



**DOVER SCHOOL  
DISTRICT**

**JOINT BUILDING COMMITTEE  
DOVER HIGH ATHLETIC COMPLEX  
MINUTES**

|                   |                                              |
|-------------------|----------------------------------------------|
| Meeting Type:     | Regular Meeting                              |
| Meeting Location: | McConnell Center, Room 306, 61 Locust Street |
| Meeting Date:     | <b>Wednesday, May 15, 2024</b>               |
| Meeting Time:     | <b>7:30 p.m.</b>                             |

**I. CALL TO ORDER at 7:31pm.**

**II. ROLL CALL ATTENDANCE**

- a. Present: Fergus Cullen. Ernie Clark, Linnea Nemeth, Michelle Clancy, Ronan O'Doherty, Craig Flynn.
- b. Consultants from Tighe & Bond: Neil Hansen and Joe Persechino.
- c. Staff: Morgan Lyon, Peter Driscoll, Rick Conway; Mike Limanni joined at 8:24pm.

**III. PUBLIC FORUM**

- a. Cynthia Walter - Thanks and comments from informal site visit to High School with Ian Lacey on 5/14.
- b. Gary Dickerman - Shared notes on Operating Rules detail regarding 'Dunaway Field' scope and requested JBC to amend.
- c. Katherine Surman - Shared concern about the types of surfaces being considered.
- d. Scott Dodier - Coach for Soccer in Dover and shared he has wanted to see an artificial turf field for use for many years. Spoke to the benefits of playing on this surface.

**IV. APPROVAL OF MEETING MINUTES**

- A. April 30, 2024 regular meeting. Motion to approve made by Ronan, seconded by Craig. Approved 6-0.

**V. NEW BUSINESS**

- A. Phase plan and pricing proposal from Tighe & Bond
  - a. Reviewed 3 Phases of design & engineering work presented by T&B.
    - i. Morgan Lyon confirmed he has as-built plans on a drive to share.
    - ii. T&B recommended to have a discussion about Construction Manager by the end of Phase 1, depending on the scope. HS used this approach. Feedback from Peter Driscoll was this model best works when there is a good working relationship between CM and GM and Design Firms. T&B recommends bringing them in early in the process so they are part of this/awareness. RFQ to help ensure contractors are well qualified. They are then held to the submitted plans.
    - iii. Phases 2 and 3 can overlap.



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1. RFQ process can help get early awareness for contractors in their scheduling for 2025.
  2. 3 Approaches: CM would get more early bid packages out, can coordinate the timelines and flow for contractors. Hybrid approach can add time. Bid/Build would not be recommended unless in a very linear method. The building piece is what creates a complication due to additional trades (plumbing, HVAC, etc). If phased, we could bifurcate. CM would contract directly with the City, T&B would help vet. Typically paid a % of GMP.
- b. Vote to accept the pricing proposal from Tighe & Bond
- i. Ernie moved to accept the proposal as presented for the \$150k to send along to procurement, second by Ronan. Approved 6-0 by roll call vote.
  - ii. M. Limanni addresses the process of moving the proposal to a formal contract. T&B has done other projects for the City and has the City's standard terms language. They will draft a contract and the school business office and city legal will review and prep for signature. Financial reporting for the JBC will now begin and become part of the JBC's regular meetings.
- c. Discussion of next steps
- i. Contract drafted and signed in the next 10 days.
  - ii. T&B will queue up their team for existing conditions reviews, coordinating with Staff.
  - iii. Kickoff meeting for week of 5/20 (tentatively on 5/22 at 4pm).
  - iv. Stakeholder meetings and public presentation meetings.
  - v. Expecting near-weekly schedule for the next few months.

**VI. ADJOURNMENT** Ronan motion to adjourn, second by Michelle. Meeting adjourned at 8:57pm.