

SPECIAL MEETING AGENDA

Firehouse Sub-Committee

Wednesday, March 27, 2024 – 5:00 PM

Zoom

1. Chair call the Meeting to Order
2. Approval of Meeting Minutes
 - a. February 15, 2024 Regular Meeting Minutes
 - b. February 26, 2024 Special Meeting Minutes
3. Review of Budget/Timeline – Fire Station 340
 - a. Review Budget
 - b. Change Order Log
 - c. Updated Construction Schedule
4. Discussion of email dated August 22, 2023 “Notice of Delay – Insulated Metal Panels Delayed Delivery”
5. Discussion and vote on recommendation to Town Council to add Carl Dojan as an alternate to the Firehouse Subcommittee.
6. Discussion of the purchase of kitchen appliances and vote to authorize replacing the Denlar D100 36” pre-engineered range hood, including roof mounted fan, with an over-the-range microwave.
7. Adjournment

Join Zoom Meeting

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2. Approval of Meeting Minutes
 - a. February 15, 2024 Regular Meeting Minutes
 - b. February 26, 2024 Special Meeting Minutes

MEETING MINUTES

Firehouse Sub-committee

ZOOM Remote Meeting

Regular Meeting – February 15, 2024

Members Present:

Colleen Yudichak, Town Council Member
 Megan Massa, Projects/Grants Manager
 Beverly Bellody, Director of Human Services
 Jacob Marie, Vice Chair, Town Council (arrived at 4:41PM)
 Brian Foley, Town Manager
 Lisa Hancock, Director of Finance
 Scott Lappen, Director, Public Works

Members Absent: John Littell, Fire Chief/Director of Public Safety,

CHA: Chuck Eaton, Town Engineer/Project Manager

Also Present: Jim Paquin, Building Official, Carl Dojan, Assistant Fire Chief, Peter Gavin, Lawrence Brunoli, Inc., Rob DaBica, Fire Marshal

1. Call to Order
 Ms. Yudichak called the meeting to order at 4:35PM.

2. Approval of January 18, 2024 Minutes
Ms. Hancock motioned to approve the minutes of the January 18th meeting.
Ms. Bellody seconded the motion.
Discussion: none
Motion passed unanimously.
[Mr. Marie was not present to vote.]

3. Review of Budget/Timeline – Fire Station 340
 - a. Update on request from Chair and Vice Chair on changes to the Project History
 - b. Work completion for the period
 - c. Project schedule status – see Agenda Item 6

Ms. Massa noted that a payment was made to the contractor and is reflected in the budget sheet. Per Ms. Yudichak's request, Ms. Massa added the potential change order for the curb.

Ms. Yudichak requested that the contractor's change order log be included in the packet going forward.

4. Presentation of Change Order Log – Lawrence Brunoli, Inc. & CHA
 Mr. Gavin noted that he submitted a change order log to the subcommittee. It includes potential change orders from when issues are raised, executed change orders, and voided

change orders. He can provide this log monthly. Mr. Marie noted that he would like to have the schedule as a standing item as well.

5. Void approval of PCO=002, "Add Concrete Curb at Perimeter to Raise Metal Panel Above Finish Grade" for a cost not to exceed \$22,000

Ms. Massa explained that the original change order was for the curb and was based on a preliminary number from the contractor. The final change order has additional items including footings that increased due to the size of the building as well as changes that were needed to accommodate the curb as well as other items. Thus, the change order was revised to incorporate all of the foundation changes.

Ms. Massa noted that they will not be able to approve PCO-002 because there are items that were not in the original change order.

Mr. Marie motioned to void PCO-002.

Mr. Foley seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

6. Approval to authorize a change order COP-003, "Design Changes to the Building Concrete Foundation" in the amount not to exceed \$39,134.00 for the foundation changes at Fire Station 340, and "Extend Overhead" in the amount of \$25,000.00 to extend the contract date of substantial completion to May 31, 2024.

Ms. Massa explained that a couple of issues have pushed the project out. The curb took a bit of time along with the associated design changes and the explosion at the Sherwin Williams plant. Given this, they will not be able to make the March 15th date. The contractor believes they will be able to reach substantial completion by May 31st.

Ms. Yudichak asked why the town was not told about the delay.

Ms. Massa explained that initially it was estimated in November/December that the building would arrive in January. The building arrived sooner than expected. At the end of January, Mr. Gavin submitted for the contract extension. Mr. Gavin added that in March/April an RFI was submitted for elevations, and they were working through design changes for a number of months going through the building contractor, engineer, and fabricator. In September/October, they received notice of a January delivery date. Overall, the project lost 6 months over steel. They are attempting to pick up 6 months over the 2.5 months they are proposing and will make a good faith effort to do so. At this time, they are not making acceleration efforts (overtime, weekends etc.). Mr. Gavin noted that acceleration would come at an additional cost. The baseline schedule included additional time in the event it was needed.

Mr. Marie asked if the steel supplier provided written notice about the delay. Mr. Gavin responded that the delay unfolded over the course of many months. The design change was submitted and when this happens, it impacts design and fabrication. This information was shared with the town. Mr. Gavin explained that that to accommodate the curb, the bottom of the building had to be modified. In the bid package, CHA had a foundation design plan which was not part of the pre-engineered building package and coordination had to take place after

the engineered building was submitted. Mr. Marie asked about the impact of the Sherwin Williams plant situation. Ms. Massa explained that this is where the building panels were being painted. Mr. Gavin noted that the panels are on site and are being put up. This was a contributing factor to the delay. Mr. Marie asked how they would cut out the 4 months to reach the May 31st completion date. Mr. Gavin explained that the time in the baseline schedule was excessive, and they have made their best effort to schedule it aggressively to deliver it as soon as possible.

Mr. Eaton confirmed that that it is normal for pre-engineered buildings to be separate from the foundation aspect. To get the tightest bids, they assumed the metal building loads and designed the foundation; otherwise, the contractor does not know the foundation size until the building is purchased and includes a higher cost for the foundation. The loads came back higher than assumed so a change in the foundation was needed to support this. This is not known until the contractor purchases the building and receives the design loads.

Ms. Yudichak noted that she would like time to review everything and schedule a special meeting to continue looking at the request. Mr. Marie commented that he would like additional time as well.

