

# Wallingford Police Station Steering Committee Agenda

## REGULAR MEETING

Thursday December 12, 2024 @ 10AM

Wallingford Public Library

200 North Main Street

Collins Room, Lower Level

### Attendees:

**Steering Committee:** Alison Kapushinski, Rob Baltramaitis, Richard Heidgerd and Jon Walworth

**Other Attendees:** John Ventura, Chief and Anthony DeMaio, Deputy Chief; Kurt Treiber, Risk Manager; Andrew Whitehouse, Jacunski Humes Architects; Jeff Vosburgh, Downes Construction; Jim Russo, OCR.

Meeting called to order at 10:09

1. Motion to Accept Minutes from November 14, 2024 Regular Meeting:

- 1<sup>st</sup>: AK                      2<sup>nd</sup>: JW
- Aye: AK, JW, RH
- Abstain: RB

Motion Carried

2. Public Comment: None

3. Update on 911 Relocation to 100 Barnes Road

The new station is operational and congratulations are due for the professionalism and dedication from all those who served to this end. Tuesday 12/10 was a long day for the Department as most of the move-in was accomplished by that evening.

Norcom/Motorola spent the entire day at the new building. Dispatch was operational by 8:00 PM. Transfer of routine calls over from North Main Street was completed by Total Communications. Copiers, Fax, internal phones and printers are also operational.

4. Update from Police Department, Chief and Deputy Chief:

A status update was given regarding doors, dispatch consoles, radios, recording equipment, microwave signal, Sallyport, card system, lighting, heating, etc. Issues remain within HVAC and lighting systems which are being pursued subsequent to the punch list with IES consultants as occupancy typically necessitates adjustments.

The sitework responded well to the recent storms. The grading around the Storage Building will need some work however as the grassed slope had not established itself following the drought.

RECEIVED FOR RECORD

AT

11:50am

AND RECEIVED BY

Kristen Parzo TOWN CLERK

5. Update from Design Team, Jacunski Humes

Discussion ensued on action required for the remaining Punch List items such as doors, HVAC and Lighting systems.

6. Update from the Owners Representative – Russo

There is typically a 60-90 day Close-Out Period to finalize subcontractors invoices and prepare the final Project Construction Cost.

7. Update from the Construction Manager – Downes

The CM's December 12<sup>th</sup> Report was submitted and discussed (See Attached). Per their Agreement, the Emergency Contact List, Warranty Manual and related documents are being finalized. The road sign will require approximately 4 months for fabrication and installation. The CM has vacated the site and will be completing required documentation for Punch List finalization and Close-Out.

8. Discussion and possible action regarding:

a. Payment Application, Invoices

1. Motion to approve the following invoices and requisitions:

Company Name	Invoice No.	Invoice Date	Payment Amt
Insalco	11357	12/05/2024	\$ 6,830.00
WB Mason	250691216	11/25/2024	\$ 166.40
WB Mason	250553125	11/18/2024	\$ 40.93
Meyer	220-062065	12/10/2024	\$ 6,738.50
Zones	K30110340102B	9/25/2024	\$ 14,202.65
Total Communications	200163	12/11/2024	\$ 3,134.38
B&H Photo-Video (Encoder)	228817888	11/12/2024	\$ 457.65
JR Russo LLC	25	11/30/2024	\$ 2,835.00
Downes	021	11/30/2024	\$ 351,213.46

- 1<sup>st</sup>: JW                      2<sup>nd</sup>: RH
- Aye: Unanimous

Motion Carried

2. Motion to approve invoice from WB Mason for \$14,741.08 pending design team review:

- 1<sup>st</sup>: RB                      2<sup>nd</sup>: RH
- Aye: Unanimous

Motion Carried

b. Change Orders

Motion to approve PCO #399C in the amount of \$4,803.35:

- 1<sup>st</sup>: AK                      2<sup>nd</sup>: JW
- Aye: Unanimous

Motion Carried

The subject of replacing a portion of the chair rail in the public and administration areas to be commiserate with the aesthetic of the entire building was discussed. The Committee and PD agreed that the projected cost was too high and the scope was therefore reduced substantially.

c. RFI's/submittals

None

9. Committee Member Updates

A financial update was given by A. Kapushinski. The project is currently tracking to have approximately \$150,000 left in the Owner's Contingency at the end of the project, with an additional \$125,000 still unencumbered throughout other budget line items

10. Other Business

There was discussion as to the potential for an Open House for the community once the Department is completely settled sometime after the first of the year.

Motion to adjourn made at 11:29 AM:

- 1<sup>st</sup>:                      JW                      2<sup>nd</sup>: RH
  - Aye: Unanimous
- Motion Carried

Submitted by Jon Walworth, 12/17/24

December 12th, 2024

Town of Wallingford, CT  
Additions & Renovations to 100 Barnes Road

Subject: Downes Construction Managers Progress Report

## 1. Project Update

## A. Project Financial Summary

Original GMP	\$ 28,011,720.90
Approved Proposed Change Orders	<u>\$ 1,969,604.82</u>
Total Revised GMP	\$ 29,981,325.72
Pending/Approximate Change Order Requests	<u>\$ 103,428.57</u>
<b>Total Anticipated GMP</b>	<b>\$ 30,084,754.29</b>
Construction Manager's Construction Contingency	\$ 1,315,474.81 included in above/GMP
Approved PCOs	<u>\$ 1,071,552.67</u>
Pending PCOs	<u>\$ 219,999.24</u>
<b>Remaining CM Contingency</b>	<b>\$ 23,922.90</b>
Construction Manager's Allowance Totals	\$ 1,246,649.91 included in above/GMP
Actual Expenditures	<u>\$ 1,251,165.75</u>
Projected Expenditures	<u>\$ 0.00</u>
<b>Remaining CM Allowance</b>	<b>(\$-4,515.85)</b>

**2. Schedule Update****I.) Work Completed**

- 911 Switchover/PD Move-in
- Fire Alarm Life Safety Testing for CO
- Building Official Walkthrough for CO

**II.) Work In Progress**

- Punch List Verification
- Road Sign Masonry
- PD Network Server Install
- Radio Equipment Install
- 911 Switchover/PD Move-in

**III.) Work to Begin**

- Day 2 Items

**3. Critical Items / Items for Discussion / ROM PCOs**

- None.

**4. PCOs Approved Since Last Meeting/Special Meeting Approvals (No Action Required – Less than \$15,000.00)**

1. None.

**Summary**

- Owner Contingency Overall Change \$0.00
- CM Contingency Overall Change \$0.00

**5. PCOs Requiring Approval (Action Required – Greater than \$15,000.00)****PCO Approvals**

- i. PCO #399A – ASI #075 Chair Rail Revisions – Out of Scope - \$14,663.68
- ii. PCO #399B – ASI #075 Chair Rail w/1/4 Round – Out of Scope - \$24,093.34
- iii. PCO #399C – ASI #075 CG – Option 1 – Out of Scope - \$4,803.35
- iv. PCO #399D – ASI #075 CG – Option 2 – Out of Scope - \$113.19

**6. Order of Magnitude/Pending Revisions – Action/Discussion Required**

- a. None.

**7. Requisition Approvals**

- a. November 2024 AIA Payment Application #21 = \$351,213.46