

MEETING AGENDA

Firehouse Sub-Committee

Thursday, July 20, 2023 – 4:30 PM

Zoom

1. Chair call the Meeting to Order
2. Approval of June 15, 2023 Minutes
3. Review of Budget/Timeline – Fire Station 340
4. Discussion of the \$1 Million approved by the State Bond Commission
5. Discussion to review change order procedure going forward
6. Adjournment

Join Zoom Meeting

<https://us02web.zoom.us/j/85294183421?pwd=ODFzMW1jcmhhQ2w0TWUrUURPR0xTZz09>

Meeting ID: 852 9418 3421

Passcode: 07202023

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Fire Station 340 Budget Summary

Updated: 7/18/2023

Expense Accounts

Munis Account	Line	Original Budget	Adjusted Budget	Spent	Encumbrances	Available Budget
722420	Architectural Engineering	\$ 232,415.00	\$ 232,415.00	\$ 201,398.28	\$ 31,016.72	\$ -
722440	Building Contractor	\$ 2,257,000.00	\$ 2,257,000.00	\$ 560,417.35	\$ 1,696,582.65	\$ -
722460	Testing & Inspections	\$ 9,621.33	\$ 9,621.33	\$ 9,621.33	\$ -	\$ -
722495	Contingency	\$ 451,400.73	\$ 452,428.73	\$ -	\$ -	\$ 452,428.73
722480	Bonding/Legal Costs	\$ 72,268.00	\$ 72,268.00	\$ -	\$ -	\$ 72,268.00
722497	Insurance/Builders Risk	\$ 4,000.00	\$ 2,317.00	\$ 2,317.00	\$ -	\$ -
722410	Advertising	\$ 572.94	\$ 572.94	\$ 572.94	\$ -	\$ -
733330	Misc. Reimbursables	\$ -	\$ 655.00	\$ 655.00	\$ -	\$ -
Total		\$ 3,027,278.00	\$ 3,027,278.00	\$ 774,981.90	\$ 1,727,599.37	\$ 524,696.73

Change Orders Log

Number	Date	Amount		Transfer to Account	Description

- M. These funds are requested to provide a grant-in-aid to the City of West Haven to address stream bed and beach restoration, erosion prevention, public safety improvements, and resilient climate adaptation efforts for the Lake Street and Colonial Boulevard neighborhood.

Funds are requested as follows:

Total, This Request \$1,250,000

III. Connecticut State Library

- A. These funds are requested to provide a grant-in-aid to the City of Hartford for the Hartford Public Library construction and remediation project.

Project includes replacements to the building elevator and maintenance system; HVAC repairs; construction and design services; and updates to the staff, shelving and space design on floors 1, 2, & 3.

Funds are requested as follows:

Total, This Request \$1,500,000

IV. Department of Emergency Services and Public Protection

- A. These funds are requested to provide a grant-in-aid to the Town of Tolland for capital improvements to the Tolland Fire Department.

Funds are requested as follows:

Total Estimated Cost	\$5,000,000	
Less: Other Funding	<u>4,000,000</u>	
Total, This Request		\$1,000,000

- B. These funds are requested to provide a grant-in-aid to the Gales Ferry Volunteer Fire Company for a new roof and fire equipment.

Funds are requested as follows:

Total Estimated Cost	\$1,000,000	
Less: Other Funding	<u>500,000</u>	
Total, This Request		\$500,000

- C. These funds are requested to provide a grant-in-aid to the Town of Westbrook for the Valley Shore Regional 9-1-1 Center assessment and conceptual design.

Funds are requested as follows:

