

Designer Selection Committee
Thursday, April 29, 2021
6:28 p.m.

In Attendance:

Tracy Self, Chair
Elaine Dombrosky
Alex Sinclair
Chuck Comeau

Guests:

Don Velozo, ACG
Greg Devlin, ACG
Robert Spurr, Avon's Fire Chief
Mike Josefek, ACG
B.J. Puchalski, P&P General Contractors
Mark Saccoccio, Saccoccio & Associates
Bob and Nancy Ogilvie, Avon Residents

Absent:

Jay Suzor

The Avon Designer Selection Committee had a video conference call on Thursday, April 29, 2021 at 6:28 p.m.

Tracy Self called the meeting to order. She then read an Emergency Order from Governor Charlie Baker regarding remote board meetings. When she finished going through the Order, she turned the meeting over to Don Velozo from ACG to review his Previous Meeting Minutes. He began with:

Item #16.0 – Budget. There were no major changes to the overall budget.

Item #20.0 – Change Orders. This was regarding trade permit credits. They received a formal letter from MAK this month. This item was left on hold.

Item #13.1 – Change Orders. This was regarding a deduct C.O. It had been reviewed and they came up with a credit of \$4,819.

Item #20.1 – Change Orders. This item was closed.

Item #21.1 – Change Orders. This item was nearly complete – was already approved.

Item #21.2 – Change Orders. The following Change Orders were approved – COP #37 for \$2,941 and COP #38 for \$4,114. SKA #14 needs to be reviewed.

Item #21.3 – Change Orders. P&P provided COP #46 for \$26,788. This was to be reviewed.

Item #21.4 – Change Orders. Invoices totaling for \$234,745.80 were approved.

Item #19.3 – Quality Control. The hydraulic rupture on the siding – the damaged asphalt was cold planed and replaced. Residue oil is showing up on the window frame. It will be resolved as part of the punch list.

Item #20.4 – Quality Control. This had to do with the electrical cable. This matter will stay on the table.

Item #20.2 – Quality Control. This item had to do with ENE’s Control Panel. This was now closed.

Continuing with the agenda, Don gave an update on the OPM’s Monthly Report. He touched upon the following:

- Weather
- Demolition
- Masonry
- Cast-in-Place Concrete
- Roofing
- Carpentry
- Specialties
- Equipment
- Furnishings
- Fire Protection
- Electrical
- Plumbing
- HVAC
- Earthwork
- Doors and Windows
- Finishes
- Caulking
- Schedule Assessment
- Concerns/Issues

Don continued with the Budget. He says it remains in good shape. The telephone budget line was exceeded by \$2,411.48. He asked if they could take it out of the contingency. Yes – they could.

The next item brought up was the Designer’s Progress Report. Mark Saccoccio said he would send out the Field Report on Monday. His staff did the punch list and most of it was almost done. All in all, they are making good progress and they are on the last push to get everything done.

Don now moved on to the Change Order Proposals. He commented on the following:

COP #24R – Electrical Revisions	\$ (4,819.00)
COP #31 – Add Zetron Control Wires to Overhead Door	\$ 2,903.23
COP #27 – Concrete Slab at Front	\$ 29,976.00
COP #35 – Overhead Door Operator Wiring – 9 Disconnects 5 Breakers	\$ 1,021.29
COP #40 – Additional Phone Outlets Day Room and Training Room	\$ 1,028.81
COP #41 – Misc. Electrical Room Adds	\$ 1,659.35
COP #42 – Door Closer for Apparatus Building	\$ 2,999.00
COP #43 – Gas Line Sleeve	\$ 1,334.58
COP #44 – Mag Lock Notification	\$ 1,007.00

Don asked the Committee if they had any questions on any of these. He then asked the Committee if they would like to entertain a motion to accept any of these Change Orders.

Chuck made a motion to accept COP #24R for a credit of (\$4,819). Elaine seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Chuck and Tracy all saying “Aye.” It was unanimous and the motion carried.

