

Avon Designer Selection Committee
Thursday, January 31, 2019
6:00 p.m.

TOWN OF AVON
2019 MAY 13 A 9:50
TOWN CLERK

In Attendance:

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

Guests:

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

The Avon Designer Selection Committee met at Town Hall on Thursday evening, January 31, 2019, at 6:00 p.m.

Tracy Self called the meeting to order and the first item on her agenda was to approve the Meeting Minutes from December 27, 2018 and January 15, 2019. She asked if anyone had any questions or comments on them. No one did so she asked for someone to make a motion to approve the Minutes. Jay Suzor made the motion to accept the Minutes of 12/27/18 and 1/15/19 as read. Elaine Dombrosky seconded that motion. There was no discussion and the Minutes were approved unanimously as read.

Tracy 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. Jeff Bukunt talked about the meeting they had regarding Furniture, Fixtures and Equipment with WB Mason. He said they are going to provide a budget number. Denis Linehan said he had a name to get some possible grant money. Maybe they could get some from Homeland Security? He will look into it. Denis said there may be some money they could get ... maybe some of the equipment could be covered and that would help with their budget. Also, there's a possibility they could get outside camera money. Jeff said they will look into it as there's a process to get things. The total project budget is \$5,877,795.

Item #15.1 - Budget. The phone system cost budget has been reduced. The existing phones and recorder will be relocated to the new station. The phone budget has been revised to \$7,500.

Item #13.3 - Contract Modifications. The carport FP system and ceiling scope will be divided into three CCD's for approval by the Selectmen. The change order was reduced by \$18,888.67.

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

Item #13.7 - Contract Modifications. This was regarding the work for the sink carriers. This was closed for now.

Item #15.3 - Contract Modifications. CCD #14 for conduit from Server to the Electrical Room was approved. ACG will deliver CCD #13 for electrical changes NTE \$5,000 to Avon's Town Hall. ACG will monitor Time and Materials.

Item #16.1 - Contract Modifications. Potential Change Orders:

➤ Carport Fire Protection System	CCD #10	\$41,220.98
➤ Carport Ceiling and Connector Roof	CCD #11	\$50,288.89
➤ Additional Video Monitor Jacks in Dispatch	CCD #6	\$ 2,802.19
➤ FP System Rev. To Support Carport	CCD #12	\$ 9,896.81

Item #16.2 - Contract Modifications. Approved Change Order #4 was executed. This item was closed.

Item #12.1 - Schedule. Page's updated schedule indicates the substantial completion date remains as 5/28/19. The Town can live with additional days. Their priority is quality over time.

Item #14.2 - Civil. The septic situation - The cost of remedial work is to be included in Change Order #4 \$6,906.60. There is no change. Steve Watchorn is going to contact Daniel Armstrong to get a response.

Item #16.3 - Commissioning. The Cx Meeting was held on January 30th. The process will be ongoing through the completion of the project.

Item #15.6 - Payments. Page provided waivers for each previous requisition. Don will work to obtain waivers from Page for subcontractors. There are no concerns or reports of subcontractors not being paid.

Item #16.4 - Payments. ACG presented four invoices for payment.

➤ ACG	\$ 25,000.00
➤ CBI	\$ 5,681.50
➤ Page	\$584,760.15
➤ ATC	\$ 1,815.00

Item #8.6 - FF&E Procurement. This item was closed.

Item #8.7 - FF&E Procurement. This item was closed.

Item #14.4 - FF&E Procurement. Greg Enos requested a letter stating the requirement to purchase proprietary equipment for compatibility reasons. He needs documentation to authorize the radio box receivers. Don received the signed proposal from Greg. Don will make sure the radios are ordered.

Item #15.7 - FF&E Procurement. Dispatch Console - Denis Linehan will provide information regarding the Dispatch Center's interface jack requirements for the consoles. The Dispatch console orders were placed with a delivery scheduled of April 1, 2019. Chuck Comeau talked about the installation of static ground strips/ESD floor in the dispatch area. Steve did not think it was necessary with VCT flooring.

Item #16.5 - Quality Control. ACG will have the black stains on sheathing tested. ACG directed ATC to test for mold. On 1/7/19 the results were positive for mold. CBI spoke to Page to provide a plan to mitigate the mold. The cost of all of this will be charged back to Page.

Item #16.6 - Quality Control. Chuck voiced his concern with the wall penetration at the FD connection. Mike is concerned with the seismic bracing at masonry walls. Mike is going to discuss framing to support the attic access way with CBI.

Item #16.7 - Quality Control. The leaks at the pipe connections were fixed. This item was closed.

Item #15.8 - Miscellaneous. Don is going to continue to work with EPS and General Dynamics for coordination of E911 wiring needs.

Item #15.9 - Miscellaneous. This was regarding Page's Owner, Rossano's behavior. It has improved. This item was closed.

Item #15.10 - Miscellaneous. This had to do with issues with change orders. This item was closed for now.

Item #16.8 - Miscellaneous. Chuck was concerned with the kerosene heater and the lack of a CO detector in the building. A CO detector was installed at the direction of Chief Spurr.

