

# MINUTES

COPY RECEIVED  
DATE: 5/18/2022  
TIME: 10:00 AM  
TOWN CLERK'S OFFICE

## 1007th Meeting

The 1006th a Special Meeting of the Seymour Housing Authority was held Monday, March 27, 2020 was held via Tele-conferencing pursuant to Governor Ned Lamont's Executive Order 7B, Suspension of In-Person Open Meeting Requirements, Sections 1-206, 1-225 and 1-226, and was called the order at 11:33 A.M. by Chairperson White.

## ROLL CALL

Answering the Roll Call Commissioners Bellucci, Golebieski, Horelick, Ortiz and White.

Also present was Secretary and Executive Director David Keyser and Attorney Gregory J. Stamos.

## NEW BUSINESS

Chairperson White introduced Change Order # 2 in the amount of \$50,474 to West State Mechanical to repair the attic sprinkler system at the Norman Ray House and the recommendation letter from Donald W. Smith, Consulting Engineer. (Exhibit I)

The Executive Director explained that we discovered a malfunction with the attic sprinkler system at the Norman Ray House. He explained that the sprinklers in the attic at Norman Ray House are filled with air. He stated there is a system whereby in the event a sprinkler head was activated, the air would empty out of the system and be replaced by water. He stated this is a special system adapted to be installed in attic space to avoid the pipes from freezing. He told the Commission that the sprinkler system is approximately 26 years old. He stated that the sprinkler pipes in Norman Ray House Attic have exceeded their useful life and had pin holes in the galvanized pipe and caused the pump motor that keeps the system full of air to malfunction. He stated that this required repair immediately and that it is considered an emergency by the Fire Marshall. He informed the Board that there is funding left in the 2019 CFP as we have not awarded the Norman Ray House Stair/Ramp Handrail repair/replacement or the carpeting on the first floor at Callahan House. He linked the work on the sprinklers in the attic with the work on the Sprinkler back flow preventer already being done under contract with CFP funds by West State Mechanical at the Norman Ray House. He stated since this is an Emergency as deemed by a letter received by Fire Marshall Tim Willis that our Procurement Policy has provisions to authorize this work without public bidding.

Attorney Stamos informed the Board of Commissioners that this request to award a change order to West State Mechanical requires also the elements to waive the formal bidding procedure.

After some further brief discussion, Commissioner Bellucci motioned to authorize the Executive Director to Award Change Order # 2 in the amount of \$50,474.00 to West State Mechanical and to utilize the emergency provisions of the Procurement Policy for purchased under \$100,000 to waive the bidding process, and revise the budget to add this work item for the sprinkler work from CFP 2019 to the back flow preventer work item. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked for a Roll Call Vote which was recorded as follows:

|              | Vote |     |         |
|--------------|------|-----|---------|
| Commissioner | Aye  | Nay | Abstain |
| Bellucci     | X    |     |         |
| Golebieski   | X    |     |         |

## MINUTES

|          |   |
|----------|---|
| Horelick | X |
| Ortiz    | X |
| White    | X |

Chairperson White declared the motion carried.

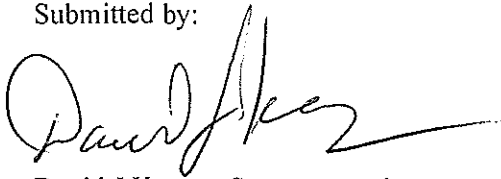
## ADJOURNMENT

Chairperson White asked for a motion to adjourn the 1007th special meeting of the Seymour Housing Authority. At 11:44 AM. Commissioner Golebieski motioned to adjourn the 1007th special meeting of the Seymour Housing Authority. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked for a Roll Call Vote which was recorded as follows:

| Commissioner | Vote |     |         |
|--------------|------|-----|---------|
|              | Aye  | Nay | Abstain |
| Bellucci     | X    |     |         |
| Golebieski   | X    |     |         |
| Horelick     | X    |     |         |
| Ortiz        | X    |     |         |
| White        | X    |     |         |

Chairperson White declared the motion carried.

