

**GES Phase II and WPS Addition & Renovation Joint Building Committee
Meeting #4
March 14, 2006
Dover, New Hampshire 03820**

- A. CALL TO ORDER:** A meeting of the GES Phase II & WPS Addition and Renovations Joint Building Committee was called to order on Tuesday, March 14, 2006 at 6:00 p.m. at the Superintendent's office.
- B. ROLL CALL:** Present were Doris Grady, Jason Hindle, and Catherine Cheney, Carolyn Mebert was absent. Also present were Dr. John O'Connor, Superintendent; Laurie Verville, Business Manager; Anna Parrill, Garrison Elementary Principal; Anne Watson Woodman Park Principal; Phil Casey, Clerk of the Works; Gary Goudreau, Goudreau & Associates; and Jennifer Beloin, Beloin Construction
- C. APPROVAL OF MEETING MINUTES:** Catherine Cheney moved, Doris Grady seconded approval of the February 23, 2006 meeting minutes.

An oral **VOTE PASSED: 3 – 0**

- D. CIP Balance:** Laurie Verville reported the following balances in the CIP Account as of March 9, 2006. Ms. Verville also mentioned the obligations for Woodman Park School are separated by fiscal years, and she would be tracking the funds separately.

GES:

Expenditures to Date: \$ 1,002,165.20
Obligations to Date: \$ 1,125,173.73

After all expenditures and obligations reported to date, the remaining balance is \$ 22,661.07

WPS:

Ms. Verville reported the following balances for the FY: 2006 CIP with a total appropriation of \$150,000.

Expenditures to Date: \$ 70,507.69
Obligations to Date: \$ 0.00
Remaining balance is \$ 79,492.31

Ms. Verville then reported the following balances for the FY: 2007 CIP with a total appropriation of \$9,000,000.

Expenditures to Date: \$ 0.00
Obligations to Date: \$ 688,000.00
Remaining balance is: \$8,312,000.00

The obligation above was approved at the last JBC meeting for architectural services for Goudreau & Associates.

Catherine Cheney moved, Doris Grady seconded to accept the Financial Reports.

An oral **VOTE PASSED: 3 – 0**

E. PAYMENT OF BILLS:

GES: Ms. Verville stated that the invoices from John Turner Consulting are bills for testing that they recently performed; monies were encumbered at the start of Phase II. Ms. Verville asked Mr. Casey how much more

testing was needed; Mr. Casey stated that all testing has been completed; the steel was the last test they had to complete and that was done last week. Dr. O'Connor then asked about the two bills from John Turner; he noticed that on one of the bills we were given a 10% Preferred Client Discount yet the other bill had not been discounted. Ms. Verville stated that she would check the contract because she believes that we do have a Preferred Client Discount; she will also call the company regarding this issue.

Record note: Ms. Verville had one invoice corrected.

Ms. Verville then discussed the invoice from Roche Locksmith stating that an approval to install an electric latch for the front door of the office was given at a prior meeting. Mr. Casey stated that this is a punch button system for the main office, for security purposes, to allow people to enter the building.

Catherine Cheney moved, Doris Grady seconded payment in the amount of \$1,335.00

- a. John Turner Consulting Inc. Invoice #05-244-004 dated 2/10/06 for \$360.00
- b. Roche Locksmith Service Invoice #109092 dated 2/1/06 for \$550.00
- c. John Turner Consulting Inc. Invoice #05-244-005 dated 2/20/06 for \$425.00

A roll call **VOTE PASSED: 3 – 0**

WPS: Ms. Verville stated that the invoice for Seacoast Newspaper was to advertise for the Clerk of the Works position. This publication reaches a larger population for the construction trades than local newspapers.

Catherine Cheney moved, Doris Grady seconded payment in the amount of \$716.24

- d. Seacoast Newspapers Invoice #330848 dated 2/28/06 for \$716.24

A roll call **VOTE PASSED: 3 – 0**

F. OTHER OBLIGATIONS:

Ms. Verville stated that the first item was a memo regarding the replacement of a refrigerator for the new nurse's office; the existing refrigerator will be moved to the new teacher's area. Attached are three quotes for an 18 cu. ft. refrigerator with an ice maker. Strafford Appliance came in with the lowest price of \$479 and meets the requirements requested and is also an energy star appliance.

