

Avon Designer Selection Committee  
Thursday, August 27, 2020  
4:34 p.m.

TOWN OF AVON

2020 SEP 25 A 7:34

**In Attendance:**

Tracy Self  
Alex Sinclair  
Elaine Dombrosky

**Absent:**

Jay Suzor  
Chuck Comeau

**Guests:**

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

TOWN CLERK

The Avon Designer Selection Committee had a video conference call on Thursday, August 27, 2020, at 4:34 p.m.

Tracy Self called the meeting to order and then turned it over to Greg Devlin from ACG to review his Meeting Minutes. He began with:

Item #13.0 - Change Orders. P&P has been notified that a deduct change order will be accepted in lieu of Building and Trade Permit fees. The fees will be determined by the Building Department. ACG is working with Robert Borden to determine the permit fees.

Item #13.1 - Change Orders. A deduct change order is expected because a pole mounted transformer will be used instead of a pad mounted. This will eliminate Bollards and the Pad. This was put on hold.

Item #13.2 - Change Orders. P&P encountered sub slab interior foundation walls not shown on the drawings and are removing them. ACG is monitoring the work while P&P and S&A work to quantify the additional work. Work commenced without approval. P&P submitted a change order proposal for \$12,312.98. There is a disagreement as to the cost associated with this work. Don thought it should be less, but there was some scope there. The revised PCO is now \$13,814.98. ACG commented on COP; S&A forwarded comments to P&P.

Item #12.0 - Procurements. Security and Access Control - Comtronics is on board - the contract was signed by Greg Enos. S&A is working with Partners on the Telephone System. S&A forwarded a draft of the procurement for Security and Access Control to ACG. It was noted that there was more security in the Fire Station than the Police Station. We need to cut due to the budget. There are so many items on the "wish list." Kyle reviewed the doors. Don wanted to know if some doors could be backed out to try and keep on budget. Don reiterated that the Architect needs to stay on budget. Alex Sinclair

said he would review this for the Committee and hopefully will have the info within a week. Chief Spurr and Deputy Chief Hallissey would like to be part of this.

Continuing on with the Monthly Report, Greg gave an update on the following:

- Weather - no adverse weather occurred which impacted work.
- Site and Earthwork - R.J. Roy, the Site Work Contractor, has cleared trees as necessary. Excavated rock at the site of the future Apparatus Building and excavated down to good sub grade and proof rolled the sub grade. Sub grade was inspected by Briggs Engineering. The Apparatus Building foundation has been excavated and footing and walls are in place.
- Masonry/Cast-in-Place Concrete - The CMU wall that was damaged during building demolition has been rebuilt. Footings and walls for the New Apparatus Building have been formed and poured.
- Plumbing - The new Septic Tank was installed and tied in for use as a Tight Tank until the new septic system is completed. The existing septic tank was pumped and is ready for removal. Plumbing sleeves were installed in the Apparatus foundation.
- Electrical - MAK installed the grounding wire for the new Apparatus Building and the Electrical Inspector inspected and approved the work. Electrical sleeves were installed in the Apparatus Building foundation.
- Demolition and Abatement - Hazardous materials in the former Police Station wing were abated, and the wing was demolished.
- Schedule - Tracy asked how many days are we behind schedule? Greg said according to P&P's original project schedule, construction is about two weeks behind. Mike said they shouldn't have a hard time catching up.

The budget was now brought up. Greg said he had sent an updated one. Don commented that the contingency fees are \$104,177.00, but a realistic number should be around \$250,000.00. Don did mention they are okay for now.

The next item on Greg's agenda was the Designer's Progress Report. He turned the meeting over to Kyle Robinson. Kyle said they need to go over the material and color selections, which he did with the Committee. He then went through the finishes for the following areas:

- Training Room
- Day Room
- Bunk Room
- Rest Rooms
- Offices and Administration
- Bay, Decon, Turn Out Gear
- Ancillary Spaces

Kyle now brought up shades. He said he will have official samples sent to the site to be looked at. He suggests they use either Oyster/Beige or Oyster/Pearl Gray. Also, for the

bunk room, he suggests they use gray. Kyle said the colors aren't due yet, but the sooner they get them, the better.

The next color that was discussed was the color of the Metal Building. Everyone gave their opinions. Chief Spurr preferred Barn Red, which was eventually okay-ed by everyone.

Don spoke next on VE Options. He said he is still concerned about the budget. He did say the epoxy for the flooring could be added in later. Kyle agreed. Tracy asked everyone, "What are some options to save money?" They could be:

- Floor
- IT
- Security

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Continuing on, Greg went through the Contract Modification Log. He briefly spoke about the 7 PCO's. Don recommended PCO #1 and PCO #6 be approved. They were for:

PCO #1 - Hazmat (assumed asbestos)	\$ 562.16
PCO #6 - Foundation Site Compaction	\$3,114.00

After some discussion, Tracy entertained a motion to pay PCO #1 for \$562.16. Alex made the motion to pay \$562.16 for CO #1. Elaine Dombrosky seconded the motion. There was no discussion. Tracy asked for a vote with Alex, Elaine and Tracy all saying "Aye." It was unanimous and the motion carried.

Tracy now entertained a motion to pay PCO #6 for \$3,114.00. Alex made the motion to pay \$3,114.00 for CO #6. Elaine Dombrosky seconded the motion. There was no discussion. Tracy asked for a vote with Alex, Elaine and Tracy all saying "Aye." It was unanimous and the motion carried.

Don spoke up now and went on to the next item, which was Project Invoices. They were for:

ACG	\$ 23,800.00
S&A	\$ 4,750.00
UEC 8/11/20	\$ 490.00
UEC 7/20/20	\$ 2,890.00
P&P Application #2	<u>\$146,988.75</u>
Total	\$178,918.75

Tracy entertained a motion to pay these invoices. Alex made the motion to pay the above invoices, which totaled \$178,918.75. Elaine seconded the motion. There was no discussion. Tracy asked for a vote with Alex, Elaine and Tracy all saying "Aye." It was unanimous and the motion carried.



Tracy said they now need to approve the Meeting Minutes of July 30, 2020. She asked if anyone had any comments or concerns on them. No one did so she then entertained a motion to approve these Minutes. Elaine made the motion to approve the Meeting Minutes of July 30, 2020 as read. Alex seconded the motion. There was no discussion. Tracy asked for a vote with Elaine, Alex and Tracy all saying "Aye." It was unanimous and the motion carried.

Don had one more item to be brought up. It was regarding the invoices for the Police Station Project for MEC Systems. He said Chief Bukunt called them and they waived the bills.

The next meeting was now scheduled. It will be held on Thursday, September 24, 2020 at 6:00 p.m.

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At this time ACG left the meeting and Chief Spurr now wanted to talk about money, specifically the Stabilization Fund. Tracy said she would look into it and do some research.

Also, a discussion about Mike Josefek's attitude at a recent meeting was brought up. Tracy said she would have a conversation with him.

With nothing else to discuss, Tracy entertained a motion to adjourn. Elaine made the motion to adjourn with Alex seconding the motion. There was no discussion. Tracy asked for a roll-call vote with Alex, Elaine and Tracy all saying "Aye". It was unanimous and the meeting adjourned at 6:14 p.m.