

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, December 19, 2012

Call to Order: Chairman Healy called the meeting to order at 1903 hours. A quorum was present.

1. **Roll Call**

Committee Members John Healy, William Brennan, Carmen Corvino, Bill Bevan, Judith Toohey, Alderman Phil Vetro, and Jack Jansen. Also present were Acting Chief Robert Healey and Former Chief Louis LaVecchia; from DeCarlo & Doll, Inc., Emanuel Machado; and Attorney Jeff Donofrio.

2. **Consideration of Minutes**

Regular Meeting - November 28, 2012

Committee Members Toohey and Jansen made and seconded a motion to accept the minutes of the November 28, 2012, regular meeting as presented. Motion carried unanimously.

3. **Report of Chairman**

Committee Members Corvino and Brennan made and seconded a motion to amend the agenda to add and enter executive session to discuss pending claims and possible litigation. Motion carried unanimously.

The Committee asked Attorney Jeff Donofrio, Acting Chief Healey, and Former Chief LaVecchia to remain during executive session.

The Committee entered executive session at 1903 hours.

The Committee returned to open session at 1956 hours.

The Chairman reported that Attorney Donofrio stated DeCarlo & Doll will compile a list of items necessary to meet Substantial Completion. Attorney Donofrio will give Salce Contracting a deadline to complete these items.

The Chairman reported Ret. Battalion Chief Healey met with Newtown Drywall and they inspected the insulation; it was okay. Another issue came up as the handicapped call signals in the restrooms are not installed but they were included on the prints. Five door handles are not secure; to change out the door handles would cost about \$250. He noted this is not an impediment to Substantial Completion, but is something that needs to be addressed. Committee Member Vetro commented the door hardware was not a cheap item and maybe someone from Linquist should come and take a look.

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, December 19, 2012

The Fire Marshal's report is complete and okay. The Building Department is reviewing the file again, and Salce Contracting has to schedule a final inspection as soon as possible. Mr. Machado added that Salce Contracting stated they have been trying to contact the Building Inspector's Office and have not gotten a response. The Chairman said procedure has to be followed. The final inspection needs to be scheduled as per the specific instructions given by the Building Department.

Mr. Machado said although interacting with the Milford Building Department may feel cumbersome, it is not any different than in any other town. A lot of paperwork flows through Building Departments. The Building Department's email that was submitted states either the "contractor or our office should call to schedule an appointment". He recommends someone have a meet with Mr. Raucci and have him call Salce Contracting to schedule the inspection.

The commissioning agent's report states there remains no power to the condensate pumps. The gear washer can be installed.

The Committee referred a subcontractor for electric work to the bond company because he is owed an unspecified amount of money.

The balancing report contains some issues. IES still needs to confirm the pressure test with the exhaust blower. The heat shields were installed. R&R Mechanical contacted the manufacturer of the heaters and received a letter which states the angle irons do not need to be moved. The heat shields are non-combustible. Committee Member Vetro inquired if it is in any position to interfere with the overhead doors. Committee Member Brennan said it will not.

Proposed Change Orders (PCOs) 42 through 55 have been submitted. The Chairman said there is about \$90,000 requested for change orders. Back-up information is needed for most PCOs.

Mr. Machado already rejected some PCOs since they represent Contract Work.

4. Architect Report

Mr. Machado presented a new Payment Application. He said little has happened at the site since our last meeting. His payment recommendation is based on the current status of the work. He recommends withholding some money for Final Cleaning and not reducing the retainage amount until Substantial Completion is achieved.

Mr. Machado recommended the Committee approve a payment in an amount not to exceed \$1,800 for the completed acoustical ceiling tiles work and whiteboard installation.

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, December 19, 2012

Committee Members Vetro and Jansen made and seconded a motion to approve the payment application in an amount not to exceed \$1,800, as recommended by Mr. Machado. Motion carried unanimously.

Mr. Machado said there are Proposed Change Orders pending, including three large PCOs which elevate the total number. Chairman Healy said a paving PCO was submitted for \$35,000. Mr. Machado said he had a civil engineer verify that Salce Contracting is responsible for all DOT permit fees and Mr. Machado added that \$35,000 requested for this work is not justified.

The Chairman said he sent out copies of some of the Proposed Change Orders to the committee. The Chairman highlighted some of the change orders for the Committee and said all of them will be fully analyzed.

Mr. Machado said that although Directive 2 has been issued, work related to the Directive has not been performed at the jobsite.

The Chairman noted that PowerPhone on Buckingham Avenue gave a quote some time ago for equipment in the classroom. The Chairman asked Acting Chief Healey to review the submitted proposal and obtain a separate quote.

Committee Member Vetro commented he personally appreciates the focused work DeCarlo & Doll has been doing scrutinizing all the paperwork that has been submitted by Salce Contracting. He said this has been stressful and draining and they have gone beyond the call of duty. He added he wanted to make sure they are formally thanked.

Mr. Machado expressed his thanks for the comment. He stated for the change orders, the Committee has approved and paid about \$244,000 out of close to \$500,000 that was requested. He said he understands and shares the Chairman's and Building Committee's frustration with the project's pace.

Committee Member Bevan asked if Attorney Donofrio mentioned the possible problem of the roof access. The Chairman explained there are mechanical systems above ceilings that require maintenance access. Mr. Machado said the sketches have been completed to provide the required access. He recommended that the work be completed after Substantial Completion.

