

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

AGENDA

OSWEGATCHIE FIRE STATION BUILDING COMMITTEE

Tuesday Aug 1, 2023

Oswegatchie Fire Station

2nd Floor Meeting Room

6:30 PM

1. Call to order
2. Pledge of Allegiance
3. Public Comment
4. Opening Remarks
5. Review and approval of meeting minutes, July 18th
6. Jon Mullen- Director of Planning, The Future of Waterford
7. Status of Draft RFP
8. Review / Discussion of Needs Assessment Process
 - a. Review of T. Olynciw Submittal with Potential Action
9. Schedule Review
10. New Business, Follow-on Actions
11. Adjournment

Linda Finnegan

From: Linda Finnegan
Sent: Tuesday, July 25, 2023 7:09 AM
To: 'Robert Tuneski'
Subject: FW: AGENDA ITEMS FOR THE NEXT MEETING
Attachments: Scan_20230720 (2).pdf

Good Morning Bob –

I just received and am forwarding Ted Olynciw's email regarding items to add to the agenda.
Thank you.

Respectfully,
Linda Finnegan
Office Coordinator

Fire Services
204 Boston Post Road
Waterford, CT 06385
860-440-0544

From: Ted Olynciw <tedolynciw@yahoo.com>
Sent: Monday, July 24, 2023 11:43 PM
To: Linda Finnegan <lfinnegan@waterfordct.org>
Subject: AGENDA ITEMS FOR THE NEXT MEETING

CAUTION: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

LINDA,

Kindly attach this email, with the attachment, to the agenda for the next meeting.

1.Questioner dated 7/7/23 and revised 7/21/23 - see attached

2.Discuss and take action to request the Purchasing Dept. to do a RFP for a Phase I Environmental Study

on the property that will be turned over to the Town for the construction of a new Fire House. This document

should be a must before the Town closes on this property. Kindly check with our Town Attorney to verify this.

Comments regarding the proposed RFP handed to us at the 7/18/23. I realize that this was only a draft.

- a. I do not see a address for the new fire house.
- b. No proposed square footage of the building is noted. We need to provide the bidders with the size of the project. Some firms have only designed smaller project whereas we want to attract firms who have done larger projects.
- c. Where will the RFP be advertised besides the Town's website?
- d. In the 2nd paragraph we talk about "Ideally, the building committee would like to use the existing drawings as a basis for updating design development and ultimately, for construction documents". This is like telling an artist to complete an uncompleted painting which was not completed by the original artist. I do not believe that this is realistic. I believe that we should provide each firm a complete file, USB Drive, including the HVAC drawing at the pre-bid meeting on what the previous architect provided and let them make the decision to use this info or not.
- e. In this 2nd paragraph we are also telling the architect that we will be hiring a program manager. There is no reason to provide this information to the bidders.
- f. Section II.A. We are telling the bidders to "update the existing design". I would think that the new firm selected should be allowed to develop their own creative concept based on what we furnish them. Hopefully we will be providing each bidder answers to all the questions in the questioner which needs to be addressed by this committee before we have pre-bid meeting. We can also just not give the bidders a summary of our answer to the questioner and only give it to the firm we select.
- g. Do we have an A-1 survey of the property that could be included in the package?
- h. Para II.B. This statement calls for the firms to provide info on 5 fire house they designed. There may be firms that designed fire house over the past 20 years. I would rather ask for fire house project they completed or are in construction or are in design during the past 5 years.
- i. Para. III.A.1 Here again we are telling the bidders to use update the existing drawing,
- j. Para. III.A.3 To this list the add Civil Engineering should be added.
- k. Para III.A.4 How is the Architect to communicate to the news media and update citizens on the project progress?
- l. Para. III.D.2. I thought that we were going to hire a Owner's Rep. or Clerk of the Works and not rely on the Architect to be the owners rep.
- m. Format of Proposal - Section III I do not understand this paragraph. Again we are saying that we will pay to update the existing drawings but will not compensate for any schematic / design development redesign the

