

Avon Designer Selection Committee
Thursday, June 21, 2018
6:00 p.m.

TOWN OF AVON

2018 NOV 13 A 7:50

In Attendance:

Tracy Self, Chairman
Elaine Dombrosky
Chuck Comeau
Jay Suzor
Tim Flanigan

Guests:

Michael Josefek, President, ACG
Don Velozo, Sr. Project Mgr., ACG
Jeff Bukunt, Avon Deputy Chief

TOWN CLERK

The Avon Designer Selection Committee met at Town Hall on Thursday evening, June 21, 2018, at 6:00 p.m.

Tracy Self commenced the meeting and said they will begin by doing some housekeeping, mainly approving Meeting Minutes. She asked if anyone had any questions on the Meeting Minutes from March 15th, March 29th, April 5th, April 26th, May 10th and May 17th. No one did so she asked for someone to make a motion to approve the Minutes. Jay Suzor made the motion to accept the Minutes as read. Elaine Dombrosky seconded the motion. There was no discussion. The Minutes were unanimously approved.

At this time Tracy asked Don Velozo to go through his agenda. He began with the Previous Meeting Minutes.

Item #6.1 - Budget. Items for bid alternatives. This item was closed.

Item #7.2 - Permitting. A NOI (Notice of Intent) is being prepared by the SLB Group. The ConComm hearing has been scheduled for June 28, 2018. He said there was no legal reason why this will not be approved. Kevin Mooney had looked it over and said it was okay. Everything looked good and there was no reason not to move forward. He would prepare the Order of Conditions in advance of the public hearing. A letter of commitment is required from the BOS to complete the road project prior to the meeting. This item is still open.

Item #9.1 - Permitting. Rick Almeida from CBI will deliver the plans and specifications to the Building Inspector post meeting. The Building Inspector's 3rd party review will be done post Special Town Meeting vote. This was left open.

Item #7.5 - Bidding. The bids were delivered to the Town Clerk. The bidding process was complete. This item was closed.

Item #9.2 - Bidding. Tracy worked with Jim Purcell and Bill Fitzgerald to post the bid information on CommBuys. The bidding process was complete. This item was closed.

Item #10.1 - Bidding. The results from the bids were discussed. ACG and CBI presented their independent reviews of the bidder's bids, DCAMM files and references. The Committee voted to recommend that the Board of Selectmen award the construction contract to Page Builders and accept Bid Alternate #1 - the carport. This item was closed.

Item #1.12 - Construction Documents. The Owner's-Contractor Agreement and Contract General Conditions were completed with input from Charlie Estabrooke. This item was closed.

Item #8.1 - Construction Documents. Plans were sent to the Building Inspector and to the Fire Department. This item was closed.

Item #8.2.1 - Construction Documents. The CD's are complete. This item was closed.

Item #8.3 - Construction Documents. The project bid was successful; revising the CD is not necessary. This item was closed.

Item # 9.4 - Construction Documents. Rick Almeida to provide 3-D interior views for several areas such as; Dispatch, prisoner holding cells, the Sally Port, and the conference room. Chuck Comeau requested that CBI provide the drawings and that they be displayed in the Owner's trailer for reference. This item was left open.

Item #9.5 - There was one bid alternate included in the CD for the carport roof. This item was closed.

Items #8.4, #8.5, #8.6 & #8.7 - FF&E Procurement. Don will provide additional assistance with the following as Jim Purcell will be leaving soon.

- Spacesaver Lockers
- Radio Equipment
- Access Control and Surveillance Video Equipment
- Gas Service from Columbia Gas (National Grid and Columbia Gas will need a check and contract)

Don continued with his agenda. He said the deadline was to be changed as it wasn't any of their faults for the delay - it was the townspeople who tried to stop the process. He said they should be able to pick up their contract tomorrow and then start. It was agreed that Wednesday at 1:00 p.m. was to be the weekly job site meeting.

At this time a discussion ensued regarding CCD (Construction Change Directive) and who can sign off to pay up to a certain amount of money. Chuck Comeau made the motion for the Chair to be authorized up to \$5,000 (up to 10 times) per situation. Elaine Dombrosky seconded the motion. There was no discussion. The vote was unanimous and the motion carried.

Next, a discussion was held regarding payment to the Contractor. Mike Josefek and Don will review their work, go through the submittals, etc. They will recommend and then process.

The following bullet-points were discussed briefly:

- Construction Site Visits
- Construction Meetings
- E911 Notification

Don now brought up Ground Breaking Planning. He said they need to think about tents, food, chairs, grass, podium, microphone, etc. Tracy said she would handle the party planning.

Don mentioned the ConComm Meeting. Jay Suzor and Tim Flanigan said they would go to the meeting.

Finally, the next Meeting was scheduled for July 26th, 2018, at 6:00 p.m.

With no further business to discuss, Tracy asked for a motion to adjourn the meeting. Jay made the motion to adjourn with Chuck seconding that motion. There was no discussion. The meeting adjourned at 7:05 p.m.