

SOUTH FIRE DISTRICT
of the City of Middletown
445 Randolph Road
Middletown, CT 06457

**NOTICE OF BUILDING COMMITTEE
SPECIAL MEETING**

WHEN: Wednesday, November 17, 2021

WHERE: Firehouse

SUBJECT: Building Renovation

TIME: 6:30 P.M.

The firehouse is currently closed to the public.
Members of the public can join the meeting via Zoom.

Visit <https://us02web.zoom.us/j/83467087053>

or Dial In - 646-558-8656 to join remotely.
Meeting I.D. 834 6708 7053

**SOUTH FIRE DISTRICT
Of the City of Middletown
BUILDING COMMITTEE
SPECIAL MEETING
Wednesday, November 17, 2021
6:30 p.m.**

AGENDA

- 1. CALL TO ORDER**
- 2. OPEN PUBLIC SESSION**
- 3. CLOSE PUBLIC SESSION**
- 4. APPROVAL OF MINUTES**
 - a.** Building Committee Meeting of September 13, 2021.
- 5. OLD BUSINESS**
 - a.** Project update – Landmark Architects, P.C.
- 6. NEW BUSINESS**
 - a.** Project finances
 - b.** Approval of bid documents, contracts, change orders or invoices required for the project.
 - c.** Discussion and approval of outstanding additional road work and sewer tie-in matter.
- 7. ADJOURNMENT**

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**SOUTH FIRE DISTRICT
Of the City of Middletown
BUILDING COMMITTEE MEETING
Monday, September 13, 2021
5:30 p.m.**

MINUTES

Present: Chairman Geen Thazhampallath (arrived at 5:42 p.m.), Joseph Bibisi, Edward Creem, Nancy Hunter, Philip Pessina, Guy Russo, Phil Russo, James Trzaski, Paul Pizzo, and Paul Morin.

Absent: Gene Nocera, Michael Howley.

- **CALL TO ORDER** Vice Chairman Guy Russo called the meeting to order at 5:32 p.m.
- **OPEN PUBLIC SESSION** Vice Chairman Guy Russo opened the Public Session at 5:32 p.m. No one wished to speak.
- **CLOSE PUBLIC SESSION** Vice Chairman Guy Russo closed the Public Session at 5:33 p.m.
- **APPROVAL OF MINUTES**
 - Building Committee Meeting of August 9, 2021.
MOTION to approve the minutes of August 9, 2021 by P. Pessina/E. Creem.
Unanimously approved.
- **OLD BUSINESS**
 - Project update – Landmark Architects, P.C.
Paul Morin provided an update on the project to the committee and discussed several punch list items.

Vice Chairman Guy Russo relinquished the Chair to Chairman Thazhampallath at 5:44 p.m.

Chief Trzaski informed the committee there is still a problem with water coming into the building,

MOTION to create and approve a purchase order not to exceed \$500.00 for gutter improvements to be paid from CNR – SFD Building Project by P. Pessina/E. Creem.
Unanimously approved.

- Need for additional meetings – The committee will continue to meet. There are several outstanding items which will require the committee’s attention/approval. The next scheduled meeting is Tuesday, October 12, 2021.
- Dedication plaque – Paul Morin informed the committee the plaque has been ordered from A.R.K. Ramos, but may not arrive before the ribbon cutting ceremony. They will provide an image of the plaque mounted on foam core for the ceremony.
- Formal opening ceremony – A list of speakers was discussed, as well as, an invitation list. The Chief would like to have a virtual tour playing outside on a television for the public, as it is not possible for public tours due to COVID-19 restrictions.
- NEW BUSINESS
 - Project finances
 - Approval of bid documents, contracts, change orders or invoices required for the project.

Paul Morin reviewed the payment application with the committee.

The final payment in the amount of \$73,274 was not voted on by the committee due to outstanding PCO changes.

Paul Morin reviewed the potential change orders with the committee. Landmark Architects is currently drafting counter proposal letter to the subcontractor for the sewer tie-in. This is the last attempt to resolve the issue, the next step will be legal action.

- ADJOURNMENT

MOTION to adjourn by E. Creem/P. Pessina. Unanimously approved.

The meeting adjourned at 6:16 p.m.

