040-4320-5527-4993-0000 (architect). Motion carried unanimously.

Chairman Healy said there is a balance remaining with DeCarlo & Doll at this time in the amount of \$7,937.50 that has not yet been approved by the Committee.

Battalion Chief Healey stated he signed the contract for the Light the Night Program. He said seven light pole bases are required. He also noted that credits are coming from United Illuminating for the bases and poles and the Department will pay the annual fee for the equipment rental.

Battalion Chief Healey informed the Committee he made a contract with the Milford MIS Director regarding AT&T and cable services for the new station. He said the Regional Water Authority purchase order has been processed as previously discussed.

6. New Business

None.

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7. Adjournment

Committee Members Bevan and Corvino made and seconded a motion to adjourn at 1847 hours. Motion carried unanimously.

Recorded by C. Birney