

Avon Designer Selection Committee
Thursday, March 14, 2019
6:03 p.m.

TOWN OF AVON
2019 MAY 10 A 9:06
TOWN CLERK

In Attendance:

Tracy Self, Chair
Alex Sinclair
Chuck Comeau
Elaine Dombrosky

Guests:

Mike Josefek, ACG
Don Velozo, Sr. Project Mgr., ACG
Bob Spurr, Avon's Fire Chief

Absent:

Jay Suzor

The Avon Designer Selection Committee met at Town Hall on Thursday evening, March 14, 2019, at 6:03 p.m.

Tracy Self called the meeting to order. The purpose of tonight's meeting was to begin the process of renovating the Fire Station. Tracy immediately turned the meeting over to Don Velozo, who first had some business to discuss regarding the Police Station. He brought up rec's. He said they went through a process with the Town's Attorney regarding de-certification. He said if things fail then they can deduct monies from the contractor. They asked for \$10,000, so they held back \$13,000. Don told the DSC that Rossano is your Construction Manager and he is responsible to get things "fixed" if they go wrong. Don then gave examples of things which the Contractor is responsible for. He said to hold the money from them until the end of the job and then negotiate with them.

Don now gave Tracy the rec's for the Committee's approval. The amount for Page was \$382,249.42. Tracy entertained a motion to approve this amount. Chuck Comeau made the motion to approve the monies with Elaine Dombrosky seconding that motion. There was no discussion and the motion was approved unanimously.

Tracy now brought up the electric bill not being paid. Page will have to get the electricity put back on. Rossano is aware of it and will take care of it.

Don said he received an email from CBI that there was a change in the break-room because of a conflict and they wanted the Designer's Selection Committee permission to make the change (chair rail, refrigerator, etc.).

Don brought up another conflict with the jail cell flushes. The Chief would like them relocated to another wall. Rossano said he would do it for nothing. Don recommended the Committee go over it with the Chief. Chuck said to also speak with the Chief about changing the camera 90 degrees.

Don briefly discussed the following issues with the Committee:

- The Chief has authorized not having a handcuff bar at the table
- Cell recorders - Dept. Of Health wants 2 pieces of conduit - \$400 CCD - already done
- Light fixtures in the female locker room - to add another one for \$500
- Insulation - condensation from the conduit, CCD to have work done - not to exceed \$1,500
- Flag pole without a light at the top - electrician came up with one for \$200

When they finished up with the Police Station the discussion moved onto the Fire Station. Don now went through his agenda beginning with Project Schedule A, the Contract for Designer Services, which contained the following:

1. Work Plan Phase
2. Site Environmental Analysis
3. Programming Phase
4. Schematics Design Phase
5. Design Development Documents Phase
6. Construction Document Phase
7. Bidding Phase
8. Construction Administration Phase
9. Project Close Out Phase

Don said they have the RFP and the contract ready to go to the town's attorney. He will send them to Attorney Lalli for his review. Don passed out the Public Notice with tentative dates highlighted in yellow. He said it is a tight schedule and it is a work in progress.

Mike Josefek went through the conceptual drawings they had brought with them. He talked about the additions and the renovation of the existing building, as that is what the warrant was for, a renovation. He went through the different designs they've put together to give the Committee something to look at and something to think about. He said they tried to keep the design in keeping with the neighborhood. Mike would like the Committee to buy into the styling and to the aesthetics. It fits in with what they did for the Police Station. He then spoke a little about the hose, training and radio tower. Mike mentioned that the existing building is 6,640 sq. ft. and the new building will total approximately 10,860 sq. ft.

Chuck asked about putting two doors on the side of the building. Could they do this? Yes, they could. They went on to talk about the septic, the curb and the lights.

Mike now brought up the Fire Station Additions and Alterations Narrative packet that they passed out. He said the total estimated construction cost was \$3,975,800. Mike continued and spoke about how they are going to phase this plan. He said they would get the Fire Department out of

there and put them somewhere else. It would be too hard to work with them in the building. He said it would be a two-phase approach.

Phase I:

“Solicit a design build firm to erect a 50’ x 60’, 3 bay storage building complete to allow for the temporary occupancy by the Fire Department. Additional rental trailer for admin. office space along-side the storage structure. During this time period, an architectural design firm will be solicited to engage them to develop construction documents based on the conceptual design of ACG and approved by the Committee. While the new storage building is being constructed the operations at the Fire Station site will continue as usual. Once the building is ready for occupancy, the Fire Department can move operations over to the temporary facility.”

Phase 2:

“Once the construction documents are completed, and the move is underway by the department, the new station project can be put out to bid for filed subs and general contractors. When the move is completed and the existing building abandoned by the Fire Department, the contractor can establish the work zone with temporary fencing and proceed without interference by normal Fire Station Operations. Work limits will be drawn to accommodate unimpeded flow for the fire apparatus.”

Mike continued and spoke about the following:

- Get the steel building up (separate bid item)
- Get the RFP out
- The building would be 50’ x 60’
- No off site rentals
- Gas lines
- The RFP - scope may or may not include accessory storage shed

Don now talked about the budget number of \$5.5 million. He said these line item numbers are only ballpark figures - it’s a starting point. He then mentioned Dispatch and asked if they use the 9-1-1 recorder. Alex Sinclair said, “Yes,” 9-1-1 will move it.

When Don had finished his agenda, it was agreed that they need to get these documents out to Attorney Lalli by Monday or Tuesday of next week as they need to get an Architect on board as soon as possible.

When there was nothing else on anyone’s agenda, Tracy adjourned the meeting at 7:50 p.m.