

Avon Designer Selection Committee
Thursday, February 28, 2019
6:00 p.m.

TOWN OF AVON
2019 MAY 13 A 9:50

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
Steve Watchorn, CBI Consulting, Inc.

TOWN CLERK

The Avon Designer Selection Committee met at Town Hall on Thursday evening, February 28, 2019, at 6:00 p.m.

Elaine Dombrosky called the meeting to order and the first item on the agenda was to approve the Meeting Minutes of January 24, 2019 and January 31, 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 January 24, 2019 and January 31, 2019 as read. Chuck Comeau seconded that motion. There was no discussion and the Minutes were approved unanimously.

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. Jeff Bukunt worked with W.B. Mason for quotes and they gave him a quote of \$43,000 for the furniture for the new Police Station. Jeff was able to eliminate some things on the list. He is continuing to work with them to get that number lower, hopefully it will be in the high \$30,000+ range.

Item #15.1 - Budget. Don gave an update on the phone system cost budget. He said the \$7,500 number was going up. There was an increase due to the (5) paging speakers to the hallways and to the locker rooms, which were added on. The new number is now \$9,736.16. Don said the recorder was going to be reused, which was going to save "good" money. He said Greg Enos has the proposal to see if they can get more of a reduction. It was noted that the Town Administrator must sign off on this money.

Item #17.1 - Budget. The revised Total Project Budget is \$5,929,735.00.

Item #15.3 - Contract Modifications. The work authorized with CCD #13 is basically completed. ACG and CBI will meet with the contractor to discuss additions and deductions.

Item #16.1 - Contract Modifications. Change Order #5 will include:

➤ FP System Rev. to Support Carport	CCD #12	\$ 9,896.77
➤ Carport Fire Protection System	CCD #10	\$41,221.05
➤ Carport Ceiling and Connector Roof	CCD #11	\$50,288.71
➤ 8 Additional Bollards	CCD #8	\$ 9,982.92
➤ Proof Rolling		\$ 2,346.60
➤ Re-sized Vision Panel at Jail Cell Doors		\$ 4,894.51
➤ Revised Trim Detail		\$ 2,468.62

Item #18.1 - Contract Modifications. Below are the Recommended PCO's:

➤ PCO #50R1	Additional Duplex Receptacles, Data, TV Outlets	\$2,802.89
➤ PCO #52	Underground Conduit for Carport Lighting	\$ 409.50
➤ PCO #56R1	Relocate TV/Data Receptacle	\$ 106.78
➤ PCO #59R1	Horizontal Backflow	<u>\$ 802.30</u>
		\$4,121.47

Item #18.2 - Permitting. FP Subcontractor has not obtained permits for additional FP work.

Item #12.1 - Schedule. Page's updated schedule indicates the substantial completion date is now May 16, 2019. They have made up some of the time ... they're making good progress.

Item #14.2 - Civil. Steve Watchorn is going to contact Daniel Armstrong to get a response. Once he gets it he will forward the response to the Committee within two days.

Item #18.3 - Commissioning. Chuck Comeau requested Don to consult with Mike Williams regarding the dripping condensate issues.

Item #17.2 - Payments. ACG presented the following invoices for payment:

➤ ACG	\$ 25,000.00
➤ CBI	\$ 5,681.50
➤ Page	\$584,760.15
➤ ATC	\$ 1,815.00
➤ MacDonald Electrical	\$ 20,463.75

Item #18.4 - Payments. The Committee Approved 3 of the invoices for payment:

➤ ACG	\$ 25,000.00
➤ CBI	\$ 5,681.50
➤ ATC	<u>\$ 365.00</u>
	\$ 31,046.50

Item #18.5 - Payments. Page was paid 75% complete for EDPM roofing on a previous application for payment. ACG recommended decertifying \$14,950 from EDPM Roofing on Page's current application because an area of roof membrane developed gaseous bubbles and Page failed to

correct the issue. A lengthy discussion ensued on this issue and CBI requested that Town Counsel review the issue and advise. The Committee agreed to have Attorney Lalli review this matter.

Item #15.7 - FF&E Procurement. Dispatch Console - This item was closed.

Item #18.6 - FF&E Procurement. Chief Bukunt is working with W.B. Mason to procure furniture thru State Blanket Contract OFF38. Jeff also requested the Committee to approve purchasing a safe for \$2,328.13 from Mancini Safe in Avon. It is 690 lbs. and the price includes installation.

Item #18.7 - FF&E Procurement. Chief Bukunt presented Partners proposal for the phone system and relocating the phone line recorder for \$9,736.16. There was a discussion on the logistics of moving the recorder system to the new station. Don said the recorder move should be coordinated with the time of E911 relocation down time. The Town Administrator will negotiate with Partners.

Item #18.8 - FF&E Procurement. Don presented to the Committee quotes for two 1-trip 20' shipping containers for \$8,150.00 delivered.

Item #18.9 - FF&E Procurement. Chuck requested ACG to research recommendations for station monitors.

Item #16.5 - Quality Control. ACG brought in a contractor to clean up the mold issue. The entire wall was cleaned and ATC retested and it was clear of mold. Page could continue on.

Item #16.6 - Quality Control. This item was closed.

