

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 and Mr. Mike Vitello, of Salce Contracting that week to resolve outstanding change orders. He stated

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that time and machine rates were established on these smaller change orders, and then the same were applied to others.

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 requested was \$3719. Mr. Machado explained that after review of this work with Salce, the recommended payment amount should be \$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 was 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 \$2960.00 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 two holes left on site from the removal of buried debris. He explained Salce decided to fill hole number two on their own. For this, and other stated reasons, Mr. Machado recommended approval of Change Order 6 in the amount of \$4644.00.

The Committee approve payment of the invoice in the amount \$4644.00

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 explained Change Order Proposal 8 was regarding the construction schedule. He said that D&D asked Salce Contracting to track and document construction delays. As such, this Change Order Proposal will serve as a place holder for Salce to report construction delays on a monthly basis. Mr. Machado said that costs associated with delays will only be considered once Salce is working with an approved construction schedule. Costs associated with delays will only be considered and paid at the end of the project.

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. Salce's initial Change Order Costs for this work was nearly \$23,000.00. He further reminded the

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Committee that DeCarlo & Doll's initial recommendation to the Committee, including profit & overhead and the bond, was around \$11,700. He informed the Committee that Salce resubmitted this Change Order Proposal on other occasions prior to their current offer of \$18,700. During this Change Orders meeting, he, members of the Fire Department and Building Committee asked Salce for a recess in order to give the revised documentation their full consideration. After review and consideration of Salce's revised Change Order documents, D&D concluded that additional costs could be considered beyond their initial \$11,700 recommendation. D&D's revised recommendation was in the amount of \$16,925.00.

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 Southwest District Commission agency 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 Change Order Proposal #7, which regarded raising the building elevation to avoid this spring's water table and create additional site area to be used by the Fire Department. 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. Mr. Brennan further stated that D&D made several requests to the subcontractor regarding justification for his labor and material quantities. Mr. Machado said that information requested was not adequately 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 Milford's requirement for Brick in their manholes. D&D asked Salce to address their questions on the Change Order Proposal involving work on the trusses.

Mr. Machado presented to the Committee the newest payment application. He commented complete Payment Application documents were not received until 9.15.2011. He explained that he looked over the original 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 payment application includes the new, recently approved Change Orders. Also requested in the payment application were stored materials (insulation and plywood sheathing totaling around \$27,000.00). Mr. Machado said if the Committee approves payment of stored material,

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he would verify that 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.

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.

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. As such, Mr. Machado recommended the Committee approve the payment application in an amount not to exceed \$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 Salce has not complied with. He suggested he would write a letter on the Committee's behalf requesting this information. The Chairman requested he do that the next day. (Post meeting note: details of this were agreed to at the September 24th job meeting.)

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. As such, he will review this matter and report his findings to the Committee for their consideration.

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.

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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.

Battalion Chief Healey presented an invoice from the Recording Secretary for Secretarial Services rendered on September 2nd, 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

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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.

Recorded by C. Birney