

Hyannis Fire Department

New Headquarters Building

Meeting date: December 7, 2017

Meeting opened at 4:00 PM and recessed until 4:30PM

Meeting Minutes from November 2, 2017 were approved with the following corrections: the approval of the Open Cape proposal should be a recommendation to the Commissioners for approval. Also, adjustments to the attendance list Michael Medeiros, Deputy Melanson, Scott Lubker, Kevin Witzell, Todd Costa and Jonathan Gillis were absent. 1st.VS – 2nd DK

PG stated that the district auditor called to make sure that all procedures of purchasing including the bidding are followed. The auditor requested the documents for Phase 1 and agreed that everything was in order. CMS researched the roofing shingles placement in the winter and the factory stated that this is acceptable. TB showed the members the procedure when each phase of new materials is installed and that confirmed that he is watching to make sure everything is installed per the specifications.

Peter Cross attended the construction meeting held earlier today and witnessed PG telling the contractor of our unhappiness with the progress of the roof materials and the project in general.

Construction

CTA has resolved all the issues with the roof framing in the front/north side of the building. The problem was a missing piece of steel which was needed on top of the elevator shaft in order to place the concrete top. We expect the work to close-in this area should start Monday. PG stated that the closure of the building is holding up some of the work. In many areas the HVAC and plumbing work has continued. PG has concern about the electrical work as it cannot start until the building is tight. The mason wanted to start the brick on Monday but without approval of the flashing detail sample.

Structural Steel contractor is coming back to complete the welding on the apparatus bay. CMS needs the requirements of the hook requested by the Chief for training. There is an issue between phases with the temp wall as the drawings shows electrical panels and control devices for Phase 1 which might not be able to be installed.

The apparatus doors will be delivered mid-January. There is a question about installing the new compressor or relocate the existing unit. The issue is the room for the new compressor will not be completed until Phase 3. As it stands now CMS is reviewing this condition.

PC raised the issue about the schedule being delayed for the construction which is true, and TB did a review which outlined the status based on the original schedule and contractually CTA is on schedule. CTA has ordered the temporary heaters with the plan to enclose the building with temporary covering.

CMS provided an updated budget showing the project is well below budget.

Fueling Station – PG stated that the Chief agrees with the proposed equipment except for the control device. PG requested that the Committee recommend approval to the Commissioners, so we can get the tank approved due to the 12-week delivery. PG is requesting the Commissioners approve a NTE

\$195,000 which will be paid out of the construction savings. Chief 1st - Vs 2nd to recommend to the Commissioners to approve the purchase the Core Fueling Station for NTE \$190K.

Decon Equipment – PG sent to the Chief several options for equipment mainly dealing with the size of the extractor and dryers. After a discussion about the options a motion to recommend to the Commissioners approval of a NTE \$65,000 to be paid out of the construction savings - VS 1st option 2 for 65k Chief 2nd.

Plymovent System – the system has been modified to install all new equipment in Phase 1 and all the reused equipment in Phase 3 for a NTE \$99K. A motion was made and seconded to recommend approval by the Commissioners. This will be paid out of the construction savings as it was removed from the construction bid.

DW passed out documents to support the recommendations for the following equipment but before proceeding the Chief praised Dave for all his hard work. First item is the Watson console system which will be used as a backup to the Barnstable dispatch. This has been reduced to one system and a counter installed in place of the second system at a cost of \$13,324.81. A question was raised about the proposal stating no prevailing wages are included. PG stated that furniture including installation are exempt from the wage requirements. This will be paid out of the Furniture budget.

Fire Station Alerting System – DW explained the method of operation currently at the existing station and the vast improvements in the new system. It will tie into the computerized dispatch system. The Purvis System will improve response time as the system will know what apparatus equipment is needed for each call. The proposal has a detailed list of the items to be provided but does not include the wiring which should be in CTA's contract. The equipment connections will need to be purchased at an estimated to be \$20,000. The IT consultant agrees with this system. Purvis is on the States Bid List. The cost is \$264,843.20. It was recommended that the budget be increased to \$800,000. It was agreed to hold the budget at \$700,000 for now.

Radio Equipment – In the package is a proposal for Motorola radio equipment for \$104,432.16. A motion was made and seconded to recommend the approval to the Commissioners. This will be paid out of the Technology Budget.

PC requested documents on the cost and benefits for the meeting with the Commissioners on all the items which need approval.

Fitness Equipment – The Chief provided a proposal of the recommended equipment which is what was planned on in the design at a cost NTE \$51,000. The firefighters went to several vendors to keep the cost reasonable. A motion by VS and seconded by CPB, to recommend approval by the Commissioners. And will be paid out of the FF&E budget line.

Change Orders – KW is requesting approval of CO #4 for \$10,708.49 with the following items,

PCO # 9.1 Trap Primers	(\$ 322.46)
PCO # 16.1 HVAC Coordination Drawings	\$2,028.90
PCO # 17 Grease Trap Vent	\$5,231.33
PCO # 18.1 Coring Plumbing Penetrations	\$3,125.80

Motion was made by Chief and seconded by DK, the motion to recommend to the Commissioners to approve cost. The cost will be deducted from construction contingency.

Open Items –

Traffic Light – VS requested an update of the traffic light.

Maintenance Requirements – Chief needs this ASAP.

Insurance – Do we need insurance for Phase 1 when the department occupies the building, yes.

Roof over gym – Chief understands that there are no safety rails and recommends that they be installed.

Furniture – Where do we stand?

Radio and MDF Rooms – The vendor would like the back-boards be installed as soon as possible so the vendor can start the work.

Verizon Pole – The Chief stated he would make a call to his contacts to see if he can get it removed.

HVAC Equipment Vendors – Send Dave information.

The next meeting is scheduled for January 4, 2018 at 4:30 PM.

A motion to adjourn at 5:55PM.

Attendance:

Members:

Peter Cross (PC)

Victor Skende (VS)

Greg Dardia (GD)

Nathaniel Munafo (NM)

Michael Medeiros (MMed) - **Absent**

David Kanyock (DK)

Chief Peter Burke (CPB)

Fire Department/Town

Dave Webb (DW)

Deputy Chief Melanson (DCM)

Michael Dalmau (MD)

Ron Buscemi (RB)

Dave Medeiros (DMed) - **Absent**

CMS

Paul V Griffin CMS (PVG)

Scott Lubker (SL) - **Absent**

Tom Buntich CMS (TB)

KBA

Kevin Witzell (KW)

Jim Malonson (JM)

Todd Costa (TC) - **Absent**

Other

Jonathan Gillis CTA (JG) - **Absent**