

Hyannis Fire Department

New Headquarters Building

Meeting date: February 2, 2017

PC opened the meeting at 4:40 PM

Meeting Minutes December 15, Jan 5 & 19 were a motion was made and approved as amended.

FAA

DCM stated he received an email stating that the antenna was approved by the FAA at 125 feet.

Commissioning

PG reviewed all the proposals and discussed the companies with KW. We started by reviewing all the technical proposals and we ranked Symmes, Maini & McKee (SMMA) first. The major benefit was their ability to meet all the Request for Proposals and their experience with Public Safety buildings. Their cost proposal is \$43,300.

Bidding

All the drawings are now available by going to Andrew T. Johnson Plan Room at <https://www.atjplanroom.com/>. The filed sub bids will be opened on March 2, 2017 here at the station. The General Contractor bids are currently due on March 9, 2017 but there is a strong possibility they will be delayed until March 16, 2017. Questions by the bidders will be directed to KBA who will issue an addendum with the answers to all the questions so that everyone will get the same answers.

We are pre-qualifying all bidders except the elevator division. We only received two elevator applications, under the law we can place the bid to the open market after our second request for a proposals. All the contractors who were pre-qualified were issued a letter notifying them they were approved and gave instructions on where to receive the bid package. We did advertise the project in the Central Register, local newspaper and COMMBUY. PC asked if anyone from the local community can bid on the project. PG stated that 50% of the value of the project will be contracted by the General Contractor who can pick any one they want. The balance of the 50% will be bid as a filed sub-contractor.

A set of drawings will be at the District office so that anyone can view. PG stated that we need a place for approximately 25 people to open the sub-bids. It was agreed that the bid opening will be held in the apparatus bay. The opening will be at 1PM on March 2, 2017.

Note: The following item was not reasonable anticipated by the Chair and not noted on the agenda.

Project Budget

PG started by saying that we do not think we have a budget problem. We need to have a few alternates which will allow us to salvage the project if the numbers come in high. We are recommending the following alternates:

1. Changing the folding to roll-up doors because of the cost and can always be changed to the folding doors in the future with a small amount of changes to make them work. \$250k
2. Backup heat panels. Once again these can be added in the future if they are needed by installing the hot water piping. DK stated that he understood that the panels are electric. PG stated he will check this, but the idea is to reduce the item. MMed asked if the bids come in under budget can we add this system back in? PG responded, yes. KW stated that we looked at the building items that could be eliminated with little impact to the project but nothing has been decided. \$80k
3. The snow melting in the front aprons. \$40k

PC stated he talked to PG about the process and the items. From when we started we have cut over 10,000 sf so there is nothing we can reduce without effecting the operation. MMed stated he still believes that we would like to keep the folding doors but not to risk losing the project. DK asked if we change the doors do we need to go back to the town to obtain approval. PG stated that the town has limited rights to approve the project setbacks and height. PG we don't want to place a black cloud but stating we need to make cuts but only to provide some protection. KW stated that should the bids come in on budget these items will be part of the project and the original contract.

NM asked if we looked at the brick verses something else? PG answered yes. We looked at several other materials but the savings in construction cost verses the long-term maintenance of other products, the study showed it made sense to install brick.

PG what we need now is to decide on the ranking of the three suggestions. This needs to be in the order we desire them as under the law we must take them in the ordered listed.

MMed made a motion to accept the list presented by KBA which was voted and approved. A motion was made to rank the alternates being snow melting of aprons #1, backup heaters #2 and folding doors #3. Voted to approve.

PG stated that SMI issued a new calendar showing the dates to complete the contract. Right now it shows March 30th. VS asked what is happening with the foundation hole where the house was located. KW stated that this work will be done by the next contractor because the area needs to be compacted so it made more sense to do it under the next contractor.

VS asked when a contractor needs to be decided on. The law states we need to sign a contract within 30 days of receiving the bids. Normally it takes us about 14 days to get the documents completed between the parties. We would expect activity on site within 45 days of the bid opening.

VS requested that he would like to see the rendering's of the rooms for the next meeting.

Meeting adjourned at 5:55 PM

Next meeting on February 16, 2017 at 4:30 PM.

Present:

Peter Cross (PC)

Victor Skende (VS)

Greg Dardia (GD)

Nathaniel Munafo (NM)

Michael Medeiros (MMed)

Paul V Griffin CMS (PG)

Kevin Witzell (KW)

David Kanyock (DK)

Dave Webb (DW)

Todd Costa (TC) absent

Deputy Chief Melanson (DCM)

Michael Dalmau (MD) absent