Submitted by,



Kathleen M. Kiley
Building Committee Secretary



Prime Contract Potential Change Order
#019-R1: CE #023 - Additional Road Work @
Sewer Tie In

Created on: 7/8 /2021
Project Name: South Fire District Renovations and Addition
Project Number: 538

TO:

City of Middletown
245 Dekoven Drive
Middletown Connecticut, 06457

PROJECT:

South Fire District Renovations and Addition
445 Randolph Road
Middletown, Connecticut 06457

REQUEST RECEIVED FROM:

LOCATION:

FROM:

Enterprise Builders, Inc.
46 Shepard Drive
Newington Connecticut, 06111

CONTRACT:

1 - South Fire District Prime Contract

STATUS:

Pending - In Review

ACCOUNTING METHOD:

Amount Based

TOTAL AMOUNT:

\$15,000.00

POTENTIAL CHANGE ORDER TITLE: CE #023 - Additional Road Work @ Sewer Tie In

CHANGE REASON: Local Official

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

- Additional Sitework per the City of Middletown's public works inspector, load, haul, & dispose of all excavated = \$15,000 (Elite Excavation) material within Lee Street and Right-Of-Way for new sanitary sewer tie-in and replace with imported process road base per Elite Change Order #1 dated 6/1/21 AND Additional excavation & backfill and road patching due to unsuitable soils in Lee Street during sanitary sewer tie-in per Elite Change Order #2 dated 6/1/21 -- REDUCE COST TO RECONCILE COST
- 20-001-0 EBI: 5% OH&P (1/01-175-O): 5.00% Applies to Materials, Commitment, Allowances, Subcontract, and Labor - EBI VOIDED TO HELP RECONCILE . = \$0.00 (EBI)
- TOTAL COST = \$15,000

REFERENCES / ATTACHMENTS:

[sewer tie-in photos.pdf](#) [538 PCO 019 Additional Road Work @ Sewer Tie In WITH C MAZZETTI NOTES 11....pdf](#)

SCHEDULE IMPACT: 30 days

#	SubJob	Cost Code	Description	Type	Amount
1	N/A	2-02-200 - Earthwork	Elite: Per the City of Middletown's public works inspector, load, haul, & dispose of all excavated material within Lee Street and Right-Of-Way for new sanitary sewer tie-in and replace with imported process road base (Ref. Elite's COP #1 & 2 and 11/10/21 Telcon)	Subcontract	\$ 15,000.00
Subtotal:					\$15,000.00
	20-001-0 EBI: 5% OH&P (1/01-175-O): 0.00% Applies to Materials, Commitment, Allowances, Subcontract, and Labor.				\$ 0.00
Grand Total:					\$15,000.00



Enterprise Builders, Inc.

A handwritten signature in blue ink, consisting of a large, stylized 'E' followed by a horizontal line.

By

11/15/2021

Date

Approved on behalf of City of Middletown

By

Date

Affirmative Action / Equal Opportunity Employer

SUB-CONTRACTOR CHANGE PROPOSAL WORK SHEET

							Change Order Proposal No.:	1
	Elite Excavation & Construction, LLC						Date:	6/1/21
						Project Name:	South Fire District Addition	
							445 Randolph Road	
	Signature						Middletown, CT	
	Per the City of Middletown's public works inspector, load, haul, & dispose of all excavated material within Lee Street and Right-Of-Way for new sanitary sewer tie-in and replace with imported process road base.							538-04
						Job No :		

[illegible]

Line #1	Subtotal Costs - Material and Equipment	\$ 9,845.00
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Column A	B	C	D	E	F	G	H	I	J
Section 2									
Labor Classification	No. of Workers	Total Hours	Rate Per Hour			Total Rate (D + E) x C	Total Cost Per Hour D + E + F	Insert "X" If Credit	Total Labor Hourly Cost C x H
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
Additional Items - see page 2 (Linked)						\$ -0			\$ -0

Line #2	Labor Hourly Costs:				Taxable: \$ -0	Total: \$ -0
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Section 3 Taxes on Labor	%		%		%	Tax/Benefit % Total
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Line #4	Total Labor and Materials (Total Lines #1 + #2 + #3)					\$ 9,845.00
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Line #5		Total Markup on Sub Contractor's Own Work			15.00%	\$ 1,476.75

Line #6	Total Cost to Contractor				\$ 11,321.75
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Section 5 -Trade		Other Firms associated with change (from attached proposed change order form)								Cost	
										\$	-0
Line #7		Subtotal Other Firms								\$	-0

Line #8	Total Proposed Change Order Amount (Lines #8 & #9)	\$ 11,321.75
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	Number of additional days required to complete additional work	1
	Number of additional days required due to lost time	0

PER CONVERSATION BETWEEN CHRISTIAN MAZZETTI (EBI) AND NICK PANDOLFO (ELITE) ON WEDNESDAY (11/10/21);

- NICK PANDOLFO (ELITE) AGREED TO REDUCE HIS TOTAL CHANGE ORDER (CHANGE ORDER PROPOSAL NO 1 AND 2) TO \$15,000

SUB-CONTRACTOR CHANGE ORDER WORKSHEET - PAGE 2								
Sub Contractor :							Change Order Proposal No.:	
	Elite Excavation & Construction, LLC						Date:	
							Project Name:	
	Signature							
COP Description							Project No :	
							Job No :	0