Ms. Massa noted that they met with the contractor and negotiated the \$25K and it is significantly less than what was proposed (\$32K). She explained that that the change order has 2 items: \$39K for the foundation changes, \$25K for the contract extension. The change order was agreed upon by the town, CHA, and the contractor. Any changes would require another conversation.

Ms. Hancock commented that while everyone needs time to be comfortable, she asked that they not do anything to delay the project further and incur a higher cost. Ms. Massa noted that Mr. Eaton's contract also ends on 03/15/24. If they need to extend the insurance, they will need to notify the insurance company. Ms. Hancock commented that in her opinion, the project will inevitably need to be extended.

The questions submitted by Ms. Yudichak [attached] were addressed.

- COP-003.
 - Mr. Eaton explained that the initial CO included more than the curb, but the title and description was only the curb. They discussed revising this with Mr. Gavin.
 - Mr. Eaton explained that between the town, CHA, and Mr. Gavin, this is when they came to an agreement.
- COP-003.1
 1. Mr. Gavin noted that it did and is why the building had to go back to redesign.
 2. See COP-003.1, #1
 3. Mr. Marie commented that it concerns him that there is no documentation in the packet regarding the delay. He would like to see an e-mail or another document explaining the delay.
 4. Mr. Gavin explained the delivery date for the steel building was changed several times and they were put in a different schedule. Additionally, the explosion at Sherwin Williams and the design change put them on a different schedule. This was shared with the town and a schedule could not be made

given the floating date. He noted that if work cannot be performed due to weather, it is a lost day that needs to be made up. He noted that they will make a good faith effort to complete the project by May 31, 2024, but it cannot be guaranteed. Mr. Gavin noted that by the contract, he can substantiate a 6-month time extension but is not doing so. He added that in such a situation, the town should grant the extension due to the delay being beyond the contractor's control. He explained that if they are concerned about the date, they should add 6 months to the project. Ms. Massa asked if they did so, if Mr. Gavin would go back to the contract. Mr. Gavin responded that they could potentially do so and added that they have been very considerate to the town in the charges. They could easily be significantly higher. Mr. Gavin noted that if they go to a claim situation where they go to mediation or arbitration, this could go to six figures. They are trying to be a team player and what has been provided is beyond fair. The changes had a significant cost.

Ms. Yudichak commented that the project timeline would allow them to see the changes and their impact on the timeline. Ms. Massa confirmed that this would be provided.

Mr. Marie commented that he wants to see something written about the steel delay. He would like to see this before the vote.

A brief discussion took place regarding scheduling a special meeting for February 26th.

Ms. Massa noted that items 6.a and 6.b cannot be approved without an approved contract extension date.

- a. Approval of CHA's "Construction Contract Time extension" for a lump sum total of \$9,000.00.
- b. Approval of extending the Builder's Risk insurance policy for a cost not to exceed \$2,491.00.

Item 6 was tabled.

- 7. Approval to authorize a change order PCO-008 "Add Precast Riser & Sewer Frame and Cover at Distribution Box" in the amount not to exceed \$1,479.90.

Ms. Massa noted that this is under the purview of the Town Manager to accept and sign. It is included for transparency.

- 8. Discussion of potential change order "Add New Fan to the Plymovent System" in the amount of \$3,120.00.

Ms. Massa noted that this is an optional upgrade (ventilation in the garage bays). The old unit was recovered.

Mr. Paquin recommended using the old unit as it is easy for the town to replace when needed. Mr. Eaton explained that a new unit would be warrantied with the building. Mr. DaBica noted that if the old system works, it is fine to use the old one, but they should do an evaluation. Mr. Eaton noted that some components were replaced somewhat recently but the motor and fan were not. Mr. Foley explained that it will cost more to install a new fan but they are taking a risk

that it may need to be replaced at a later time. If it costs more now, it will come out of the other firehouse projects. He recommended installing it now and having it warrantied. And asked Assistant Chief Dojan for his thoughts. Assistant Chief Dojan was in agreement and noted that he discussed this with Chief Littell. It will be a larger station and there will be an additional vehicle.

Mr. Marie motioned to approve a change order to add a new fan to the Plymovent System not to exceed \$3,120.00.

Mr. Foley seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

9. Discussion of potential change order COP-010 "Add Snow Guards" in the amount not to exceed \$9,336.00.

Mr. Eaton explained that a metal roof has little friction as compared to a shingled roof. Thus, ice and snow, as it melts, slides off the building and can ruin the gutter system. This is something that could be added at a later time but if it is done by the contractor, it would be warrantied with the roof and building.

Mr. Lappen stated that in his opinion, he could support this being done over the doors but not over the entire length of the roof. Mr. Eaton agreed and noted that it could be added later. Mr. Paquin agreed with Mr. Lappen and believes it should be done later. Assistant Chief Dojan and Fire Marshal DaBica agreed.

It was noted that this was brought up because it is common that gutter systems are damaged by ice, and this would prevent the damage. The builder noted that there is potential for the gutters to be ripped off the building.

Mr. Paquin believes they should allow Mr. Gavin to build the building and this item should be addressed by the town.

Mr. Foley asked why this was not included in the original plans. Mr. Eaton explained that they were trying to put together the least expensive building for the town.

Mr. Foley motioned to approve agenda item #9, the potential change order COP-010, "Add Snow Guards."

Ms. Massa seconded the motion.

Discussion: none

A roll call vote was taken.

Motion failed unanimously.

10. Correspondence received from Chair and Vice Chair for Subcommittee review and discussion.

Ms. Yudichak noted that many of their questions were answered tonight.

11. Discussion on moving fire trucks into the apparatus bays to achieve partial occupancy of Fire Stations, prior to project completion.

Ms. Yudichak commented that this was added to note that it is an option.
 Mr. Foley noted that he discussed this with Chief Littell, Fire Marshal DaBica, Ms. Massa, Ms. Bellody, and Mr. Paquin and were against this. Mr. Gavin was also not in favor of this.

