

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Thursday, July 28, 2011

Call to Order: Chairman Healy called the meeting to order at 1813 hours. A quorum was present.

1. Roll Call

Committee members John Healy, Carmen Corvino, William Brennan, Alderman Phil Vetro, and Jack Jansen. Also present was Chief Louis LaVecchia; from DeCarlo & Doll, Inc., Emanuel Machado.

2. Consideration of Minutes

Regular Meeting - July 12, 2011

Committee Members Corvino and Vetro made and seconded a motion to accept the minutes of the July 12, 2011, regular meeting as presented. Motion carried unanimously.

Regular Meeting - July 15, 2011

Committee Members Corvino and Vetro made and seconded a motion to accept the minutes of the July 15, 2011, regular meeting as presented. Motion carried unanimously.

3. Report of Chairman

Chairman Healy reported that he, Committee Member Brennan, and Mr. Machado have regularly corresponded regarding the day-to-day progress on the project. He explained that the contractor has fallen behind on the schedule.

The Chairman informed the Committee that the next job site meeting would be Monday, August 1st.

Chairman Healy explained that he had looked further into the contract with Salce Contracting, and it does in fact state that the contractor is responsible for holding job coordination meetings on the site and producing minutes for those meetings. Mr. Machado further explained that to the best of his knowledge, no coordination meetings have been held by Salce Contracting. Discussion was held by all present regarding the necessity for the job site meeting minutes to be produced, regardless of the contractor “preferring” the architect to produce them, as has been done so far. The Chairman said the job site meeting minutes are required to document everything.

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Committee Members Jansen and Corvino made and seconded a motion to continue to pay DeCarlo & Doll, Inc., for the job site meeting minute preparation done by Mr. Machado, as specified in the prior Building Committee Meeting. Motion carried unanimously.

The Chairman turned the floor over to Mr. Machado to summarize the communication and events that have taken place since the last meeting. He added that at the last meeting, the Committee had been optimistic that the project would be able to get on schedule and move forward, but that has not happened.

4. Architect Report

Mr. Machado informed the Committee that at the last job site meeting, Salce Contracting was told that a construction schedule with a revised "end-date" would not be accepted by DeCarlo & Doll without prior approval from the Committee. Mr. Machado stated that the project schedule allowed 60 days for concrete work. As such, work does not seem to be progressing per schedule. Mr. Machado added that DeCarlo & Doll had requested of Salce Contracting how they were planning on making up lost construction time due to the weather. Although a revised construction schedule has not yet been submitted, Mr. Machado is in receipt of Change Order #8, which asks for 37 additional construction days and an additional \$39,000. Mr. Machado said he could not approve the entire time extension or costs amounts requested.

Mr. Machado next explained that they have concerns with the progress of the job. He said he is fairly sure that the concrete slab completion date will not be met. He further explained that one of the concrete footings may need to be redone, and Salce Contracting has been asked to provide evidence of how that concrete footing was put in, but none has been provided. DeCarlo & Doll has given Salce Contracting a final date to produce the evidence, and if none is provided, the work will have to be redone.

Mr. Machado said that the simplified steel might help move the project along to get back on schedule and meet the deadline. He reiterated that no time extension has been approved. As of the last payment requisition submitted by Salce Contracting on July 13th, the job was 12 to 13 percent complete. The project is three months along and should be around 30 percent complete. The Chairman and Committee Member Brennan noted that the site is undermanned. Mr. Machado stated that rebar work was incorrect and crews were unprepared to receive concrete delivered to the site on July 18th. Mr. Machado said Mr. Troy Dixon has been reviewing rebar work on the site, and is requiring his approval before any concrete is poured.

Mr. Machado explained that there has not been a new payment requisition submitted for this month. There was a request for funds for the gear lockers that will be going into the

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station; DeCarlo & Doll requested proof of payment on the last request for stored materials. Chairman Healy explained to the Committee that Mr. Machado may investigate if the deposit was made to Steele Truss by Salce Contracting.

Mr. Machado discussed the recent change orders. The change order for the sedimentation and erosion control, the Committee approved \$10,000, while Salce Contracting requested almost \$20,000. Mr. Machado said that Salce Contracting had recently submitted their response, which he has filed. Salce Contracting has been asked to provide backup documentation regarding the floor elevation change order to justify the increase in price.

Mr. Machado explained that agreements may not be reached regarding some of the change orders. Because they do not want to hold up the job, a legal document called a Construction Change Directive may be issued. The Chairman said they may be at that juncture now because some of the time delays are not made in good faith and the prices are not appropriate. Committee Member Brennan added that the Construction Change Directive would put Salce Contracting on notice to perform.

Committee Members Brennan and Vetro made and seconded a motion for Mr. Machado to compose a letter to Salce Contracting to put them on notification that they are not manning the site sufficiently for concrete and steel reinforcing to maintain the schedule. Motion carried unanimously.

Mr. Machado explained several other issues with the project. Four of the six RFIs (request for information) have been answered; the most recent was a question on the foundation drains, which Mr. Machado reiterated to Salce Contracting to review the drawings. Shop drawings are continually submitted by Salce Contracting; however, logs that have been requested have not been provided.

5. Battalion Chief Healey

Battalion Chief Healey was not present at the meeting so this item was not discussed.

6. New Business

Chairman Healy thanked Mr. Machado for his summarization of the project issues, and his continued good work. Committee Member Vetro echoed these sentiments.

The Committee decided to meet on August 15th at 6:00 at Fire Headquarters.

7. Adjournment

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Committee Members Corvino and Vetro made and seconded a motion to adjourn at 1929 hours. Motion carried unanimously.

Recorded by C. Birney