Column A	B	C	D	E	F	G	H	I	J
Section 2 Labor Classification	No. of Workers	Total Hours	Base Rate Per Hour	Taxable Benefits Per Hour (Cash)	Non-Tax. Benefits Per Hour (Plan)	Gross Pay for Prevailing Rate Job (D +E) x C	Total Cost Per Hour D + E + F	Insert "X" If Credit	Total Cost Hourly Cost C x H
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
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						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
Line #2	Labor Hourly Costs:				Taxable:	\$ -0		Total:	\$ -0

SUB-CONTRACTOR CHANGE PROPOSAL WORK SHEET

						Change Order Proposal No.:	2
Elite Excavation & Construction, LLC						Date:	6/1/21
						Project Name:	South Fire District Addition
							445 Randolph Road
Signature							Middletown, CT
Additional excavation & backfill and road patching due to unsuitable soils in Lee Street during sanitary sewer tie-in.							538-04
					Job No :		

Quantity	Unit	Description of Material and Equipment	Unit Cost	Lump Sum Cost	Insert "X" If Credit	(Quantity x Unit Cost OR Lump Sum) Total
131.00	CY	Excavate & stockpile	\$ 15.50			\$ 2,030.50
131.00	CY	Backfill & compact in lifts	\$ 19.50			\$ 2,554.50
						\$ -0
		176CY Total Excavated & Backfilled				\$ -0
		45CY CONTRACT Excavate & Backfill				\$ -0
						\$ -0
60.00	LF	Sawcut pavement	\$ 6.50			\$ 390.00
665.00	SF	Demo, remove, & dispose of existing asphalt	\$ 5.00			\$ 3,325.00
665.00	SF	Supply & install temp road patch	\$ 10.75			\$ 7,148.75
						\$ -0
750.00	SF	Demo, remove, & dispose of temp road patch	\$ 4.25			\$ 3,187.50
750.00	SF	Supply & install permanent road patch	\$ 16.25			\$ 12,187.50
						\$ -0
						\$ -0
						\$ -0
		Sheet 2				\$ -0

Line #1	Subtotal Costs - Material and Equipment	\$ 30,823.75
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Column A	B	C	D	E	F	G	H	I	J
Section 2									
Labor Classification	No. of Workers	Total Hours	Rate Per Hour			Total Rate (D +E) x C	Total Cost Per Hour D + E + F	Insert "X" If Credit	Total Labor Hourly Cost C x H
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
Additional Items - see page 2 (Linked)						\$ -0			\$ -0

Line #2	Labor Hourly Costs:				Taxable: \$ -0		Total: \$ -0
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Section 3						Tax/Benefit % Total
Taxes on Labor	%		%		%	

Line #4	Total Labor and Materials (Total Lines #1 + #2 + #3)					\$ 30,823.75
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[illegible]

Line #5	Total Markup on Sub Contractor's Own Work			15.00%	\$	4,623.56
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Line #6	Total Cost to Contractor				\$ 35,447.31
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[illegible]

Section 5 -Trade	Other Firms associated with change (from attached proposed change order form)	Cost
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[illegible]

Line #7	Subtotal Other Firms							\$ -0
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Line #8	Total Proposed Change Order Amount (Lines #8 & #9)	\$ 35,447.31
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	Number of additional days required to complete additional work	4
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PER CONVERSATION BETWEEN CHRISTIAN MAZZETTI (EBI) AND NICK PANDOLFO (ELITE) ON WEDNESDAY (11/10/21);

- NICK PANDOLFO (ELITE) AGREED TO REDUCE HIS TOTAL CHANGE ORDER (CHANGE ORDER PROPOSAL NO 1 AND 2) TO \$15,000

SUB-CONTRACTOR CHANGE ORDER WORKSHEET - PAGE 2								
Sub Contractor :							Change Order Proposal No.:	
	Elite Excavation & Construction, LLC						Date:	
							Project Name:	
	Signature							
	COP Description						Project No :	
Job No :								
							0	

Column A	B	C	D	E	F	G	H	I	J
Section 2 Labor Classification	No. of Workers	Total Hours	Base Rate Per Hour	Taxable Benefits Per Hour (Cash)	Non-Tax. Benefits Per Hour (Plan)	Gross Pay for Prevailing Rate Job (D +E) x C	Total Cost Per Hour D + E + F	Insert "X" If Credit	Total Cost Hourly Cost C x H
						\$ -0	\$ -0		\$ -0
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						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
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						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
						\$ -0	\$ -0		\$ -0
Line #2	Labor Hourly Costs:				Taxable:	\$ -0		Total:	\$ -0