Total, This Request \$250,000

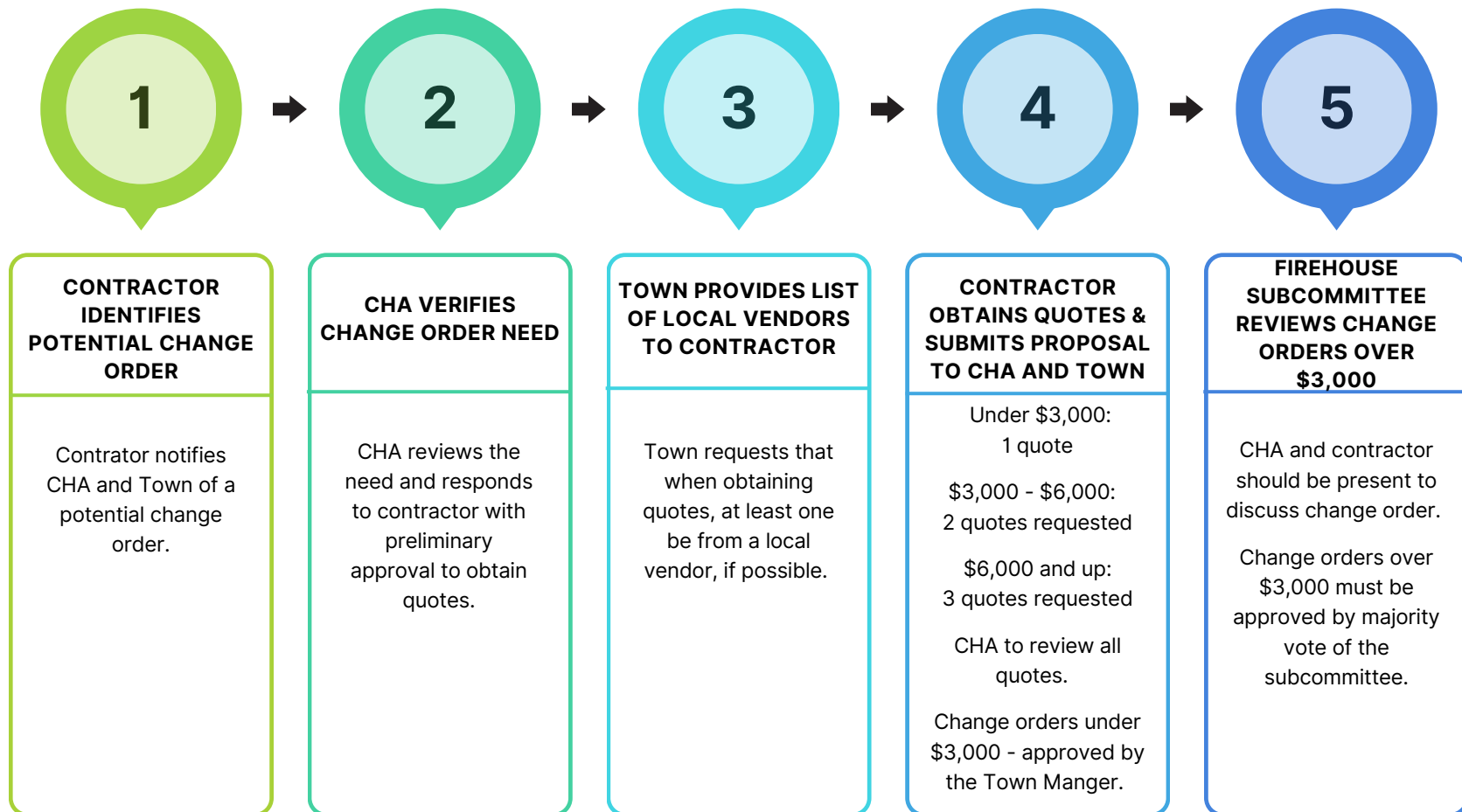
- D. These funds are requested to provide a grant-in-aid to the City of West Haven for upgrades, improvements, and equipment for the West Haven Public Safety Building.

Project includes communication system upgrades, road monitors, police building improvements, and defibrillators.

Funds are requested as follows:

Fire Station 340

Proposed Change Order Procedure



MEETING MINUTES

Firehouse Sub-committee

ZOOM Remote Meeting

Regular Meeting – June 15, 2023

Members Present:

Steve Jones, Town Council Member
Megan Massa, Projects/Grants Manager
Lisa Hancock, Director of Finance
John Littell, Fire Chief/Director of Public Safety
Lou Luba, Town Council Member (Council Vice Chair Designee)
Beverly Bellody, Director of Human Services
Scott Lappen, Director, Public Works

Members Absent: Brian Foley, Town Manager

CHA: Chuck Eaton, Town Engineer/Project Manager

Also Present: Assistant Chief Carl Dojan

1. Chair Call the Meeting to Order
Mr. Jones called the meeting to order at 4:34PM.
2. Approval of January 19, 2023 Minutes
Mr. Luba motioned to approve the minutes of the January 19th meeting.
Ms. Massa seconded the motion.
Discussion: none
In favor: Jones, Massa, Hancock, Littell, Luba, Bellody
Opposed: none
Abstentions: Lappen
Motion passed.
3. Review of Budget/Timeline – Fire Station 340
Ms. Massa noted that the final insurance numbers came in at approximately \$1,600 less than was budgeted. The difference was moved to the contingency. They are awaiting the final bonding and legal numbers.
4. Approval to authorize a change order in the amount not to exceed \$4,500.00 for the purpose of replacing the well pump at Fire Station 340.
 - Change Order
 - Well Water Equipment Replacement
 - Cost: \$4,100.81
 - Discussion: Mr. Eaton explained that the contractor's electrician looked at the well and determined that the well pump was likely original to the building. The