Architect chooses to make / present, regardless of its acceptance (or not) by the Owner. Are we not going to hear the comments from the chosen Architect whether or not the existing drawing are workable.. We have

not at this stage agreed upon addressed the questioner. We have not yet determined the size of the

community / emergency shelter space. The largest room we now show on the existing plans allows for

40-50 seats. .Meanwhile the proposed site plan shows parking spaces for the seating for 222.

o. Selection Criteria - Should we add that the awarding of the contract will be to the lowest qualified bidder?

p. Fee Proposal - Request for Proposal # XXXX

Phase I - I do not understand "from \$_____ to \$_____, not to exceed \$_____; fee is based on total of _____ hours"

Phase II I do not understand what we are asking?

HPB - I do not understand what we are asking?

q The Candidate

As stated "the Candidate has examined the actual conditions, requirements and specifications". What specifications?

r. There was a discussion at the last meeting regarding whether or not certain work should or should not be

included in the scope of work to be done by the Civil Engineering Group, such as boring, traffic study, A-2

survey, if we do not have a signed & stamped drawing, etc. Will we bid this work separately?

s. Additional Criteria - It may be difficult for an A & E firm to "promise to set aside a portion of the contract for

legitimate small contractors and minority business enterprises (see CGS31-9e)". There are only 3 firms

involved in the design, the Architect, the MEP Engineer and the Civil Engineer.

Thank you,

Ted Olynciw, Member

OSWEGATCHIE FIRE HOUSE

JULY 7, 2023

QUESTIONNEER

	A	B	C	D	E	F	G
1	QUESTIONS	YES	NO	MAYBE	NEED	WANT	REMARKS
2							
3	1 STORY						
4	2 STORY						
5	FLAT ROOF						
6	PITCHED ROOF						
7	HEATING FUEL - OIL						
8	HEATING FUEL - PROPANE						
9	MASONRY & STEEL STRUCTURE						
10	PRE-ENGINEERED STRUCTURE						
11	GREEN HOUSE DESIGN						
12	USING THE BUILDING AS AN EMERGENCY SHELTER						
13	BOAT STORAGE - INSIDE THE FIRE HOUSE						
14	BOAT STORAGE - OUTSIDE IN A SHED OR BARN						
15	NUMBER OF THRU BAYS-3						
16	NUMBER OF THRU BAYS-4						
17	NUMBER OF THRU BAYS-5						
18	SOLAR PANELS						
19	GEAR WASHER -1						
20	GEAR WASHER -2						
21	HEATED APRON						
22	FIRE SPRINKLER SYSTEM						
23	HEATED CONCRETE FLOOR IN TRUCK BAYS						
24	A/C FOR THE TRUCK BAYS						
25	POSITIVE PRESSURE IN DAYROOM TO PREVENT						
26	CONTAMINATION FROM GEAR ROOM						
27	BURIED FUEL TANK FOR VEHICLES						
28	PRIVATE BUNK ROOMS						
29	COMMON BUNK ROOM						
30	SOUNDPROOF BUNK ROOMS						
31	LOCKER ROOMS FOR WOMEN & MEN WITH BATHROOM						
32	SHOWERS & LOCKERS						
33	JANITOR CLOSET						

