

Avon Designer Selection Committee
Thursday, September 26, 2019
6:00 p.m.

TOWN OF AVON

2019 DEC -6 A 8:30

TOWN CLERK

In Attendance:

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

Guests:

Jeff Bukunt, Avon's Police Chief
Denis Linehan, Avon's Deputy Chief
Bob Spurr, Avon's Fire Chief
Stephen Hallissey, Avon's Deputy Chief
Mike Josefek, ACG
Don Velozo, ACG
Kyle Robinson, Saccoccio & Associates

The Avon Designer Selection Committee met at Town Hall on Thursday evening, September 26, 2019, at 6:00 p.m.

Tracy Self called the meeting to order. Tonight's meeting was going to be two-fold. The first part was going to be dedicated to the Fire Station and the second part was going to be dedicated to the Police Station. Tracy began by turning the meeting over to Don Velozo to review his previous Meeting Minutes. Don started with:

Item #4.1 - Budget. Kyle Robinson said the revised estimate cost is \$3,577,159. He mentioned the changes to the Program Requirements.

Item #5.1 - Budget. Mike Josefek said he was concerned about the budget. He thinks Saccoccio's design is roughly \$200,000 over budget. Don wanted to know what was the problem with the borings. If there is a delay with the person they were going to have doing it, then they need to get someone else so we can move forward. Mike said they have a plan and a budget and he feels they will not keep to it. Mike said he was disappointed with them right now. He needs to know that this plan will fit the budget. Again, they have a budget and a schedule and Mike would like them to send this out to an estimator to make sure they are going to keep to it. Right now Mike has no confidence in them to get this project done on time and on budget. Mike would like to see the new numbers next week. When you promise things, you need to keep to them. He wants holes punched out there and milestones to be met as prices keep going up. Don added that this Committee has no more money and we do not want to give the Fire Station a building that we cannot afford. Don told Kyle that he needs a revised schedule from Saccoccio next time to show how they can make up time.

Don briefly mentioned a secondary meeting they had on September 4, 2019 with some neighbors, Robert and Nancy Ogilvie, who were interested in knowing what was going on.

Item #4.2 - Payment. This item was closed.

Item #5.2 - Payment. The Committee approved an Invoice from ACG for \$7,500.

Item #5.3 - Scope. Mike recommended they revise the types of walls and reduce masonry walls.

Item #5.4 - Scope. Chief Spurr requested several floor plan changes, including relocating the air supply to the outbuilding.

Item #5.5 - Scope. Kyle asked Chief Spurr to provide vehicle dimensions.

Item #3.4 - Schedule. Kyle is to provide a revised work plan to compensate for the schedule slipping. Don stated that the schedule is to be compressed and not lengthened.

Item #5.7 - Civil. Kyle said the survey was completed and he went through it and explained it to the Committee. He went through:

- Site Plan
- Demolition - 1st Floor Plan
- Demolition - Roof Plan
- Demolition - South Elevation
- Existing 1st Floor Plan
- Attic Floor Plan

It was at this time that Don brought up the Project Invoices to be approved. Tonight he had one for ACG for \$7,500. Tracy entertained a motion to approve the Invoice for \$7,500. Jay Suzor made the motion to approve the Invoice with Elaine Dombrosky seconding the motion. There was no discussion. It was unanimous and the motion carried.

The next Fire Station meeting was now scheduled. It will be held on Thursday night, October 24th, at 6:00 p.m.

With no other items on the agenda for the Fire Station project, Kyle left at 6:50 p.m. and the Committee was now going to meet with the Police Chief and Deputy Chief.

The first thing Tracy spoke about was the warrant and then said they need to have a vote to do a journal entry for \$8,108.00 for Susan Kelly of Finally Done Blinds for the new blinds in the Police Station. Jay made the motion to pay the \$8,108.00 to Finally Done Blinds. Alex Sinclair seconded the motion. There was no discussion. It was unanimous and the motion carried.

Tracy now brought up the Ribbon Cutting and said the flag raising would be held at 9:30 a.m. She mentioned what was going to happen. She would welcome everyone and thank certain people. Who was going to take pictures? Elaine said her daughter, Christine, would be there anyways, so she could do it.

The next item to be discussed were the Project Invoices, which Don went through with everyone.

They were for:

Architectural Consulting Group, Inc. (Sept.)	\$ 1,688.00
CBI Consulting	\$ 568.15
Comtronics	\$35,729.22
Partners Technology	\$ 9,736.16
ENE Systems	\$19,478.80
Blinds	<u>\$ 8,108.00</u>
	\$75,308.33

This was the total which included the Blinds, but they needed to take the \$8,108.00 out - so the new total to be paid was \$67,200.33 (\$75,308.33 minus \$8,108.00). Jay made the motion to approve the \$67,200.33. Alex seconded the motion. There was no discussion. It was unanimous and the motion carried. Jay now wanted to amend the motion to pay the \$67,200.33 with the stipulation that the funds are available by the Town. Alex seconded the motion. There was no discussion. It was unanimous and the motion carried.

The next item was the Budget, which Don went through with the Committee. He said there was a balance of \$40,100 under GC fees and \$10,525.00 for Network Setup.

What are the next steps? Don went through the following:

- Back Punch - all deliverables and work
- Final Change Order - negotiate credit for outstanding and deficient work
- Final Payment/Project Close Out - What they thought should happen
- 10 Month Warranty Inspection - May 29th, 2020.

Don now went on to the Change Orders and went through and explained all of them.

Finally, Don mentioned DECAM and briefly discussed the DECAM Review to the Committee. He said they gave Rossano a score of "81." Mike said they gave him a fair and honest assessment. The Committee now needs to take the time to review their assessment and vote on it.

Chuck said it was important that they cannot repeat what happened with the Police. There are lessons to be learned from doing the Police Project and apply those lessons to the Fire Project. He said they should have a meeting with everyone to make sure some of these things go away that they had to deal with in the Police Project.

With no other items to be discussed, Tracy asked for a motion to adjourn. Jay made the motion to adjourn with Alex seconding that motion. The Meeting adjourned at 7:53 p.m.