

East Side Fire Station Building Committee Regular Meeting

East Side Fire Station

980 New Haven Avenue, Milford, CT

Tuesday, January 29, 2013

Call to Order: Chairman Healy called the meeting to order at 1800 hours. A quorum was present.

1. **Roll Call**

Committee Members John Healy, William Brennan, Carmen Corvino, Judith Toohey, Bill Bevan, and Alderman Phil Vetro. Also present were Acting Chief Robert Healey and Former Chief Louis LaVecchia; from DeCarlo & Doll, Inc., Emanuel Machado; and from Innovative Engineering Services (IES), Rick Bialecki.

2. **Consideration of Minutes**

Regular Meeting - January 16, 2013

Committee Members Corvino and Toohey made and seconded a motion to accept the minutes of the January 16, 2013, regular meeting as presented. Motion carried unanimously.

3. **Report of Chairman**

Chairman Healy confirmed all the Committee Members were in receipt of the “to-do” list as sent by Ret. Battalion Chief Healey. He reported that Ret. Battalion Chief Healey has begun the process of calling the various vendors for phone, kitchen equipment set-up. He added that the preparations for the Department to move in have begun.

Chairman Healy explained an issue with power on the west side of the building. He said earlier in the week there was no heat on the west side of the building. He explained the Department performs a weekly test (Wednesdays from 7 to 8 pm) on the generator system. He said in order for the Department to maintain their current ISO rating, the generator shut-down process needs to be addressed.

The Chairman said there was a meeting at the station with Mr. Bialecki, the balancing agent, and a representative from R&R Mechanical earlier in the day. He said the meeting was productive and it is believed the HVAC issues can be resolved with the corrected balancing and generator shut-down coordination. He added the final commissioning report from IES will be submitted once the balancing is complete. He commented these individuals should have met earlier to resolve these issues. These issues are crucial to the completion of the project and need to be dealt with immediately. He anticipates these issues will be resolved by the end of next week.

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Mr. Bialecki explained the process in which the LG generator implements its shut-down. He said the procedure takes about five minutes, and so LG will program the generator to begin its shut-down five to ten minutes prior to the Department's weekly test on Wednesdays at 7 pm.

Chairman Healy reported that Ret. Battalion Chief Healey met with a representative from the company who will be installing the oxygen generator and compressor on January 22nd. He said the items will be located in the apparatus bay.

The Chairman reported the carbon monoxide issue has been resolved with the replacement of the motor in the exhaust fan.

Chairman Healy reported a Temporary Certificate of Occupancy was issued by the City on January 25th; a permanent Certificate of Occupancy (CO) has been issued for the shed on the property. He explained a permanent CO will be issued upon receipt of an updated balancing report that meets all the requirements. He added that it is noted on the Temporary CO that DOT paving is complete, but prior to the issuance of the CO, DOT needs to return to the site for a final inspection in the spring.

The Chairman stated as-builts are needed for the HVAC system and plumbing system to remedy access issues. He informed the Committee the plumbing system requires access to certain valves that are currently not accessible. Regarding access to the MagneGrip system, the Chairman requested a letter from Aire Deb, the vendor; a letter was provided stating Aire Deb will service the MagneGrip system if needed, per OSHA standards. The Chairman noted an access panel will also be provided for any maintenance on the system the firefighters might attend to themselves. Chairman Healy said a plan will be made regarding the plumbing system access once the as-builts are received. He noted it is not unusual to wait for as-builts.

Committee Member Vetro inquired if the ceiling in the apparatus bay are fire-rated; the Chairman said yes and that the access panels that may be required will also be fire-rated and code-compliant.

Chairman Healy and Mr. Bialecki explained to the Committee the requirements of testing within the specified CFMs for the restrooms.

Chairman Healy reported that the emergency pulls for the restrooms are not resolved. He stated they are required for the public restrooms in the main hallway and might be required for the officer's quarters. He noted that Salce Contracting does not feel they are responsible for this installation, even though they were in the plans. Mr. Machado said the pulls are noted on the spec drawings and the architectural drawings. Mr. Machado added that DeCarlo & Doll will investigate a possible wireless emergency pull system for installation. He commented if this

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issue had been addressed during construction, it would have been an easy remedy; but now that all the walls are completed, it becomes a bigger job.

Chairman Healy said he will be having a meeting with Attorney Donofrio on the remaining issues. He said there is no agreement on any of the pending change orders.

Chairman Healy explained to the Committee there was a misunderstanding regarding the various soap dispensers for the station, which resulted in a \$295 upcharge for installation labor of the soap dispensers. The Committee discussed this upcharge.

Committee Members Brennan and Bevan made and seconded a motion to approve the soap dispenser change for consistency among all the stations in the Department, installation labor cost \$295. Motion carried unanimously.

4. Architect Report

Mr. Machado explained to the Committee the process by which pending change orders are analyzed. He commented the remaining “big” items are the paving and the allowances, which, he noted, are included in the contract.

5. Financial Report

Chairman Healy reported there is currently \$203,891 in the construction account. He explained the retainage funds that were discussed and approved for release at the last meeting have not been released to Salce Contracting as Substantial Completion has not yet been reached.

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.

An invoice from IES regarding 95 percent completion on the commissioning was submitted for \$1,595.

Committee Members Bevan and Corvino made and seconded a motion to pay the invoice to Innovative Engineering Services in the amount of \$1,595, which represents 95 percent completion of the building commissioning. Motion carried unanimously.

Mr. Bialecki reported the entire building commissioning totals \$7,000. Mr. Machado commented that hiring IES was a good decision by the Committee.

An invoice from Advanced Corporate Networking was presented for \$2,560.94 for computer system equipment and software. The Committee members discussed and reviewed the invoice

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and asked Acting Chief Healey to confirm this equipment is for the new station. Committee Member Toohey expressed concern that the Committee was not given a chance to authorize the purchase of these items and suggested deferring approval until backup information is presented. After the meeting conclusion, Ret. Battalion Chief Healey researched previous minutes and verified this item had been approved by the Committee.

An invoice from IES for additional services rendered by Mr. Bialecki was presented for \$440. Chairman Healy noted that Mr. Bialecki has attended a few meetings above and beyond his original assignment.

Committee Members Bevan and Corvino made and seconded a motion to pay the invoice to Innovative Engineering Services for services rendered by Mr. Bialecki in the amount of \$440. Motion carried unanimously.

6. **Committee Reports: Dedication Ceremony**

No report.

7. **New Business**

Acting Chief Healey inquired if the Department may begin the move-in process. The Committee has no objection to the firefighters starting to move in. Mr. Machado cautioned that there will still be workers on-site, but the move-in would not interfere with the workers.

Committee Member Vetro inquired if the ducts had been cleaned per specifications. Mr. Bialecki said a certified letter was received an hour ago stating the cleaning was completed.

The Chairman said the next Committee meeting will be scheduled soon.

8. **Adjournment**

Committee Members Vetro and Toohey made and seconded a motion to adjourn at 1851 hours. Motion carried unanimously.

Recorded by C. Birney