

Designer Selection Committee
Wednesday, June 30, 2021
5:42 p.m.

TOWN OF AVON
2021 JUL 29 A 8:01
TOWN CLERK

In Attendance:

Tracy Self, Chair
Elaine Dombrosky
Alex Sinclair
Chuck Comeau

Absent:

Jay Suzor

Guests:

Don Velozo, ACG
Mark Saccoccio, Saccoccio & Associates
Robert Spurr, Avon's Fire Chief
B.J. Puchalski, P&P General Contractors
Mark Frey, MAK Electric
Bob and Nancy Ogilvie, Avon Residents

The Avon Designer Selection Committee had a video conference call on Wednesday, June 30, 2021, at 5:42 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. Don said \$1,080 was transferred to Extra Services for OPM overtime and \$664.00 was for ATC Testing. He said \$193.00 will be transferred from Soft Cost Contingency.

Item #20.0 – Change Orders. This was regarding a credit for trade permits. Chuck Comeau was going to review this with Bob Borden. It was put on hold.

Item #23.1 – Change Orders. This item was closed.

Item #23.2 – Change Orders. This item was closed.

Item #23.3 – Change Orders. The Committee approved COP #48 for \$1,458. This is under review.

Item #22.2 – Procurements. This item was regarding furniture from WB Mason, and it was closed.

Item #24.1 – Payment. The Committee approved Invoices for \$319,010.78.

Item #20.4 – Quality Control. The Committee received a letter from MAK Electric refuting the requirements that rigid conduit be required at other locations where MC cable was utilized. The letter was received 1 hour before the meeting and therefore the Committee had no time to review it. This was put on hold.

Item #24.2 – Quality Control. This item had to do with the painting in the Apparatus Bay. No protest was received from the painting sub-contractor; therefore, this item was closed.

Item #24.3 – Quality Control. This had to do with relocating an outlet. This item was closed.

Item #23.4 – Schedule. Right now, P&P is 2 weeks behind schedule. Substantial Completion is 8/3/21.

Item #23.5 – Miscellaneous. This was regarding the planting and fencing. S&A issued an SK to P&P for pricing. This item was closed.

Item #24.4 – Miscellaneous. This had to do with the Dedication Plaque. They had 3 quotes - they were from ACG, S&A and P&P. The lowest came from P&P. They said they could prepare and do it for \$2,119.00 installed. It would be a bronze plaque. Mark said he would like the Committee to approve it. Tracy entertained a motion to approve P&P's quote for \$2,119.00. Chuck made the motion to approve the \$2,119. Elaine Dombrosky 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. It will be on the CO report next month.

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
- Metals
- Roofing
- Insulation
- Carpentry
- Specialties
- Equipment
- Furnishings
- Finishes
- Fire Protection
- Electrical
- Plumbing
- HVAC
- Asphalt Paving
- Landscaping
- Doors and Windows
- Caulking
- Schedule Assessment
- Concerns/Issues

The next item on Don's agenda was the Budget. The total remaining Contingency was \$356,958.18.

The next item brought up was the Designer's Progress Report. Mark Saccoccio spoke on the drainage/sewer line. It was a problem as there was a back-up into the building and it has been taken care of. Don mentioned they had replaced a lot of the pipe with PVC. They ran water down it and Mark said it will be working like new.

Mark commented on the following and noted:

- ✓ Progress is good.
- ✓ There are no issues with quality with B.J. and the subs.
- ✓ He will issue his Field Report to everyone shortly.
- ✓ They got a CO for the back building, and they are now getting prices for the insulation of it.

Don asked if there were any questions on what Mark had spoken about. No one had any so he moved on to Change Orders. He commented on the following:

COP #36 – CMU Wall Bracing	\$ 6,192.00
COP #48 – Roof Reinforcement	\$ 1,458.00
COP #54 – Electrical Power to Water Cooler	\$ 1,330.00

When Don had finished going through and explaining the COP's, Tracy entertained a motion to approve COP #36 for \$6,192.00. Chuck made the motion to approve COP #36 for \$6,192.00. Elaine seconded the motion. Alex then asked if it could be done now before the floor was put in. Don spoke on this. When there were no other questions or concerns, Tracy asked for a rollcall vote with Elaine, Alex, Chuck and Tracy all saying "Aye." It was unanimous and the motion carried.

Tracy entertained a motion to approve COP #48 for \$1,458.00 to reinforce the roof. (Don recommended this to be paid.) Chuck made the motion to approve COP #48 for \$1,458.00. 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.

Tracy entertained a motion to approve COP #54 for \$1,330.00. (The work on the water cooler was done and Don recommended this to be paid.) Elaine made the motion to approve COP #54 for \$1,330.00. Alex seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Elaine, Alex, and Tracy all saying "Aye." Chuck said, "Nay." 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 #12	\$207,999.64
ATC	\$ 193.00
ENE	<u>\$ 38,679.20</u> (70% Complete)
	\$278,271.84

Tracy entertained a motion to approve the Project Invoices totaling \$278,271.84. Elaine made the motion to approve the above invoices, which totaled \$278,271.84. Alex seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Chuck, Alex, Elaine and Tracy all saying "Aye." It was unanimous and the motion carried.

Don now brought up new business. He discussed the following:

ACG had received a letter from MAK Electric. ACG & S&A's interpretation of the contract is different. Don mentioned MAK is due some credit to make the Committee whole. Mark Frey from MAK Electric spoke on this and explained it to everyone. Alex had a question on the attic – was it going to be finished or unfinished? Mark Saccoccio said he would get back to everyone on this as the letter came in so late in the day. After the discussion on this, Tracy said she would table it until everyone has a chance to look at it.

Don continued and brought up the fence. He said Mark had prepared a sketch of a fence for pricing, but it came in too late to get a price on it.

At this time Tracy opened the floor to public comments. Bob and Nancy Ogilvie wanted to know when they take down the fence near the gazebo, will they straighten out their fence? Mark said he would look at it. Don mentioned this would be more work and more money for B.J. to do the job. Maybe the Town could do it later to keep the project going.

Don mentioned the insulation in the Apparatus Building. He said some of this could be done later and they could be put it out as separate procurements.

The next meeting was now scheduled. It will be held on Wednesday, July 28, 2021, at 5:30 p.m.

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 vote with Elaine, Chuck, Alex and Tracy all saying "Aye". It was unanimous and the meeting adjourned at 6:45 p.m.