

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

**Fire Headquarters**

**72 New Haven Avenue, Milford, CT**

**Monday, September 19, 2011**

**Call to Order:** Chairman Healy called the meeting to order at 1803 hours. A quorum was present.

**1. Roll Call**

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

**2. Consideration of Minutes**

**Regular Meeting - September 2, 2011**

*Committee Members Toohey and Vetro made and seconded a motion to accept the minutes of the September 2, 2011, regular meeting as presented. Motion carried unanimously.*

**3. Report of Chairman**

*Committee Members Vetro and Bevan made and seconded a motion to enter executive session to discuss a legal issue concerning Salce Contracting. Motion carried unanimously.*

The Committee entered executive session at 1804 hours. Mr. Machado was invited to remain during executive session.

*Committee Members Corvino and Jansen made and seconded a motion to return to open session. Motion carried unanimously.*

The Committee returned to open session at 1820 hours.

Chairman Healy turned the floor over to Mr. Machado.

**4. Architect Report - Change Orders - Payment Application**

Mr. Machado reported to the Committee that he, Chairman Healy, Committee Member Brennan, and Chief LaVecchia held a meeting with Mr. Anthony Salce of Salce Contracting and Mr. Mike Vitello of Lametta & Sons Construction that week to discuss

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combining the outstanding change orders and come to a resolution. He explained that some of the outstanding change orders were minor in nature and were resolved quickly.

Mr. Machado informed the Committee that outstanding Change Order #9 regarded the additional buried debris that was found on the site. He said that a representative from DeCarlo & Doll was on-site while the debris was removed, taking pictures and documenting the work being done. The original amount charged was \$3719. Mr. Machado explained that after analysis, the new adjusted amount for this work is \$2960. Committee Member Bevan inquired if the contractor was required under the contract to inspect the site for this type of issue prior to bidding; Mr. Machado informed him that this issue is what's called an unforeseen condition. Committee Member Brennan added that the area where the debris was found is very small in comparison to the total footprint of the building site, and that Milford Public Works had dug test pits prior to bidding. He confirmed this was an unforeseen condition.

Committee Members Corvino and Toohey made and seconded a motion to approve Change Order #9 in the amount of \$2960 to Salce Contracting for work performed on August 10, 2011, as per recommendation by DeCarlo & Doll. Motion carried unanimously.

Mr. Machado then explained that outstanding Change Order #6 regarded the holes on the site from the removal of buried debris. He explained hole number two was filled immediately after the Construction Change Directive was issued. He said the same formula of analysis was applied to this change order, and recommended the Committee approve payment of the invoice in the amount \$4644.

Committee Members Vetro and Jansen made and seconded a motion to approve Change Order #6 in the amount of \$4644 to Salce Contracting for work performed in June, 2011, as per recommendation by DeCarlo & Doll. Motion carried unanimously.

Mr. Machado then said that one of the outstanding change orders was regarding the construction schedule. He said that they have asked Salce Contracting to track and document their reasons for delays. Mr. Machado said there is no cost associated with this at the present time.

Mr. Machado informed the Committee that outstanding Change Order #5 regarded the sedimentation and erosion control work that was done in the end of May, 2011. He reminded the Committee that DeCarlo & Doll's previous recommendation to the Committee, including profit & overhead and the bond, was \$11,700. He informed the Committee that Salce Contracting's last offer submitted was \$18,700. He added that at the meeting held that week, they had resolved the issue at \$16,925. He said that this compromise shows good faith on the part of the Committee to the contractor.

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Committee Members Brennan and Toohey commented that this change order came about due to Ms. Mary Rose Palumbo bringing Mr. Roman Polanski to the site, getting the State involved.

Committee Members Corvino and Vetro made and seconded a motion to approve Change Order #5 in the amount of \$16,925 to Salce Contracting, as per recommendation by DeCarlo & Doll. Motion carried unanimously.

Mr. Machado explained Proposal #7, which regarded raising the building elevation to avoid the water table. He said that this was discussed at the meeting that week. It was agreed by all present the cost of the materials for the work done. He added that the next step in negotiation would be the question of quantities for materials and time spent. Committee Member Brennan added that the foundations did not need to be changed with the change in floor elevation. He said that part of the material that was taken out of the ground, the subcontractor had resold. He also said that it had been requested of the subcontractor to justify his numbers. Mr. Machado said that the information requested has not yet been provided.

