

Designer Selection Committee  
Wednesday, July 28, 2021  
5:34 p.m.

TOWN OF AVON  
2021 AUG 11 A 8:23  
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  
Greg Devlin, ACG  
Stephen Hallissey, Avon's Deputy Chief  
Bob and Nancy Ogilvie, Avon Residents

The Avon Designer Selection Committee had a video conference call on Wednesday, July 28, 2021, at 5:34 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 gave an update on some of the changes to the Budget. He said \$193 was transferred from the Owner's Contingency to ATC Testing and \$26,788.23 from the Construction Contingency to Change Orders. They were short under Telephone (Partners) - so they had to add \$142.86 to the budget. Also, ATC had an invoice for \$744.00. Don said they are in decent shape. He said there is just under \$1,000,000 left to be paid to Contractors.

Chief Spurr mentioned the price he received for the Station Alerting System. It was \$22,310.00. The Chief explained to the Committee what the Station Alerting System is used for. Don said the Committee needs to approve this. Tracy entertained a motion to approve the \$22,310.00 for the Station Alerting System. Chuck Comeau made the motion to approve the \$22,310.00 with Alex Sinclair seconding the motion. Alex asked when would they be able to get it? Chief Spurr said they could get it now as it is on the shelf with their name on it. With no more questions, Tracy asked for a rollcall vote with Elaine, Alex, Chuck and Tracy all saying "Aye." It was unanimous and the motion carried.

Item #20.0 – Change Orders. This was regarding credits for trade permits. It was put on hold.

Item #24.0 – Change Orders. This item was closed.

Item #23.3 – Change Orders. The Committee already approved COP #48 for \$1,458 for the roof deck framing.

Item #25.1 – Change Orders. The Committee approved COP #36 for \$6,192 for the CMU wall bracing. This has already been done.

Item #25.2 – Change Orders. The Committee approved COP #54 for the added outlet for the water cooler; an outlet for EMS storage; an outlet for CAT6A in corridor 100, and misc. electrical changes for \$1,330.

Item #25.3 – Change Orders. The Committee approved COP #55 for the Dedication Plaque for \$2,119.00. Tracy said the Committee would look at the final copy and would email any changes.

Item #25.4 – Change Orders. This had to do with a new chain link fence. S&A provided a sketch for pricing the chain link fence which would go along the south property line. P&P priced it out at \$34,791. Don cautioned the Committee from adding work to the Contractor at this stage of the project. They recommend it be done later. They have received a quote from B.J., but they would like to go out and get other quotes.

Item #25.5 – Payment. The Committee approved Invoices totaling \$278,271.84. This item was closed.

Item #20.4 – Quality Control. The Committee received a letter from MAK Electric refuting the requirements for rigid conduit required at other locations where mc cable was utilized. Chuck has requested MAK to reprice a previous Change Order there was an error on and said he will review it.

Item #23.4 – Schedule. Substantial Completion was due by August 3<sup>rd</sup>. There are still sewer issues; paving is behind; work in the Apparatus Bay is behind and flooring to name a few of the issues that remain.

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

Item #24.4 – Miscellaneous. This had to do with the Dedication Plaque. This item was 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
- 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 brought up was the Designer's Progress Report. Mark Saccoccio said he had forwarded his Monthly Report to everyone. He said the finish work needs to be touched up and the job is coming together and is now at the critical stage. Everything is noted on the Field Report.

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 had 3 he needed to discuss. They were:

COP #56 – Apparatus Fiberglass Insulation Option	\$ 66,861.00
COP #57 – Revised Epoxy Flooring (New Concrete Areas)	\$(31,295.00)
COP #58 – Added Fencing	\$ 34,791.00

Don brought up COP #56 for \$66,861.00. He said this could be done for less money after the fact and it should be done sooner rather than later. Mark did say they had received three quotes.

Mark continued and brought up COP #58 – the fencing on the south side of the Fire Station. They received a quote of \$34,791.00 for 233 feet of fencing. He said they need to get a couple of more prices. B.J. explained how he came up with this number of \$34,791. Chuck commented on this and said they need to have comparison pricing.

Don continued with COP #57 and said they need to move quickly on this. B.J. had reached out to another vendor and he is getting pricing. He then explained what they would do regarding the flooring. B.J. said he cannot do other things until they get the flooring done. A short discussion ensued about the type of flooring, guaranties, wear and tear, etc. When there were no more questions or concerns, Tracy asked if this was the best way to go. Everyone agreed and said, "Yes." Mark said they would come back to the Committee with the best option.

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

ACG	\$ 26,540.00	
S&A	\$ 7,600.00	98%
Partners	\$ 142.86	handset
ATC	<u>\$ 744.00</u>	testing
	\$ 35,026.86	



Regarding B.J.'s invoice for P&P – they need to work it out and to schedule another meeting in about a week and a half. Chuck had asked what was left in S&A's budget - \$20,900.

Tracy entertained a motion to approve the Project Invoices totaling \$35,026.86. Chuck made the motion to approve the above invoices, which totaled \$35,026.86. Elaine Dombrosky 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.

The next meeting was now scheduled. It will be held on Tuesday, August 10, 2021, at 5:30 p.m.

A lengthy discussion began on the flooring. They discussed burnishing and painting the Apparatus Bay; they discussed having epoxy in the gear locker with no base and putting intrical base in the Decon Room. Mark was going to work on this.

Don continued with new business. He brought up the sewer line. Mark spoke on this and read the email he received from Chris on the water in the pipe. He said it is nearly impossible to attain a perfect flush system and he explained standing water is not uncommon in this system. He did mention there was no blockage. Chris said he would recommend the system not be replaced. Tracy asked if anyone had any more questions. No one did. She also mentioned that Chris said it would be a non-issue.

Mark said the system that was put in is what was in the design. If there is a problem, B.J. would correct it. Alex added they do not need another back-up like they had at the Police Station. Finally, Chuck said they should let it go for now – if it works, then fine. B.J. said he is confident in the system. Don said maybe they should put something down in the record as to what the standard is going forward. Mark said if something does happen due to a construction related clog then B.J. will take care of it over the next year. B.J. agreed and said he would take care of it.

At this time Tracy opened the floor to public comments. Bob and Nancy Ogilvie asked about the fencing and a discussion was had on the type of fence, how many feet of fence would be put down etc. The Ogilvie's would like to have a wooden stockade fence instead of a chain link privacy fence. Tracy said they could not entertain a fence right now due to the contract.

Finally, Tracy said they need to approve the Meeting Minutes of June 2, 2021, and June 30, 2021. She asked if anyone had any comments or concerns on them. No one did, so she entertained a motion to approve the Minutes of June 2, 2021. Elaine made the motion to approve the Meeting Minutes of June 2, 2021. Alex seconded the motion. There was no discussion. Tracy then asked for a rollcall vote with Elaine, Chuck, Alex and Tracy all saying "Aye." It was unanimous and the motion carried. Tracy then entertained a motion to approve the Meeting Minutes of June 30, 2021. Elaine made the motion to approve the Meeting Minutes of June 30, 2021. Alex seconded the motion. There was no discussion. Tracy then asked for a rollcall vote with Elaine, Chuck, Alex and Tracy all saying "Aye." It was unanimous and the motion carried.

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 rollcall vote with Elaine, Chuck, Alex and Tracy all saying "Aye". It was unanimous and the meeting adjourned at 7:14 p.m.