

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

TOWN OF AVON
2019 FEB -4 A 8:12
TOWN CLERK

In Attendance:

Tracy Self, Chair
Elaine Dombrosky
Chuck Comeau
Jay Suzor
Alex Sinclair

Guests:

Jeff Bukunt, Avon Police Chief
Don Velozo, Sr. Project Mgr., ACG
Steve Watchorn, CBI Consulting, Inc.
Mike Josefek, ACG
Peter Koczera, ACG
Bob Spurr, Avon's Fire Chief
Denis Linehan, Avon's Deputy Chief

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

Elaine Dombrosky commenced the meeting and wanted to begin with the approval of previous Meeting Minutes. They were the Minutes of October 17th, October 25th and November 1st. She asked if anyone had any comments or corrections. No one did so she asked for someone to make a motion to accept them as read. Jay Suzor made the motion to accept the Minutes of October 17th, October 25th and November 1st as read. Chuck Comeau seconded the motion. There was no discussion and they were unanimously approved.

Elaine now turned the meeting over to Don Velozo who began with a review of his Previous Meeting Minutes. He went through the following:

Item #13.1 - Budget. ACG remains concerned about the FF&E budget. The budget appears to be \$150,000 short of estimated requirements. He said savings will be sought with the remaining procurements.

Item #13.2 - Contract Modifications. This item was closed.

Item #13.3 - Contract Modifications. Steve Watchorn gave an update on adding a dry sprinkler zone to the carport. He said they issued a change order request; it was also mentioned that the steel did not have to be galvanized. Chuck said they need to drill down on the pricing. They are all presently reviewing revisions to the PCO and to add Fire Protection and Ceiling to the carport.

Item #13.4 - Contract Modifications. This item was closed.

Item #13.5 - Contract Modifications. This item was closed.

Item #13.6 - Contract Modifications. This item was closed.

Item #13.7 - Contract Modifications. This item was updated. The plumbing contractor notified the general contractor that they are doing the work under protest.

Item #13.8 - Contract Modifications. Columbia Gas is trying to it to \$8,000. It was noted that all work has to be stamped.

Item #14.1 - Contract Modifications. The change order was approved. Steve had new change orders to be sent to the Board of Selectmen. Tracy can sign them up to a certain amount.

Item #12.1 - Schedule. Page has gained time on the Project Schedule. As of right now, they are 7 days behind.

Item #14.2 - Civil. The septic situation - The PCO for the revision is \$7,215.60 - still under review - part of that was a credit.

Item #12.2 - Construction Documents. This item was closed.

Item #14.3 - Construction Documents. Certain items such as the Dispatch Console and the lockers are to be procured separately. This will go under FF&E.

Item #8.5 - FF&E Procurement. Don said that the Radio Dispatch Equipment was ordered. This item was closed.

Item #8.6 - FF&E Procurement. Don said they priced the Access Control and Surveillance Video Equipment several ways. The Security vendor selection is ongoing and needs to be finalized ASAP to avoid project delays. They were sent to 4 vendors; 3 responded and only 2 were received back. Don said they should have the pricing tomorrow and that Scott from IT has been involved. Jeff Bukunt said they did a walk-thru and they've added on to the plans.

Item #8.7 - FF&E Procurement. The gas service installation was thought to be imminent; however, notification was received from Columbia Gas that the installation plan now requires a sign off by a professional engineer per new company policy.

Item 14.4 - FF&E Procurement. Chief Spurr reviewed the requirements for the fire radio box receiving equipment and obtained revised quotes from L.W. Bills for \$94,804.00. (It's all state bid pricing.) Don said they would have a meeting on this. The labor is \$5,900.00. Chuck said that this is the only place to get the equipment and they need to get it moving.

Item #11.5 - Outreach. This item has been closed.

Continuing, Don brought up the next item on his agenda, the OPM's Monthly Report. He briefly spoke about the following:

- Weather - rain occurred on 10 days
- Site and Earthwork - parking areas were excavated and backfilled with dense grade
- Concrete - no work this month
- Masonry - no work this month
- Structural Steel - no work this month
- Carpentry - framing continued
- Roofing - Peter Koczera spoke on this
- Openings - installation of metal door frames and exterior windows
- Flooring - no work
- Painting - no work
- Fire Protection - product submittals and coordination drawings were provided
- Plumbing - venting installed
- HVAC - they are going right along
- Electrical - installation of switch, square boxes, and flexible conduit at door frame
- Schedule - an increase of one day
- Issues
 - ✓ Improper installation by Roofing Contractor resulted in excessive wrinkles in the AVB Membrane. The corrections are done.
 - ✓ Improper handling by the contractor damaged a roof truss. The contractor repaired the truss and CBI confirmed the truss was properly repaired.
 - ✓ Septic and Pump Tank needed to be installed within 12" of the high groundwater. A variance was obtained and the additional cost will be incurred to waterproof and add concrete ballast on the tank.

Don now went through the following Pending Contract Modifications and reviewed with the Committee:

- Additional Bollards - new price
- Sally Port Thresholds
- Revised Door Hardware - prices are out of control
- Sealant and Ballast at Septic/Pump Tank
- Carport Fire Protection and Ceiling - under review
- Burglar Bar at ERV - approved - it's cheap money

Don said they will drill into these and see where they can save money.

The next item was the Designer's Update by Steve Watchorn - he said the submittals are still coming in.

At this time Don talked about the budget. He walked the Committee through the A&E Fees. He said they started out with \$500,000 and they are now at \$648,686.31 - they are over by \$150,000.

Steve mentioned that he has other concerns, one being structural. He would like the Engineers to go out there.

Don brought up Rossano - said he is good, but they may have to remove him from meetings as he tends to get out of control. Jeff said he would let him know what is acceptable and what is not.

At this time the Owner's Concerns were brought up. Jeff talked about the roof and Steve explained about the warranty and the final inspection. Tracy mentioned that she had a conversation with the Board of Selectmen and said they felt like they should be signing the change orders. They will keep them on their agenda.

Tracy now brought up the proposal from L.W. Bills Company for a new signal communications radio box alarm receiving for the new proposed Police Dispatch Center and two (2) Vision 21 Re-transmission upgrade kits for the existing Vision 21 receivers at the Fire Station to re-transmit the DTX and DTMF radio boxes. The amount was for \$94,804.00. Chuck made the motion to approve the proposal with Jay seconding the motion. There was no discussion and it was unanimously approved.

Tracy said she posted the ad on the *Central Register* for the Fire Department. It will run December 5th. The documents are all ready and there is now a new web page for the Fire documents. She mentioned she will also post in the *Brockton Enterprise*. They will have until 2:00 p.m. on Thursday, December 27th to get their submissions in. At that time they will be opened and the top ones will be contacted.

Tracy now entertained a motion to approve the Burglar Bar at ERV for \$1,741.00. Chuck made the motion to approve the \$1,741.00 with Jay seconding the motion. There was no discussion and it was unanimously approved. The motion carried.

Tracy scheduled their next meeting, which will be held on Thursday, December 27th at 6:00 p.m. with the bid openings to be held at 2:00 p.m. on that same day.

With no further business to discuss, Jay made the motion to adjourn with Chuck seconding that motion. There was no discussion. It was unanimous and the meeting adjourned at 8:45 p.m.