

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

**East Side Fire Station**

**980 New Haven Avenue, Milford, CT**

**Wednesday, January 16, 2013**

**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, Judith Toohey, Alderman Phil Vetro, and Jack Jansen. Also present were Acting Chief Robert Healey, Ret. Battalion Chief William Healey, and Former Chief Louis LaVecchia; from DeCarlo & Doll, Inc., Emanuel Machado; and Fire Commission Chairman Thomas Riso.

2. **Consideration of Minutes**

**Regular Meeting - December 19, 2012**

*Committee Members Corvino and Toohey made and seconded a motion to accept the minutes of the December 19, 2012, regular meeting as presented. Motion carried unanimously.*

3. **Report of Chairman**

Chairman Healy informed the Committee the “house lights” were completed on January 14<sup>th</sup>, which was seven weeks from the original completion date quoted by Salce Contracting. The Chairman commented the worker who installed the “house lights” was a good worker, and Ret. Battalion Chief Healey verified that the work was done correctly. Ret. Battalion Chief Healey added that the same worker remedied other electrical work that had been outstanding as well.

Chairman Healy said that on January 14<sup>th</sup> he approved Proposed Change Order #58 regarding the LG unit extension cord, which then became Change Order #30. He said he verified with Mr. Machado that the \$263 charge was reasonable and warranted.

*Committee Members Corvino and Vetro made and seconded a motion to approve Change Order #30 for the LG unit extension cord in the amount of \$263. Motion carried unanimously.*

The Chairman explained the HVAC balancing test was not able to achieve the proper level. He said a new motor was installed and the test will be re-administered. Ret. Battalion Chief Healey added that the main issue has to do with the CO exhaust system in the apparatus bay, but that should be remedied with the new motor. Chairman Healy explained further that the exhaust fan is located in the exercise room but was originally designed for placement in the apparatus bay. He said the motor was replaced at no cost. Mr. Machado stated the CO sensor was changed, and the motor on the exhaust fan was changed to a 3hp motor. Committee Member Brennan commented that if the motor had to have been changed as drastically as it was, there must have been a big mistake made somewhere. Committee Member Jansen inquired as to the reason the

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exhaust fan's location was changed; Mr. Machado explained the location change is because of serviceability.

Chairman Healy said the Building Department is looking for a letter from DOT regarding the completed traffic/road work. He said the work will be totally completed in the spring; this issue will not hold up the Certificate of Occupancy.

The Chairman said the final building cleaning has to be done. R&R Mechanical has stated they have cleaned the ducts in the building; Chairman Healy said there is some dispute as to whether the work was done to the proper specifications. He added three door handles are on backorder, and the duct above the ceiling connected to the stove is not sealed properly. The Chairman added that the duct is sealed with tape currently, which is not acceptable.

Ret. Battalion Chief Healey reported that he called UI to discuss installation of streetlights in front of the station. He explained usually there are 12-foot armed poles with lights that extend onto the street, but the 12-foot armed poles are on backorder. He said 8-foot armed poles will be used in the interim, and this will be at no cost to the City.

Ret. Battalion Chief Healey reviewed with the Committee the remaining items on the "to-do" list. He reiterated the ductwork is outstanding, along with the decontamination drains and motion detectors. He said there are ten outstanding items on the list. Chairman Healy stated the building will not get a Certificate of Occupancy until the HVAC balancing report is completed.

Chairman Healy said the emergency pulls for the single-occupancy restrooms is also on the "to-do" list, but it is not needed for either Substantial Completion or a Certificate of Occupancy.

Committee Members Brennan and Jansen made and seconded a motion to enter executive session to discuss a legal issue on the contract between a subcontractor and Salce Contracting regarding the HVAC system. Motion carried unanimously.

The Committee asked Acting Chief Healey, Former Chief LaVecchia, Ret. Battalion Chief Healey, and Fire Commission Chairman Riso to remain during executive session.

The Committee entered executive session at 1919 hours.

The Committee returned to open session at 1933 hours.

