

Designer Selection Committee
Thursday, February 25, 2021
6:08 p.m.

TOWN OF AVON
2021 JUL 29 P 3: 28
TOWN CLERK

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, February 25, 2021 at 6:08 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. There was only one minor change where \$1,000 was reallocated from Briggs Engineering to ATC.

Item #13.0 - Change Orders. P&P provided COP #25 for a credit of \$39,520.00.

Item #13.1 – Change Orders - Electrical Service Change. P&P had revised COP #24 – some items were missing. S&A and ACG will go over it and they will get back to the Committee.

Item #18.1 – Change Orders. Contract Changes have already been approved. This item was closed.

Item #18.2 – Change Orders. This item was closed.

Item #19.0 – Change Orders. This item had to do with the Clerk of the Works Overtime for \$1,088. They are going to hold this item open as it needs to be approved by the Board of Selectmen.

Item #18.3 – Payments. This item was closed.

Item #19.1 – Payments. The Committee approved the Project Invoices for a total of \$370,179.37. This item was closed.

Item #19.2 – Quality Control. The roofing work was completed out of sequence. P&P submitted a 5-year roof warranty. Don said P&P is to provide a comprehensive warranty at closeout.

Item #19.3 – Quality Control. A hydraulic hose ruptured and sprayed on the wall. Once inspected by Alex Sinclair, Chief Spurr and B.J. Puchalski it was determined that the siding had areas that needed to be replaced. B.J. agreed to replace the siding and while he was at it, he would see if there was any damage underneath. An area of asphalt was damaged by the oil as well. Don recommended this area be removed and replaced. The Committee said they would inspect the asphalt prior to the final coat and determine if this area needed to be replaced. Mike Josefek added that the company who had spilled the oil had insurance and they should pay for it. Chuck asked what was going to happen? After discussing this it was determined they would make the decision later.

Continuing with the agenda, Don gave an update on the OPM's Monthly Report. He talked about the following:

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

The Budget Report was next. Don said at the Special Town Meeting they voted to restore the cost of Fagan Drive to the Fire Station budget, so Don increased the Construction Contingency to \$200,000; the Owner Contingency to \$48,000 and added \$30,000 to FFE.

The next item was the Designer's Progress Report. Mark Saccoccio said progress has been made as inspections were completed; quite a bit of painting had been done; flooring has been started and right now, everything looks good. Insulation in the rear building was brought up. Mark said they never expected to fully insulate it and it was not code compliant. Chuck said it is not a problem right now, but it would be in the summer. Mike commented that he thought the building was going to be insulated. After some discussion Chuck asked B.J. if he would be interested in doing this as a C.O. – outside of the contract? He said, "Yes." Tracy said they were in a fact-finding situation and this should be looked into. Mark said they would all work on this to provide insulation for the rear building.

The vents out in the metal building were brought up and Chief Spurr spoke on this. He said he was fine with it and Alex said he was okay with it as well.

Don now moved on to the Change Order Proposals. They were:

- COP #20 – Gas Leak (T&M)
- COP #22 – Unsuitable Soils
- COP #24R – Electrical Transformer

- COP # 25 – Permit Credit (P&P)
- COP #26 – Added Mill Work
- COP #27 – Credit for Paving Concrete (upgrade to concrete from asphalt). They need to move forward and get a price. Tracy said they will decide on this at the next meeting.
- ASI #25 – Coordination issue with HVAC (Doghouse on roof)
- xx Lighting Fixture in the Shower (\$193.79) – Don believes the Contractor should just perform this.
- Pump Chamber - \$543.92. There was not a specific pump panel specified. It requires an additional wire. B.J. said it was not quite accurate. On the civil drawings it gave a voltage and phasing for the pumps. He explained there is no specification on a control panel. Chuck said he wanted to know why this was their problem. They pay people to do things and yes, the work must be done. Mark said they are still reviewing this.

Don spoke briefly on:

- Bollards
- Overhead Doors – S&A will get a price on them.
- Attic Panel Back Boards - \$496.00
- Carpeting - \$2,405

The Change Orders to be approved tonight were for:

COP #20 – Gas Leak (T&M)	\$ 1,386.94
COP #25 – Permit Credit (P&P)	\$(39,520.00)
COP #26 – Added Mill Work	\$ 2,242.00
COP #xx – Add Access Control Attic Panel Back Boards	<u>\$ 496.00</u>
Total	\$(35,395.06)

Tracy entertained a motion to approve COP #20, COP #25, COP #26 and COP #xx for a total credit of \$35,395.06. Chuck made the motion to approve the above Change Orders, which totaled a credit of \$35,395.06. Elaine 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.

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

ACG	\$ 23,800.00
S&A	\$ 7,600.00
P&P Application #8	\$240,823.10
ATC Services	<u>\$ 791.00</u>
	\$273,014.10

Tracy entertained a motion to pay these invoices. Alex made the motion to pay the above invoices, which totaled \$273,014.10. Elaine 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, March 25, 2021 at 6:00 p.m.

Continuing, Tracy said they need to approve the Meeting Minutes of January 28, 2021. She asked if anyone had any comments or concerns on them. No one did so she entertained a motion to approve these Minutes. Elaine made the motion to approve the Meeting Minutes of January 28, 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.

Avon residents, Nancy and Bob Ogilvie, were on the virtual meeting so Tracy asked if they had any issues to discuss with the Committee. They said, "No."

Finally, Tracy asked if anyone had any other issue to discuss. Chief Spurr did and asked if the pipeline for natural gas for the rear building could be priced out. Also, the retrofit on the existing floor drains – could the Committee investigate and get a price on this? Mark said this would be the time to do it and he would look into it. Tracy entertained a motion to look into pricing for the pipeline and the floor drain retrofit. Elaine made the motion to look into pricing the pipeline and the floor drain retrofit. 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.

With nothing else 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 7:40 p.m.