

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Wednesday, May 4, 2011

Call to Order: Chairman Healy called the meeting to order at 1805 hours. A quorum was present.

1. Roll Call

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

2. Consideration of Minutes

Regular Meeting - March 16, 2011

Committee members Corvino and Brennan made and seconded a motion to accept the minutes of the March 16, 2011, meeting as presented. Motion carried unanimously.

Special Meeting - March 31, 2011

Committee Members Corvino and Vetro made and seconded a motion to accept the minutes of the March 31, 2011, special meeting as presented. Motion carried unanimously.

Chairman Healy informed all present the purpose of the special meeting was to select a testing company, and to pay an invoice to DeCarlo & Doll dated March 31, 2011.

3. Report of Chairman

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Chairman Healy noted that the tank that had been moved over to the site from Headquarters had been moved again because the concrete slab it was sitting on had three walls around it that needed to be removed. The general contractor had given permission for Mallico to go onto the site and remove the three walls. The Chairman added that Mallico estimated the cost to be about \$1000, and the job would be done on May 5th.

The Chairman also informed the Committee that the trailer is now set up on the site. Job meeting will be held every other Monday at 9:30 am, beginning May 9th.

Chairman Healy brought to the attention of the Committee an anonymous letter he had received addressed to him at Fire Headquarters. The letter was communication from Traveler's Insurance to the Stratford City Attorney regarding Salce Construction. The Chairman read the letter to the Committee. The information in the letter makes reference to pending litigation regarding paying subcontractors. Included on the letter was a handwritten note saying "buyer beware: Salce is trouble". The Chairman added he had contacted Mr. Tomasco regarding this communication, and he was assured this litigation would have no effect on the Milford project. The Chairman also said that the bond company in the Stratford project is different than the one being used in the Milford project. The Chairman then said that he was very satisfied with Mr. Tomasco's response.

Committee Member Brennan noted that he verified through DeCarlo & Doll that the bond company being used in the Milford project is licensed in Connecticut. Committee Member Bevan suggested running a current credit check on Salce Construction, to which Committee Member Brennan agreed.

Chairman Healy notified the Committee that a change order was needed. Six additional trees on the site need to come down at the estimated cost of \$7000. He also stated that the slope on the site drains very well, and a retaining wall might not be needed. In addition, the contract states that the general contractor is entitled to profit and overhead monies, although the contract does not state percentages. In this vein, several letters had been exchanged between DeCarlo & Doll and Salce Construction, coming to the conclusion that Salce is entitled to 15 percent profit and overhead in this change order, with Salce receiving 18 percent profit and overhead in future change orders. The total estimated cost to remove the trees, including the profit and overhead charge, and the bond premium charge of \$121, is \$8171.

Committee Member Vetro suggested Milford Public Works remove the trees because the property is owned by the City. Committee Member Brennan informed him that while the

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general contractor is in charge of the site, he must give permission for any other company to do work on the site. Committee Member Toohey suggested leaving the trees on the site until the job is finished, and then have Milford Public Works remove them. Committee Member Brennan said the trees are very likely to fall into the construction area and it's best to remove them immediately.

Mr. Machado commented that the estimated costs for the tree removal seem accurate.

Committee Members Jansen and Corvino made and seconded a motion to pay \$8171 to have the six trees removed. Motion carried unanimously.

4. Battalion Chief Healey

Invoices received/paid

Battalion Chief Healey presented an invoice to the Committee from DeCarlo & Doll in the amount of \$2949.82. He noted that there is a discrepancy in the amount of \$994.82, which would be worked out between him and DeCarlo & Doll. His recommendation to the Committee is to pay DeCarlo & Doll \$1500.

Committee Members Corvino and Jansen made and seconded a motion to pay DeCarlo & Doll, Inc., \$1500, holding \$994.82 in abeyance until it is discussed further by Battalion Chief Healey and Mr. Machado. Motion carried unanimously.

Budget Spreadsheet

Battalion Chief Healey passed out to the Committee the current budget spreadsheet and explained the document.

Committee Member Brennan suggested he add an additional column for completed paid items; Battalion Chief Healey noted he would add both paid and incumbered for the next month's spreadsheet.

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5. Meet the General Contractor

Chairman Healy informed the Committee that the general contractor could not make it to the meeting, but that they would meet him at a later date.

6. Architect Report

Chairman Healy turned the floor over to Mr. Machado.

Mr. Machado reported that the first job meeting would be held on Monday, May 9th. He said the first order on his agenda is to discuss the current construction schedule with the general contractor. Mr. Machado stated that he would ask the general contractor to revise the schedule to reflect his current timeframe. He said he would also remind him of the 270-day clause in the contract.

Committee Member Bevan inquired if there is a penalty clause in the contract, to which the Chairman said yes, there is a \$1500-per-day penalty.

Mr. Machado informed the Committee the most important thing is to be timely in answering requests from the general contractor and keep up with his schedule. He explained requests from anyone involved in the project are called RFIs.

Chairman Healy commented that he had been watching the emails between DeCarlo & Doll and Salce, and said Mr. Machado is “right on it”.

Mr. Machado also reminded the Committee to address change orders in a timely manner. The Chairman stated that any minor change orders that come in, he would inform the Committee by email.

Mr. Machado added that a payment application had come in from Salce in the amount of \$82,000; he will review them and then submit his recommendation to the Committee for approval for payment.

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7. New Business

Committee Member Vetro inquired as to what happened to cause the expense with the trees to occur. Chairman Healy informed him that while on the site, the assessment was made that some of the trees in the back of the site needed to come down to avoid a potential hazard during construction. He added that there is a possibility of eliminating the need for a retaining wall, which was estimated at \$26,100.

The Committee decided to meet again on June 7th at 6:00, location to be announced.

Committee Members Vetro and Jansen made and seconded a motion to pay Salce Construction \$82,000 upon review and recommendation from Mr. Machado. Motion carried unanimously.

8. Adjournment

Committee Members Corvino and Vetro made and seconded a motion to adjourn at 1909 hours. Motion carried unanimously.

Recorded by C. Birney