

TVFRC Building Committee Meeting – Special Meeting

Wednesday September 14, 2022 - 7:00 pm

LH Room

1. Open meeting and roll call of members
2. Public comment
3. Motion to accept minutes of March 9, 2022 meeting
4. Presentation by Trumbull Rotary regarding a new fundraising event
5. Update from Rina Bakalar on grants & fundraising
6. Update from George Wiles on construction & material costs
7. Discussion by committee on strategy and next steps
8. Other business to come before the committee

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.



Architects

Est 1972

257 Naugatuck Avenue
Milford, CT 06460

tel. 203.366.6003

fax. 203.384.1751

www.wilesarch.com

+1 2033666003
george@wilesarch.com
www.wilesarch.com



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.

Wiles Architects, LLC
257 Naugatuck Avenue
Milford, CT 06460
+1 2033666003
george@wilesarch.com
www.wilesarch.com

Invoice 5833



BILL TO

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RE : Trumbull Veterans &
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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.



Wiles Architects, LLC

DUE 12/09/2021

\$6,450.00

Review and pay

Powered by QuickBooks

Dear Raymond Baldwin,

Just a reminder that we have not received a payment for this invoice yet. Let us know if you have questions.

Thanks for your business!
Wiles Architects, LLC

Wiles Architects, LLC

257 Naugatuck Avenue Milford, CT 06460

+1 2033666003 george@wilesarch.com www.wilesarch.com