

**Wallingford Police Station Steering Committee Minutes
REGULAR MEETING**

**Thursday, July 14, 2022 @ 10AM
Town Hall, 45 South Main Street
Room 315**

PRESENT: Alison Kapushinski, Town Engineer, Steering Committee Chair, Vincent Cervoni, Town Council Chairman, John Ventura, Police Chief, Anthony DeMaio, Deputy Chief of Police, Richard Heidgerd, Retired Fire Chief, William Wright, Retired Police Chief, Rob Baltramaitis, Director of Public Works, Andrew Whitehouse, Jacunski Humes, Jeffrey Anderson, Downes Construction, Beth Dighello, Recording Secretary, David Patrick, Downes Construction, Ryan Patrick, Downes Construction (via Zoom)

Call to Order

The meeting was called to order at 10:04 a.m.

Agenda Items

1. Approve/accept minutes from the June 9, 2022 Regular Meeting and the June 13, 2022 Special Meeting

A motion was made approve and accept the June 9, 2022 Regular Meeting minutes.

**Made by: Mr. Heidgerd
Seconded by: Mr. Wright
Votes: 5 Ayes**

A motion was made approve and accept the June 13, 2022 Special Meeting minutes.

**Made by: Mr. Heidgerd
Seconded by: Mr. Wright
Votes: 5 Ayes**

2. Public Comments

There were no members of the public present.

3. Update from the Police Department – Chief Ventura

Chief Ventura stated that members of the agency are asking about the estimated move in date. He stated he understands that it is hard to give an estimate at this point. Mr. Anderson replied that the building should be ready for occupancy in April 2024.

4. Update from Design Team – Jacunski Humes

Mr. Whitehouse stated that the Planning & Zoning submission was submitted last Friday. The application to Wetlands was submitted, and Jacunski will meet with them following this meeting. They are still on track for September 21st for the completed documents. Ms. Kapushinski reminded the Committee that the Wetlands meeting is July 27th and the Planning & Zoning meeting is on August 8th.

5. Presentation of Design Development Estimate – Downes

Mr. Anderson commented that the market that we are all living in continues to escalate. For this reason, the prediction of construction costs is becoming more and more challenging. This puts a strain on the ability to accurately predict cost projections. It is very difficult to transfer historical costs for similar projects to today's conditions. He stated that Jacunski Humes distributed to the Committee a Design Development Estimate. It is higher than the last budget cycle from about a month ago. After receiving the Design Development drawings, Jacunski now has more detail to allow them to fine tune their cost predictions. We are tracking about \$1million over in total including soft costs. They have accounted for the increase in costs on the radio tower. However, they do not yet have the increase in cost for the radio system.

Mr. Patrick stated that the details in the summary have been condensed in order to make it less confusing, but they are happy to distribute all the details of the estimated. At a previous meeting, Mr. Walworth requested a copy of all the doors and the mechanical equipment. Mr. Patrick stated that he brought a copy of that list to this meeting. He said with the design development they are now at a point where they can measure, count and quantify.

Mr. Patrick said there are two numbers that stand out. The first is Electrical, which is up about a quarter of a million dollars. In this market, it is becoming increasingly difficult to predict these costs. He said it might make sense to look at the lighting package because lighting is extremely expensive right now. The second number is Siting. When it was quantified, the infrastructure was taken into account for the EV stations and the additional drainage. This number came in significantly higher than the SD estimates. He stated that they are still carrying a five percent design and estimating contingency and two percent escalation. He said he feels that these are safe numbers. There is also a three and a half percent construction contingency and a \$1.5 owner contingency. In total, there is about \$3.8 in unspoken funds for contingency dollars.

Mr. Patrick stated that we need to get the bid under contract as soon as possible. We need to think about pre-purchasing certain equipment, such as switch gear. Downes will speak with Jacunski to obtain information about the new switch gear so that it can be ordered as soon as possible. He said he would also like to bid the roofing package. This will help to mitigate lead times and cost escalation.

Chairman Cervoni asked how much of the Sitework, Landscaping & Utilities is for the EV charging stations. Mr. Ryan Patrick responded that the infrastructure for the fleet service would be approximately \$45,000. The infrastructure for the other charging stations is \$26,000.

There was discussion regarding the firearms training center. The Town needs to decide if the firearms training center will remain in the project. Mr. Patrick stated that if the firearms training center is not going to be part of the project, but the maintenance building is, they need to take a look at the retention basin. Ms. Kapushinski said that we are getting permitting for everything.