recommendation was to replace it and the quote is for replacement of the well pump, the electrical in the well casing, and to install the newer style cap that meets current health code. Mr. Eaton noted that by using this vendor, the town will have a single warranty under the contractor.

A brief discussion took place including reaching out to a local vendor which currently services all of the firehouses to have a local and consistent vendor for maintenance. Mr. Eaton noted that he will speak to the contractor and confirmed that new wiring is included in the contract.

Ms. Hancock motioned to authorize the change order to not exceed \$4,500 for replacing the well pump at Station 340 with the note that they will reach out to Banner Water to see if their full quote meets this. If it is higher, this will be brought back to the subcommittee regarding an additional allocation of funds. Mr. Luba seconded the motion.

Discussion: none

All in favor. Motion passed unanimously.

5. Approval to authorize a change order in the amount not to exceed \$22,000.00 for the addition of concrete curbing to raise the metal building panels off the ground at Fire Station 340.

- Change Order

- Addition of concrete curbing to raise the metal building panels off the ground at Fire Station 340
- Cost: \$22,000
- Discussion: Mr. Eaton explained that this would be considered a betterment for the building. When going through the design process and looking at how to meet the energy code where the entire building envelope must be insulated, and working with the Building Official, they wanted to keep the metal panels off the ground. Given how the concrete slab ties into the foundation, a concrete curb is needed to meet the metal panels. The contractor is currently moving forward with this and is aware that he is doing so at his own risk if this change order is not approved. A discussion took place. Mr. Eaton confirmed that the work has started. He noted that a formal, detailed change order will be drafted when all of the information is available but wanted to bring the information to the subcommittee as soon as possible. A discussion took place regarding why this was not included in the original plan. Mr. Eaton explained that it is a design build, and the energy code requirement was met in the original design. The change order would move the metal panels further away from the ground and enhance the lifespan of the building. This would be an enhancement and was the direction the Building Official would like to go in. He noted that according to the contractor, the footings and walls have been set to the right elevation. Both the grading and balancing of the site were done. This change order is to provide additional clearance.

Mr. Jones requested that Mr. Eaton or Mr. Paquin communicate the information with the visuals to the subcommittee for informational purposes. He is averse to the contractor starting work before asking for a change order. If urgent, a meeting can be scheduled, with the contractor present, to provide clarity. Mr. Eaton agreed. A brief discussion followed.

Mr. Luba motioned to approve the change order in the amount not to exceed \$22,000 for the addition of the concrete curbing to raise the metal building panels off the ground at Fire Station 340.

Ms. Hancock seconded the motion.

[Building Official Jim Paquin entered the meeting at 5:10PM and exited at 5:14PM].

Discussion: Mr. Jones asked Mr. Paquin about this change order. Mr. Paquin explained that he spoke with Mr. Eaton and they were concerned about water entering the building and discussed the code requirements. He explained that there are different ways to address this and what is being done now is the best way to achieve what is needed. A discussion took place regarding if given the code, the contractor should have addressed the situation sooner particularly since it is a design build and that this should have been included in the original design. Mr. Eaton explained that the original design had the panels off the ground and Mr. Paquin recommended that they be further from the ground. Mr. Eaton confirmed that what was in the original design would meet the code and protect the building. The change order provides additional protection for the metal panels.

Mr. Jones clarified that this evening's vote is to approve funding for the concrete curbing not to exceed \$22,000.

A roll call vote was taken.

In Favor: Luba, Littell, Bellody, Lappen, Massa, Jones

Opposed: Hancock

Abstentions: none

Motion passed 6-1 in favor.

Mr. Jones requested that Mr. Eaton and Ms. Massa send a communication that future requests need advanced notice. Further, they strongly encourage a representative of the contractor to be present.

6. Adjournment

Ms. Hancock motioned to adjourn at 5:20PM.

Ms. Bellody seconded the motion.

Discussion: none

Motion passed unanimously.

Lisa A. Pascuzzi

Firehouse Sub-committee Clerk