

Center for Emergency services

North Stonington

40 Main Street

North Stonington, Connecticut 06359

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Fire.EMS.comm@nsvfc.org

Meeting Minutes of February 23, 2017

ATTENDANCE:

Committee: Chairman Ryan Burdick, Paul Kowack, Charles Steinhart V

Other: First Selectman Shawn Murphy, Project Manager Michael Faenza,
Committee Secretary Kati Murphy

CALL TO ORDER @ 6:05 PM by Chairman Burdick

INVOICES:

Tactical Communications invoice #209402 - \$2750.

MOTION to approve payment made by Paul Kowack, second by Charlie Steinhart.

All in favor, motion passed.

Kati Murphy invoice #123 - \$53.63, invoice #124 - \$79.38

MOTION to approve both invoices made by Charles Steinhart, second by Paul Kowack

All in favor, motion passed.

MINUTES:

MOTION to approve minutes of February 6, 2017, made by Paul Kowack, second by Charles Steinhart V.

All in favor, motion passed.

CORRESPONDENCE:

OLD BUSINESS:

Michael Faenza briefed Committee on the February 21, 2017 pre-bid walk thru. Michael indicated that there had been a good turn out and he provided Committee members with a copy of the sign in sheet. Questions from the prospective bidders were not answered at this session and attendees were instructed to email any questions that they may have. Prospective bidders were also instructed to check the Town's website on a regular basis for any updates and/or addenda.

Paul Kowack asked if a number was being carried for the unknown costs associated with the radio tower/antenna and radio/IT. Michael responded that there is \$268k allocated within the budget for these items. Michael indicated that he had spoken with David Moffat from Tactical and he still does not completed final cost estimate. Michael reinforced bid schedule to David and was told that final figures were anticipated by this coming Friday. Drawings for the antenna have been received and are included in the addendum that Silver Petrucelli forwarded to CREC today for Committee review and approval.

Shawn Murphy asked if it was Committee's/CREC's goal to have all of radio/IT items included in the general contract. Michael responded that if it can be done, yes, and it can be added via addendum, if final pricing is received from Tactical prior to the bid opening. Waiting for Tactical to come up with their final estimate would have further held up the process.

Paul pointed out that Tactical isn't the only supplier of these items/services. Michael responded that though Tactical isn't the only supplier, they have all of the calculations for the tower and tower base design and are familiar with all of the Fire Company's equipment. Shawn went on to say that Tactical's numbers would need to be reviewed to be sure that they would be within the project budget.

Michael is tasked with the Action Item to contact tactical Communications and get the final cost estimate ASAP. Charlie stated that if Tactical has any questions they should contact him ASAP.

Michael went over the budget update with Committee. It was decided that budget updates will be conducted on a monthly basis. If there is an unforeseen expense that significantly changes cost to complete then budget will be reviewed as necessary.

Paul inquired about the status of Peter Springsteel. Shawn responded that Peter has received nothing official from the Town, but he did have an understanding that he'd help as needed through the bid process. Paul suggested that a letter of separation be sent to him. Shawn stated that he could send something.

Paul wanted assurance that there would be manpower available to move from the existing facility to the new. Charlie indicated that the Fire Company will handle this. Bob Shabunia had suggested that a written plan of action be submitted to the Committee by the Fire Company and the Ambulance Association. Ryan Burdick stated that he did not have an issue with drafting a letter to the Fire Company president.

Paul had requested a contingency plan be placed on tonight's agenda so that the discussion could begin in the event that the bids come in over budget. Shawn stated that there was an additional appropriation of \$415k approved by the Town's people that was not properly accounted for that could be considered.

Michael stated that at the last meeting Committee had indicated they wanted to keep everything as is, was this still the case? Michael will speak with David Stein to find out the value of eliminating items such as the training pad and simply seeding the access to the gate at Rt 2. These were items discussed with David early in the month.

Michael reviewed the first addendum with Committee. Through the RFI process a question had been submitted asking what the project budget is. The figure being distributed to bidders will be \$4.2m.

All questions received to date have been included within this addendum. Michael asked if all were comfortable distributing this addendum and posting on Town's website. Paul was concerned that giving the number could leave us open to low value material being used in the building. Michael stated that they could not do that, there is a specification that must be met for all items.

MOTION to approve the addendum made by Paul Kowack, second by Charlie Steinhart.

All in favor, motion passed.

Paul also asked if there was a delivery schedule for the project. Michael stated that he believes it is in the front end of the specs, but will double check. The contractor will provide us with a schedule that falls within the window they have been given.

PUBLIC COMMENT:

None

ADJOURN:

MOTION to adjourn made by Paul Kowack, second by Charlie Steinhart.

All in favor, motion passed.

Meeting adjourned at 6:48 PM