Chairman Healy stated in regards to the executive session, he will contact Attorney Donofrio for clarification on the matter.

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Ret. Battalion Chief Healey said he cannot start the process of moving the phone system until there is a firm move-in date. He explained the phone company needs a week lead time, and then the phones will ring both in the East Side Fire Station and Station 5 for 30 days after installation. Committee Member Brennan said there are other logistical things for the Chief to accomplish prior to and during the move.

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

Mr. Machado reported there is one item left to be completed before Substantial Completion is reached. He noted that hopefully the one outstanding issue will be resolved soon.

Mr. Machado inquired if there were any outstanding items on the Building Inspector's list. Committee Member Brennan said the HVAC balancing report is the only thing outstanding. He said once that is completed, the City Attorney will sign off on the Certificate of Occupancy.

Mr. Machado said he anticipates the station will reach Substantial Completion any day. He said the Committee holds about \$168,000 in the retainage fund; once Substantial Completion is achieved, a payment application will be submitted requiring the Committee to release half of the retainage fund to Salce Contracting.

Committee Members Vetro and Jansen made and seconded a motion to approve the release of 50 percent of the retainage fund to Salce Contracting, not to exceed \$85,000, upon Substantial Completion, pursuant to the contract. Motion carried unanimously.

Mr. Machado noted that the remaining \$85,000 will be more than enough for anything still outstanding once the building is turned over to the Department.

Mr. Machado passed out to the Committee the most recent Change Order Log. He explained that the amounts requested and the amounts approved are listed. He added there are a few pending change orders. Mr. Machado explained the status change orders to the Committee.

#### Proposed Change Order #34

Mezzanine stair modification and steel supports; Mr. Machado explained there has been no word from Salce Contracting regarding this matter since June and May, respectively.

#### Proposed Change Order #42

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Access panels and repair of vinyl base; \$2,000. Mr. Machado stated the access panels are included in the contract and he guarantees no one from the City has damaged the vinyl base.

Proposed Change Order #43

Mechanical room ceiling; Mr. Machado explained that the plans called for a ceiling to match the one in the facility, but a less expensive ceiling was ultimately used in the mechanical room. He said this item should be a credit rather than a charge.

Proposed Change Order #44 – Shop drawings for ceiling soffit revisions

PCO 44 was rejected.

Proposed Change Order #45 - Power Modifications to the fuel tank

Mr. Machado explained this change order had been rejected initially, but Ret. Battalion Chief Healey is obtaining further information from Huntington Power.

Proposed Change Order #46 - Additional electrical subpanel; \$9,000

Mr. Machado explained this change order was submitted later than allowed. Chairman Healy added the Committee still has not received any receipts for material for electrical work. Mr. Machado said this additional panel was suggested by Salce Contracting's Electrical Sub.

Proposed Change Order #47 - Disconnect assembly in the dayroom; \$24,000

Mr. Machado explained that \$12,000 of the change order is allegedly for materials, but there are no invoices to support that claim. He said the invoices have been asked for repeatedly. He added that \$6,900 of the total amount is a labor charge. By working out the labor rate he concluded that this work should not have taken that long.

Mr. Machado noted that some money is due for the disconnect assembly, but not the entire amount that has been requested. Chairman Healy commented all the numbers are without any backup and the prices seem to have been inflated. Committee Member Vetro inquired if the disconnect assembly is something new that is required; the Chairman said it the work was specified as required by the National Electrical Code, but the City required something above and beyond that. Committee Member Vetro said he is interested to see where else the Building Inspector requires that level of work.

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Proposed Change Order #48 - Disconnect switch; \$438

Committee Member Brennan commented this item should be a credit rather than a charge.

Proposed Change Order #49 - Power to Zetron system; \$480

Ret. Battalion Chief Healey said this work had already been completed by the electrician.

Proposed Change Order #50 - Power to heat recovery units

D&D is obtaining a clarification from Salce. At the moment, we're not sure what the PCO represents.

Change Order #51 - Gear washer work

Mr. Machado said he asked for backup materials on this issue.

