

**GES Phase II and WPS Addition & Renovation Joint Building Committee**  
**Meeting #8**  
**July 13, 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 Thursday, July 13, 2006 at 6:05 p.m. at Woodman Park Elementary School's library.
- B. ROLL CALL:** Present were Jason Hindle, Catherine Cheney, Carolyn Mebert, and Doris Grady. Also present were Laurie Verville, Business Manager; Joanne Eaton, Facilities Manager; Michael Bliss, Clerk of the Works; Martha Bstandig, Teacher; Gary Goudreau, Goudreau & Associates; Keith McBey, Bonnette, Page & Stone (BPS); Mark Geuther, Citizen Representative; and Ray Bardwell, Citizen Representative.
- C. APPROVAL OF MEETING MINUTES:** Caroline Mebert moved, Doris Grady seconded, approval of the June 8, 2006 meeting minutes.

An oral **VOTE PASSED: 4 – 0**

**Garrison Elementary School:**

**D. APPROVAL OF JBC EMAILS:**

- a. Mr. Hindle asked if there were any questions or comments regarding the additional cost for the dumpster. Ms. Mebert asked what it meant exactly voting on these items. Mr. Hindle stated that it was to read into record and for a public vote. Ms. Mebert questioned the note at the bottom of the e-mail regarding the cost being over and above the contract price yet was an expected expense. Ms. Verville mentioned that the reason for the cost was because the project was extended from its original completion month of April. She mentioned that Mr. Phil Casey talked with Ms. Beloin regarding the charges and convinced her to lower the cost to \$360.00, for one month versus the additional 3 months that the dumpster was there. Mr. Hindle asked if there was any further discussion; hearing none, Mr. Hindle asked for a motion of approval.

Catherine Cheney moved, Doris Grady seconded, approval of expenditure of additional monies for the Garrison Dumpster.

A roll call **VOTE PASSED: 4 – 0**

- b. Mr. Hindle asked if there were any questions or comments regarding the expenditure of \$700.00 for concealed sprinkler heads. Mr. Bardwell asked if they were re-routing the heads; Ms. Eaton stated the reason for the expense was because the original heads installed hung down and they were concerned they may break off if a ball hit them. She added this expense was to pay for parts and labor for the concealed heads. Mr. Hindle asked if there were any other questions or comments. In hearing none, Mr. Hindle asked for a motion of approval.

Catherine Cheney moved, Doris Grady seconded, approval of expenditure for the concealed sprinkler heads.

A roll call **VOTE PASSED: 4 – 0**

- E. ADDITIONAL INFORMATION:** Mr. Hindle asked Ms. Verville about the status of the "punch list" for Garrison. Ms. Verville passed the question to Ms. Eaton who had more information. Ms. Eaton asked if Mr. Goudreau had a more comprehensive list than she. Mr. Goudreau stated that he had two separate lists, one from Mr. Whippie and one from Mr. Dill, but not with him. Ms. Eaton stated that she went to Garrison

that morning for a walk-through and found the following items still not completed: Boots for the bathrooms not installed; can't latch doors in the older section, causing a concern with penetration into the fire wall; painting under the railings to the gym not completed; and no screens in the windows of the administration offices. Mr. Goudreau stated he had the list and would e-mail it to Ms. Eaton and Ms. Verville. He added that he asked Ms. Beloin specifically if there was anything left to be done and she advised that everything was completed. Mr. Hindle asked the list be forwarded to the committee members also.