Submitted by:



David J Keyser, Secretary and

Executive Director

*minutes  
Exhibit I*

Donald W. Smith, Jr., P.E.  
CONSULTING ENGINEER  
56 Greenwood Circle  
Seymour, Connecticut 06483  
(203) 888-4904  
Fax: (203) 881-3434  
Email: dwsjrpe@sbcglobal.net

CIVIL ENGINEERING  
SEPTIC DESIGN

CONSTRUCTION INSPECTION  
SITE DEVELOPMENT

Board of Commissioners  
Seymour Housing Authority  
28 Smith Street  
Seymour, CT 06483

March 5, 2020

RE: Norman Ray House  
2019 Modernization Project  
Change Order No. 2

Dear Commissioners,

Pursuant to the Owner's request, we have reviewed Change Order Proposal No.2 (copy attached) submitted by West State Mechanical for the above referenced project and offer the following for your consideration:

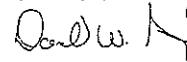
This proposal reflects an increased scope of work for the Fire Alarm work that includes the following:

- Replacement of the sprinkler system mains (some of which are failing) in the attic of the Norman Ray House in accordance with the Design/Build Performance Specification prepared by Silver Petrucelli & Associates.

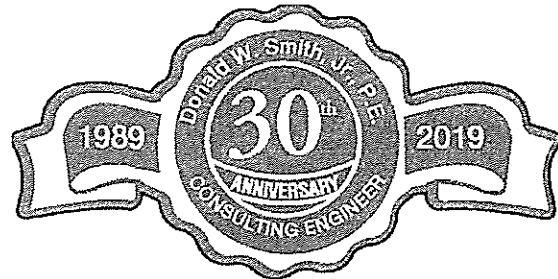
In our opinion, the proposal is fair and equitable for the required work. Accordingly, we recommend approval of Option 1 of this Change Order proposal in the total amount of \$50,474.00.

Please feel free to contact me with any questions you may have regarding this matter.

Very truly yours,



Donald W. Smith, Jr., P.E.  
Consulting Engineer



CC: D. Keyser, PHM

Minutes  
Exhibit I

**CHANGE ORDER**

*West State Mechanical, Inc.*

*PO Box 1045, 3000 South Main Street  
Torrington, CT 06790*

**Telephone:**  
**(860) 482-5919**  
**Fax:**  
**(860) 489-4686**

**P-1: 203157**  
**S-1: 302852**  
**F-1: 10303**  
**SM1: 5895**  
**MC: 1063**

“AN AFFIRMATIVE ACTION/ EQUAL OPPORTUNITY EMPLOYER”

|  |                          |  |                        |
|--|--------------------------|--|------------------------|
| CHANGE ORDER SUBMITTED TO:                               |                          | PHONE  | DATE                   |
| Seymour Housing Authority                                |                          | 203-888-4579                                       | February 21, 2020      |
| STREET   | CITY, STATE AND ZIP CODE | JOB NAME   | JOB LOCATION           |
| 28 Smith Street  | Seymour, Ct. 06483       | Sprinkler System Modifications at Norman Ray House |                        |
| DESCRIPTION OF PCO                                       |                          | ATTENTION  | CONTACT E-MAIL ADDRESS |
| PCO-02: pricing for replacement of attic sprinkler mains |                          | Donald Smith Jr., P.E.                             | dwsjrpe@sbcglobal.net  |

Option 1: Replace sprinkler mains with sch. 40 galvanized steel piping:

North Wing (smaller): HTH Automatic Sprinkler as subcontractor: \$21,851.90  
 West State Mechanical as G.C.: 10 % O&P: \$ 2,185.19  
 Bonding Fees @ \$17.00 per thousand: \$ 408.00  
TOTAL PCO: \$24,445.00

South Wing (larger): HTH Automatic Sprinkler as subcontractor: \$23,260.95  
 West State Mechanical as G.C.: 10% O&P: \$ 2,326.09  
 Bonding fees @ \$17.00 per thousand: \$ 442.00  
TOTAL PCO: \$26,029.00

TOTAL: \$50,474.00

Option 2: Replace sprinkler mains with sch. 40 black steel piping plus provide a nitrogen generator.