Mr. Heidgerd suggested that there may be ways to cut costs on the project so that the firing range can remain in the plans. He said the maintenance building can possibly be redesigned for cost savings. D.C. DeMaio said the square footage could be reduced, but the depth of the building must remain the same.

Chief Ventura said there is the possibility that the virtual training room will not be necessary. He said Axon is moving to virtual reality glasses for training which could be used in the classroom, which would eliminate that area of the building and represent a cost savings. Downes said that could represent a \$560,000 savings.

Mr. Wright stated that there is a shortage of range time throughout the state. The Wallingford Police Department has had to resort to renting range time. It is becoming difficult to satisfy the POST requirements for range time. He said it is critical that this range stay in the project. It is appropriate for a professional law enforcement agency to have the tools and the training space necessary for them to not only qualify according to POST standards, but to put the best tactically trained officers on the street every day. He said he feels there shouldn't be any discussion of the elimination of the range. We need to come up with solutions to keep the range in the project. Chairman Cervoni stated that he was in agreement and fully supports keeping the range in the project. Chief Ventura suggested there be a formal meeting with the Mayor to discuss the firing range. He said the decision needs to be based on more than just a cost/benefit analysis. Budgetary constraints should not lead to a lack of training.

There was discussion regarding which of the proposed alternatives would be moving forward. The Committee decided that the following alternates will be removed:

- 1 Photovoltaic (Sally Port/Carport)
- 2 Geothermal for FA Training Center
- 3 Vehicle Charging Station Infrastructure
- 4 CMU w/ CMU Backup at Sally Port
- 6 Radiant Floor Heat at Sally Port

There was discussion regarding removing and replacing the parking lot. It was agreed that there will be two add alternates for the parking lot, one with full depth pavement replacement. The other requires additional information about the current condition of the sub base. The second add alternate will be defined based on this information. This alternate will be discussed more at the regular August meeting.

Face Applied Security Glazing does not have a number associated with it yet. This alternate would represent a cost savings. The base bid includes pre-manufactured glazed windows. The alternate would be an after construction application. Jacunski Humes will include this on the drawings so that a price can be obtained.

A motion was made to amend the agenda to include item 5A

Made by: Chairman Cervoni

Seconded by: Mr. Baltramaitis

Votes: 5 Ayes

- 5A. Discussion and possible action to authorize Jacunski Humes to proceed into Construction Documents for headquarters and to remove proposed alternates 1-4 and 6.**

A motion was made to authorize Jacunski Humes to proceed into Construction Document for headquarters and to remove proposed alternates 1-4 and 6.

Made by: Chairman Cervoni

Seconded by: Mr. Baltramaitis

Votes: 5 Ayes

A decision regarding the possible reduction to the size of the maintenance building will be made at the August meeting.

- 6. Discussion regarding the hiring of an Owner's Construction Representative and Commissioning Agent – Kapushinski**

It was decided at the last meeting that the Committee will not be proceeding with the hiring of a Commissioning Agent.

The Scope of Services was discussed at the last meeting to ensure responsibilities were not being unnecessarily duplicated. Based on that discussion, adjustments were made to the Scope of Services. It was determined that the bid would be a 50/50 split. Ms. Kapushinski reviewed the new language to be included in the Minimum Requirements section. She distributed copies of the updated bid to the Committee for review. Ms. Kapushinski stated that she spoke with the Purchasing Department, and it was decided that travel time would not be billable. She reviewed the updated Technical Qualifications and Experience section along with the point distributions. The bid submission would include a base hourly rate.

A motion was made to approve the proposed draft bid document.

Made by: Chairman Cervoni

Seconded by: Mr. Heidgerd

Votes: 5 Ayes

- 7. Subcommittee Updates**

There were no updates.

8. Other Business

A motion was made to amend the agenda to discuss hiring a Recording Secretary

Made by: Chairman Cervoni

Seconded by: Mr. Heidgerd

Votes: 5 Ayes

Ms. Kapushinski informed the Committee that the current Recording Secretary will no longer be able to perform those duties. She asked the Committee members for any suggestions for a replacement.

A motion was made to approve the hiring a Recording Secretary

Made by: Chairman Cervoni

Seconded by: Mr. Heidgerd

Votes: 5 Ayes

A motion was made to adjourn the meeting.

Made by: Mr. Heidgerd

Seconded by: Mr. Wright

Votes: 5 Ayes

The meeting was adjourned at 11:35 a.m.

Respectfully submitted,

Beth Dighello
Recording Secretary