

Avon Designer Selection Committee
Thursday, October 24, 2019
6:00 p.m.

TOWN OF AVON

2019 DEC -6 A 8:30

In Attendance:

Tracy Self, Chair
Elaine Dombrosky
Chuck Comeau
Alex Sinclair

Guests:

Jeff Bukunt, Avon's Police Chief
Denis Linehan, Avon's Deputy Chief
Bob Spurr, Avon's Fire Chief
Mike Josefek, ACG
Don Velozo, ACG
Mark Saccoccio, Saccoccio & Associates

Absent:

Jay Suzor

The Avon Designer Selection Committee met at Town Hall on Thursday evening, October 24, 2019, at 6:00 p.m.

Tracy Self called the meeting to order. Tonight's meeting was going to be two-fold. The first part was going to be dedicated to the Fire Station and the second part was going to be dedicated to the Police Station.

First, Tracy wanted to approve the Meeting Minutes of August 15, 2019. She asked if anyone had any questions or comments. No one did so she asked if someone would make a motion to approve the Minutes. Elaine Dombrosky made the motion to approve the Minutes. Alex Sinclair seconded the motion. There was no discussion. It was unanimous and the Minutes were approved as read.

Tracy now turned the meeting over to Don Velozo to review his previous Meeting Minutes. Don started with:

Item #4.1 - Budget. Mark Saccoccio explained how the estimate was broken down for the budget. It is now \$3,605,635. He mentioned the septic system and said it may not be thrown out, but it may have to be replaced or they could use some of the parts. A short discussion ensued on the septic system. Mark went through 1) summary; 2) division and 3) everything broken down. Mark said they simplified everything on the drawings. They are still tweaking and they are getting close to the number. Mike Josefek reiterated that they had a hard budget and they need to stick to it. Mike then spoke a little about escalation, demolition and the septic system. He added the numbers are based on construction in the spring.

Item #5.1 - Budget. Mike said he was concerned that the septic system and the abatement are not included in Saccoccio & Associates estimate.

Item #4.2 - Payment. This item was closed.

Item #5.2 - Payment. The Committee already approved the Invoice from ACG for \$7,500. This item was closed.

Item #5.3 - Scope. Mike recommended they revise the types of walls and reduce masonry walls. All set - this item was closed.

Item #5.4 - Scope. Chief Spurr requested several floor plan changes, including relocating the air supply to the outbuilding. This item was closed.

Item #5.5 - Scope. Kyle asked Chief Spurr to provide vehicle dimensions. All set - this item was closed.

Item #3.4 - Schedule. Mike was concerned with the schedule and believes Saccoccio & Associates are now 3 months behind the RFQ. Mark said they started late and they are concerned that rushing the process will lead to Change Orders. Mike recommended compressing the schedule by overlapping subsequent phase's completion and starts. Mark had a revised schedule and they went through it. He said if everyone signs off on the plan then things can move forward - only if the plans are good and the Committee approves it.

Item #5.7 - Civil. The survey was completed. This item was closed.

At this time Don asked Mark to talk about the site, which he did. He went through the plans and explained where things are going to be located. He then went through the floor plan and showed the changes they had made. He spoke about the following:

- Walls
- Attic
- Dormers
- Doors
- Existing wall
- Extension on the apparatus bay
- Alternate steel building

The next item on the agenda was the FF&E budget. They need to get together and talk about who is responsible for what and where they will get things.

Again, Mark said he would like to get the schematic design approved tonight, but the Chief is not happy with some of the things they have designed. Mark said he is looking for direction. After looking at the designs Mike mentioned the janitor's closet; take the dormers out; the staircase is in flux. After more discussion, Tracy then entertained a motion to approve the schematic design is going in the right direction. Chuck Comeau made the motion it is going in the right direction with Alex Sinclair seconding that motion. There was no discussion. It was unanimous and the motion carried.

It was at this time that Don brought up the Project Invoices to be approved. Tonight he had one for ACG for \$7,000 and one for Saccoccio & Associates for \$17,670, totaling \$24,670. Tracy entertained a motion to approve the Invoices for \$24,670. Chuck made the motion to approve the Invoices with Alex seconding the motion. There was no discussion. It was unanimous and the motion carried.

The next Fire Station meeting was now scheduled. It will be held on Thursday night, December 5, 2019, at 6:00 p.m.

With no other items on the agenda for the Fire Station project, Mark left at 7:15 p.m. and the Committee was now going to meet with the Police Chief and Deputy Chief.

The first item Don wanted to discuss was the punch list and its completion. Steve had told him it was all done and completed. The Rec was approved with \$1,000 left on it.

Chief Bukunt spoke about the items left on the list and said what the status was on each one. Steve said the landscape was better and the key issues had been resolved; the doors were fine and they spoke about the warranties.

The next item to be discussed was the Change Order Log. Don began with Line #51 and explained each line number through Line #71 to the Committee. He went through the proposed cost and the approved cost of each one. On each item Don recommended whether or not to pay it and why. He said some of them were credits, some were not worth fighting, etc. Tracy said the Total Pending Change Orders/Recommended was \$6,362.54.

Finally, Tracy entertained a motion to pay the final invoices for \$53,894.00. Chuck made the motion to pay the bills for \$53,894.00 with Alex seconding the motion. There was no discussion and the motion was carried unanimously to pay the final invoices.

With no other items to be discussed on the Police Project, Tracy adjourned the meeting at 8:10 p.m.