

Committee Members

Todd Berch, Co Chair  
Philip Pessina, Co Chair  
Thomas Serra, Councilmatic Representative  
Sebastian N. Giuliano, Councilmatic Representative  
James Streeto, Councilmatic Representative  
Joseph Bibisi  
Dale Aldieri, WPCA Chairman  
John Giuliano, WPCA Commissioner  
John Parker  
Tina Gomes  
Marie Hurley, CCPD

Committee Staff

Director Guy Russo  
Deputy Dir. Robert Young  
Chief Eng. Joseph Fazzino  
Asst. Chief Eng. Christopher Holden  
Elise McDermott, Finance Dept.

**MATTABASSETT REGIONALIZATION BUILDING COMMITTEE  
REGULAR MEETING  
TUESDAY, NOVEMBER 26, 2013  
ROOM 208, MUNICIPAL BUILDING  
DEKOVEN DRIVE, MIDDLETOWN, CT**

**Members Present:** Todd Berch, Co Chair  
Councilman Thomas Serra  
Councilman James B. Streeto  
Councilman Sebastian N. Giuliano (arrived at 7:32 PM)  
Joseph Bibisi  
Dale Aldieri, WPCA Chairman  
John Giuliano, WPCA Commissioner

**Members Absent:** Philip Pessina, Co Chair  
John Parker  
Tina Gomes  
Marie Hurley, CCPD

**Staff Present:** Director Guy Russo  
Chief Engineer Joseph Fazzino  
Asst. Chief Engineer Christopher Holden

**Staff Absent:** Deputy Director Robert Young  
Elise McDermott, Finance Dept.

**Also Present:** Middletown Press Reporter Alex Gecan  
Prime AE (7)  
Kleinfelder (4)  
Wright – Pierce (4)

**1. Meeting Called to Order**

The meeting was called to order by Todd Berch, Co Chair at 7:05 PM.

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Todd Berch, Co. Chair made an amendment to add to the agenda the letter of resignation of Michael Rosario as Committee Member. Also added to the agenda were invoices #3768533-0 and #3772872-0 from Suburban Stationers totaling \$103.52 to be discussed under new Item #6.4.

Motion by Councilman James Streeto seconded by Dale Aldieri to approve the amendment from Todd Berch, Co Chair to add the letter of resignation of Michael Rosario and two invoices #2768533-0 and 3772872-0 from Suburban Stationers totaling \$103.52 to the agenda under Item #6.4. The motion was approved unanimously.

## **2. Public Comment**

The Public Comment portion of the meeting was opened by Todd Berch, Co Chair at 7:08 PM. There being no comments the Public Comment portion of the meeting was closed.

## **3. Approval of Voting Process for Selection of the Contract Administration, Testing and Inspection Firm**

Director Guy Russo informed the Committee that the Sub Committee was recommending a 5-3-1 Voting System which was used when the new high school was built.

Motion by Councilman James Streeto and seconded by Councilman Joseph Bibisi to approve the 5-3-1 Voting System for the Selection of the Contract Administration, Testing and Inspection Firm. The motion was passed unanimously.

## **4. Authorization for the Selection Sub Committee to negotiate a fee proposal and contract for the Contract Administration, Testing and Inspection.**

Director Guy Russo informed the Committee that there was a recommendation by Councilman Thomas Serra, Chairman of the Sub Committee to retain the Sub Committee to negotiate a fee proposal and contract for the Contract Administration, Testing and Inspection and report back to the Committee at the December 30<sup>th</sup> Meeting.

Motion by Councilman Thomas Serra and seconded by Dale Aldieri that the Sub Committee be retained to negotiate a fee proposal and contract for the Contract Administration, Testing and Inspection. The motion was passed unanimously.

## **5. Approval of Minutes**

5.1 Todd Berch, Co Chair requested a motion to approve the minutes of the Regular Meeting of October 29, 2013. Motion by Councilman Thomas Serra and seconded by Joseph Bibisi to approve the minutes of the Regular Meeting of October 29, 2013. The

motion was approved with five members voting in favor, and one abstention by Councilman James B. Streeto.

## **6. Financial Report**

6.1 Todd Berch, Co Chair requested a motion to accept the Financial Report. Motion by Councilman Thomas Serra and seconded by Dale Aldieri to accept the Financial Report as presented. The motion was approved unanimously.

6.2A Chief Engineer Joseph Fazzino informed the Committee he had reviewed the CDR Maguire, Inc. Inv. #12 and was recommending approval. Motion by Joseph Bibisi and seconded by Dale Aldieri to approve CDR Maguire, Inc. Invoice #12 in the amount of \$56,474.86. The motion was approved unanimously.

6.2B Todd Berch, Co Chair requested a motion to approve the Recording Secretary Payroll of 13-1/2 hours. Motion by John Giuliano and seconded by Joseph Bibisi to approve the Recording Secretary Payroll of 13-1/2 hours. The motion was approved unanimously.