The next item on the agenda was the dedication plaque for the completion of Phase I & II of the project. Ms. Verville stated she extended the time to receive quotes from other companies. She received an additional price from Sundance Sign for a 24" x 36" cast aluminum plaque for \$1,365. Mr. Bardwell asked if it was one color or had a black background. Ms. Verville stated that she left that open because she did not know what the committee would like to have; however, she thought it was with a black background. Ms. Grady noted that there was only a \$35.00 difference between the plaque from Tasker Monument Co., which had unlimited text, and Sundance Sign who quoted a price for under 1,200 characters. Ms. Grady stated that she felt Tasker Monument Co. had a better price overall. She also noted Tasker's created a plaque for one of the fields at the high school and she felt they did a great job, and pretty much donated the plaque. Mr. Bardwell asked if there was any idea how many characters would be used. Ms. Verville stated she did not have an exact number of characters at this time. She also mentioned that she was fine using either company. She did mention that Tasker phoned her back right away, but Sundance Sign took a couple of weeks before they got back to her. Sundance sign was actually recommended to her by Purdy Funeral home. Ms. Cheney and Ms. Mebert both agree with Ms. Grady that Tasker would be the better choice. Mr. Hindle asked if there were any other questions or comments. In hearing none, Mr. Hindle asked for a motion of approval.

Ms. Grady moved, Ms. Cheney seconded, approval of Tasker Monument Co. to create the dedication plaque.

A roll call **VOTE PASSED: 4 – 0**

**F. CIP BALANCE:** Ms. Verville reported the following: The ending balance as of July 10, 2006 was \$14,827.68; however, after the expenditures approved this evening, the remaining balance is \$12,618.18

Expenditures to Date:	\$ 2,053,112.44
Obligations to Date:	\$ 82,059.88
Items for Formal Vote:	\$ 2,146.50

After all expenditures and obligations reported to date, the remaining balance is \$ 12,618.18

Mr. Hindle asked if there were any questions or comments regarding the CIP report. Hearing none, Mr. Hindle asked for a motion of approval.

Catherine Cheney moved, Carolyn Mebert seconded approval of the CIP Financial Report for GES.

An oral **VOTE PASSED: 4 – 0**

### **G. PAYMENT OF BILLS:**

Mr. Hindle read the following payments into record:

- a. Eckhardt & Johnson, Inc. Invoice #2575 dated 5/26/06 for \$22,676.40
- b. Porter Athletic Equipment Co. Invoice #PAE 9396485 dated 6/7/06 for \$1,729.35
- c. Robert H. Lord Co., Inc. Invoice #55684 dated 6/15/06 for \$23,580.00
- d. Beloin Construction Inc. Payment App #10 dated 6/13/06 for \$24,370.87
- e. Beloin Construction Inc. Payment App #11 dated 6/13/06 for \$175,567.26 (Final with retainage)
- f. Porter Athletic Equipment Co. Invoice #9396655 dated 6/16/06 for \$1,678.00
- g. Eckhardt & Johnson, Inc. Invoice #2635 dated 6/13/06 for \$2,519.60
- h. John Turner Consulting Inc. Invoice #05-244-006 dated 6/29/06 for \$382.50

Ms. Verville recommended pulling the retainage on Beloin Construction App #11 because work is not complete. Mr. Goudreau restated that he was specifically told by Ms. Beloin that everything was complete but noted he should have checked on the work personally. Mr. Hindle suggested pulling payment of bill "e" for a separate vote. He then asked if there were any questions or comments regarding the remaining payments. Hearing none, Mr. Hindle asked for a motion of approval of items a-d and f-h.

Catherine Cheney moved, Carolyn Mebert seconded approval of payment for items a-d and f-h.

An roll call **VOTE PASSED: 4 – 0**

Ms. Verville stated that item "e" represented retainage for the entire project and agreed we should hold some of the monies until all items are completed. Ms. Grady stated that we should hold \$100,000.00 as an incentive to make sure the work is finished. Mr. Bardwell asked what the approximate cost was for the items that have not been completed. Ms. Eaton said it was around \$10,000. Mr. Hindle asked if we should hold out a couple thousand over the \$10,000. Ms. Grady stated that we should hold back at least \$50,000.00 to "catch their attention and make sure that the work will be done." She stated her belief that a small amount would not get their attention and they may not make an effort to complete the work. Mr. Hindle asked if there were any other questions or comments regarding this matter. In hearing none, Mr. Hindle asked for a motion.