12. Update on revised costs received from CHA for Fire Stations 140 and 440.

Assistant Chief Dojan confirmed that these are high priority items.
 Mr. Eaton noted that additional testing of the foundation of Station 140 will need to be performed before a drainage cost is available.
 Ms. Massa confirmed that what is left from 340 will be used at 140 and 440. This will not be known until the project is complete, but the costs came back within what was budgeted.
 Mr. Eaton noted that the numbers are a valid estimate.

13. Update on Special Meeting site visit to Stations 140 and 440 on April 8, 2024.

A brief discussion took place regarding whether a recording clerk would be needed.
 Ms. Yudichak noted that it was not necessary. Ms. Massa stated that minutes would be needed if there is a quorum.

14. Adjournment

Mr. Marie motioned to adjourn at 6:13PM.

Ms. Hancock seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

Lisa A. Pascuzzi
 Firehouse Sub-committee Clerk

From: Colleen Yudichak <cyudichak@Tollandct.gov>
Sent: Thursday, February 15, 2024 4:05 PM
To: Megan Massa <mmassa@Tollandct.gov>; Brian Foley <bfoley@Tollandct.gov>
Cc: Jacob Marie <jmarie@Tollandct.gov>
Subject: Questions that will ask tonight

Hi Megan and Brian,

Sending ahead for you to have a chance to look at.

Jacob and I have some questions regarding material for tonight.

All Questions and Requests are in response to the information provided for the February 15, 2024 package, which was received only three days ago and which contains extensive information related to project change conditions dating back to April of 2023, as well as a request for time extension and compensation.

The committee has submitted questions and is engaging in fact finding to **make sure that the supporting documentation and rationale for additional cost and time is in conformance with the contractor documents, and is complete and understandable so that the subcommittee fulfills its obligation to the citizens of Tolland. (PLEASE get this on the record)**

Note: In the Contractor's CO Log, COP-003.1 and the Revised Foundation portion of COP-003 do not appear to have been initiated in March of 2023. Documentation was just received by the subcommittee in Feb. 2024 and documentation is dated as such. Submitted and Approved dates should be updated/corrected. Because these are submissions under the contract they are part of the legal record - if you accept without corrections you are accepting the errors as fact.

Comments on CO Items in the Packets:

We have reviewed the information provided in by the Contractor for the February 15, 2024 meeting and have the following comments:

Specific Comments - For the Contractor - COP-003

1. Although the foundation redesign was identified in March 2023 and drawings were submitted in April 2023 by CHA, why did the first CO estimate issued in June 2023 only include the cost of the "curb"? Why was the cost of the footing redesign not submitted until July 2023 and the formal CO not submitted until 2/6/24? What was the reason for this extreme delay.

Specific Comments - For the Contractor - COP-003.1

1. Referring to General Comments and COP-003 Specific Comments above: Did the foundation redesign change the attributes of the structural steel members or any other component of the metal building? We note that COP-003 Worksheet does not identify any changes to the steel - only engineering costs for the added curb.

2. If there were no changes to the metal building structural components why was there a delay in procurement of 6 months?

3. Please provide a statement from the building manufacturer and supplier to explain and justify the delay and to identify that such delay is beyond the control of the contractor. Currently no justification for delay has been provided as part of CO-003.1

4. Referring to Page 49 of 95 of the Packet under the heading Schedule; The statement that a schedule analysis of the delay and recovery schedule submission was not possible until actual delivery of the steel in December of 2023. Scenarios identifying the impacts of metal building procurement delay should have been developed by the contractor and submitted to the Owner for review, along with recovery recommendations and a recovery schedule. Was this done?

Colleen Yudichak

Tolland Town Council Member

Chair- American Rescue Plan Act (ARPA) Subcommittee

Chair-Firehouse Subcommittee

Liaison - Commission on People with Disabilities

Liaison - Parks and Recreation Advisory Board

Liaison-Correspondence to Council

MEETING MINUTES

Firehouse Sub-committee

ZOOM Remote Meeting

Special Meeting – February 26, 2024

Members Present:

Colleen Yudichak, Town Council Member
 Megan Massa, Projects/Grants Manager
 Beverly Bellody, Director of Human Services
 Brian Foley, Town Manager
 Lisa Hancock, Director of Finance
 Scott Lappen, Director, Public Works
 John Littell, Fire Chief/Director of Public Safety

Members Absent: Jacob Marie, Vice Chair, Town Council

CHA: Chuck Eaton, Town Engineer/Project Manager

Also Present: Jim Paquin, Building Official, Carl Dojan, Assistant Fire Chief, Rob DaBica, Fire Marshal, Peter Gavin, Lawrence Brunoli, Inc.

1. Call to Order
 Ms. Yudichak called the meeting to order at 5:01PM.

3. Approval to authorize a change order COP-003 “Design Changes to the Building Concrete Foundation” in the amount not to exceed \$39,134.00 for the foundation changes at Fire Station 340, and “Extended Overhead” in the amount of \$25,000.00, to extend the contract date of substantial completion to May 31, 2024.

Ms. Yudichak asked if Mr. Gavin or Mr. Eaton were able to get any documentation from vendors regarding the reason for the delay. This was a request from Mr. Marie.

Mr. Gavin stated that from the beginning, when the design change originated, they have been transparent with the town and every communication with the subcontractor was shared with the town via e-mail. They did not believe there was an obligation for a time impact study analysis that would present the step-by-step issues, or a time reference analysis as would be done in a claim. They are not in a claim and hope to get through this without such an analysis although it could be done. Mr. Gavin requested that they accept what was provided to date and that the issue be moved forward without the need to recreate a timeline which would take a good deal of time.

A brief discussion took place regarding whether the requested authorization in agenda item 3 could be split into two motions. Ms. Massa noted that the request for the contract extension was included because it is directly related to the foundation changes; however, they are listed separately as COP-003 and COP-003.1. They could be addressed separately.

Ms. Yudichak motioned to separate the change orders COP-003 in the amount of \$39,134.00 and COP-003.1 in the amount of \$25,000 for the added indirect overhead and additional 77 calendar days for the May 31st date.