OSWEGATCHIE FIRE HOUSE

JULY 7, 2023

QUESTIONEER

	A	B	C	D	E	F	G
		YES	NO	MAYBE	NEED	WANT	REMARKS
34							
35							
36	PHASE 1 ENVIRONMENTAL STUDY						
37	PRE-DEMOLITION INSPECTION REPORT OF EXISTING						
38	SOIL BORINGS						
39	ENTRY DOOR FOR THE PUBLIC- ACCESS TO HALL						
40	SEPARATE MECHANICAL ROOM						
41	SEPARATE SPRINKLER ROOM						
42	COMBINE MECHANICAL AND SPRINKLER ROOM INTO ONE						
43	OUTDOOR EQUIPMENT STORAGE- INSIDE						
44	OUTDOOR EQUIPMENT STORAGE- OUTSIDE IN SHED						
45	DISPATCHER						
46	DRIVING TOWER FOR HOSES						
47	OPERABLE PARTITION IN TRAINING ROOM						
48	FLOOR DRAIN IN TRUCK BAY- NEED OIL SEPERATOR						
49	WATERPROOF WALLS IN TRUCK BAY FOR WASHING EQP.						
50	CONSIDER MASONRY WALLS						
51	WINDOWS - ALUMINUM						
52	ENTRY DOORS- STOREFRONT						
53	KEY PAD ENTRY - ALL EXTERIOR DOORS						
54	VESTIBULE AT MAIN ENTRY						
55	EQUIPMENT IN TRUCK BAY- EXHAUST, COMPRESSOR						
56	WASHING EQUIP.						
57	INTERIOR DOORS - HOLLOW METAL DOORS & FRAMES						
58							
59							
60							
61							
62							
63							
64							
65							
66	ITEMS TO CONSIDER/ INFORMATION/COMMENTS						

ITEMS TO CONSIDER/ INFORMATION & COMMENTS

1. If we are going to have a gathering room and use it for an emergency shelter or event gathering we have to determine the maximum number of persons we would allow at any one time. The Fire Marshall will determine the maximum occupancy for the public space.
2. Would it make sense to enlarge the training room to accommodate item 1 above on the 1st floor.
3. The parking spaces required is based not on the use of the building or the square footage of the building but only on the seating capacity which is 1 parking spot per 3 seats.
4. It is much more economical to build a 2 story building than a one story building.
5. Aesthetics has to be considered. What do the surrounding buildings look like. Would a flat roof be preferred over a pitched roof building.
6. A Phase I environmental survey is necessary if the Town is going to own the property.
7. Will need to submit our site plan as soon as we have determined the footprint of the building. Need Conservation and Planning & Zoning approval which could take 2-3-4 months. One or more meetings with the Town Planner is needed before we actually file our applications to Conservation Commission. With approval from the Conservation we then can file an application to P & Z. Cannot file to both commission at the same time.

7. Soil borings are required for the design of the foundation.
8. Has the old septic tank been filled in?
9. If we are thinking about a large public space we could provide this on the 2nd floor but would need an elevator.
10. The present proposed site plan shows 74 parking spaces which allows for the seating for 222 persons.
11. WE NEED 2 WATER LINES, ONE FOR DOMESTIC & ONE FOR THE FIRE SPRINKLER SYSTEM.
12. WE OBVIOUSLY NEED THE FOLLOWING ROOMS BUT THE QUESTION IN THE SIZE OF EACH ROOM

KITCHEN
DAY ROOM- SEAT 8 AT A TABLE & 9 IN FRONT OF TV
DECON ROOM
CHIEF'S ROOM- TABLE & SEATING FOR 8 PLUS DESK A
4 TALL FILING CABINETS
FILE STORAGE
TRAINING ROOM - SEATING FOR 40-50
GEAR ROOM - MIN. OF 25 LOCKERS
LAUNDRY ROOM- 2 EACH
ADDITIONAL STORAGE SPACE

