

Wallingford Police Station Steering Committee Minutes
REGULAR MEETING

Thursday February 13, 2025 @ 10AM
Wallingford Public Library
200 North Main Street
Collins Room, Lower Level

Committee Members present: William Wright, Richard Heidgerd, Alison Kapushinski

Others present: Andrew Whitehouse, Jacunski Humes; Jeff Vosburgh, Downes; James Russo, JR Russo;
Deputy Police Chief Anthony DeMaio; Joe Vecellio, WPD IT

Kapushinski called the meeting to order – 10:00

Agenda Items

1. Accept minutes from January 9, 2025 Regular Meeting

Motion to Accept minutes from January 9, 2025 Regular Meeting:

- a. 1st: BW 2nd: RWH
- b. Aye: BW, RWH, AK
- c. No: None
- d. Abstain: None

2. Public Comment – None

3. Update from Police Department

Deputy Chief DeMaio gave an overview of various punch list and warranty items. WPD continues to work with Downes and the subcontractors to address remaining items.

4. Update from Design Team

Andrew Whitehouse gave an overview of the punch list. Mostly site items remain. Downes is waiting for favorable weather to address.

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AT 11:15 AM AND RECEIVED BY
Kristen Prange (S) DOWN CLERK

5. Update from Owner's Representative

Jim Russo addressed the Committee, noting his services have been completed. He thanked the Committee for the opportunity to work on this project. The Committee and all present thanked Jim for his contributions to the project.

6. Update from Construction Manager – Downes

Jeff Vosburgh gave an overview of the financial summary and pending/approximate change order requests.

7. Discussion and possible action regarding:

a. Payment Applications/Invoices

Motion to approve the following invoices and requisitions:

Company Name	Invoice No.	Invoice Date	Payment Amt
Crown Castle	1751504	2/1/25	\$54,641.00
Global Industrial	122811998	1/28/25	\$8,249.97
Motorola Solutions	1187140555	1/29/25	\$52,144.30
JH Architects	25021	2/2/25	\$2,500.00
JR Russo LLC	27	1/31/25	\$1,451.25
Downes	023	1/31/25	\$459,164.34

- 1st: RWH 2nd: BW
- Aye: BW, RWH, AK
- No: None
- Abstain: None

Motion to conditionally approve the following invoices pending WPD IT sign-off:

Company Name	Invoice No.	Invoice Date	Payment Amt
BEI Holdings, Inc.	431610	1/6/25	\$8,470.00
Total Communications	200344A	12/24/24	\$11,511.39
Total Communications	200344B	12/24/24	\$8,069.25
Vancord	31567	1/31/25	\$290,629.28

- 1st: BW 2nd: RWH
- Aye: BW, RWH, AK
- No: None
- Abstain: None

b. Change Orders

Motion to approve PCO #426 in the amount of \$16,244.12 to extend Case Cracker Software subscription through the warranty period:

- a. 1st: BW 2nd: RWH
- b. Aye: BW, RWH, AK
- c. No: None
- d. Abstain: None

c. Requests for Information/Submittals - None

8. Committee Member Updates

A financial summary update was provided by Kapushinski.

9. Other business – None

Motion to adjourn at 10:48:

- a. 1st: AK 2nd: BW
- b. Aye: BW, RWH, AK
- c. No: None
- d. Abstain: None

Submitted by: Alison Kapushinski, Chair

February 13th, 2025

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>\$ 2,008,055.23</u>
Total Revised GMP	\$ 30,019,776.13
Pending/Approximate Change Order Requests	<u>\$ 130,203.52</u>
Total Anticipated GMP	\$ 30,149,979.65

Construction Manager's Construction Contingency	\$ 1,315,474.81 included in above/GMP
Approved PCOs	<u>\$ 1,281,954.01</u>
Pending PCOs	<u>\$ 21,502.60</u>
Remaining CM Contingency	\$ 12,018.20

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>
Remaining CM Allowance	0.00

2. Schedule Update

I.) Work Completed

- PD Network Server Install
- Radio Equipment Install
- 911 Switchover/PD Move-in
- Corner Guard Extensions

II.) Work In Progress

- Punch List Verification
- Wood Chair Rail at Training Room

III.) Work to Begin

- Day 2 Items
- Road Sign Signage Install

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)

- a. 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 #426 – Case Cracker Software Extension Due to Schedule Extension – Out of Scope - \$16,244.12

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

- a. None.

7. Requisition Approvals

- a. January 2025 AIA Payment Application #23 = \$459,164.34