

**TOWN OF ASTATULA
MAYOR AND TOWN
COUNCIL MINUTES**



**SPECIAL SESSION
THURSDAY JUNE 25, 2019
TOWN HALL**

Having been duly advertised as required by law, Mayor Natale called the Regular Session meeting to order at 7.08pm. The invocation was given by Councilman Mack and the Mayor led the Pledge of Allegiance.

Members Present:

Robert Natale, Mayor
Mitchell Mack, Vice-Mayor
Kimberly Kobera
Gayle Sikkema
Stephen Cross

Staff Present:

Graham Wells, Town Clerk
Zachary Broome, Town Attorney
Roland Raymundo, Town Engineer
David Fox, Grant Administrator
Jay Grollman and Sam Elamroussy,
from Bessolo Design Group, Inc,
Architects (by conference call)

Roll Call was performed, and it was determined that a quorum was present. Councilwoman Kobera arrived at 6:12 pm.

AGENDA REVIEW

There were no amendments to the agenda.

NEW BUSINESS

DISCUSSION ON THE BIDS AND FINANCING OPTIONS FOR THE NEW COMMUNITY BUILDING.

The Mayor introduced the attendees both present and by conference Call. He outlined that the Town must select the lowest bid from the four received assuming the bidder meets all the criteria set out in the bid documents. In this case it is Signature Construction whose base bid is \$1,194,649. In addition are twelve additional items totaling \$194,678 which if all are accepted brings the grand total for the project to \$1,389,327. Any, all or none of the alternates can be selected. The grant funding is \$700,000 leaving a shortfall of \$494,649 to \$689,327 depending on the alternates selected.

The Town currently has unappropriated infrastructure funds of \$300,000. Since 2017, the town has already paid out \$92,709 for design, engineering and grant expenses with an estimated further amount of \$45,000 in grant administration and \$20,000 in engineering fees yet to be billed. The additional funding required to complete the project would need to be sought by the town.

A number of clarifications regarding their bid are being sought from Signature Construction and their response has been requested ahead of the Special Council meeting. At this point Jay Grollman and Sam Elamroussy from Bessolo Design Group, Inc were conferenced in. Councilman Kobera also joined the meeting.

The Mayor asked Councilman Mack to give a high-level overview of the proposed building including the base design, alternates, demolition of existing buildings, parking and well. The building will be 5,000 square feet with a fitted warming kitchen, office and two meeting rooms that can be further subdivided by a folding panel door that is a bid alternate.

Clerk Wells gave an update on the base bid price which should be \$1,194,649 and that on review of the bid there were a number of items which appeared in the wrong slot on the bid proposal and Mr. Grollman had spoken to Signature Construction to clarify. He went over the issues involved and confirmed that there were some documents that were missing from the proposal which would have to be provided.

The Mayor asked whether Mr. Grollman considered the Signature bid to be a qualified bid and to explain what the liquidated damages were. He responded that it was a qualified bid and explained how the liquidated damages worked. He also went over the disparities between the bids for individual line items and stated that the scope of work was very detailed; the overall cost was the figure to focus on. The contractor has to provide a bond for the full construction value which guarantees the completion of the project.

The Mayor stated that Signature Construction was the low bidder and Council has to debate and decide whether to go ahead with the project with Signature Construction. He asked what additional costs would be incurred to make this a functional building. Councilman Mack responded that there were issues with the well to provide water which would have to be addressed. If the well has to be replaced, then the cost would be \$7,000 to \$15,000 depending on the depth.

The bid alternate for the split block on the sides was discussed as it seemed high in comparison to the front. Mr. Grollman had spoken to the contractor to see why the cost was so high and was waiting for their response. Mr. Fox suggested that the project be awarded, and the cost of the sides be dealt with as a change order which would have to be approved by the DEO.

Discussion ensued on the ongoing running costs of the building, the additional cost for equipment, table, chairs etc., the cost of the loan financing and the repayment period of the loan. The Mayor asked whether Council was happy to go into debt to the level needed to proceed with the project. The consensus was that we were well into it and should proceed to complete it particularly as the grant will pay half of the construction costs.

The Twelve bid alternates were discussed and the decision to include them or not is shown below.

