

OLD SAYBROOK POLICE BUILDING COMMITTEE
Regular Meeting
March 18, 2013
MINUTES

A regular meeting of the Old Saybrook Police Building Committee was held on Monday, March 18, 2013, at the Old Saybrook Middle School.

Present: Committee Chairman Dan Moran and Committee Members Ben Akin, Jerry Brophy, Carol Hanover, Patrick Maher, John O'Brien, Lee Sparaco and David Wight. Also present were First Selectman Carl Fortuna and Police Chief Michael Spera.

I. Call to Order/Pledge of Allegiance/Attendance

Committee Chairman Moran called the meeting to order at 5:30 PM.

Committee Chairman Moran led the Building Committee in the Pledge of Allegiance.

The Recording Clerk took attendance for the meeting.

II. Meeting Minutes Approval

- a. March 4, 2013

This item was tabled until the next meeting.

III. Update from the First Selectman

First Selectman Fortuna announced that there would be a Town Meeting to discuss the new Police Building following the Building Committee Meeting. He also stated that the referendum to approve the purchase of the proposed site would take place on March 28, 2013. With that the First Selectman introduced the representatives from Downes Construction Group.

IV. Presentation from Downes Construction Group

The members of Downes Construction Group introduced themselves and delivered their presentation to the Building Committee. The following questions were asked and answered:

Committee Chairman Moran asked if the supplementals were added in as part of the cost.

Downes Construction responded that their projects consist of a line by line and at the end of the project any money left over in a particular line item could be returned to the town or applied towards another area of the project.

Committee Chairman Moran asked if Downes Construction would front the money for a subcontractor who could not do so.

Downes Construction replied that they would not hire a subcontractor who could not front the money.

Committee Chairman Moran responded that the subcontractor might be a minority contractor.

Downes Construction replied that if they felt that the minority contractor was the right person or group for the job then they would find a way to make it work.

First Selectman Fortuna asked how big the Downes Construction Group is.

Downes Construction replied that they are working in twenty-two different communities and they usually run ten to twelve projects per year. They added that every project has at least one full time Downes representative.

Committee Member Sparaco asked if Downes worked for a fee and if that fee is negotiated.

Downes Construction replied that they will work for a negotiated fee.

Committee Chairman Moran asked if the fee is fixed or variable.

Downes Construction responded that they would rather have the fee be fixed.

Committee Chairman Moran asked if Downes would be willing to create the front end.

Downes Construction replied that this would be no problem. They continued that their initial fee is a little higher than other companies but they assume the risk of any change orders and write agreements with contractors that discourage change orders. Ultimately, the Department is insulated against inflated costs because of the extra services that Downes provides.

Committee Member Akin stated that the risk with design build is that problems arise that cannot be predicted, which could drive the cost of the project up.

Committee Member Sparaco asked what the “do not exceed” price includes.

Downes Construction responded that the “do not exceed” price includes everything from hard construction to soft construction costs such as landscape, furniture, fixtures, etc. Downes continued that they will manage every aspect of the project so that the new building is fully operational on the first day.

Committee Chairman Moran asked if Downes Construction uses a third party for document review.

Downes Construction responded that they could if the Building Committee desired.

Committee Chairman Moran asked if Downes Construction would provide a time table for the project from phase to phase.

Downes Construction replied that they would provide a schedule for the entire project.

Committee Chairman Moran asked if the Downes Construction paid for the architecture and consultant fees.

Downes Construction responded that they would pay for the fees.

Committee Member Akin asked who is responsible for the subcontractors.

Downes Construction responded that they are responsible for the subcontractors. They added that their control over the subcontractors was the best way to guarantee the price.

Committee Member Akin asked how the project would be priced.

Downes Construction responded that they already had an idea of what the project would cost because it breaks down into four or five components and the square footage drivers are already known.

Committee Chairman Moran asked who does the final punch list.

Downes Construction responded that they prepare a punch list before the architect gets involved.

Committee Chairman Moran added that he thinks it's important that members of the Police Department are present during the punch list process.

Committee Member Sparaco asked if there are any certified payroll requirements.

Downes Construction replied that there will be prevailing wages for the project so there will be certified payrolls, which will be turned over to the town on a monthly basis.

Committee Chairman Moran asked what proprietary systems are going to be used for the project.

Downes Construction replied that they would prefer not to use any proprietary systems.

First Selectman Fortuna asked how a schematic design can change once the project is in the design build phase.

Downes Construction replied that everything could change because the schematic is a conceptual drawing.

Committee Member Akin asked if Downes had their own construction crews.

Downes Construction replied that they can do construction if the need arises.

Chief Spera stated that he is looking for a check and balances system with the architect working for the town, not for Downes.

Downes Construction responded that the architect is a licensed professional and he is not going to risk his integrity or reputation by doing a poor job.

Chief Spera responded that he didn't doubt Downes qualifications but the town needs to hire someone who can report the truth on the project and the costs associated with the project.

Downes Construction replied that their control of the architect will not change what the architect has to say about the project. They continued by strongly recommending that the Building Committee remain involved in the process and to review everything thoroughly at each step.

First Selectman Fortuna stated that if the referendum on March 28 passes, he will attempt to choose a construction group by mid-April.

Committee Member Sparaco asked if the Building Committee could specific an architect for the design build process.

Downes Construction replied that they could as long as the architect was qualified and experienced.

Committee Member Brophy stated that there should be one more RFQ with fee proposals included.

Committee Chairman Moran made a motion to put out and RFQ with percentage fees included for the design build model. The motion was seconded by Committee Member Brophy. The motion passed with a vote of 8 in favor and 0 against.

V. **Comments/Concerns of Committee Members**

There were no comments.

VI. Public Comment

There were no comments.

VII. Adjournment

Committee Member Hanover made a motion to adjourn. Committee Member Sparaco seconded the motion. The motion to adjourn the meeting passed with a vote of 8 in favor and 0 against.

The next regular Police Building Committee meeting is to be determined.

The meeting minutes for March 18, 2013 were prepared and respectfully submitted by:

Trent Gerbers
Records Clerk for the Old Saybrook Police Building Committee