North Wing (smaller): HTH Automatic Sprinkler as subcontractor: \$19,790.05  
 West State Mechanical as G.C.: 10% O&P: \$ 1,979.00  
 Bonding Fees @ \$17.00 per thousand: \$ 374.00  
TOTAL PCO: \$22,143.00

South Wing (larger): HTH Automatic Sprinkler as subcontractor: \$21,407.94  
 West State Mechanical as G.C.: 10% O&P: \$ 2,140.79  
 Bonding Fees @ \$17.00 per thousand: \$ 408.00  
TOTAL PCO: \$23,956.00

Nitrogen Generator: HTH Automatic Sprinkler as subcontractor: \$26,144.56  
 West State Mechanical as G.C.: 10% O&P: \$ 2,614.45  
 Bonding Fees @ \$17.00 per thousand: \$ 452.00  
TOTAL PCO: \$29,252.00

\*\*\*Copy of PCO by HTH Automatic Sprinkler, LLC is attached, please see clarifications as noted.

Previous Contract Amount: \$49,700.00  
Add or (Deduct) for this Change Order: \$ TBD  
Revised Contract Amount incl. this Change Order: \$ TBD

Minutes  
Exhibit I

All materials guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Signature: Steven Grening

Steven Grening, P.E. – Estimator/Project Manager

*Acceptance of Change Order*—The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

M. J. M. J.  
Exhibit I



LIC. #F1-040237



## AUTOMATIC SPRINKLER LLC

330 Sharon Turnpike  
P.O. Box 82  
Goshen, CT 06756  
T 860-491-1484  
F 860-491-9332

Thursday, February 20, 2020

Steve Grening  
West State Mechanical  
3000 South Main Street  
P.O. Box 1045  
Torrington, CT 06790-1045

Phone: (860) 482-5919 ext:  
Fax: (860) 489-4686  
E-Mail: wsm\_steve@yahoo.com  
Cell Phone: (860) 601-1691

Project: Norman Ray House  
Seymour Housing Authority

Re: PCO pricing for attic sprinkler main replacement  
and nitrogen generator

### Option #1:

Replace sprinkler mains with schedule 40 galvanized steel.

- North Wing (smaller) Quote: \$21,851.90
- South Wing (larger) Quote: \$23,260.95

### Option #2:

Replace sprinkler mains with schedule 40 black steel plus provide a nitrogen generator.

- North Wing (smaller) Quote: \$19,790.05
- South Wing (larger) Quote: \$21,407.94
- Nitrogen Generator Quote: \$26,144.56
- Includes an allowance of \$3,500.00 for electrical and alarm work

### Clarifications:

- No taxes included.
- No permit fee(s) included.
- Prevailing wages are included.
- No new sprinkler drawings or hydraulic calculations are included. This scope shall be considered a repair
- An allowance of \$3,500.00 is included for electrical and alarm work associated with the nitrogen generator.
- Due to the probability of material price increase, these quotes are good through April 15, 2020.

Any questions, please do not hesitate to contact our offices.

Sincerely,

Scott Tillmann  
Member/Manager/Owner

ST/dam

Cc: File

*\*Certified State of Connecticut Small Business Enterprise\**

Minc  
Exhibit I  
Seymour Fire Marshal's Office  
1 First Street  
Seymour CT, 06483  
(203) 881-5010



February 20, 2020

RE: Norman Ray House Sprinkler

To whom it may concern:

This letter is in regard to the attic sprinkler system installed at the Norman Ray House located at 133 Walnut Street in Seymour. This sprinkler was installed as condition of State of Connecticut Office of the State Fire Marshal Modification Request FM-0405-08. This "Mod Request" was applied for and granted in relief of *Connecticut State Fire Safety Code Part IV Section 7.1.3.2.1 (1) "Separation of Exits."* Based on the physical hardship as a result of existing building conditions, and the dynamics of fire burning upward and outward, this request to allow automatic sprinkler protection in accordance with NFPA 13. As such and due to the lack of corridor separation, this sprinkler system is required.

It is imperative that this sprinkler system is repaired. The modification that was approved in 2008 requires this system to be there. If the system is unable to be repaired, this Office will require the exits be separated from the rest of the building with fire rated construction. This must be made a priority. Failure to complete this project as soon as possible would result in the need to vacate the building. Please do not hesitate to contact us with any questions or concerns you may have regarding this repair.

Respectfully,

A handwritten signature in black ink, appearing to read "T. P. Willis", is written over the typed name.

Timothy P. Willis  
Fire Marshal  
Seymour