

Revised TVFRC Building Committee Special Meeting Agenda

January 20, 2022 – 7:00 pm

Via ZOOM

1. Call meeting to order and roll call of committee members
2. Pledge of Allegiance
3. Approval of December 16,2021 meeting minutes
4. Public comment
5. Website & donation system update (Dan Sacco, Sujata Wilcox)
6. State & Federal funding update (Rina Bakalar)
7. Discussion & vote on Wiles Associates invoices (A. Construction documents \$7,500.00 B. Asbestos & lead inspection Brooks Environmental Consultants \$1,426.00)
8. Soil testing invoice (Bill Maurer)
9. Demolition update (George Estrada)
10. Financial update (Preston Merritt & Dan Martin)
11. Other business to come before the committee
12. Adjournment

Zoom Info:

Veterans & First Responders Center Building Committee Special Meeting

Jan 20, 2022 7:00 PM

<https://us06web.zoom.us/j/84209067979?pwd=YlIQaW5LaTJjYjRCRXVXQ21SSS9xUT09>

Webinar ID: 842 0906 7979

Password: 709532

Join by telephone: (929) 205-6099 or (833) 548-0282 (Toll Free) / Webinar ID: 842 0906 7979

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BILL TO
Raymond Baldwin
RE : Trumbull Veterans &
First Responders Center
5866 Main Street
Trumbull, CT 06611 USA

DATE	PLEASE PAY	DUE DATE
11/17/2021	\$1,426.00	11/17/2021

DATE	DESCRIPTION	QTY	RATE	AMOUNT
11/17/2021	Asbestos & Lead Inspection Completed 11/3/2021 Brooks Environmental Consultants, LLC Invoice #MZZ10993 dated 11/12/2021 \$1,240.00 x 1.15 =	1	1,426.00	1,426.00

Thank you for partnering with Wiles + Architects

TOTAL DUE **\$1,426.00**

THANK YOU.

November 22, 2021

Raymond Baldwin
Trumbull Veterans & First Responders Center
One Veterans Circle
Trumbull, Ct 06611

Re: Additional Professional Services Proposal

Dear Ray:

We are pleased to submit our additional services proposal for the additional services required for the Design and Bid documents as well as the Construction Administration services in connection with the separate Site Preparation and Structure Demolition Bid and Contract.

Scope of Services

The scope of the proposal includes the following services:

- Preparation of supportive drawing and specification for the Grant Application
- Development of Construction/Bidding documents.
- Coordination with the Town of Trumbull Purchasing Department Bidding procedures
- Review and recommendation of the lowest bonified Bidder to the Building Committee and Purchasing Department
- Coordination and Administration of Hazardous Materials Inspection and report
- Review and recommendation of Proposed Change Orders during the Construction Phase
- Submission to Wetlands documentation for the Demolition Phase. Preparation of Erosion & Sediment Control Documents and responses to Wetland's review comments.
- Review and approval of Contractor's Request for Payments.

Professional Fees

- Our additional professional services fee for this additional work beyond our basic service contract shall be a stipulated sum fee of seven thousand dollars (\$7,500.00).
 - Design Document Phase..... \$5,000.00
 - Bidding Phase..... \$1,000.00
 - construction Admin. Phase..... \$1,500.00
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if you have any question of need additional information, please let us know

thank you

Respectfully Submitted,



George A. Wiles, A.I.A.



Est 1972

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Invoice 5833



BILL TO

Raymond Baldwin
RE : Trumbull Veterans &
First Responders Center
5866 Main Street
Trumbull, CT 06611 USA

DATE	PLEASE PAY	DUE DATE
12/09/2021	\$6,450.00	12/09/2021

DATE	DESCRIPTION	QTY	RATE	AMOUNT
11/25/2021	Construction Document Svcs - Architectural Design/Documentation - preparing Design Bid Documents for the separate bidding and contract for Phase 1 - Site Preparation Grant Funded work	5,000	1.00	5,000.00
11/25/2021	Bidding or Negotiation Svcs - Project Administration - Preparation of Bid specifications for the Bidding of Phase 1 Site Preparation Grant Funded work	1,000	1.00	1,000.00
12/09/2021	Construction Contract Admin - Project Administration - Of the Site Phase 1 Grant Funded Work separate Contract	1,500	0.30	450.00

Thank you for partnering with Wiles + Architects

TOTAL DUE **\$6,450.00**

THANK YOU.