Ms. Grady moved, Catherine Cheney seconded approval of holding back \$50,000.00 and making a payment to Beloin Construction Co. in the amount of \$125,567.26

A roll call **VOTE PASSED: 4 – 0**

Mr. Hindle asked if there were any other items to discuss. Ms. Verville mentioned that some time in September, after the teachers and students have settled in, the district would like to have an open house at Garrison. She will notify everyone when she has more information. She also asked for input on the placement of the plaque.

### **Woodman Park Elementary School:**

**H. WOODMAN PARK PROJECT:** Mr. Hindle asked for an update on the project. Ms. Verville deferred to Mr. McBey for the update. Mr. McBey stated they received mixed responses for the package on the site/foundation bid. They placed an ad in 2 newspapers, had information at 3 print shops, and sent information to Dodge Reports and Construction Summary. He was disappointed that they did not receive more bids. What they received for the foundation was ok; concrete came in around the amount they had figured; however, the rebar came in less than they expected. They received bids from three different companies for the foundation: Norman Vetter, Inc., Cullen Concrete Form Co., and Baybutt Foundation Co., in the amounts of \$43,400 to \$52,500. Mr. McBey also mentioned this did not include concrete on the deck. They ran figures and compared them to the earlier budget and stated they are still good with \$10,000 to \$15,000. Mr. Bardwell asked if all concrete had rebar and if these figures were for the placement only and pumping was a separate cost. Mr. McBey stated that the figures were for the placement only.

Mr. McBey then mentioned they received two responses on the site work from Towle Construction and N. Hampton Excavation with the added alternates for drop off and parking. Towle Construction came in with a base price of \$350,000 with an additional cost of \$14,000 for the upper section. He had spoken with Mr. Goudreau and Ms. Verville, stating that he liked Towle Construction's input. He noted he would like to work with both companies to see if he could lower the prices down more. He also mentioned he had received many calls from companies who realize they do not have anything lined up for the fall and are now calling about the Woodman Park project. Mr. McBey recommended another addendum. He will phone both N. Hampton Excavation and Towle Construction on Friday regarding more alternates. He also mentioned to Ms. Verville that since they last spoke, he had received 3 more inquiries. Mr. Bardwell stated that since Towle Construction and N. Hampton Excavation responded on time and time was extended for more bids, Towle Construction and N. Hampton Excavation should get a "last look". Mr. Goudreau stated

that it can get pretty ugly if done that way. Mr. Bardwell added bidders would probably get upset if they submitted bids in the first request and then lost it if they don't get a "last look." Mr. Goudreau stated that this is when the subcontractors start having problems. Mr. McBey mentioned that if this were a small project, it could probably be done that way. Given the size of this project, we would either have to negotiate with the two companies that responded or decline and go out again. Mr. Hindle asked if Mr. Geuther had any comments. Mr. Geuther stated that he saw both sides. He then asked about alterations to the bid. Ms. Mebert asked if the original request included the site and the two alternates and whether we received a primary and then two other figures. She asked if we could go out again and include all items together. Mr. Geuther stated if the bid was using the same information, you will upset the original bidders. However, if a new package with more alternates was requested, it would be more than fair to go out again for more responses.

Ms. Verville stated that Mr. Towle indicated we could use the City of Dover's fill. She then asked if anyone knew of any other resources. Mr. Bardwell mentioned that the fill in Dover has already been contracted out. Mr. McBey stated that if we could find someone to donate some fill it could save between \$30,000-\$40,000. Mr. Hindle mentioned that he would phone the City Manager to see what he could find out. Mr. Bardwell suggested contacting Servino if the City didn't work out. Ms. Verville asked who else could be used. Mr. McBey mentioned Virgin Corp. and Lyman. Ms. Verville stated that we need to be cautious with Lyman; they previously underbid a project and, once awarded, created problems by billing for "hidden" costs. Mr. McBey stated that he would like to get the numbers and then meet to discuss what he received. Mr. Geuther asked if he was going to do the bid the same as before and extend one more week. Mr. McBey stated that one week was okay and that he was going to speak with the all companies about the new bid. Mr. Goudreau asked if we were legally obligated to re-advertise if we rejected the first bid. Mr. Hindle stated that we were not.