Ms. Hancock seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

Ms. Yudichak asked Mr. Eaton about the foundation. Mr. Eaton explained that once the loading information for the metal building was received, it was compared to the loading information used in the original foundation design. The load of the metal building was greater than what was in the original foundation design and in turn they had to redesign which increased the foundation construction costs. Ms. Yudichak asked why they would not know that the metal building would be too heavy for the foundation when it was ordered. Mr. Eaton explained that it is not necessarily the weight of the steel. The building design is not available until after purchase and the manufacture moves forward with the design. In order to bid it out, because the building manufacturer does not design the foundation, assumptions about the forces in the building had to be made. While they were fairly conservative, there was some specific loading that increased the size of the foundation. Mr. Eaton explained that by doing it this way, they were able to get better and tighter bids on the project rather than the contractor not knowing what would be involved with the foundation. This is still the best economic direction for the town. Different manufacturers would design the building a bit differently and they did not know which bidder or building manufacturer would be used. This is typical.

Ms. Hancock motioned to approve COP-003, "Design Changes for the Building Concrete Foundation" in the amount not to exceed \$39,134.00 for the foundation changes at Fire Station 340.

Ms. Massa seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

Ms. Yudichak received an e-mail from Mr. Marie today at 4:35PM. The e-mail was sent to Mr. Foley, Ms. Massa, and Ms. Yudichak. In the e-mail, Mr. Marie requested that a statement be read into the minutes. [Attachment A]

I have an auto emergency on my way back to Denver and can't attend, but please have this email in minutes.

Although I can't attend tonight, I am disappointed that supporting materials for the delay were not provided. This is completely unacceptable, and I expect a much greater level of documentation, as well as earlier notice of delays, going forward. I can't support the extension without this documentation as I stated in the last meeting.

-Jacob Marie, FHSC Vice Chair

Ms. Yudichak confirmed that the contract extension was negotiated with Mr. Gavin. The original amount was approximately \$31K-\$32K. She asked if subcommittee members felt that reducing it to \$25K is reasonable. They responded that it is.

Ms. Yudichak commented that she and Mr. Marie would like monthly project schedules and the change order log going forward. As soon as a delay arises, they would like the subcommittee to be alerted so it can move quickly. Additionally, they would like any documentation related to a delay for this project, and others at the fire stations, to be included in meeting packets.

Mr. Foley motioned to approve COP-003.1, "Extended Overhead" in the amount of \$25,000.00, to extend the contract date of substantial completion to May 31, 2024.

Ms. Hancock seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

- a. Approval of CHA's "Construction Contract Time Extension" for a lump sum total of \$9,000.00

Mr. Foley motioned to approve CHA's "Construction Contract Time Extension" for a lump sum total of \$9,000.00.

Mr. Lappen seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

- b. Approval of extending the Builder's Risk insurance policy for a cost not to exceed \$2,491.00.

Ms. Hancock motioned to approve extending the Builder's Risk insurance policy for a cost not to exceed \$2,491.00.

Ms. Bellody seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

3. Void approval of potential change order "Add New Fan to the Plymovent System" in the amount of \$3,120.00.

Ms. Massa explained that at the last meeting, the fan replacement item should have only been a discussion. The formal change order with the contractor markup was not in place.

Mr. Foley motioned to void the approval of potential change order "Add New Fan to the Plymovent System" in the amount of \$3,120.00.

Ms. Bellody seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

4. Approval of COP-011 "Add New Fan to the Plymovent System" in the amount not to exceed \$3,588.00.

Mr. Foley motioned to approve COP-011 "Add New Fan to the Plymovent System" in the amount not to exceed \$3,588.00.

Ms. Hancock seconded the motion.

Discussion: none

A roll call vote was taken.

Motion passed unanimously.

5. Adjournment

Chief Littell motioned to adjourn at 5:34PM.

Ms. Massa seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

Lisa A. Pascuzzi
Firehouse Sub-committee Clerk

From: Jacob Marie <jmarie@Tollandct.gov>

Sent: Monday, February 26, 2024 4:35 PM

To: Brian Foley <bfoley@Tollandct.gov>; Megan Massa <mmassa@Tollandct.gov>; Colleen Yudichak <cyudichak@Tollandct.gov>

Subject: For the FHSC Minutes - 2- 26-24

I have an auto emergency on my way back to Denver and can't attend, but please have this email in the minutes.

To be in the minutes:

Although I can't attend tonight, I am disappointed that supporting materials for the delay were not provided. This is completely unacceptable and I expect a much greater level of documentation, as well as earlier notice of delays, going forward. I can't support the extension without this documentation as I stated in the last meeting.

-Jacob Marie, FHSC Vice Chair

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3. Review of Budget/Timeline – Fire Station 340
 - a. Review Budget

Fire Station 340 Budget Summary

Updated: 3/25/2024

Expense Accounts

Munis Account	Line	Original Budget	Adjusted Budget	Spent	Encumbrances	Available Budget
722420	Architectural Engineering	\$ 232,415.00	\$ 241,415.00	\$ 226,616.68	\$ 14,798.32	\$ -
722440	Building Contractor	\$ 2,257,000.00	\$ 2,329,881.90	\$ 1,708,070.55	\$ 621,811.35	\$ -
722460	Testing & Inspections	\$ 9,621.33	\$ 9,621.33	\$ 9,621.33	\$ -	\$ -
722495	Contingency	\$ 451,400.73	\$ 367,881.83	-	\$ -	\$ 367,881.83
722480	Bonding/Legal Costs	\$ 72,268.00	\$ 72,268.00	\$ -	\$ -	\$ 72,268.00
722497	Insurance/Builders Risk	\$ 4,000.00	\$ 4,982.00	\$ 2,491.00	\$ -	\$ 2,491.00
722410	Advertising	\$ 572.94	\$ 572.94	\$ 572.94	\$ -	\$ -
733330	Misc. Reimbursables	\$ -	\$ 655.00	\$ 655.00	\$ -	\$ -
Total		\$ 3,027,278.00	\$ 3,027,278.00	\$ 1,948,027.50	\$ 636,609.67	\$ 442,640.83

Change Orders Log

Number	Date	Amount	Transfer to Account	Description
COP-001	8/2/2023	\$ 3,680.00	722440 - Building Contractor	Well Pump
COP-002	3/4/2024	\$ 39,134.00	722440 - Building Contractor	Foundation changes
COP-002	3/4/2024	\$ 25,000.00	722440 - Building Contractor	Extended Overhead
COP-003	3/4/2024	\$ 3,588.00	722440 - Building Contractor	Plymovent Fan
COP-004	3/4/2024	\$ 1,479.90	722440 - Building Contractor	Sewer riser
		\$ 72,881.90		