The Chairman said this issue should be discussed with Attorney Donofrio. He said a plan is needed for what should be done to gain access to areas above the ceiling. Attorney Donofrio has suggested the Committee should get an estimate for the work. Attorney Donofrio gave the

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, December 19, 2012

impression it could be a significant amount of money. The Chairman added he spoke to the architect yesterday, and they feel Salce Contracting owns most of this work. DeCarlo and Doll prepared sketches for an estimate of what the work will cost to achieve access.

Mr. Machado explained there are three locations that need access. Access is required where either annual maintenance, such as the changing of filters is necessary, or the equipment has a motor that may malfunction and require replacement.

Two areas can be easily solved by adding an access panel. In the third area, an access panel is present and a small metal deck platform that will hang from the roof trusses will be added. Structural Engineer Troy Dixon will review the completed work for compliance with the sketches.

Mr. Machado noted that item 1 on the City Inspector's review report relating to access is a separate matter. He added that when the Inspector went to the site he was not able to inspect equipment above the ceiling because ceiling tiles were already installed. The contractor must remove and re-install the ceiling tiles for proper inspections by the Building Department.

Chairman Healy said he will have an IES representative come to a future meeting to explain the final report. He added that another issue has to do with balancing and install of certain hangers and dampers that remains to be remediated. Committee Member Vetro said that sounds like HVAC issues.

5. Financial Report

Committee Members Corvino and Toohey 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.

A WB Mason bill was presented, delineating \$904.28 for a whiteboard and shelving in bathroom and pantry and \$121.62, for a total of \$1,025.90.

Committee Member Brennan explained the need for the extra whiteboard in the training room.

Committee Members Corvino and Jansen made and seconded a motion to approve and pay the invoice to WB Mason totaling \$1,025.90. Motion carried unanimously.

An invoice from DeCarlo & Doll for hours worked by Mr. Machado was submitted totaling \$20,067.50.

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, December 19, 2012

Committee Member Brennan made a motion to approve and pay the invoice upon receipt of backup information from Mr. Machado.

Mr. Machado said he was working on the backup documentation earlier and will provide it at their meeting on Friday. He said he is happy to show his timesheets. Committee Member Brennan said the documentation is needed for possible litigation.

Committee Member Vetro seconded the motion. Motion carried unanimously.

The Chairman asked for an itemized list as has been previously provided.

Two invoices from the commissioning agent IES were submitted. Each invoice represents 1/3 of the total bill; \$2,630 and \$2542, totaling \$5,172.80. The final invoice will be presented upon the submission of the final report.

Committee Members Vetro and Brennan made and seconded a motion to approve and pay the invoices to IES totaling \$5,172.80. Motion carried unanimously.

Chairman Healy presented a proposal for painting lines on the apparatus bay floor. The Chairman questions if a surface sealer was poured on the mezzanine floor and apparatus bay floor by Salce Contracting as specified. The proposal is from Northern Connecticut Contractors to prep-coat the mezzanine floor and apparatus bay floor for \$3,000. Chairman Healy noted this work will be done after the move-in date. Ret. Battalion Chief Healey met with the representative from Northern Connecticut Contractors at the station. This company has done work for the Department on many occasions and it has been more than satisfactory. The Chairman further explained that yellow safety lines for the use of the drivers when backing in trucks after daily checks is the work that will be performed, along with the surface sealer on the mezzanine floor.

Committee Members Toohey and Vetro made and seconded a motion to accept Northern Connecticut Contractors' proposal for application of epoxy sealant and yellow lines, not to exceed \$3,000, to be performed when appropriate. Motion carried unanimously.

Committee Member Brennan reported he and a member of the Department took inventory at other Milford stations regarding what would be needed for the kitchen. He said they then went to Globe Equipment and were able to obtain silverware, dinnerware, pots and pans, a commercial microwave, and a coffee maker. The final price quote is \$3,849.88 for everything to be used in the kitchen. Committee Member Brennan suggested the Committee approve a number not to

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, December 19, 2012

exceed \$4,000. He added that stainless steel shelves were purchased and will need to be installed.

Committee Member Corvino made a motion to approve acquiring the kitchen equipment from Globe Equipment, not to exceed \$4,000.

Committee Member Vetro reminded the Committee he and Committee Member Toohey went to Stations 5 and 6 at the beginning of the project to take inventory. He said they found many of the items were worn out, but he asked if anything could be salvaged from those stations. Committee Member Brennan said many of the items are privately-owned and others are worn out.

Committee Member Toohey seconded the motion. Motion carried unanimously.

Ret. Battalion Chief Healey submitted a letter stating that Art Calabrese has requested the computer work station in the watch office be upgraded. The present equipment at Stations 5 and 6 are very old and becoming obsolete. Station 5's system would become backup system for the Department. He submitted a quote to purchase a new printer for the apparatus bay floor and two complete work stations; the total is \$2,560.94. He attached copies of the quotes to the memo.

Committee Members Jansen and Corvino made and seconded a motion to accept the quote and purchase the new printer and two complete work stations, totaling \$2,560.94. Motion carried unanimously.

Committee Members Vetro and Jansen made and seconded a motion to transfer \$17,600 from the construction account to the construction administration account. Motion carried unanimously.

6. Committee Reports: Dedication Ceremony

No report.

7. New Business

The Committee decided their next meeting would be on January 16th at 6:00 at the East Side Fire Station.

8. Adjournment

Committee Members Corvino and Toohey made and seconded a motion to adjourn at 2100 hours. Motion carried unanimously.

Recorded by C. Birney