STORAGE FOR PAPER GOODS, CLEANING SUPPLIES

HOSE & SCUBA STORAGE

13. BAY DOOR - WIDTH & HEIGHT - 14' X 14'

14. GENERATOR - LOCATED OUTSIDE

15. NUMBER OF HVAC ZONES

16. HOW MANY BATHROOMS - PRESENT PLAN SHOWS 5

OSWEGATCHIE FIRE HOUSE
QUESTIONER

JULY 7, 2023
REVISED JULY 21, 2023

INCLUDES ALL DATA COLLECTED TO DATE BY THE COMMITTEE

	A	B	C	D	E	F	G
1	QUESTIONS	YES	NO	MAYBE	NEED	WANT	REMARKS
2							
3	1 STORY						
4	2 STORY						
5	FLAT ROOF						
6	PITCHED ROOF						
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9	MASONRY & STEEL STRUCTURE						
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14	BOAT STORAGE - OUTSIDE IN A SHED OR BARN						
15	NUMBER OF THRU BAYS-3						
16	NUMBER OF THRU BAYS-4						
17	NUMBER OF THRU BAYS-5						
18	SOLAR PANELS						
19	GEAR STORAGE ROOM						
20	DECON SHOWER						
21	GEAR WASHER -1						
22	GEAR WASHER -2						
23	HEATED APRON						
24	FIRE SPRINKLER SYSTEM						
25	HEATED CONCRETE FLOOR IN TRUCK BAYS						
26	A/C FOR THE TRUCK BAYS						
27	POSITIVE PRESSURE IN DAYROOM TO PREVENT						
28	CONTAMINATION FROM GEAR ROOM						
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OSWEGATCHIE FIRE HOUSE
QUESTIONER

JULY 7, 2023
REVISED JULY 21, 2023

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	A	B	C	D	E	F	G
	SHOWERS & LOCKERS	YES	NO	MAYBE	NEED	WANT	REMARKS
34	JANITOR CLOSET						
35	FILE STORAGE ROOM						
36							
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38	PHASE 1 ENVIRONMENTAL STUDY						
39	PRE-DEMOLITION INSPECTION REPORT OF EXISTING						
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52	CONSIDER MASONRY WALLS						
53	WINDOWS - ALUMINUM						
54	ENTRY DOORS- STOREFRONT						
55	KEY PAD ENTRY - ALL EXTERIOR DOORS						
56	FOB ENTRY PAD						
57	VESTIBULE AT MAIN ENTRY						
58	EQUIPMENT IN TRUCK BAY- EXHAUST, COMPRESSOR						
59	WASHING EQUIP.						
60	INTERIOR DOORS - HOLLOW METAL DOORS & FRAMES						
61	EMERGENCY LOCKDOWN						
62	MORE NATURAL LIGHTING						
63	SKYLIGHTS IN BAYS						
64	HYDROGEN OR ELECTRIC POWERED VEHICLES						
65	CHIEF'S OFFICE						
66	ITEMS TO CONSIDER/ INFORMATION/COMMENTS						

OSWEGATCHIE FIRE HOUSE
QUESTIONER

JULY 7, 2023
REVISED JULY 21, 2023

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68	number of persons we would allow at any one time.						
69	2. Would it make sense to enlarge the training room to accommodate item 1 above on the 1st floor						
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71	capacity which is 1 parking spot per 3 seats.						
72	3. It is much more economical to build a 2 story building than a one story building						
73	4. Aesthetics has to be considered. What does the surrounding building look like. Would a flat roof						building be more pleasing than
74	a pitched roof building.						
75	5. A Phase I environmental survey is necessary if the Town is going to own the property.						
76	6. Will need to submit our site plan as soon as we have determined the footprint of the building. Need Conservation and Planning &						
77	Zoning approval which could take 2-3 months.	Meeting with the Town Planner is required before submitting to P & Z.					
78	7. Soil borings are required in order to design the foundation						
79	8. Has the old septic tank been filled in?						
80	9 If we are thinking about a real large hall we could provide this on the 2nd floor but would need an elevator.						
81	10. The present proposed site plan show 74 parking spaces w which	allows	seating for 222.				
82	11. WE NEED 2 WATER LINES, ONE FOR DOMESTIC & ONE FOR THE FIRE SPRINKLER SYSTEM						
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97	14. GENERATOR- LOCATED OUTSIDE						
98	15. GENERATOR - LOCATED OUTSIDE						
99	15. NUMBER OF HVAC ZONES						

OSWEGATCHIE FIRE HOUSE
QUESTIONER

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