6.3 Mark Kopchak, CDR Maguire, Inc. informed the Committee that he would like to postpone discussion on a change order for increased design costs for the pump station till the December Meeting. Motion was made by Councilman Thomas Serra and seconded by Joseph Bibisi to postpone discussion on a change order for increased design costs for the pump station. The motion was passed unanimously.

6.4 Todd Berch, Co Chair requested a motion to approve two invoices #3768533-0, #3772872-0 from Suburban Stationers totaling \$103.52. Motion by Dale Aldieri and seconded by John Giuliano to approve the invoices from Suburban Stationers totaling \$103.52. The motion was approved unanimously.

## **7. Staff Updates**

7.1 Director Guy Russo informed the Committee that the Force Main Bid documents are with DEEP for their review. The recommendation letter has been signed by the City and DEEP has been verbally advised that the Committee is prepared to recommend the low bid. The review should be back in a couple of weeks. The bid is valid till December 30, 2013. If there is no affirmative action taken by the Town of Cromwell by December 15<sup>th</sup> a request would be made to the contractor to extend his bid price.

7.2 Director Guy Russo spoke on the design status of the Pump Station is about 55% completed. Chief Engineer Joseph Fazzino informed the Committee he, Mark Kopchak and Charles Chiu from CDR Maguire, Inc. had visited facilities in Glastonbury and Springfield and Holyoke to look at some mechanical equipment to be incorporated into into the design of the Pump Station.

Director Russo also informed the Committee that several Value Engineering recommendations that were thought to be prudent were implemented into the design. The Committee will have a better understanding of the probable cost estimates at the December Meeting, as a higher percentage of design will be completed.

7.3 Director Guy Russo informed the Committee that the name of the Pump Station Building will be needed to be included in the Pump Station bid documents. Councilman Thomas Serra stated that the Council would act on the naming of the Pump Station based on a recommendation from the Committee. Todd Berch, Co Chair recommended tabling of Agenda Item 7.3 for further discussion.

7.4 Director Guy Russo informed the Committee that discussion on this item should be tabled to next month as the appraisal is just being done.

Motion by John Giuliano and seconded by Dale Aldieri to accept Staff Updates on Agenda Items 7.1 and 7.2 and to table discussion on Agenda Items 7.3 and 7.4. The motion was approved unanimously.

#### **8. Approval of Meeting Schedule for 2014.**

Todd Berch, Co Chair requested a motion to approve the last Tuesday of every month at 7:00 PM for the meetings scheduled for 2014. Motion by Councilman Thomas Serra and seconded by Councilman James Streeto to approve the 2014 schedule of meetings on the last Tuesday of every month at 7:00 PM. The motion passed unanimously.

There was discussion by the Committee concerning the December 30, 2013 Meeting. It was recommended by the Committee to change the time of the meeting from 7:00 PM to 6:00 PM.

Motion by Councilman Thomas Serra and seconded by Dale Aldieri to change the Monday, December 30, 2013 Meeting of the Committee at 7:00 PM to 6:00 PM. The motion was passed unanimously.

#### **9. Presentation by the top three firms for the Contract Administration, Testing and Inspection.**

Councilman Thomas Serra, Chairman of the Selection Committee for the Contract Administration, Testing and Inspection Firm spoke on the procedure that was used to reduce the number of firms from six to three. After review of the six companies each committee member filled out a score sheet to rank the firms and the top three companies were picked.

Councilman Sebastian Giuliano entered the meeting at 7:32 PM

After presentation by the top three firms which included PEI/Prime Engineering, Inc., Kleinfelder and Wright Pierce, the Building Committee was asked to fill out a score sheet and rank the top three companies.

Councilman Thomas Serra, Chairman Selection Committee made a recommendation that Director Guy Russo and Chief Engineer Joseph Fazzino, based on their work with the Selection Committee and their expertise, be empowered by the Building Committee to be allowed to vote.

Motion by Councilman Thomas Serra and seconded by Dale Aldieri to allow Director Guy Russo and Chief Engineer Joseph Fazzino to vote for the Contract Administration, Testing and Inspection Firm. The motion was passed unanimously.

After tallying the votes the ranking of the firms were 1. PEI/Prime Engineering, Inc. 2. Wright Pierce and 3. Kleinfelder.

A motion was made by Councilman Thomas Serra and seconded by Councilman John Giuliano to approve PEI/Prime Engineering, Inc. as the Contract Administration, Testing and Inspection Firm. The motion was approved unanimously.

A motion was made by Todd Berch, Co Chair and seconded by Councilman James B. Streeto to send a letter from the Co Chairs thanking the two firms that were not approved for their presentation and time. The motion was approved unanimously.

The meeting was adjourned at 9:52 PM.

Attest:



Sandra S. Pasculano  
Recording Secretary