

Harwinton Ambulance Building Committee

**Harwinton EMS Building Pre-Bid  
10:00 a.m.**

**Assembly Hall, Harwinton Town Hall  
Wednesday, June 26, 2013**

A pre-bid meeting was held on Wednesday, June 26, 2013 in the Assembly Room, Town Hall.

Present is Jason Emery, Chief of the Harwinton Ambulance Association and chairman of the Building Committee, and committee members Dan Fiore and Bob Collins.

Mr. Emery began the meeting by requesting all contractors present to sign in.

Mr. Emery explained that the architect could not attend today's meeting due to a scheduling conflict but will be available for questions in the future.

Mr. Emery confirmed that everyone was able to access the bid plans.

Mr. Emery and Mr. John Fredsall, Chief of Harwinton Volunteer Fire Department will visit the site after the meeting. Anyone wishing to accompany them may do so.

Mr. Emery gave a brief background on the ambulance association. Obtaining a new facility for the ambulance association has taken twenty years. The location for the new facility was previously a gas station. The gas station site underwent a significant environmental remediation approximately 20 years ago and since then the soil has been monitored. When the Town agreed to purchase the property, further soil remediation was done. The work was approved by two LEP's (licensed environmental professional) who stated the site is clean. The building is to be a 4,800 SF wood frame ranch on a slab with offices and living quarters.

Mr. Emery informed the contractors that there are approximately 10 alternates of different options in the plans and to be aware of them.

Accommodations will need to be made for our radio vendor who will need to run wires for radio communications.

The bid specs do not include landscaping. The ambulance association plans on using their own personnel for this once the building is up.

This project is primarily DECD funded through STEAP grants. The Town and its contractors will abide by DECD rules and regulations.

Mr. Emery stated that all questions from contractors must be submitted via email from one point of contact from the companies to [chief@harwintonems.org](mailto:chief@harwintonems.org). Mr. Emery will coordinate obtaining answers to the questions with the architect. Answers to questions

will be issued in the form of an addendum which will be on Advanced Reprographics website. An email will be sent to contractors notifying them when answers are available.

Mr. Emery wanted all contractors to note the following change. Due to some changes in scheduling, the deadline for questions has been extended to July 17, 2013. The bid opening date has been moved to July 24<sup>th</sup>, 12 noon.

Mr. Emery reiterated that he can be reached via email with any questions.

Once the contract has been awarded, all required insurance and bonding paperwork must be submitted within seven (7) days. The start date will be within fourteen (14) days from the contract signing.

Mr. Emery inquired if there were any questions. The following questions were presented:

Q: Are there sewers to connect to?

A: There are no sewers and a septic system will be utilized

Q: Will there be any need to dig into Route 4 to access the water main?

A: No, the water main is located North of Rt. 4 and on the same side of the road as the proposed building. No digging in the road will be required.

Q: Will the Town waive permitting fees?

A: I believe so but will need to confirm with the Town.

Q: Will the Town pay utility hookup fees?

A: I do not believe so but will check with the Town.

Q: Had the Town considered doing radiant heat in the ambulance bays and forced air in the rest of the building?

A: No, the bid specs included an alternative request for a radiant system for the entire structure, not just the bays. (Addendum #1 did provide an option to use radiant heat in the bays only)

Q: What is the timeframe that Town is looking at for construction to be completed?

A: It was our intent to get an earlier start to utilize the summer weather months but ran into delays. Unsure at the meeting but will have something shortly. Looking for feedback from contractors as to what is plausible.

Q: When the property site was cleaned up was there any contamination left?

A: No, Approximately 20 years ago there was a comprehensive remediation of the site followed by a much smaller one last fall. Two independent LEPs have cleared the site as being remediated. In order to prevent any additional contamination on the site there will not be any bulk storage of fuel onsite during the construction process.

Mr. Emery then asked if anyone was interested in taking a tour of the building site and followed up with some additional information.

The Town has cleared all the trees off the property that can be removed. The neighbor to the rear has indicated he wants to maintain the tree line buffer and the Town has agreed. There are no trees that would impact construction operations.

The area that was designated for the leach field had been marked off so that it was not disturbed during the demolition of the old gas station. This area is to remain clear pending the installation of the field.

Minutes submitted by Melissa Santoro  
Melissa Santoro

RECEIVED FOR RECORD AT HARWINTON CT  
ON 7-1-13 AT 11:27AM  
ATTEST NANCY E. ELDRIDGE TOWN CLERK