Catherine Cheney moved, Doris Grady seconded expenditure in the amount of \$479.00

A roll call **VOTE PASSED: 3 – 0**

Second request was for payment of a flat screen monitor for security; Ms. Verville did address the purchase and found that the monitor and installation was not included in the contract. The purchase order was originally for \$350 but the actual purchase price was \$179.00

Catherine Cheney moved, Doris Grady seconded payment in the amount of \$179.00

A roll call **VOTE PASSED: 3 – 0**

Third item was regarding additional funds needed in the amount of \$2,277 for the gym soffit extension, as per SKA-42 schematic attached. Mr. Casey explained that the beam was not lowered as far as it should have been for the return air duct; the duct would not be hidden as it is set up now. He is suggesting extending the ceiling down two feet to cover the duct. Ms. Grady was questioning how this could have happened. Mr. Goudreau explained to Ms. Grady that the beam in the right sketch would have been covered by cement blocks but will now be steel studs. Dr. O'Connor asked if this was our fault; Mr. Goudreau stated that he had two sketches and the one that the masons used was the larger detailed one so the scope was not in the contractor's detail. Ms. Beloin stated that the masonry is not being paid for. Phil mentioned that there would need to be two rows of blocks to support the weight.

Catherine Cheney moved, Doris Grady seconded payment in the amount of \$2,277.00

A roll call **VOTE PASSED: 3 – 0**

Ms. Verville then reported that after all of the above obligations, the remaining balance for GES is \$19,176.77

Mr. Hindle mentioned that Beloin Construction has done a nice job with the work in the new administration office. Ms. Beloin then stated that they are now working on the new teacher's room, which would be the old principal's office along with the mason punch list. She also mentioned that the units are already on the roof and they will be working on the tie in to the trim and will also be getting a profile on the wood for the gym floor. Mr. Goudreau then asked about getting insulation for the ductwork to prevent condensation build up. Mr. Hindle asked how expensive that would be. Ms. Beloin stated that the specifications on insulation for the air conditioner duct called for a fiberglass blanket, which is not a great product; there is also double wall insulation that is very expensive and mentioned that the ductwork is being delivered tomorrow. Ed Sicard has done other gyms throughout the state and believes he can control the condition, but she will check with the engineer. Dr. O'Connor asked if we were talking 10–15 ft. Mr. Goudreau stated that he is guessing that it is approximately 70 ft. one way and 85 ft. going the opposite way for several beams. Mr. Casey stated that he had spoken with Mr. Sicard and he had mentioned that if you keep the area at 15° above normal you wouldn't get condensation and you could always turn it down by 10°. He also asked Mr. Sicard if he has used or not used insulation with other systems he's worked on. Mr. Sicard said that he never has used insulation. Ms. Beloin mentioned that for double line insulation the cost could be around \$25,000; if we wanted to go that way it would put the project weeks out and would also have to discuss control issues. Mr. Goudreau stated that he has trust in Mr. Sicard and will talk to David Dill. Mr. Hindle asked how close to the end of the project we were; Ms. Beloin feels that everything will be completed by April. Mr. Hindle then asked if there was still enough money to budget for a plaque as they have in the past; Ms. Verville mentioned that there would be. He also asked if there were any additional items that needed to be budgeted for. Ms. Verville mentioned that she has been working with the City regarding work on a parking area to the right hand side of the building; she believes that the last estimate Mr. Casey gave, approximately a year ago, was around \$65,000. Mr. Casey stated that the total work would be around \$90,000 depending on the extent of the work to be done; this would include lights and a new loop. However, Mr. Casey stated that he had been working on coming up with a different entrance in place of a loop. He would like to see the entrance where the busses turn in and then turn off to the new parking area; this would save having to cut into the current sidewalk. Ms. Verville stated that the plans still need to be examined.