Potential Change Orders Approved by the Subcommittee

Number	Date	Amount	Transfer to Account	Description
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3. Review of Budget/Timeline – Fire Station 340
 - b. Change Order Log



Tolland Fire Department, Replacement of Station 340

Potential Change Orders

Void:

Change Orders Submitted:

\$	21,873.59
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Approved/Fully Executed:

\$	72.881.90
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3. Review of Budget/Timeline – Fire Station 340
 - c. Updated Construction Schedule

March

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 Drywall 2-Hour Wall (1-2) Drywall 1-Hour Wall (1) Mech Rough Elec Rough Garage Doors CFMF – Mech/Elec Shower Stall Delivery	26 Drywall 2-Hour Wall (1-2) Drywall 1-Hour Wall (1) Mech Rough Elec Rough Garage Doors Insulation	27 Drywall 2-Hour Wall (1-2) Drywall 1-Hour Wall (1) Mech Rough Elec Rough Garage Doors Insulation	28 Inspection-Insulation Inspection-Mech (In Wall) Drywall 2-Hour Wall (1-2) Drywall 1-Hour Wall (1) Mech Rough Elec Rough Exterior Signage	29 Drywall 2-Hour Wall (2-1) Drywall 1-Hour Wall (2) Exterior Signage	30
31						

April

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Drywall 2-Hour Wall (2-1) Drywall 1-Hour Wall (2)	2 Drywall 2-Hour Wall (2-1) Drywall 1-Hour Wall (2) Banner Water	3 Drywall 2-Hour Wall (2-1) Drywall 1-Hour Wall (2) Banner Water	4 Inspection-Screws (2 nd Side) Drywall 2-Hour Wall (2-1) Drywall 1-Hour Wall (2)	5 Drywall 2-Hour Wall (2-2)	6
7	8 Drywall 2-Hour Wall (2-2)	9 Drywall 2-Hour Wall (2-2)	10 Drywall 2-Hour Wall (2-2)	11 Drywall 10' Walls DWF	12 Drywall 10' Walls DWF	13
14	15 Drywall 10' Walls DWF	16 Drywall 10' Walls DWF	17 Drywall 10' Walls DWF	18 Recess Bay Soffit Kitchen Soffit DWF Hollow Metal Doorframes	19 Recess Bay Soffit Kitchen Soffit DWF Hollow Metal Doorframes	20
21	22 Recess Bay Soffit Kitchen Soffit DWF Hollow Metal Doorframes DWF	23 DWF Painting	24 DWF Painting	25 DWF Painting	26 DWF Painting	27
28	29 DWF Painting	30				

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May

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Painting ¹	Painting ²	Painting ³	⁴
⁵	Painting Ceiling Grid ⁶	Painting Ceiling Grid ⁷	Painting MEP in Ceiling Grid MEP – Fixtures / Trim ⁸	Painting MEP in Ceiling Grid MEP – Fixtures / Trim ⁹	Painting MEP in Ceiling Grid MEP – Fixtures / Trim ¹⁰	¹¹
¹²	MEP in Ceiling Grid MEP – Fixtures / Trim Flooring ¹³	MEP in Ceiling Grid MEP – Fixtures / Trim Flooring ¹⁴	Inspection – Above ATC Flooring Restroom Accessories ¹⁵	Flooring Ceiling Pads Restroom Accessories ¹⁶	Flooring Ceiling Pads ¹⁷	¹⁸
¹⁹	Millwork Signage Doors and Hardware ²⁰	Millwork Signage Doors and Hardware ²¹	Millwork Doors and Hardware Systems Startup / Testing ²²	Inspection -Finals Systems Startup / Testing ²³	Landscaping Systems Startup / Testing ²⁴	²⁵
²⁶	Landscaping ²⁷	Landscaping ²⁸	Landscaping ²⁹	Punch List ³⁰	Punch List Substantial Complete ³¹	

4. Discussion of email dated August 22, 2023 “Notice of Delay – Insulated Metal Panels Delayed Delivery”

Megan Massa

From: Megan Massa <mmassa@Tollandct.gov>
Sent: Tuesday, August 22, 2023 9:13 AM
To: Peter Gavin; Eaton, Chuck
Cc: Larry Brunoli; Daniel Neagle; Gary Schmidt
Subject: RE: [EXTERNAL]Notice of Delay - Insulated Metal Panels Delayed Delivery

Thanks, Peter. Fingers crossed this is a generous estimate and that the actual delivery could be sooner.

If the panels arrive January 5, 2024, that only leaves 10 weeks until substantial completion. We should probably look at the construction schedule and the effect delays may have on the date of substantial completion. I think we should have that conversation in December or when we have a confirmed delivery date of the metal panels (or sooner, if you'd like).

Thanks,

Megan Massa
Project and Grants Manager
Town of Tolland
Direct: 860-871-3605
Fax: 860-871-3663
mmassa@tollandct.gov

From: Peter Gavin <pgavin@lbrunoli.com>
Sent: Tuesday, August 22, 2023 8:26 AM
To: Eaton, Chuck <CEaton@chacompanies.com>; Megan Massa <mmassa@Tollandct.gov>
Cc: Larry Brunoli <lbrunoli@icloud.com>; Daniel Neagle <dneagle@lbrunoli.com>; Gary Schmidt <gschmidt@lbrunoli.com>
Subject: [EXTERNAL]Notice of Delay - Insulated Metal Panels Delayed Delivery

Good morning Chuck & Megan,

Please see comments below regarding delayed delivery of our insulated metal panels. We will continue to keep you in the loop as these types of issues arise. Our goal at this point will be to have a completed site with asphalt, building slab complete and steel structure in place by end of October. We won't be able to do much beyond that until the exterior envelope is complete.