Chuck made the motion to approve COP #31 for \$2,903.23. Elaine seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Chuck and Tracy all saying, “Aye.” It was unanimous and the motion carried.

Chuck made the motion to approve COP #27 for a cost of \$29,976.00. Elaine seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Alex, Chuck and Tracy all saying, “Aye.” It was unanimous and the motion carried.

Chuck made a motion to approve COP #35 for a cost of \$1,021.29. Elaine seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Alex, Chuck and Tracy all saying, “Aye.” It was unanimous and the motion carried.

Chuck made a motion to approve COP #40 for a cost of \$1,028.81. Elaine seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Alex, Chuck and Tracy all saying, “Aye.” It was unanimous and the motion carried.

Chuck made a motion to approve COP #41 for a cost of \$1,659.35. Elaine seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Alex, Chuck and Tracy all saying, “Aye.” It was unanimous and the motion carried.

Regarding COP #42 – the Committee tabled this for now.

Chuck made a motion to approve COP #43 for a cost of \$1,334.58. Elaine seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Alex, Chuck and Tracy all saying, “Aye.” It was unanimous and the motion carried.

Finally, Chuck made the motion to approve COP #44 for a cost of \$1,007.00. Elaine seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Alex, Chuck and Tracy all saying, “Aye.” It was unanimous and the motion carried.

Project Invoices were next on the agenda. They were for:

ACG	\$ 23,800.00
S&A	\$ 7,600.00
P&P Application #10	\$336,505.20
Connection	\$ 16,411.48
Partners Technology	<u>\$ 721.20</u>
	\$385,037.88

Elaine made the motion to pay the above invoices, which totaled \$385,037.88. Chuck seconded the motion. There was no discussion. Tracy asked for a roll-call vote with Chuck, Alex, Elaine and Tracy all saying “Aye.” It was unanimous and the motion carried.

The next meeting was now scheduled. It will be held on Thursday, May 27, 2021 at 6:00 p.m.

At this time, the Committee decided they needed to have an Interim Meeting to go over a couple of things that needed immediate responses (the floor drains and the additional wall bracing in the Apparatus Bay). It was scheduled for Thursday night, May 6, 2021 at 5:00 p.m.

Tracy said they now need to go over the quotes Chief Spurr received from W.B. Mason for the Fire Station furniture. They were for:

Beds	\$ 7,301.00
Mattresses	\$ 2,501.31
Entire Building	<u>\$29,157.16</u>
	\$38,959.47

Tracy asked if anyone had any questions on these, which no one did. She then entertained a motion to move forward and pay the invoice totaling \$38,959.47 to W.B. Mason. Chuck made the motion to approve the invoice with Elaine seconding the motion. There was no discussion. Tracy then asked for a roll-call vote with Elaine, Chuck, Alex and Tracy all saying “Aye.” It was unanimous and the motion carried.

Finally, Tracy said they need to approve the Meeting Minutes of March 25, 2021. She asked if anyone had any comments or questions on them. No one did, so she entertained a motion to approve the Minutes. Elaine made the motion to approve the Meeting Minutes of March 25, 2021. Chuck seconded the motion. There was no discussion. Tracy then asked for a roll-call vote with Elaine, Chuck, Alex and Tracy all saying “Aye.” It was unanimous and the motion carried.

At this time Tracy recognized Avon residents Nancy and Bob Ogilvie who inquired about the fencing and landscaping plan for the Fire Station. Mark said he would look at it right away. Mark and B.J. said they will have the plantings completed within a month. The Ogilvie’s asked about a fence. Chuck said they would look at the landscaping after it is installed to figure out how this is all laying out and to see what the trees are looking like.

With no other items to discuss, Tracy entertained a motion to adjourn. Chuck made the motion to adjourn with Elaine seconding the motion. There was no discussion. Tracy asked for a roll-call vote with Elaine, Chuck, Alex and Tracy all saying “Aye”. It was unanimous and the meeting adjourned at 7:36 p.m.