

Center for Emergency services
North Stonington
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Fire.EMS.comm@nsvfc.org

Meeting Minutes of April 18, 2016

ATTENDANCE:

COMMITTEE: Vice Chair Ryan Burdick, Charles Steinhart V, Bob Shabunia, Paul Kowack, Chairman Brian Elias

OTHER: Project Manager Peter Springsteel, First Selectman Shawn Murphy, Selectman Nick Mullane, Committee Secretary Kati Murphy,

CALL TO ORDER

Call to order at 7:04 PM by Vice Chair Burdick

Invoices for Payment:

K. Murphy invoice #85 - \$82.50

MOTION to approve made by Charles Steinhart, second by Paul Kowack.

All in favor, motion passed.

Minutes

April 11, 2016 tabled until the next meeting

Correspondence:

Via e-mail to Committee:

Silver Petrucelli Re-Design Fee Proposal – dated April 14, 2016

PUBLIC COMMENT:

None

OLD BUSINESS:

Following the April 11, 2016 meeting of the CES Building Committee, Silver Petrucelli submitted a proposal for architectural/engineering re-design services. The total cost proposed is \$131,400., plus an Add Alternate of \$2,500 for 3-D renderings. There is approximately \$52k remaining in the budget for Construction Administration. The actual additional money would be more in the vicinity of \$75k to \$80k. The Committee had issue with the \$2500 for 3-D renderings. Peter will speak with Silver Petrucelli about eliminating that charge.

Bob pointed out that the original contract the Town had with Silver Petrucelli had expired in February, and has not been renewed with them. He questioned how Committee/Town could legally ensure that work not completed under the old contract (Construction Administration) mesh with the new proposal and ensure that what funds remain in the original contract are being carried forward. Bob would like an acknowledgment and documentation from Silver Petrucelli that the original contract was not completed, due to the length of time the project has taken. According to the Committee's working spreadsheet there is approximately \$52,900 remaining from the original contract, which is for Construction Administration.

Bob would also like more detail in any new contract so that Committee/Town are not blind-sided by additional charges not included in the contract.

A MOTION was made by Paul Kowack that Committee proceed with consideration of the Silver Petrucelli April 14, 2016 document, that describes in narrative form, what Committee is intending to do with the proposed facility relative to reduction and re-design. The target number not to exceed is the \$6.3 M approved budget adjusted for expenditures and commitments that have been acknowledged. Silver Petrucelli estimate must be formalized into an AIA structured contract/Purchase order for which the deliverable will be a precise plan, financially vetted to accommodate the NTE \$6.3M target number. This document which will be submitted to the committee for approval as modified by what the Committee considers precise accounting of expenditures that would define iron clad statements on the number of trips necessary to the Committee and or Boards, and the amounts being charged to the Committee/Town.

Second by Bob Shabunia

Discussion: The total amount of the April 14 proposal is \$133, 900, which includes Construction Administration and the 3-D renderings.

Bob Shabunia pointed out that there is much more work yet to be done. He feels that Silver Petrucelli needs to be at meetings more often, Committee needs to do a better job following up with Silver Petrucelli to make sure what has been requested is received when requested, which Committee has not been good at pursuing in the past.

Bob also stated that part of the final contract should be to make sure Committee has upheld all that they need to in order to meet Silver Petrucelli's schedule, as laid out in the April 14 document.

All in favor, MOTION passed.

Peter will contact Silver Petrucelli to inform them of the Committee's decision. He will request that the proposal now be converted to an AIA Contract. Paul asked that Peter relay the Committee's concerns regarding frequency of attendance their meetings. Hearings.

Peter will investigate the accuracy of SP&A's number relative to Construction Administration and also eliminate the charge for the 3-D rendering. He will ask that the schedule be attached to the Contract.

Shawn wanted to make sure that Committee was aware and okay with the addition of \$81k to the budget, for additional re-design. Committee is aware.

Nick pointed out that there is no final design at this point. He was informed that at last week's meeting, Silver Petrucelli was given plenty of information from the Committee relative to what is needed. Silver Petrucelli will need further guidance from Committee. Nick pointed out the importance of documenting this relative to maintaining schedule. Peter will summarize the reductions discussed last week and forward to SP&A and Committee.

NEW BUSINESS

Committee was in agreement that to seek a new architect at this point in the project was not advisable.

ADJOURN:

MOTION to adjourn made by Paul Kowack, second by Charles Steinhart

All in favor, motion passed.

Meeting adjourned at 7:42 PM