

Designer Selection Committee  
Wednesday, May 6, 2020  
4:31 p.m.

TOWN OF AVON

2020 JUL 31 P 12:48

TOWN CLERK

**In Attendance:**

Tracy Self  
Elaine Dombrosky  
Jay Suzor  
Alex Sinclair  
Chuck Comeau

**Guests:**

Mike Josefek, ACG  
Don Velozo, ACG  
Greg Devlin, ACG  
Mark Saccoccio, Saccoccio & Associates  
Kyle Robinson, Saccoccio & Associates  
Robert Spurr, Avon's Fire Chief  
Stephen Hallissey, Avon's Deputy Chief

The Avon Designer Selection Committee had a video conference call on Wednesday evening, May 6, 2020, at 4:31 p.m.

Tracy Self called the meeting to order and then turned it over to Don Velozo. Don said there were not doing any Previous Meeting Minutes tonight. Instead he wanted to bring the file sub bids results up on the screen to show everyone. He said it's an overview - there were a lot of bids in every category. At this time he read some of the names of the bidders and made brief comments about them. He said:

- The Masonry bids are consistent with the final cost estimate.
- Roofing bids are consistent with the final cost estimate.
- Painting's lowest bidder is considerably lower than the next bidder. The bids are consistent with the final cost estimate
- Fire Suppression's lowest bid is higher than estimated.
- Plumbing bids are consistent with the final cost estimate.
- HVAC bids are consistent with the final cost estimate.
- The low Electrical bidder is considerably lower than the field of other electrical trade bidders.
- Overall, the filed sub bids are consistent with the final cost estimate.
- ACG and S&A to review bids and make recommendations. Results must be made official on BidDocs's web site prior to general bid deadline.

Mark said they were on budget - all things considered it is all good news. Everything is in line and right now there are no flags at this point. ACG concurred; they are not worried. Mark mentioned there were 25 general bidders.

Don spoke next about:

Rodent Abatement - He said they reached out to the exterminator and a letter was forwarded. An updated letter would be sent out two weeks prior to construction.

Natural Gas, Electrical and Water Services - They need to start working on this. ACG to reach out to Greg Enos to get what is necessary.

Covid-19 - ACG discussed the Town's Covid-19 construction regulations or guidelines with the Board of Health's Agent. Kathleen indicated the Town is following the state guidelines. A requirement that the contractor must comply with the state guidelines will be issued with the guidelines via addenda.

Testing Vendors - ACG solicited three vendors to perform construction testing - Intertek, ATC and Briggs. Results will be presented to Greg Enos for contracting. Don said because of pricing and the services each one offers, it may make sense to contract with all of them. Each vendor has their own strengths. We would use different vendors for different tasks, which would be cost-effective.

3<sup>rd</sup> Party Abatement Project Monitor - ACG solicited four vendors to provide abatement project monitoring. They have two of them now - UEL and Vertex. Once all quotes are in, ACG will submit the results to Greg Enos for contracting.

Pre-Construction Communication/IT Relocation - Partners submitted a price to temporarily relocate the phone equipment out of the way of the construction demolition. ACG will submit the contract to Greg Enos for his sign off. ACG will contact Scott H Julien to get started on Avon's IT Department's part of the move. The work will be coordinated with Chief Spurr's FD operations. Don would like it done as soon as they can get it scheduled. Chief Spurr said it is moving forward.

RFI's & Addendum - Saccoccio & Associates issued 3 addendums. Mark said they have been responding in a timely manner to the questions that have been submitted by the bidders. It was noted that most of the questions submitted have been from one particular bidder. Mark gave examples of some of the questions that were asked. He also brought up the fees and said they would not be waived, per the Committee's request.

4-Leafs Review - Saccoccio & Associates have made the necessary changes or have provided additional information noted in 4-Leaf's code review.

Abutter's Landscaping Drawing - The drawing was provided by Saccoccio & Associates and Tracy had sent it over to the Ogilvie's (Fire Station Abutters), but they said they would still like to have a personal walk-thru. Tracy said she would do a walk-thru with them once they are able to (due to social distancing).

Continuing, Don said there are no other concerns right now and suggested they have another meeting next week on Zoom. It was decided they would meet on the 14<sup>th</sup> at 4:30 p.m. It will be an information only meeting.

Chief Spurr asked ACG a question. "Did the file subs come in as they expected?" Yes, was the response. Don said he would send them to everyone as they are scheduled to be in

by 2:00 p.m. that day. Tracy said she would set up the Zoom video call for the 14th at 4:30 p.m.

The next item Don brought up was the Decam letter they are sending to Tracy. It will be a draft letter and in it they are asking the Committee (Tracy) for permission to look at the Decam files. It was noted that it needs to be put on letterhead.

With no other items left on the agenda, the meeting adjourned at 5:00 p.m.