

Designer Selection Committee  
Thursday, February 13, 2020  
6:00 p.m.

**In Attendance:**

Tracy Self, Chair  
Jay Suzor  
Chuck Comeau  
Alex Sinclair

**Absent:**

Elaine Dombrosky

**Guests:**

Mike Josefek, ACG  
Don Velozo, ACG  
Greg Devlin, ACG  
Mark Saccoccio, Saccoccio & Associates  
Kyle Robinson, Saccoccio & Associates  
Jon Novak, Coneco Engineers and Scientists

The Avon Designer Selection Committee met at Town Hall on Thursday evening, February 13, 2020, at 6:00 p.m.

Tracy Self called the meeting to order and immediately turned it over to Greg Devlin to go through his Previous Meeting Minutes. He began with:

Item #4.1 - Budget. It is \$3,660,864. There was no change to this.

Item #6.0 - Budget. The furniture plan was provided. This item was closed.

Item #6.7 - Scope. A canopy is to be added over the rear door. This was left open.

Item #7.7 - Scope. Mike Josefek said the General Contractor will be required to provide all utilities during construction. This was left open.

Item #8.0 - Scope. The back building was discussed. The scope of work will be base bids. There will be no alternate bids. Mark Saccoccio provided a budget cost for the metal building. The proposed building cost is \$69,175; concrete slab and provisions for the electrical is not included. Mark recommends an alternate procurement for the building. Mark also recommends the concrete slab and the metal building be installed prior to the new construction of the Fire Station.

Item #7.9 - Permitting. Greg Enos worked on the contract for 4 Leaf, Inc. This item was closed.

Item #5.6 - Schedule. Borings - Ground radar was used as a replacement for soil borings. This item was closed.

Item #7.10 - Schedule. The hydrant flow test is being scheduled by BER. There was no change to this.

Item #7.11 - Environmental. A study was provided. It noted flooring mastic, window caulking and popcorn ceiling tested positive for asbestos. Saccoccio and Associates will provide an abatement design plan.

Mark Saccoccio spoke next. He mentioned the price of the metal building was still going down. He passed out a picture of a sample building to the Committee and ACG. The building would be 60' x 60' delivered and installed. He said they could insulate the walls, but you can not have heat in it. He spoke about the different buildings they looked into. Mark asked the Committee how they wanted to do it. Does Saccoccio do the foundation and the Committee procure the building? A discussion ensued on this. Don thought if there was a similar building nearby the Committee could go and take a look at it to get an idea of what it would look like.

The Designer's Progress Update was next. They went through the following:

- Progress Drawings and Technical Specification - Mark said they added an 8'x8' water room and explained the different changes that were made. He brought a sample of a window design to show everyone. Chuck Comeau suggested they get a couple of window kits as well in case something happens to the windows some day down the road. This way they would have some on-hand. Mark mentioned the vestibule on the Admins side went away.
- Site Plan - Jon Novac spoke about the layout plan. He mentioned the loss of 3 parking spaces due to the storm basin and then 2 more spaces near the dumpster. Jon said the right side of the building became angle parking. The Public Hearing will be on March 5<sup>th</sup> and Jon said he would leave the site plan with the Committee.
- Hazardous Materials Assessment - It has been performed. He noted the flooring and that some of the tiles are hazardous - the ceiling (popcorn) is hazardous as well. They will take down all of the drywall. Also, the window caulking around the doors are hazardous.
- Apparatus Building - It is a shed (\$200,000 budget). It was discussed they would do it themselves and not the General Contractor.
- Appliances and Equipment - They need to go through what they are going to use and what they want to throw out. They will be getting a new compressor (the Chief will get) and the old one will be stored on site.
- Technology and Security - the moving of the IT was discussed. How much of this could be done wireless? They need to set up a meeting with BER. They also need to get prices for temporary quarters.
- MEP - It was noted plumbing is behind, but the electrical and mechanical are pretty good.
- Schedule - The schedule for Bid Docs was discussed. 100% completed documents will be ready for review by March 6, 2020 and out for advertisement on March 25, 2020.
- Peer Review - It was noted they are keeping up.
- Front End Bid Specification - this was briefly touched upon.
- Final Cost Estimate

- Bid Schedule, Advertising - *Brockton Enterprise* - Ad on March 25<sup>th</sup> to be published. A short discussion on Submittal Exchange was next. Advertising in the *Central Register* was brought up as well. They said as of March 9<sup>th</sup> they will be 99% complete.

Don now brought up the Project Invoices to be approved. Tonight he had one for ACG for \$6,250 and one for Saccoccio & Associates for \$33,250, totaling \$39,500. Chuck made the motion to approve the Invoices for \$39,500. Alex Sinclair seconded the motion. There was no discussion. It was unanimous and the motion carried.

The next Fire Station meeting was scheduled. It will be held on Thursday evening, March 5, 2020, at 6:00 p.m. followed by the Public Hearing at 7:30 p.m.

Tracy took over the meeting at this time and brought up the issue of the toilets at the Police Station. Don said 3 valves were replaced. A letter had been sent and they are now waiting for a response. She also mentioned the generator bill - don't pay it - resolved. Finally, the hot water issue was brought up and it was noted that it was a design issue.

Tracy continued and mentioned a request she had received - it was a Pre-Qualification for Tewksbury. They were looking for a reference on the contractor.

Lastly, the Committee wanted to approve the Meeting Minutes of January 9, 2020. Tracy asked if anyone had any questions or comments on them. No one did, so Chuck made a motion to approve the Meeting Minutes of January 9, 2020. Alex seconded the motion. There was no discussion and the Minutes were unanimously approved as read.

With no other items to be discussed, Tracy adjourned the meeting at 7:39 p.m.