

Avon Designer Selection Committee
Thursday, May 30, 2019
6:00 p.m.

TOWN OF AVON
2019 JUN 28 A 10:08
TOWN CLERK

In Attendance:

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

Guests:

Michael Josefek, President, ACG
Don Velozo, Sr. Project Manager
Jeff Bukunt, Avon Police Chief
Denis Linehan, Avon Deputy Chief
Peter Koczera, ACG

The Avon Designer Selection Committee met at Town Hall on Thursday evening, May 30, 2019, at 6:00 p.m.

Tracy Self called the meeting to order and turned it over to Don Velozo to review Project Invoices with the Committee. He went through the following:

Project Invoices

Architectural Consulting Group, Inc.	\$ 5,983.84
CBI Consulting, March, 2019	\$ 5,681.50
CBI Consulting, April 2019	\$ 11,363.00
CBI Consulting, May, 2019	\$ 5,681.50
Comtronics Corp.	\$ 51,451.00
ENE Systems	\$ 25,477.00
Donnegan Systems	\$ 51,810.62
Donnegan Systems	\$ 51,810.62
ATC Group Services, LLC	\$ 185.00
Gov Connection, Inc.	\$ 33,506.81
Page Building Construction Company	<u>\$ 217,217.12</u>
	\$ 460,168.01

As Don went through these numbers he mentioned CBI still has \$4,000 left on their contract. Don said to pay them for March and April. He noted that there is one more invoice for ATC. The \$33,506.81 for Gov Connection (IT) was for the fire wall and equipment.

Don mentioned Page Construction and the landscaping. He said it was 50% done - it was not finished. He suggested the Committee process the \$217,217.12 and then hold the check. Pay all invoices except CBI for May.

Jay made the motion to pay the Project Invoices except the one for CBI for May. The new total is \$454,486.51. Alex Sinclair seconded the motion. There was no discussion and the motion carried unanimously. Don said he would send a revised invoice tomorrow.

The next item on Don's agenda was Change Orders. He went through the Change Order Log with the Committee. He mentioned which PCO numbers they had credit on; which ones were pending; those that were under review and those that were recommended. The total of the PCO's was \$21,432.32. At this time Tracy entertained a motion to pay the Proposed Change Orders totalling \$21,432.32. Jay made the motion to pay the Proposed Change Orders totalling \$21,432.32. Alex seconded the motion. There was no discussion and the motion carried unanimously.

Continuing on with his agenda, Don gave the OPM's Monthly Report. He briefly went through the following:

- Weather - Experienced higher than average rain and lower than average temperatures
- Concrete - Sidewalks were completed
- Masonry - No work
- Structural Steel - No work
- Carpentry - Installed casework in Booking, Dispatch and Corridor #3
- Roofing - Installed membrane at carport
- Insulation - No work
- Acoustical Ceilings - No work
- Openings - Installed glazing in jail cell doors and door hardware
- Flooring - Clean and waxed VCT floors, installed vinyl base
- Painting - Completed second coat at walls and doors
- Fire Protection - Performed final preliminary testing
- Plumbing - Sanitized domestic water system, installed finish plumbing materials
- HVAC - Installed duct work at lockers and evidence storage
- Electrical - Installed finish lighting and conducted preliminary test of Fire Alarm
- Security Data Fire - Punch down and tested data cabling
- Site and Earthwork - Removed excess soil and rocks from site. Excavated, graded sidewalks. Placed wearing course paving. Installed bollards. Installation of permanent fencing began
- Schedule - Page has not achieved Substantial Completion. They are at least 30 days behind schedule
- Issues
 - ✓ Comcast phone and TV installation behind schedule
 - ✓ Membrane roofing issues have not been resolved
 - ✓ Electrical Contractor installed Cat 6 at TV location instead of Coax
 - ✓ Contractor is protesting providing Door Hardware at 3 locations
 - ✓ Cx Testing behind schedule
 - ✓ Fire Alarm testing is behind schedule

He also mentioned the following ACG did during the month:

- Conducted Designer pre-response conference
- Responded to Designer RFQ questions
- Attended Committee's review of Designer responses
- Coordinated and attended Designer finalist interviews
- Notified firms not selected

- Attended Designer fee negotiation meeting
- Notified Town Administrator of Committee's decision to award the Designer Contract to Saccoccio & Associates

Don continued with the Monthly Issues. He brought up a conference call with Comcast and said there would be another meeting on June 17th. The target date for Dispatch is June 24th. Don talked about the building itself. If we decide to take possession of the building, before everything is complete, then we lose our leverage.