Alternate No. 1	Interior/ Exterior Cameras	\$ 7,344	NO
<i>(It was decided that these could be installed at a later time)</i>			
Alternate No. 2	Split Face Block on Sides	\$68,665	YES
<i>(It was felt that the overall cost for this will be around \$34,000)</i>			
Alternate No. 3	Ceiling Mounted Projectors	\$12,148	NO
<i>(The wiring will be installed at build out. The equipment can be installed later)</i>			
Alternate No. 4	Stainless Steel Wainscoting	\$ 2,160	YES
Alternate No. 5	Dimmable LED Lighting	\$ 4,627	YES
Alternate No. 6	Additional 20 Parking Spots	\$35,329	YES
Alternate No. 7	Folding Panel Door	\$30,283	YES
<i>(This must be part of the structural build out and affects the use of the building)</i>			
Alternate No. 8	Underground Electric Service	\$12,362	NO
<i>(This would only be for aesthetics as the supply comes to the rear of the building)</i>			
Alternate No. 9	Additional Parking Spots	\$15,660	NO
<i>(It was felt that there would be sufficient parking with the 20 extra spots in No. 6)</i>			
Alternate No. 10	Standard Plumbing Fixtures	\$ -1,900	NO
<i>(This was to keep the Vandal proof Plumbing Fixtures)</i>			
Alternate No. 11	Relocating the Existing Pavilion	\$ 6,500	NO
<i>(It was agreed to dismantle and store the structure at the cost to the Town)</i>			
Alternate No. 12	Relocate the existing Bathrooms	\$ 1,500	YES
<i>(The bathrooms would be relocated to the bottom of the hill)</i>			

The total cost of the bid alternates chosen to be included was calculated to be \$142,564 which when added to the base cost of \$1,194,649 takes the cost of the project to \$1,337,213.

At this point a motion was sought to accept the low bid from Signature Construction with the alternates as chosen and to move forward to look at financing options.

MOTION by Councilman Mack, so moved; SECONDED by Councilman Cross

A Roll Call Vote was taken

Cross **Yes**
Mack **Yes**
Kobera **Yes**
Sikkema **Yes**
Natale **No**

MOTION CARRIED 5-0

Councilman Cross reiterated that this was a vote to move forward with financing and that there would be a further vote to approve the contract and a decision to proceed at that time.

BUY OUT OF LEASE AND REPLACEMENT OF KONICA-MINOLTA PRINTER, COPIER, FAX IN TOWN HALL.

The Town is two years into a five-year lease on the Konica-Minolta Copier/Fax/Scanner in town hall. The unit is very un-user friendly, slow to print from the network and missing some basic functionality. The representative from NA Office Solutions who provided the machine came in and we told him we were unhappy with it.

He took our criticism and came back with a proposal that would release the town from the existing lease and enter a new five-year lease with a new Canon model C3525I. The unit has much newer technology and would better serve the current needs of the staff. Although the monthly lease payment is higher than present, the price per copy is greatly reduced, (50% for B & W and 31% for color) bringing the overall increase to around \$24 per month based on current usage. As we increase the usage with more regular newsletters and billing for water, it will likely save money in the future. It will also get used more instead of the one in the Clerk's office where we pay separately for toner which is much more expensive.

Following some discussion, a motion was requested.

MOTION by Councilwoman Kobera to replace the copier as requested; SECONDED by Councilman Mack

For: Cross, Mack, Kobera, Sikkema, Natale

Against: NONE

MOTION CARRIED 5-0

REVIEW

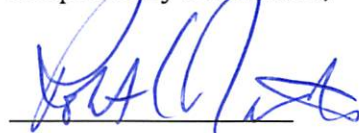
- a. Items for Workshops and possible dates – *Budget Workshop set for July 15, 2019 at 6:00 pm*
- b. No items were put forward for the next Council meeting.
- c. Review of items needing Special Meetings and possible dates - NONE

COUNCIL MEMBER MISCELLANEOUS COMMENTS - NONE

ADJOURNMENT

There being no further business Mayor Natale adjourned the meeting at 8:24 pm.

Respectfully submitted,



Robert C. Natale, Mayor

ATTEST:



Graham Wells, Town Clerk

