

WEST TISBURY POLICE STATION BUILDING COMMITTEE

MEETING MINUTES

JANUARY 10,, 2013

Committee Members Present: Tony Cordray, Manny Estrella, Pat Mitchell,
Norman Perry, Dan Rossi

Meeting Guests:

- Joseph Sullivan, Daedalus Projects, Inc, Owner's Project Manager
- Antonia A. Kenny, Keenan & Kenny Architects, Ltd
- John J. Keenan, Keenan & Kenny Architects, Ltd

The meeting was called to order at 3:00 PM, January 10, 2013 by
Chairman Perry.

OLD BUSINESS

- 15.04 K+K to review current legal requirements if no or only 1 or 2 filed sub-bids are received.
- 15.06 Chief selected Evidence Locker configuration from cut sheets. He will ask other departments how they handle security for and configuration of the Evidence Dropbox between the Hall and Evidence Room.
- 15.07 K+K gave Committee three invoices, which were approved:
Schofield, Barbini & Hoehn: \$704.00 - Payment pending review of civil drawings.
(part of original estimate from SB&H) **Approved for payment 1/10/13**
- 15.09 Tentative Schedule: Drawings will be dated February 1, 2013.
 - Begin Bidding: Feb. 1, **Revised to February 6 (Documents will be available).**
 - Walk-through: **Tuesday, Feb. 12**
 - Filed Sub-Bids due: **Thursday, Feb. 21**
 - General Bids due: **Thursday, March 7**
 - Town Meeting: **April 9**
- 16.06 K+K and Joe Sullivan to review Front End LEED, MBE/WBE and NStar rebate paragraphs. Reduce or eliminate liquidated damages. **Eliminate LEED, MBW/WBE, NStar Rebate and Liquidated Damages from Library Front End.**

NEW BUSINESS

- 17.01 December 20, 2012 Meeting Minutes No. 16 and Daedalus invoice for \$4,000 were approved. \$159.00 filing fee for Board of Appeals approved for reimbursement to Pat Cordray.
- 17.02 Drawing update: Coordination and finalizing of drawings is ongoing. Drawings will be uploaded as soon as they are available. K+K will notify the Committee when they are available for viewing. Specification is 99%. Joe S. has 3 RFPs out for printing and distribution. Time of contract is 365 calendar days.

- 17.03 Chris Alley of SB&H filed for the sewer permit, K+K have approved stamped septic system drawings.
- 17.04 K+K will finish the civil site drawings, including site layout and grading for the contract documents. Gravel (not paving) will be noted on the new turning area at rear of the property. Use excavated material to refill some areas at rear of lot as per Fire Chief, to create area for training purposes.
- 17.05 Generator relocation to east side Apparatus Bay - install 2 conduits under apron (1 spare). Manny notes water and electric line to well are along that side of property.
- 17.06 Jen Rand will be advertising the project - 2 ads in the local papers and the Central Register.
- 17.07 The Chief and Kathy Logue have agreed that Daedalus Clerk will be on both the Library and Police Station projects.
- 17.08 K+K gave Joe S. a full copy of the Front End and Division I for review. K+K gave Norman P. copies of the Invitation to Bid, Instructions to Bidders, and Filed Sub Bid and General Bid Forms.
- 17.09 Next Meeting is Thursday, Jan 24, 2013 at 3:00 p.m.

Antonia A. Kenny, R.A.

KEENAN + KENNY ARCHITECTS, LTD.

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