Peter Gavin
Project Manager
Lawrence Brunoli, Inc.
(An Affirmative Action/Equal Opportunity Employer)
phone: (860) 676-9900 * fax: (860) 676-0455 * cell: (860) 922-6990
e-mail: pgavin@lbrunoli.com * web: www.lbrunoli.com

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From: nate carlson <nate@engineeredbuild.com>
Sent: Monday, August 21, 2023 6:12 PM
To: Peter Gavin <pgavin@lbrunoli.com>
Cc: Daniel Neagle <dneagle@lbrunoli.com>; Lawrence Brunoli <lbrunoli@lbrunoli.com>
Subject: Re: Tolland EBC - Critical Delivery Dates

Good Afternoon Peter,

I have heard back in regards to the IMP delivery date. See below.

Nate – Per our conversation, the tentative on-site delivery for the IMP for subject job is 01-05-24, I have requested an improved date and will continue to monitor their responses. Also, as we discussed, everyone in the industry is experiencing delays for coil / paint due to the Sherwin Williams plant explosion in Garland, TX a few weeks ago.

Thank You,

Marcy Turner

Builder Services

T: 405-636-2390

E: marcy.turner@cornerstone-bb.com



Empowering Our Builders to Advance Their Business.

8600 Interstate 35 Service Rd

Oklahoma City, OK 73149

StarBuildings.com

On Mon, Aug 21, 2023 at 12:12 PM nate carlson <nate@engineeredbuild.com> wrote:

Peter,

My contact is coming back from vacation today.

I will keep you posted.

Thanks.

Sent from my iPhone

On Aug 21, 2023, at 7:42 AM, Peter Gavin <pgavin@lbrunoli.com> wrote:

Nate,

Please respond. Thank you.

Peter Gavin
Project Manager

Lawrence Brunoli, Inc.

(An Affirmative Action/Equal Opportunity Employer)

phone: (860) 676-9900 * **fax:** (860) 676-0455 * **cell:** (860) 922-6990

e-mail: pgavin@lbrunoli.com * **web:** www.lbrunoli.com

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6. Discussion of the purchase of kitchen appliances and vote to authorize replacing the Denlar D100 36" pre-engineered range hood, including roof mounted fan, with an over-the-range microwave.

6. Discussion of the purchase of kitchen appliances and vote to authorize replacing the Denlar D100 36" pre-engineered range hood, including roof mounted fan, with an over-the-range microwave.

Item Summary

Per the plan, kitchen appliances are owner provided, to include a fridge, propane stove/oven and a dishwasher. Contractor requested cut sheets on appliances and the Grants/Project Manager reached out to the Fire Department for appliance preferences.

February 28, 2024 – Fire Department provided the Grants/Project Manager a list of appliances requested to be purchased. The request included a microwave over the stove, instead of the hood shown on plans. The Fire Department also requested that we do not purchase a dishwasher, but install the plumbing and electrical for a future dishwasher. The Fire Department does not see a need at this time for a dishwasher, as the building is not currently intended to be staffed.

The Fire Station plans are designed for the contractor to provide a 36" Type 1 Ansul hood (which contains fire suppression) over the stove. The hood installation also includes 12"X12" ductwork to a roof mounted fan. This was added to the plans following a meeting with CHA and Town Staff on February 7, 2022. This causes a conflict with installing an over-the-stove microwave.

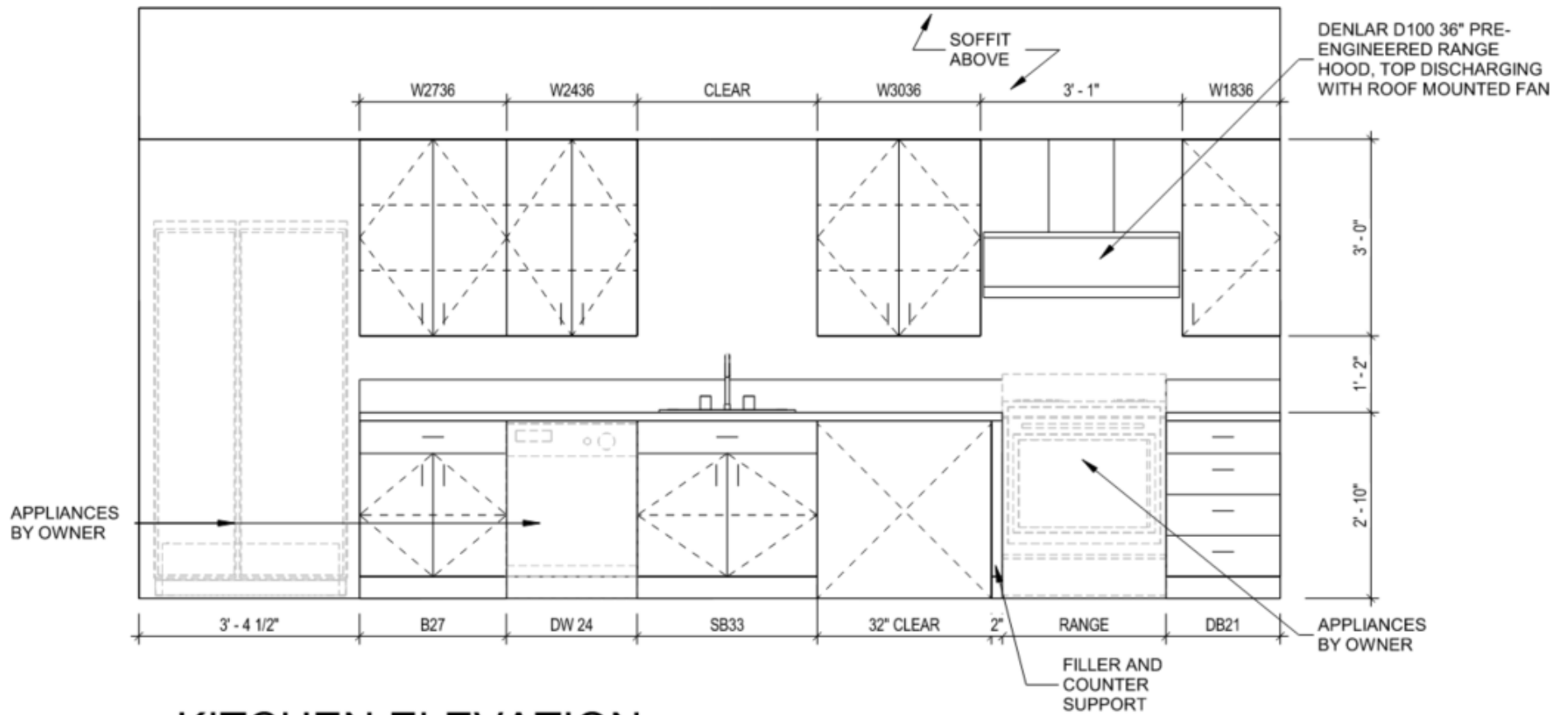
Fire Department requested to be provided the fire code that requires an Ansul hood. It is not required by Fire Safety Code. Fire Department has also expressed concerns with cost to inspect the hood, as it is not inspected by the Town Fire Marshal (conflict of interest).

