

Avon Designer Selection Committee
Thursday, March 29, 2018
6:00 p.m.

TOWN OF AVON
2018 JUL 11 A 9:27

In Attendance:

Tracy Self, Chairman
Jay Suzor
Chuck Comeau
Elaine Dombrosky
Tim Flanigan

Guests:

Michael Josefek, President, ACG
Don Velozo, Sr. Project Mgr., ACG
Greg Devlin, ACG
David Martineau, Avon Police Chief
Jeff Bukunt, Avon Deputy Chief
Steven Bernstein, SLB Group
Michael Teller, CBI Consulting, Inc.
Steven Watchorn, CBI Consulting, Inc.
Jim Purcell, Avon Interim Town Admin.
Joseph Lalli, Avon Town Counsel

The Avon Designer Selection Committee met at Town Hall on Thursday evening, March 29, 2018, at 6:00 p.m.

Tracy Self commenced the meeting and immediately turned it over to Don Velozo to go through his Previous Meeting Minutes. He began with:

Item #6.1 - Budget. Items for bid alternatives were discussed. This item was left open.

Item #6.2 - Budget. Don will set up a meeting with Jim Purcell regarding the FFE budget. This item was closed.

Item #7.1 - Budget. Chuck Comeau said the total budget cannot exceed \$5.5 million. This item was closed.

Item #7.2 - Permitting. Don said the notice from ConComm was received and it is under review and will report back as soon as possible.

Item #6.3 - Schedule. CBI was given permission to continue the CD Design Phase. This item was closed.

Item #7.3 - Schedule. CBI is running behind on dates. The plans for the jail cells were not complete and sent to DPH. They will be sent on March 30th. Comments were received from MAW/CxA and sent to CBI. The following notable dates were mentioned:

- 4/5 - Bid ad to be placed in the *Central Register* and newspaper
- 4/11 - Plans and Specs will be available for bidders in the Town Hall and on-line
- 4/18 - Pre-Bid Conference in Avon's Town Hall - 10:00 a.m.

Item #7.4 - Bidding. CBI will request and provide wage rates for bid documents. This item was left open.

Item #7.5 - Bidding. The bids will be received by the Town Clerk. Tracy will let the Town Clerk know and Jim Purcell will be responsible for updating any addendum once the plans are delivered.

Item #7.6 - Bidding. The Town Hall Meeting Room has been reserved. This item was closed.

Item #6.4 - Building Scope. The proposals from Comtronics for radio, dispatch work stations and dispatch consoles; and Viscom for access control and CCTV systems were placed in the dropbox folder.

Item #3.2 - Schematic Design. There is no new information. Don will work with Jim Purcell to get new gas service/work order underway. This item was closed.

Item #3.3 - Schematic Design. The Police Chief has bought into the changes regarding the lockers. Don will work with Jim Purcell to begin the procurement of the Spacesavers lockers and HD storage.

Item #5.2 - Schematic Design. The masonry veneer siding is included as base bid. Steve provided samples. This item was closed.

Item #6.5 - Environmental. No joint meeting was held with ConComm and the Planning Board. The final Site Plan Meeting is scheduled for April 5th. This item was closed.

Item #7.7 - Environmental. Road improvements are not included in the Police Station building project. This item was closed.

Item #1.11 - Commissioning. 90% of comments were received from MAW to CBI and they in turn sent them to MEP Consultants for response. This item was left open.

Item #1.12 - Construction Documents. The Front End Specification was done by CBI and sent to Joe Lalli. Don needs back by April 2nd. Don and Joe will meet to review.

Item #6.6 - Construction Documents. Approval was given for the Design Team to complete the CD's by the end of March. This item was closed.

Item #6.7 - Outreach. The Conservation Commission requested that the amenities that benefit the ball-field users such as parking and restrooms be mentioned. This item was closed.

Continuing, a discussion ensued regarding the Plans and Specs. Steve gave a status report and wanted everyone to see the progress they've made over the past week. He then passed out a list of work to be performed. He briefly mentioned the following and went through the bullet-points under each:

Drawings

- General
- Civil & Landscape
- Architectural
- Structural
- Fire Protection
- Plumbing
- Mechanical
- Electrical

Specifications

Don brought up the fact that CBI is behind schedule. They should be at 90% Plans and Specs, but it appears that they are around 75% complete. He said that it was causing everyone more work. Mike Teller said they have 2 Project Managers working on this as well as himself. He doesn't agree that it's 75% complete, but closer to 90%. Don said going forward, instead of 5 people, CBI needs 6-7 people working on this to complete it. The next update is in 2 weeks and ACG needs it by Monday, April 9th complete to give them time to review.

Next item on Don's agenda was Plan Reviews. He touched upon:

- CBI
- DPH
- Avon Building Department
- Avon Fire Department
- ACG
- Avon PD
- MAW
- Joe Lalli

Review Bid Advertising Requirements were brought up. The following were mentioned:

- Advertisement
- Newspaper

- Town Website
- Commbuys
- *Central Register*

It was noted that bids were to be done in Town Hall with a formal opening.

Construction Cost Estimates were next on the agenda. Steve passed out their working documents.

The previous cost estimate was \$3,776,908

The current cost estimate is \$3,623,619

He also had 2 Alternates listed:

Alternate #1 - Carport Structure and Associated Lighting ... Add: \$121,377

Alternate #2 - Addition of Two Dormers ... Add: \$ 28,987

Mike thinks the value for contract O&P is unrealistically low at \$3.9 for this small project. Mike had it at just over \$4.0. ACG thinks the estimate will be higher once the documents are at 100% unless changes are made to the HVAC and electrical.

At this time the next meeting was scheduled for Thursday night, April 5, at 6:00 p.m.

With no further business to discuss, Tracy asked for a motion to adjourn the meeting. Jay Suzor made the motion to adjourn with Elaine Dombrosky seconding that motion.

The meeting adjourned at 7:17 p.m.