

**THE AHS SYNTHETIC TURF FIELD & TRACK IMPROVEMENTS PROJECT  
BUILDING COMMITTEE OF THE TOWN OF AVON HELD A MEETING ON  
WEDNESDAY, JANUARY 30, 2019 AT THE AVON TOWN HALL.**

Present were Mark Zacchio, Peter Ponziani, Todd Donovan, Sarah Roberson, Jason Indomenico, and David Jadovich. Also present were Grace Tiezzi, Assistant to the Town Manager, Ruth Checko, Director of Recreation and Parks, Myles Altimus, Board of Education Director of Operations, and Jesse Harris, BSC Group.

**I. CALL TO ORDER**

Mark Zacchio called the meeting to order at 7:00 pm.

**II. OATH OF OFFICE**

Ann Dearstyne swore in the members of the committee. All members took the oath of office.

**III. INTRODUCTIONS/SELECTION OF VICE CHAIR/SECRETARY**

Mr. Zacchio introduced all members of the committee. Mr. Ponziani chaired the committee that the Council appointed to do a study on the Avon High School and MH Rhodes sites, along with Todd Donovan and David Jadovich. Ms. Roberson was involved with that committee as well, and is also a member of the neighborhood adjacent to the high school and brings a different perspective to the table. Mr. Indomenico represents the Board of Education, as the Board of Ed is in charge of how the site is used and maintained.

Mr. Zacchio nominated Mr. Ponziani for the position of Vice Chair. The motion, seconded by Mr. Jadovich and Mr. Donovan received unanimous approval.

**IV. COMMUNICATIONS FROM THE AUDIENCE**

No communications from the audience.

**V. PROJECT OVERVIEW/ REVIEW CHARGE**

Mr. Zacchio briefly went over the charge of the committee before turning it over to Ms. Tiezzi, who went into more detail. Ms. Tiezzi stated for the record that the committee is essentially tasked with delivering a completed project. The committee's duties will include selecting any particulars that haven't yet been fleshed out through the design process. Other duties include recommending a General Contractor as a result of the bidding process, which is currently in the works. A bid document is scheduled to go out the second week of February. The committee will receive an overview of the bids at the next meeting so that they can make a recommendation to the Town Council. The Council will be responsible for ultimately awarding the contract to the chosen GC.

Ms. Tiezzi stated that there will be periodic meetings throughout the construction process to keep the committee updated, as the committee will be providing general oversight of the project.

Ms. Tiezzi went on to note specific dates of interest. February 11th is when the invitation for bid will be released and posted to the website. The bid will be out for about a month, with an anticipated bid opening in March. There will be a committee meeting at the end of March in order to go over the bids that were received. The bid is typically awarded to the lowest responsible bidder.

Mr. Zacchio drew attention to the phrase “lowest responsible bidder”. There is a distinction between the lowest bidder and the lowest responsible bidder. Ms. Tiezzi emphasized that due diligence will be done to ensure this.

The contract is set to be awarded in early April, with construction beginning in mid-April, weather permitting. Ms. Tiezzi indicated that she had communicated with the Board of Education, who agreed to make arrangements with spring sports and graduation to accommodate this.

In response to a question from Mr. Ponziani regarding how many bids are to be expected, Mr. Harris stated that a solid six or eight would be reasonable.

In response to a question from Mr. Donovan regarding the Town interviewing prospective bidders, Ms. Tiezzi stated that the Town does not currently have interviews in the bid spec. Ms. Checko added that part of BSC Group’s proposal includes screening the bidders for the Town, and providing the Town with a spreadsheet listing their qualifications.

Mr. Zacchio asked if the committee can reserve the right to interview the prospective bidders before making a recommendation to the Council. Ms. Tiezzi responded that yes, they can include that in the specifications.

In response to Mr. Donovan’s question of what other Towns typically do, Jesse Harris stated that they typically do a scope review of the lowest bidder.

Ms. Tiezzi indicated a substantial completion date of August 23rd, just before school starts. She noted that there is a “time is of the essence clause” and it will be a penalty contract, to encourage the contractor to adhere to the date of substantial completion. There will be a penalty charge of \$2000 for each day they go beyond the scheduled date.

In response to Mr. Jadovich’s question about what substantial completion means, Ms. Tiezzi confirmed that yes, substantial completion means that the field is ready for play. She added that final completion is the track surfacing.

In response to Mr. Donovan’s questions regarding criteria for substantial completion, Mr. Harris stated that it is based on their scheduled values.

In response to Mr. Zacchio's question about Al Smith, of Murtha Cullina, Ms. Tiezzi confirmed that he will be the attorney in charge of this project.

In response to Mr. Zacchio's concerns about noise and any disturbances, Mr. Harris stated that there will be key delivery dates such as excavation and big product deliveries that will be accounted for.

Mr. Indomenico asked if the "time is of the essence" clause is enforceable, to which Mr. Zacchio and Ms. Tiezzi both confirmed that there would be a performance bond.

In response to Ms. Roberson's question about the committee providing input on contractors based on previous work completed in Town, Ms. Tiezzi said that the Town's previous experience will be considered in the review process.