February 29, 2024 - Request sent to contractor for potential change order.

March 13, 2024 - Contractor said no additional cost to implement the change. No cost savings to be provided, either. Cost to install hood, ductwork and fan per plan is approximately \$15,000.00

Concerns were raised by CHA and the Building Official about ADA accessibility for a microwave over the stove. Also, Building Official said the controls on the stove will need to be on the front, to be ADA accessible. It is required that all parts of a building be accessible to be considered fully ADA compliant.

Building Official also said the over-the-stove microwave, should it be approved, should be vented to the outside. Not a code requirement, but a recommendation.



C2 **KITCHEN ELEVATION**
1/2" = 1'-0"

Megan Massa

From: Eaton, Chuck <CEaton@chasolutions.com>
Sent: Thursday, February 29, 2024 3:19 PM
To: Megan Massa
Subject: [EXTERNAL]FW: Tolland FS 340 and 440

From: Michalowski, John <JMichalowskiJr@chacompanies.com>
Sent: Monday, February 7, 2022 1:16 PM
To: Hakes, Jordan <JHakes@chacompanies.com>; Gardner, Mike <MGardner@chacompanies.com>
Cc: Eaton, Chuck <CEaton@chacompanies.com>; Reed, Chad <CReed@chacompanies.com>
Subject: Tolland FS 340 and 440

Hi,

Per today's meeting they want a propane range / stove in the kitchen area. We will show a 30" wide range / oven in the design with a Ansul hood. The hood will need to go through the roof. Please adjust your work as needed? Please be sure to have CM detectors in the project. Thank you.

Always, John

John Michalowski Jr. NCARB*

Senior Architect

CHA

Office: (207) 699-4468

jmichalowskijr@chacompanies.com

www.chacompanies.com

*ME, AZ



Responsibly Improving the World We Live In



Megan Massa

From: Peter Gavin <pgavin@lbrunoli.com>
Sent: Wednesday, March 13, 2024 2:06 PM
To: Megan Massa; Eaton, Chuck
Cc: Gary Schmidt
Subject: [EXTERNAL]FW: Firehouse Subcommittee March Meetings
Attachments: RE: Firehouse Subcommittee March Meetings

Hello Megan & Chuck,

Please see comment below and attached. Electrical no cost. Please advise. Thank you.

Peter Gavin
Project Manager
Lawrence Brunoli, Inc.

(An Affirmative Action/Equal Opportunity Employer)

phone: (860) 676-9900 * fax: (860) 676-0455 * cell: (860) 922-6990

e-mail: pgavin@lbrunoli.com * web: www.lbrunoli.com

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From: David Pergola <dpergola@perfph.com>
Sent: Wednesday, March 13, 2024 5:15 AM
To: Peter Gavin <pgavin@lbrunoli.com>; Tony Failla <afailla@visionelectricct.com>
Cc: Gary Schmidt <gschmidt@lbrunoli.com>
Subject: RE: Firehouse Subcommittee March Meetings

Hi Peter, will the new microwave need to be vented if not PPH has no cost associated with this change

David Pergola/Sr. Project Manager
Performance Plumbing & Heating, LLC
400 Riverside Ave.
Torrington, CT. 06790
Office-860-496-0168
Fax- 860-496-8615
Cell- 860-689-4621
Email- dpergola@perfph.com

www.perfph.com

From: Peter Gavin <pgavin@lbrunoli.com>
Sent: Tuesday, March 12, 2024 2:21 PM
To: David Pergola <dpergola@perfph.com>; Tony Failla <afailla@visionelectricct.com>

Cc: Gary Schmidt <gschmidt@lbrunoli.com>
Subject: FW: Firehouse Subcommittee March Meetings

Dave & Tony please see comments below.

Peter Gavin
Project Manager

Lawrence Brunoli, Inc.

(An Affirmative Action/Equal Opportunity Employer)

phone: (860) 676-9900 * fax: (860) 676-0455 * cell: (860) 922-6990

e-mail: pgavin@lbrunoli.com * web: https://link.edgepilot.com/s/9975290a/FCzXENRV_Ey-zAoaMHkQ2Q?u=http://www.lbrunoli.com/

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From: Megan Massa <mmassa@Tollandct.gov>

Sent: Tuesday, March 12, 2024 10:45 AM

To: Brian Foley <bfoley@Tollandct.gov>; Colleen Yudichak <cyudichak@Tollandct.gov>; Jacob Marie <jmarie@Tollandct.gov>; Lisa Hancock <lhancock@Tollandct.gov>; Beverly Bellody <bbellody@Tollandct.gov>; John Littell <jlittell@Tollandct.gov>; Scott Lappen <slappen@Tollandct.gov>

Cc: Carl Dojan <cdojan@Tollandct.gov>; Robert DaBica <rdabica@Tollandct.gov>; Jim Paquin <jpaquin@Tollandct.gov>; SaraBeth Nivison <snivison@Tollandct.gov>; Peter Gavin <pgavin@lbrunoli.com>

Subject: Firehouse Subcommittee March Meetings

Good morning,

The Firehouse Subcommittee meeting for this Thursday, March 14, 2024 will be cancelled. The contractor is waiting for an update from one of his subs in order to provide us the requested potential change order for the hood. We'd like to tentatively schedule a Special Meeting to discuss the hood for Wednesday, March 27, 2024 at 5:00pm (Zoom). Would you please let me know your availability that day? If the day works for most folks and we have a quorum, I will send a confirmation email.

