

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

Meeting Minutes of March 6, 2017

ATTENDANCE:

Committee: Chairman Ryan Burdick, Paul Kowack, Charles Steinhart V, Bob Shabunia  
Other: First Selectman Shawn Murphy, Selectman Nick Mullane, Project Manager Michael Faenza,  
Committee Secretary Kati Murphy, Dave Moffat of Tactical Communications, Inc.

CALL TO ORDER @ 6:00 PM by Chairman Burdick

INVOICES:

A&A Office Systems invoice #251177 - \$245.

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

All in favor, motion passed

Kati Murphy invoice #124-\$45.39

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 23, 2017, made by Paul Kowack, second by Charles Steinhart V.

All in favor, motion passed.

## CORRESPONDENCE:

Committee acknowledged receipt of email from First Selectman Murphy relative to USDA not being in attendance at the bid opening. USDA directed Town to proceed without them.

## OLD BUSINESS:

Dave Moffat of Tactical Communications, Inc. presented a Project Cost Summary, revised from January 24, 2017, to the Committee.

The updated proposal is in the amount of \$146,393.26, which includes the radio tower and all antenna, and reusing the Fire Company's existing radio equipment. A few assumptions were made by Tactical that could have some impact, up or down, on cost. The first assumption was that the electrical for siren will end in the electric utility room. If there is room in the mezzanine they will install an "H" bracket and mount equipment there and cable it back to the electric utility room. If Committee agrees to this proposal tonight Dave Moffat will prepare a detailed summary, with assumptions. If Committee would like to make any changes tonight Dave can mark them up.

Michael had a question regarding the foundation and tower grounding system. Dave explained that new standard requires grounding of the rebar in the foundation. Tactical's vendor has to be on site during the concrete pour and they will do all of the grounding prep and provide the labor, material and installation for this item. The general contractor will be responsible for the form work, rebar, and anchor bolts only on this item. This information will be included in the next addendum issued.

Dave pointed out that if the engineers are unable to achieve the proper soil conductivity, there is an enhanced grounding option that will be addressed when Dave submits clarifications to Committee. This option is very expensive, they do not think it will be an issue, but do want to include it with the clarifications. (Cost could run \$5k to \$25k).

There were two options (not included in the proposal amount) for fence, tower enclosure, compound fabric, and stone. Tactical strongly recommends, (but it is not required) fencing the tower base and using fabric and gravel to deter weed growth. There are no anti-climb sections available for the proposed tower.

Tactical will be reusing the 2 base stations that NSVFC has. Dave is working on the assumption that there are no issues with the Ambulance Association radio. Paul questioned who was making decisions on behalf of Ambulance Association and Charlie responded that Committee is. Dave then went on to say that he felt he had adequately budgeted for the table top console. He presumes that there is sufficient space in the IT room to fit the cabinet and the rack for PA system. He was assured that there is sufficient space.

Michael questioned Dave as to the wiring size and Dave responded that he believed 16 gauge will be adequate. He will supply definite answer in memo once he confers with his engineers. Michael reminded him that final addendum will be going out on Friday, March 10. He will need any additional information ASAP in order to get it into addendum.

For the PA system, Tactical is proposing 2 amplifiers, dividing building into 2 zones; a radio to either tone decode with a reset, or monitor all of the time – depending on how he is told Committee would like it to run. There will be an auxiliary input if phone is desired. Tactical is not doing phone interface. Dave stated that number of speakers and their locations should be reviewed by Committee to ensure that there are enough and in the desired locations. A separate run of wire may be required for the speakers located in the bays. Dave will have the answer on that to Michael by Friday.

Michael asked Dave how firm the numbers in this proposal are. Dave responded that the numbers are conservative but he was comfortable that if a decision were made tonight on this proposal there would not be a large percentage variance either way.

Charlie stated that this was exactly what had been asked for.

FCC refiling will be covered by the Fire Company, not a part of the project.

Tower and radio installation will be bid as part of the general contract.

Paul had asked that budget numbers be updated for the next meeting. Michael responded that the budget numbers are finalized now. Prior amount budgeted for radio/IT/FFE was \$268k. With Tactical Communications current proposal of approximately \$146,393.26 did Committee want to move the difference into the construction number, providing Committee agrees to move forward with Tactical's proposal. Committee agreed the difference should be reallocated to construction line item.

MOTION was made by Ryan Burdick to move forward with Tactical Communication's proposal of \$146,393.26. Second by Charles Steinhart V.

Discussion:

Shawn wanted to make it clear to Committee that the work would be included as part of the general bid package, the general contractor will be required to subcontract with Tactical Communications for this work in the amount set forth by Tactical.

Bob wanted to see a final number from Tactical prior to voting. Dave stated that the only thing that would change the number presented would be if there was any change to the scope of work, beyond what was explained tonight.

Bob asked if there were to be any reduction would there be a benefit back to the project or are we tied into this number. Michael responded that if there were a change (i.e.; eliminating the tower) that would be a known cost. An incremental change would be subject to markup – but Michael could not say how a contractor would respond. Shawn stated that it is in the contract for a specified amount and we can't go back and tell the general contractor something different.

Bob stated that he was not comfortable voting on the proposal without having more time to review and digest the information.

The Chairman moved the motion.

3 votes in favor, 1 opposed. Motion passed.

It was agreed upon that the next meeting will be held March 20, 2017. Preliminary bid results will be provided to Committee after the bid opening on March 16, 2017 @ 10:00 AM. Michael will have full summary and evaluation available for the March 20 meeting.

It would be helpful for Tactical to have one of their techs take a look at the radio system at the Ambulance Association so that they know what they're dealing with. Charlie indicated that he would be able to take pictures and forward to Tactical.

PUBLIC COMMENT:

None

ADJOURN:

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

All in favor, motion passed.

Meeting adjourned at 6:45 PM

Next meeting will be at 6:00 on March 20, 2017