Mr. Zacchio prefaced the next discussion by stating that the committee should be making a decision tonight on field aesthetics, coloring of the retaining wall, and the shed's coloring and roofing materials.

## VI. SELECTION OF FINISHES/MATERIALS

Mr. Harris went into detail about the track and field improvements, and demonstrated the existing versus proposed field and track with images in his presentation. He passed around samples of products for the committee to consider.

In response to Mr. Donovan's question, Mr. Harris confirmed that it was indeed the same blend of fibers that Simsbury used.

Mr. Harris continued to go into detail about the various products, their performance, their warranties, and the maintenance required.

In response to Ms. Roberson's question about watering the field, Mr. Harris stated that that is the recommended system for the infill type.

Mr. Harris described the two options for the retaining wall. There is a darker grey and a lighter grey, and he demonstrated the two options with images in the presentation.

Ms. Checko interjected that there is an existing wall that Mr. Altimus would like to see matched as closely as possible. Mr. Altimus indicated that there is a garage in the back that is the color of the second option: the light grey. The committee reached consensus on Option 2.

Mr. Harris then proceeded to discuss the options for the storage shed.

Ms. Checko stated for the record that they recommended no windows because they could be smashed or broken into. They also recommended clapboards because it is a more durable material to withstand being hit by errant lacrosse balls.

The consensus was to match all materials of the shed (siding/trim/overhead door/shingles) to the existing snack shack.

Ms. Checko clarified that they recommended no windows for the shed, but the window on the garage-door was fine.

Ms. Roberson noted that the door handles tend to chip over time.

Mr. Harris went on to discuss the options for the appearance of the field with regards to colored end zones, logos, etc.

The consensus was to go with “Avon” versus “Avon High” because it represented the community more, as youth teams will also be utilizing the field.

Mr. Altimus mentioned that Tim Filon also preferred just the word “Avon”.

Ms. Roberson stated her opinion that the field should be plain green in color versus the alternating dark and light green to represent a mowed grass look. Her point being that the Town is spending all this money for a turf field, so why bother making it look like real grass?

The consensus was to go with the solid green field with dark blue along the sidelines.

Mr. Donovan asked if there would be enough room in the storage shed to fit all of the equipment, to which Mr. Harris responded that the shed should accommodate most of it. Mr. Donovan clarified that he meant the hurdles in particular, to which Mr. Harris replied that hurdles can be stacked and there should be room for most of that stuff.

Ms. Tiezzi noted that they did include a loft in the storage shed to maximize space.

Mr. Jadovich asked if the Town is doing itself a disservice by getting a storage shed that just barely fits everything.

Mr. Harris stated that the size of the shed is also dictated by building code, and that they can get a shed of this size without having to lay down a foundation. This shed will just be placed on a concrete slab.

Ms. Tiezzi noted for the record that the storage shed was an issue during the Planning and Zoning Commission meetings due to its location near the road.

Mr. Harris pointed out that one long term solution would be to eventually put in new bleachers, which you could then use to store equipment underneath.

## VII. DISCUSS AND APPROVE FUTURE MEETING SCHEDULE

Ms. Tiezzi stated that the bid document will hit the streets February 11th, and will be posted online at that point for everyone to view. There will be a mandatory site walk and pre-bid

meeting for contractors that are interested in bidding on the project for February 20th at 10 am.

Mr. Donovan noted that February 20th is the lighting meeting. Ms. Tiezzi said that she will change that. They were thinking of pushing back the date to allow more contractors to have the opportunity to see the advertisement.

Ms. Tiezzi stated that the bids should come back March 8th, and there will be a public bid opening then. Contractors can come and sit in the Selectmen's Chambers and staff will open the bid and read the results aloud. The results get posted on the website, and the review process will begin at that point. Between the bid opening and the committee's March 20th meeting, there will be a scope review meeting with the lowest responsible bidder. Staff will do their due diligence, and come back with the bidders fully vetted for the committee. Bids will be available in the office in the meantime for anyone to review.

Ms. Tiezzi stated that she would ask that the committee be ready to make a recommendation to the Council on March 20th for the Council's April 5th meeting so they can then award the contract to the lowest responsible bidder.

Ms. Tiezzi went on to explain that they are looking to break ground mid-April, and the committee can expect monthly meetings from then on to keep abreast of the progress. She stated that she anticipates they will provide the committee with a final capstone report in September so they can recommend to the Council that they close out project and be done by October.

Ms. Tiezzi informed the committee that meetings will be held Wednesdays at 7 pm in the Avon Room, or out on the site, depending on the situation.

Mr. Indomenico noted for the record that June 12th is the tentative graduation date. Ms. Tiezzi recommended moving that meeting to June 5th.

Mr. Ponziani made a motion to approve the meeting schedule as amended. The motion, seconded by Mr. Donovan, received unanimous approval.

#### VIII. ADJOURNMENT

Mr. Zacchio motioned to adjourn the meeting. The motion, seconded by Mr. Donovan, received unanimous approval. The meeting adjourned at 8:11 pm.

Respectfully submitted,

Peter Ponziani, Vice Chair/Secretary

Attest: Sitara Gnanaguru, Clerk