PLEASE DO NOT REPLY ALL

Thanks,

Megan Massa
Projects and Grants Manager
Town of Tolland
Direct: 860-871-3605
Fax: 860-871-3663
mmassa@tollandct.gov

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

Megan Massa

From: Jim Paquin
Sent: Tuesday, March 19, 2024 12:49 PM
To: Megan Massa
Cc: Brian Foley
Subject: RE: [EXTERNAL]FW: 340 ADA microwave question

Megan,

The CT State Building Code requires compliance with the ANSI 117.1 which is the Accessibility Code. All public buildings constructed shall comply with the Accessibility Code which is enforced by the Tolland Building Department and the 2010 ADA Standards portion of Title II and III of the Americans with Disabilities Act of 1990, which is enforced by the United States Department of Justice. Here is a link to the ADA.gov webpage: <https://www.ada.gov/law-and-regs/design-standards/2010-stds/>

The requirements for reach to operable parts is (in summary): no higher than 48 inches if the user can get within 10 inches of the part to be operated; no higher than 46 inches if the operator can get between 10 and 24 inches of the part to be operated. The obstruction (the 1 inch to no more than 24 inch) cannot be higher than 34 inches.

Therefore, a microwave installed over a range is not compliant (higher than 46 inches), but a microwave sitting on a kitchen countertop is compliant.

James Paquin
Chief Building Official
Town of Tolland, CT
(860) 871-3601

****Please note the change in my email address to: jpaquin@tollandct.gov**

From: Megan Massa <mmassa@Tollandct.gov>
Sent: Tuesday, March 19, 2024 12:06 PM
To: Jim Paquin <jpaquin@Tollandct.gov>
Cc: Brian Foley <bfoley@Tollandct.gov>
Subject: FW: [EXTERNAL]FW: 340 ADA microwave question

Hi Jim,
Chuck also said that because we are building a public building, everything needs to be accessible and we are probably not allowed to do the microwave over the stove. Do you know if that's the rule?

From: Eaton, Chuck <CEaton@chasolutions.com>
Sent: Tuesday, March 19, 2024 11:59 AM
To: Megan Massa <mmassa@Tollandct.gov>
Subject: [EXTERNAL]FW: 340 ADA microwave question

From: Reed, Chad <CReed@chasolutions.com>
Sent: Tuesday, March 5, 2024 2:42 PM

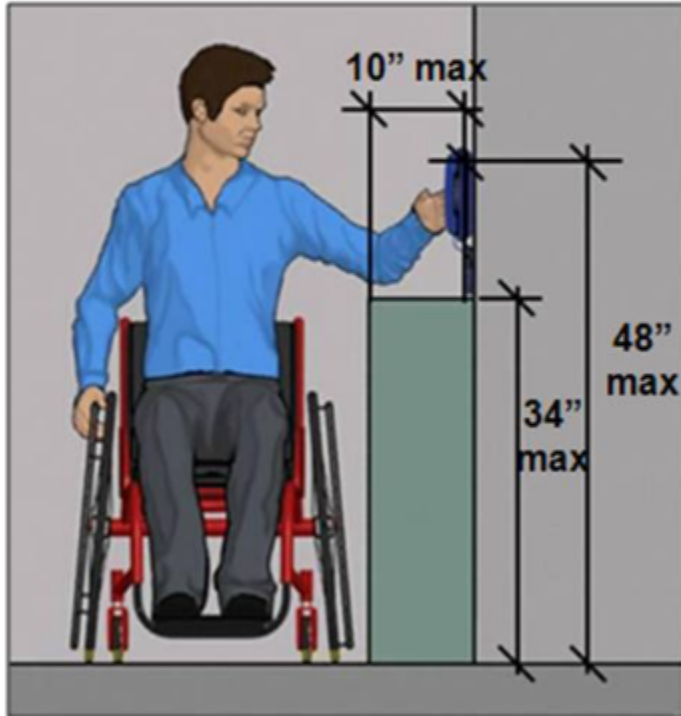
To: Eaton, Chuck <CEaton@chasolutions.com>; Carpentier, Becky <BCarpentier@chasolutions.com>

Subject: RE: 340 ADA microwave question

I would assume it would lack proper reach

Obstructed High Reach [↗](#)

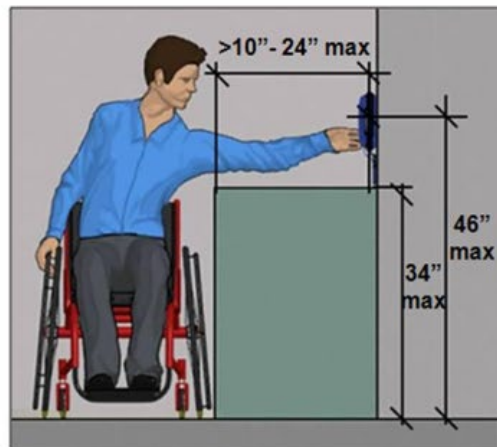
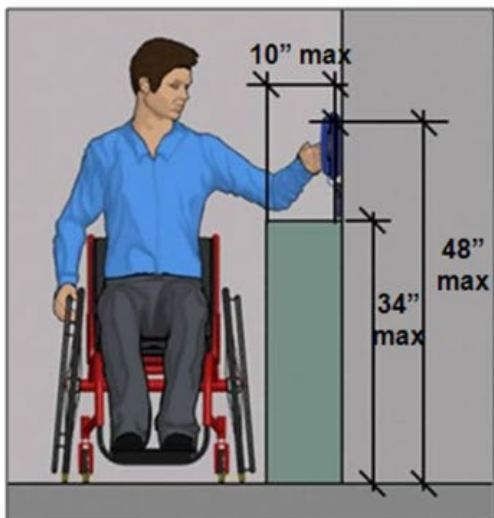
The maximum high reach is reduced to 46" when the reach over an obstruction is deeper than 10" (to at side reaches are limited to a height of 34").



Side Reach Radius [↗](#)

Obstructed High Reach [↗](#)

The maximum high reach is reduced to 46" when the reach over an obstruction is deeper than 10" (to a maximum of 24"). Obstructions at side reaches are limited to a height of 34".



Side Reach Radius [↗](#)