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

- Weather - the average daily temperature was 38 degrees - Page provided temporary heat
- Site and Earthwork - leaching field was constructed and connected via the forced main to the pump chamber and leach field. Septic and pump tanks were back filled and tested for compaction
- Concrete - was placed as ballast at septic and pump tanks
- Masonry - no work this month
- Structural Steel - erected car port including steel decking - testing needs to be done
- Carpentry - fire blocking, truss bracing, hold down, applied ice and water shield at dormers and completed the framing punch list. Vinyl siding is 98% done; roof access ladder, gypsum board and insulation work is ongoing.
- Roofing - roof curb, HVAC penetration, scuppers, and roof hip and low slope intersection were flashed. Installed pitch pockets.
- Openings - no work
- Flooring - no work

- Painting - applied intumescent paint to walls in dormers
- Fire Protection - fire sprinkler system rough and finish work ongoing. Back flow valve was installed horizontally per Avon Water Department specifications
- Plumbing - installed gas piping to unit heaters, ERV and generator, pipe labling ongoing. Installed domestic water back flow and idler. Installed fire stopping in wall penetrations.
- HVAC - rough installation complete. Control wiring ongoing.
- Electrical - installed fire alarm antenna. Installed conduit to roof for communications antennas. Completed rough installation. Wired fan coil units, unit heaters, generators, transformer, and roof top units.
- Security Data - low voltage wiring installed for card readers, cameras, door releases and wireless access points
- Schedule - Page's substantial completion date is 5/28/19
- Issues
 - ✓ Test conducted for mold came back positive. Page was directed to provide plan to mitigate the mold.
 - ✓ Page worked on Saturday, January 27th without notice or a Clerk of Works present
 - ✓ Page installed wood pellet stove without a permit.
- Pending Contract Modifications

✓ PCO 9 Proof Rolling	\$ 2,389.00
✓ PCO 25 Additional Bollards	\$ 9,984.00
✓ PCO 28 Revise Window Detention Doors	\$ 4,895.00
✓ PCO 34 Fire Protection Carport	\$ 41,220.98
✓ PCO 40 Revise Siding and Window Sill	\$ 2,468.80
✓ PCO 42 Carport Ceiling	\$ 50,288.89
✓ <u>PCO 44 Revise Sprinkler System</u>	<u>\$ 9,896.81</u>
✓ Change Order #5	\$121,143.48

At this time Steve Watchorn spoke on several items, one being flashing. He also mentioned that they are very happy with the building and it is on schedule. He said there will be a punch-list. Steve then brought up insulation and Mike spoke about it as well. Steve also mentioned Rossano's behavior and said they will walk out too, if he gets out of control. Tracy added that they will walk out if his "bad" behavior continues. Chuck mentioned that yesterday's meeting went well. Jeff Bukunt said he had met with Rossano last week at the meeting and said his behavior was better.

Steve now brought up submittals. He has over 300. He said he was also going to come up with a numbering system for the doors.

CCD #13 - Electrical Changes - it encompasses all of the changes to do with data, card readers, etc. Some of this work has already been done.

CCD #14 - Conduit from Electrical Room to Server Room - to provide conduits that Avon's IT Department requested. Tracy asked how much (it is not to exceed \$5,000).

Don said that he feels all of the work in CCD #13 and CCD #14 is necessary. He then went through additional scope items with the Committee. From there he went to the budget and asked everyone to look it over. The Contingency Fee of \$20,660.44 came up. Chuck said he would like to look at the original budget numbers and compare them to where we are today. Don said he would get those numbers for the Committee.

Continuing with the budget, Don said the big concern comes under FF&E. He mentioned the telephone numbers have come down; also, he reiterated that the \$30,000 for office furniture is just an estimate. In looking at the budget, Don said he threw in some numbers as estimates and the total is down to \$600,000.

Mike now brought up the idea of leasing furniture as opposed to buying it outright. He said they would look into it - just to see what the numbers would be. Monitors were now discussed. If they use Samsung they could get them for roughly \$800 each.

Next on Don's agenda were Project Invoices, which he gave to Tracy. The numbers were as follows:

Architectural Consulting Group, Inc.	\$ 25,000.00
CBI Consulting, LLC	\$ 5,681.50
Page Building Construction Company	\$584,760.15
ATC Group Services, LLC	\$ 1,815.00

Don said he will track down CCD #13 - Electrical Changes and then give to Tracy.

At this time Tracy asked for a motion to approve CCD #14. Jay made the motion to approve CCD #14 with Chuck seconding the motion. There was no discussion and CCD #14 was approved unanimously.

Finally, Don ended by asking if anyone had any concerns. No one did so Tracy scheduled the next meeting. It will be held on Thursday, February 28, 2019, at 6:00 p.m. ACG then left.

There was one last thing on Tracy's agenda, and that was to ask for a motion to accept the price of \$375,660 for the Fire Station project (total of all five phases for OPM Services and Clerk of the Works Services). Jay made the motion to accept the price of \$375,660 with Chuck seconding that motion. There was no discussion and the vote was unanimous.

With no further business to discuss, Jay made the motion to adjourn with Elaine seconding that motion. The meeting adjourned at 8:10 p.m.