Mr. Hindle then asked about costs for the heating system. Mr. McBey stated that Ms. Verville had asked him earlier in the week for an update and he is working on getting that information. Ms. Verville asked if he could provide the information by next Friday. Mr. Bardwell asked if the site work, roof, and alternates were all included in the bid. Mr. Goudreau stated that the roof for the existing building is already included in Phase I of the project. Mr. Bardwell then asked whether we received the energy survey yet. Mr. Goudreau mentioned that he received the documents that day and would be sent to the printers on July 14<sup>th</sup>. The cost is not to exceed \$800 for both the roof and wall insulation. Mr. Hindle mentioned that he would like to wrap this up in the next couple of weeks and schedule another meeting at that time. Mr. McBey stated that he would like to start at the end of July. Mr. Geuther asked what would be on the meeting agenda. Mr. Hindle stated it would be for approval on the site work and concrete. Mr. Goudreau stated he was concerned about getting the machinery in and out before the start of school. Mr. Geuther asked Mr. McBey if he worked with Vetter before. Mr. McBey stated that he had not, but did check references and received excellent recommendations. Mr. Geuther stated Mr. McBey should still be careful because he had been "stiffed" by Vetter on two projects. He understood they had a lot of work, but the fact was, they didn't show up on two sites and he doesn't want to see that happen to our project. Mr. Hindle stated that he would like to discuss a date to meet and the only item on the agenda will be for the site work and concrete. Ms. Verville asked if Mr. McBey would have the requested information by Friday and if so, could we meet then. Mr. McBey stated that he would have it but would like to have the time to compile the information. He asked to meet on Monday instead. Ms. Verville stated that there was a School Board meeting that evening, but if it was okay, they could meet at 5:30 p.m. in the SAU office. Mr. Geuther stated that he would not be available on Monday. Ms. Cheney asked if Mr. McBey thought that we might lose the two companies that submitted their bid on time for the site work. Mr. Goudreau said we need to tell them what was happening. Mr. McBey said he has received calls with a lot of interest in the big items.

Mr. Hindle asked Mr. Goudreau if he happened to bring the brick samples with him. Mr. Goudreau stated that he had, and asked if everyone wanted to go outside and look at them. He mentioned he only brought four samples he thought were the best matches out of ten that he received. Mr. Goudreau lined the four samples up against the wall. One sample was shiny and wouldn't work. Ms. Cheney suggested holding the samples up against the existing brick to get a better idea. Mr. Goudreau reminded everyone that the new brick would be separated from the current by approximately 6' and that the committee should entertain a

couple of samples. Mr. Hindle asked for pricing. Mr. Goudreau stated one of the samples was \$580 per 1,000 and another was \$570 per 1,000. However, the sample that everyone seemed to like did not have a price listed. He also mentioned Hanson's prices were usually less than the others and suggested the committee choose at least two separate samples. He stated placed to carry \$580 for 1,000 in the specs and that we will be looking for the best labor price Ms. Cheney asked for a consensus on the brick. Everyone choose the Hanson/Winchester and Glen Gary samples. Mr. Goudreau said that when the contractors think there are 2 "in the mix," they will compete and it could mean a better price. Mr. Geuther then asked if Mr. Goudreau had a larger sample available. Mr. Goudreau said he did have a 4' x 4' sample at his office and that he could create a building panel for both samples. Mr. Bardwell stated he would like to see the 4' x 4' samples on the two that were chosen. Mr. Hindle asked if there was anything else. Mr. Goudreau mentioned that he was going out to the printers in the morning.

**I. CIP BALANCE:** Ms. Verville reported the following balances for the FY: 2006 in the CIP Account as of July 10, 2006.

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

Ms. Verville then reported the following balances for the FY: 2007 CIP Account as of July 10, 2006

Expenditures to Date:	\$ 114,172.18
Obligations to Date:	\$ <u>601,644.00</u>
Remaining balance is:	\$8,284,183.82

The total balance remaining for FY: 2006 and FY: 2007 is \$8,363,676.13

Mr. Hindle asked if there were any questions or comments regarding the CIP reports. Hearing none, Mr. Hindle asked for a motion of approval.