Change Order #52 - Additional power for MagneGrip

Mr. Machado said he informed Salce Contracting that this item was not requested by Magnegrip or anyone else, as Salce claims.

Change Order #53 - Paving of New Haven Avenue; \$35,000

Mr. Machado explained the scope of the work required has not changed from the start date on this issue. He said Salce Contracting is claiming that CT DOT required them to do work in excess of the plans.

Change Order #55 - Allowances; \$19,000

Mr. Machado stated the allowances should reflect a \$10,000 credit rather than a charge.

Beyond the Change Orders status report, Mr. Machado reported the condensate pumps were completed earlier in the day. He also informed the Committee that Change Directive #2 still requires some backup information from Salce Contracting. He reminded the Committee the Directive was issued in an amount not to exceed 16,000. Committee Member Brennan

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commented he believes the work associated with Change Directive #2 is part of the contract and so should not be an additional charge to the Committee.

Mr. Machado said that to date Salce has requested \$610,000 in change orders. To date, \$266,000 was seen as fair and were approved by the Committee and agreed-to by Salce. The current open PCO's noted above are still being evaluated by D&D.

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

Ret. Battalion Chief Healey reported the updated totals remaining in each of the project accounts. He said he would provide the financial report to the Committee Members.

Committee Members Toohey and Vetro made and seconded a motion to transfer \$10,000 from the construction account to the construction administration account. Motion carried unanimously.

An invoice from DeCarlo & Doll for hours worked by Mr. Machado was submitted totaling \$6,210.

Committee Members Corvino and Vetro made and seconded a motion to approve and pay the invoice to DeCarlo & Doll, Inc., in the amount of \$6,210, for services rendered by Mr. Machado from November 26, 2012, to December 21, 2012. Motion carried unanimously.

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.

Ret. Battalion Chief Healey reminded the Committee they had previously approved a \$3,000 payment to Northern Connecticut Contractors.

Ret. Battalion Chief Healey stated the UI bill for the station had been going to Simon Lake School for the entirety of the project and has yet to be paid. He said the total with late charges is \$2,000; he is waiting for an update from UI.

Ret. Battalion Chief Healey reported that the kitchen equipment that had been approved by the Committee at the last meeting was rejected by the City. The City is willing to provide more "permanent" items, such as the coffee maker, microwave, and shelving for the kitchen.

Ret. Battalion Chief Healey informed he obtained a second and third quote from other contractors regarding the training room equipment. He reminded the Committee the original

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quote was \$7,193. The second quote is from Smartphone for \$5,572; the third quote is from BT Electrical Services for \$6,500. Chairman Healy commented that Ret. Battalion Chief Healey did his due diligence obtaining these new quotes.

Committee Members Jansen and Corvino made and seconded a motion to approve and pay Smartphone for training room equipment \$5,572, as quoted. Motion carried unanimously.

Committee Member Corvino read the framed, signed letter from the Committee Members to the Firefighters dedicating the kitchen table, constructed by Chairman Healy with timber obtained by Committee Member Brennan.

Acting Chief Healey reported he spoke with Mayor Blake about a quote on an oxygen generator and compressor. He explained the benefits to the Department of having this equipment on-hand. He added the supplier of the equipment is on the state bid list. The proposal quotes \$73,947.

Committee Members Brennan and Corvino made and seconded a motion to approve the proposal for the oxygen generator and compressor and all associated equipment for \$73,947. Motion carried unanimously.

Acting Chief Healey commented this equipment basically pays for itself within ten years.

Committee Member Brennan added this also might be billable material in the future.

6. **Committee Reports: Dedication Ceremony**

Chairman Healy suggested holding the ceremony a few weeks after the Firefighters move into the building and get settled.

7. **New Business**

The Committee decided their next meeting would be on January 29<sup>th</sup> at 6:00 at the East Side Fire Station.

8. **Adjournment**

Committee Members Vetro and Toohey made and seconded a motion to adjourn at 2033 hours. Motion carried unanimously.

Recorded by C. Birney