Mr. Machado informed the Committee that two more change orders had been received recently, both regarding work that had not been performed yet. The Chairman said one of the new change orders was in regards to brick.

Mr. Machado presented to the Committee the newest payment application. He commented that he had received it late. He explained that he looked over the application and questioned some items; the application was subsequently revised and resubmitted. The original amount requested in the payment application was \$154,195.25. He explained that the value of the current change orders is \$38,000, which is included in the payment application. Also included in the application is payment for stored materials, i.e., insulation (\$22,000) and plywood sheathing (\$21,000). Mr. Machado said if the Committee approves payment of stored material, he would verify the materials stored in Salce Contracting's warehouse are indeed for the East Side Fire Station project. Chief LaVecchia commented that the contract states there will be no payment for stored material. Committee Member Vetro said that he was not necessarily confident this material belongs to this project. Mr. Machado said that they would put Salce Contracting on notice and document the materials after verification at the warehouse. Chairman Healy added that there is not a big fluctuation on the price of plywood.

Committee Members Vetro and Toohey made and seconded a motion to deny payment for stored material, as requested in the current payment application. Motion carried unanimously.

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Committee Member Jansen commented that going forward, the Committee should not pay for ordinary stored building material, but that custom items will be discussed at future meetings.

Mr. Machado said that he recommends the Committee approve the payment application in the amount of \$129,327.25, which represents the current payment application minus the stored material charges and items he had requested further information about.

*Committee Members Toohey and Vetro made and seconded a motion to approve the payment application in an amount not to exceed \$129,327.25, as per recommendation by DeCarlo & Doll. Motion carried unanimously.*

Mr. Machado informed the Committee that payroll records had been submitted and he is in the process of verifying them. He stated he had requested an updated job schedule with each payment application, which has not been done. He suggested he would write a letter on the Committee's behalf requesting this information. The Chairman requested he do that the next day.

Mr. Machado added that Salce Contracting is updating their schedule of values, but was assured by Salce Contracting that this is normal practice and should not pose a problem. Mr. Machado commented to the Committee that he had never encountered this, and would keep an eye on the situation.

Mr. Machado confirmed that the Committee Members were in receipt of the project summaries every Friday. He opened the floor to questions from the Committee. Committee Member Jansen commented that it is useful in the report to see what has been requested and not completed on the project.

Referring to the latest job site meeting minutes, Mr. Machado stated that he requested an updated subcontractor list from Salce Contracting.

Chairman Healy informed the Committee the job site meetings changed from Mondays to Wednesdays.

#### 5. **Bill Healey Invoices**

##### Invoices

Battalion Chief Healey presented invoices from DeCarlo & Doll, Inc., totaling \$12,005 for architectural services.

*Committee Members Jansen and Corvino made and seconded a motion to pay the invoice in the amount of \$12,005 to DeCarlo & Doll, Inc., from account 0040-4320-5527-4993-0000 (architect). Motion carried unanimously.*

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Battalion Chief Healey presented an invoice from the Recording Secretary for Secretarial Services rendered on September 2<sup>nd</sup>, totaling \$50.

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.

Battalion Chief Healey informed the Committee that he is in receipt of bills from Connecticut Material Testing Lab, and is forwarding those bills to Chairman Healy. He reminded the Committee that they had approved a \$10,000 payment for the services of the Lab, and these bills are drawing off that payment.

Battalion Chief Healey raised his concerns about the appliances for the new station. He said at the beginning of the project, Salce Contracting had submitted their recommendations for appliances, which he did not think would meet the needs of the Department. He stated he did some investigation and went to Mudrick's regarding the need for heavy-duty items. He said Mudrick's will store, deliver, and install the appliances for the Department, as well as hold the prices on the equipment. Battalion Chief Healey expressed his concern about the possibility of going over the \$16,000 allotment for appliances. Chairman Healy informed him the number is negotiable, and as long as he can provide firm prices on all appliances needed, the Committee would do their best to meet that need.

#### 6. New Business

Chief LaVecchia informed the Committee that he had been asked by Committee Member Brennan to contact the Regional Water Authority regarding payment of the fee for tapping into the water main. He commented this is something usually paid by the contractor.

Committee Members Brennan and Jansen made and seconded a motion to pay the City water user fee, if one is required. Motion carried unanimously.

#### 7. Adjournment

Committee Members Toohey and Corvino made and seconded a motion to adjourn at 1936 hours. Motion carried unanimously.

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Recorded by C. Birney