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

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

Item #16.8 - Miscellaneous. A CO detector was installed at the direction of Chief Spurr. The stove is out and the building now has insulation. This item was closed.

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 33 degrees with 3 days of rain and 4 days of snow
- Concrete - no work this month
- Masonry - no work this month
- Structural Steel - carport steel was erected and inspected
- Carpentry - installed and finished gypsum board walls, bullet resistant panels, security mesh at ceilings and walls, etc.
- Roofing - installed pitch pockets and flashing for roof penetrations
- Insulation - insulated duct-work and interior walls
- Openings - no work this month

- Flooring - flooring contractor performed moisture test
- Painting - painted walls, gypsum ceilings, interior door frames
- Fire Protection - dry valve assembly and compressor for carport dry system was installed
- Plumbing - Columbia Gas installation is completed. Installed shower units and hot water heater
- HVAC - installed burglar bars, AC evaporator in server room, thermostats in attic, sally port and garage for gas heaters and labeling
- Electrical - installed finish lighting, exterior lighting, fire alarm
- Site and Earthwork - flag pole was delivered
- Schedule - Page's updated substantial completion date is May 16, 2019
- Issues
 - ✓ Mold remediation completed and walls painted with encapsulant. Retested and cleared
 - ✓ Fire protection subcontractor failed to submit engineered drawings and calculations for carport fire protection zone. General contractor failed to coordinate fire protection work at the carport
 - ✓ Condensation drips for various roof penetration conduit, plumbing and HVAC duct work
 - ✓ Masonry subcontractor is not providing manpower to complete jail cell work
- Contract Modifications

✓ PCO 9 Proof Rolling	\$ 2,346.60
✓ PCO 25 Additional Bollards	\$ 9,982.92
✓ PCO 28 Revise Window Detention Doors	\$ 4,894.51
✓ PCO 34 Fire Protection Carport	\$ 41,221.05
✓ PCO 40 Revise Siding and Window Sill	\$ 2,468.62
✓ PCO 42 Carport Ceiling	\$ 50,288.71
✓ <u>PCO 44 Revise Sprinkler System</u>	<u>\$ 9,896.77</u>
✓ Change Order #5	\$121,099.18

Up next was Steve Watchorn to give everyone a Designer's Project Update. He briefly mentioned several ongoing issues with the Committee and ACG.

Continuing on, Don mentioned the Recommended PCO's once again. Tracy then entertained a motion to approve the Recommended PCO's for the total amount of \$4,121.47. Jay Suzor made the motion to approve the PCO's with Alex Sinclair seconding that motion. There was no discussion and they were unanimously approved.

Don next brought up the budget and spoke about different line items and the costs associated with those items. He said they were \$150,000 over on FF&E right now. A short discussion ensued on this.

Next on Don's agenda was the Transition Schedule. He asked what they needed for services. Chief Bukunt said that W.B. Mason would buy three of their desks and then take them away. Jeff believes he could get the FF&E budget down to the high \$30's - maybe even lower. Don said he

would put a schedule together to move things out of the old building and move things into the new building.

Continuing on, Don asked everyone to look at the Change Order Log to see if anyone had any questions. He spoke about the change orders that have been executed, those that are pending and those that are recommended and/or revised. Steve spoke a little about Mass. DPH regarding the duct work in the cells. Relocate?

The last packet Don passed out contained all of the contracts. The Committee looked at them and Don said he would like to move forward with the ENE contract. At this time Tracy entertained a motion to approve the ENE contract. Jay made the motion to approve the contract and Alex seconded that motion. There was no discussion and the contract was approved unanimously.

Chief Bukunt brought up the subject of digitizing the papers in the boxes that are stored in the attic. He would like to do what the Town Hall did. He said he was going to get some quotes. Tracy mentioned that it wasn't really part of their project. She said they could move the boxes, but if the Chief wanted the records digitized, then that would have to come out of his budget. This is not in their scope of work and there is definitely no money for something like this.

Chuck briefly mentioned the road - it will be 22 feet with a 5 foot sidewalk. A short discussion was had on the issues and additional costs that would be incurred if they changed the size of the road to make it larger.

Moving on, Mike Josefek brought up the subject of the Fire Station. He said they looked at different scenarios for it. They are looking at what makes the most sense. He said the existing building was 6,700' right now and they thought about keeping the center for the apparatus bays and build two new wings - one on each side. It would roughly be 10,070 sq. ft. He said they would take down the 2 existing wings, which are approximately 1,700 sq. ft. each and replace those with 3,000 sq. ft. for each wing. Mike said they would have a hose tower, which would also be used for a training tower. Mike then passed out some drawings they had done. He said they would keep the brick in front and then use wood for the sides. Jay explained the proposed station design that had been done in 2015. Mike said this building would be economical and it would keep the "flavor" of the existing building and the neighborhood. The discussion now turned to housing the people and the apparatus during this time. Mike ended by saying they now need to put out the RFP.

Finally, Tracy said she would like ACG to sign the contract on March 7th with the Selectmen. She then scheduled the next meeting. It will be held on Thursday, March 28, 2019, at 6:00 p.m., at the site of the new Police Station. With no further business to discuss, Jay made the motion to adjourn the meeting with Elaine seconding that motion. There was no discussion and the meeting adjourned at 8:48 p.m.