Ms. Verville stated that she wanted to discuss a recent Change Order regarding the bleachers for the new gym. She mentioned that before they went out to bid last fall, she had discussed with Peter Wotton about a scorers table, which could be easily installed and removed. She also mentioned the first row being a "flex row" which is a section that can easily be dismantled for ADA compliance. She is asking for approval of the above two items in the amount of \$964. Ms. Grady asked if they had a scorers table at the High School; Ms. Verville did not know if they had, but she does know that there are no flex rows in the gym, which is not ADA compliant. Dr. O'Connor stated that he believes they have either a scorer's table or they use a folding table. Mr. Casey mentioned that on the plans for Garrison, it shows two areas for handicap access. Mr. Goudreau thought that this issue had already been covered in the original specs; Ms. Verville mentioned that she would confirm this. (Record note: Flex Row was a deduct and will remain that way.)

Catherine Cheney moved, Doris Grady seconded approval of expenditures in the amount of \$964.00 subject to the confirmation of the flex row.

A roll call **VOTE PASSED: 3 – 0**

G. PUBLIC BID OPENING: The following information are the results received for Construction Manager.

BPS (Bonnette, Page & Stone Corp.): Base for construction costs is 3.75%, change orders are 3.75%, with an option of a 1% of bond for the total cost of construction and general conditions are \$890,000. Ms. Verville also mentioned that builder's risk was not included in the general condition.

Beloin: Fee is 5% of range necessary, with a 1% performance and payment bond, 10% on change orders under \$5,000 and 5% over \$5,000 and for general construction it is 17¢ per \$100. Ms. Verville was looking for the total of their general conditions, but noticed that they had broken down the prices per job. Mr. Goudreau did mention that he had asked for a bottom line number from all firms submitting a bid.

Eckman: Base for construction and pre-construction is 3.25% based on assumed \$9,000,000 overall, construction fee is 3.015%, change orders are 4% and the general conditions are \$680,000, which includes builder's risk. Mr. Goudreau stated that this allows the project to roll on; you don't have to wait and it saves money. However, there will still be a lag working on the core; this can only be done during the summer months when students are on break. They stated that they would start the core during the summer of 2007 and finish summer 2008. Ms. Grady asked if it was Eckman who did the work on the Middle School; Mr. Goudreau stated that they were and that Peter Middleton was the construction manager with Eckman at that time, but he is now president of Martini Northern.

Martini Northern: Construction phase fee is 3.5%, pre-construction is .5% of construction, which is being interpreted over and above at 4%, change order fees are 5% with relative at 8% and general condition costs are \$932,665. Ms. Verville stated that they clearly defined what's in the general conditions. Mr. Goudreau stated that they have an allowance for temp heat. Ms. Verville read that the utility and water are at the owner's cost and lights are with trades. Martini's temp heat allowance is \$6,000 and weather protection is \$2,000.

Hutter: Construction manager's services are 3.25%, pre-construction is .5%, with change orders 5% and general conditions are \$647,000. Ms. Verville mentioned that the building permit costs are at \$40,000; Mr. Goudreau mentioned that the owners are not usually the ones to pay that cost. Temp heat is \$50,000 but not listed as an allowance. Ms. Verville has heard good things from Portsmouth about the work Hutter did and Dr. O'Connor has heard similar from Exeter.

Baybutt: Base construction costs are 2.45% with no percentage costs for pre-construction portion. Change orders are 2.45%, general conditions are \$659,877, which includes performance bonds and waste disposal, allowance for temp heat is \$45,000. Ms. Verville asked if there were any comments; Mr. Goudreau stated that he has not seen a fee below 3% and would need to read the full contract. He also stated that he personally has not worked with Baybutt, but does know that they did Oyster River back in 1995 along with other schools around the state.

North Branch: Pre-construction costs are \$68.00 per hour, construction management 3%, general condition costs are \$1,293,464; exclusive of insurance itemized separately and temp allowance is \$115,000. Mr. Goudreau hasn't found a way to accelerate the work; construction manager needs to motivate to work faster.

H. NEXT MEETING: Non-Public meeting on Saturday, March 25, 2006, starting at 9:00 a.m. at Dover High School in the facilities office. The purpose of the meeting will be to interview the short list of C.M. candidates.

I. ADJOURNMENT: Catherine Cheney moved and Doris Grady seconded adjournment of the JBC Committee to a non-public session at 6:55 p.m. An oral **VOTE PASSED: 3 – 0.**

Respectfully submitted,

Jason Hindle, Chair
Join Building Committee
JH/pb