Another item Don brought up was a Commemorative Plaque for an Open House situation. He passed around a sheet they put together about what they feel should be on the plaque. It was just an example and something for the Committee to think about. At this time they have no idea as to when the Open House is going to be. There's a possibility of late July or early August or maybe even September.

Next up, the Revised Budget. As of right now they are at \$5,901,064.78.

Don now moved onto the roof. ACG said it was unacceptable and they had a representative down there who said it was fine. Mike adamantly rejected it. He told them there were bubbles up there. He wants to write letters to the manufacturer and to the President. They need to stand behind their warranty. Mike said they are going to continue to reject the roof and he would like to have a unified front against them. He wants to get all of the back-up from ACG and CBI. Mike stated that Rossano should be on the phone with the roofer. Mike asked the Committee if they want to stop payment to them? It was decided they would play hardball at this time and just hold their money. Don said they could get a company in to write a report. Steve needs to send the letter with a copy to Attorney Lalli. They should also let the Selectmen know. Again, Mike stressed that it has to be a joint effort with ACG and CBI.

Don said he would like to negotiate to change over to Coax - it needs to get resolved. He also spoke of a bathroom fixture change order.

Peter Koczera mentioned the following:

- Blacktop areas are done
- Gutters need to be put up
- Small odds and ends need to be done
- Touch up paint

Steve had sent a preliminary punch-list. If anyone has any concern let ACG know and they will relay to CBI. Mike said the punch-list is an official document when it is substantially complete. Page is not substantially complete. They have not indicated when they will be. Mike said the threshold for substantial completion is when the building is ready for its intended use or when the value of the remaining work is less than 1% of the entire contract. Substantial completion is a Milestone Event which triggers the start of warranties. Mike brought up the columns out front - they are not done. A target date of June 24th was given for Dispatch with the Police following afterwards.

Chief Bukunt spoke next. He brought up the lettering for "AVON POLICE," which will be above the door. He showed pieces of aluminum to the Committee and ACG. He said the area would be approximately 8" x 80". He also brought in potential colors for the lettering. After looking at them the Committee decided to go with black - #1220.

Another item brought up by Chief Bukunt was window treatments. He said it was a tactical and safety issue. They need privacy on occasion. He said they need to have somebody come in and give them ideas. They also need to identify a funding source. They should get 2-3 companies to come in and give them estimates.

Chief Bukunt told the Committee the furniture was delivered on Tuesday - there's a variation between the rooms and they look great. Hanging monitors was now mentioned. Scott Hulien was reluctant to hang brackets on the wall, but somebody has to do it.

Don Veloza now went on to the Previous Meeting Minutes. He touched upon the following:

Item #17.1 - Budget. The revised budget is \$5,901,064.78.

Item #15.3 - Contract Modifications. This item is still on hold.

Item #18.6 - FF&E Procurement. The furniture was delivered. This item was closed.

Item #18.8 - FF&E Procurement. The shipping containers. This item was closed.

Item #19.3 - Quality Control. Don talked about the roof. This item was left open.

Item #19.4 - Quality Control. This had to do with the casework and fume hood. This item was closed.

Item #19.6 - Quality Control. Page will install two bollards adjacent to the gas meter. This item was closed.

The next item on the agenda was to approve the Meeting Minutes of April 11, 2019; April 25, 2019 and May 9, 2019. Tracy asked for a motion to approve the Meeting Minutes of April 11th. Jay Suzor made the motion to approve the Minutes with Elaine Dombrosky seconding that motion. There was no discussion. The vote was unanimous and they were approved as read.

The next Minutes to be approved were the Minutes of April 25th. Jay made the motion to approve the Minutes with Elaine seconding that motion. There was no discussion. The vote was unanimous and they were approved as read.

The final Minutes to be approved were the Minutes of May 9th. Jay made the motion to approve the Minutes with Elaine seconding that motion. There was no discussion. The vote was unanimous to approve them as read.

At this time the next meeting was scheduled. It will be held on Thursday, June 27th, 2019 at 6:00 p.m. With no other business to discuss, Tracy entertained a motion to adjourn. Jay made the motion to adjourn with Elaine seconding that motion. There was no discussion and the meeting adjourned at 7:30 p.m.