Catherine Cheney moved, Carolyn Mebert seconded, to accept the Financial Reports.

An oral **VOTE PASSED: 4 – 0**

**J. PAYMENT OF BILLS:**

Mr. Hindle read the following payment into record:

a. Goudreau & Associates Architects Invoice #2006.02-04 dated 7/3/06 for \$45,033.00

Mr. Hindle asked if there were any questions or comments regarding the submitted bills. Hearing none, Mr. Hindle asked for a motion of approval.

Catherine Cheney moved, Carolyn Mebert seconded, approval of payment to Goudreau & Associates in the amount of \$45,033.00

A roll call **VOTE PASSED: 4 – 0**

**K. OTHER:** Mr. Goudreau stated he should have brought the conceptual plans for the buildings auto controls from Rist, Frost & Shumway. He added he knew Siemens was already under contract with the Dover School District and included that in the specs. He mentioned that with only one contractor the numbers could "get out of control." He said that at a project he did for Keene State, there were two contractors doing the controls, which allowed for better numbers because they were both fighting for the job. The down side was that there were two separate control systems. Ms. Verville stated that this was the second contract the school district had with Siemens in recent years, (5 years and 3 years). Mr. Geuther asked if the school district was separate from the City. Ms. Verville stated that she and Ms. Eaton looked into the history with Siemens. The first contract they could find was done around 1990, but they were unable to tell if it was a competitive bid. She and Ms. Eaton also looked at Honeywell for prices and found

they had a lower price but also had a lot of hidden costs. Mr. Bardwell asked, besides the price, what it would cost to convert from one system to another if we went with someone else. Mr. Goudreau said there would be two separate systems so no conversion would be needed. Ms. Eaton said they would also need to tie into the police department and, if we went with two separate systems, she would need a larger office for all the equipment. Mr. Bardwell asked if the system(s) would be able to be controlled from Ms. Eaton's house; Mr. McBey stated that they could set it up for a computer at her house and would look into it. Mr. Goudreau mentioned he would touch base with Rist, Frost & Shumway. Mr. McBey mentioned they know what we're looking for. Mr. Goudreau stated that with no competition the controls could cost \$1.5 million. However, if someone else came in, approximately \$300,000-\$400,000 could be cut from the overall cost. He asked if we should introduce one to two more to see if we could get better numbers. He also suggested setting up an addendum. Mr. Geuther asked if the cost was to convert the whole school; Ms. Eaton stated that it covers zones only and not the whole building. Mr. Goudreau asked if we should be come in from scratch or "keep Siemens honest." Mr. Bardwell mentioned the committee wouldn't want a lot of people working on different sections of the system because it would get complicated.

Ms. Verville stated she will be meeting with Chris Parker next Wednesday for information on incentives for converting over to gas. Mr. Hindle asked if the list of 15 items should be included in the scope. Mr. Goudreau stated that three to four of the items listed in the scope might end up on the value engineering chop block. He did not bring the document with him, but from what he could remember, the list contained the addition of diagonal spaces, connection of the sidewalk (currently it is 50 ft short), extend the guard rail at the south end, enlarge the entry way from 22' to 24' for the preschool drop-off & pick-up area, and signage. Mr. Hindle mentioned that this was non-binding and the committee does not have to go to the planning board to present the plan. Mr. Bardwell mentioned he sees a problem in the winter adding guard rails, they will hinder plowing the lots.

- L. NEXT MEETING:** The next meeting for the JBC is scheduled for Monday, July 24, 2006, at 5:30 p.m. in the Superintendents office and Thursday, August 10, 2006, at 6:00 p.m. in the Woodman Park Elementary School in the library.
- M. ADJOURNMENT:** Catherine Cheney moved and Doris Grady seconded adjournment of the JBC Committee at 7:10 p.m. An oral **VOTE PASSED: 4 – 0.**

Respectfully submitted,

Jason Hindle, Chair  
Join Building Committee  
JH/pb