

GES Phase II and WPS Addition & Renovation Joint Building Committee
Meeting #10
August 10, 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, August 10, 2006 at 6:03 p.m. at Woodman Park Elementary School's library.
- B. ROLL CALL:** Present were Jason Hindle, Catherine Cheney, and Doris Grady. Also present were John O'Connor, Superintendent; Laurie Verville, Business Manager; Joanne Eaton, Facilities Manager; Patrick Boodey, Principal of WPS; Michael Bliss, Clerk of the Works; Gary Goudreau, Goudreau & Associates; Keith McBey, Bonnette, Page & Stone (BPS); Mark Geuther, Citizen Representative; and Ray Bardwell, Citizen Representative.
- C. APPROVAL OF MEETING MINUTES:** Doris Grady moved, Catherine Cheney seconded, approval of the July 24, 2006 meeting minutes.

An oral **VOTE PASSED: 3 – 0**

Garrison Elementary School:

D. REPORT ON PUNCH LIST ITEMS/BELOIN CONSTRUCTION STATEMENT:

- a. Mr. Hindle asked for an update on the punch list items from Ms. Eaton. Ms. Eaton stated that Beloin has redone most of the punch list. She still has concerns with the A/C in the main offices; it still doesn't work. The other day they didn't have A/C and looking further into it, Palmer & Sicard for some reason by-passed the Aaon. However, everything else on the list has been completed.

Ms. Grady asked about the dirt pile at the side of the school and what was the plan for it. Ms. Verville stated that there was an agreement with Beloin of a credit of \$2,800 if the fill pile was left behind, as clean fill only and the district would remove it. However, she is concerned with the debris of concrete, rebar, wires, cables, etc. that has been dumped into the pile. She has checked and it is not in the agreement and Mr. Goudreau also went through and did not see anything regarding allowing the dumping of debris and leaving it in the pile for the district to take care of. Ms. Grady stated that we should tell Beloin that we will take care of the clean fill and they need to remove the existing debris in the pile.

Joanne mentioned that she also noticed that there is cable wrapped around the transformer and draped over the roof to an electrical pool out back. When the fire department was doing a walk-through, they found two emergency lights to the electrical room not working. They took a unit apart to see if there was an issue in it and found that there was no button. Ms. Beloin has been told of the problem and the buttons are on ordered. Ms. Grady asked how much we were holding back; Ms. Verville stated that it was \$50,000. Ms. Cheney asked if these were the only two items that Beloin owned; Ms. Verville stated that the A/C still needs to be fixed. Mr. Goudreau stated that the switches on the A/C are failing and they don't know why. Ms. Cheney asked if we could still hold the full \$50,000. Ms. Grady motioned to pay \$25,000 and hold the remaining \$25,000. Mr. Hindle asked if there were any further questions. Mr. Geuther asked what the contract says; can we arbitrarily hold monies without showing the value of work to be completed. Mr. Goudreau stated that the AIA contract does not specify that we need to withhold the exact amount on items that need to be corrected/completed. Ms. Grady mentioned that the A/C is and has been a big issue and it still hasn't been fixed. Mr. Bardwell asked if we were not holding enough monies back for work performance. Mr. Goudreau said that he has not had to do

any back charges for this work and is not expecting to do so. Mr. Geuther said he would be surprised if Palmer & Sicard walks away; they have a good reputation and would not want to damage it in any way. He also asked if Beloin has been notified each time there has been a problem. Ms. Eaton said that each time an issue arises; she e-mails Ms. Beloin, Ms. Verville and Mr. Goudreau. Mr. Hindle asked if there were any other questions or comments. In hearing none, Mr. Hindle asked for a motion of approval.

Doris Grady moved, Catherine Cheney seconded, approval of payment to Beloin Construction in the amount of \$25,000.00

A roll call **VOTE PASSED: 3 – 0**

b. Mr. Hindle asked if there was anything further to discuss on the statement from Beloin Construction Co. dated 7/25/06. Ms. Verville stated that there was nothing further.

E. CIP BALANCE: Ms. Verville reported that she had received e-mails with rebate monies received from PSNH. Ms. Verville read the following rebates from PSNH into record; air conditioning: \$ 3,950.00 and gym lighting: \$ 2,675.00

Expenditures to Date:	\$ 2,128,371.16
Obligations to Date:	\$ 8,583.66
Items for Formal Vote:	\$ 869.00
Rebate PSNH for A/C:	\$ (3,950.00)
Rebate PSNH for Gym Lighting:	\$ (2,675.00)

After all expenditures and obligations reported to date, the remaining balance is \$ 18,801.18

Mr. Hindle asked Ms. Verville if she could put a report together in the near future on what's planned with the remaining monies. Ms. Verville stated that she will put one together and get it out to everyone. She mentioned that she would like to see a parking lot on the side of the building as discussed at previous meetings. She also stated that we will have to back track on the abutters and reexamine who was contacted and the reason they were contacted. 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, Doris Grady seconded approval of the CIP Financial Report for GES.

An oral **VOTE PASSED: 3 – 0**

F. PAYMENT OF BILLS:

Mr. Hindle read the following payments into record:

- a. Porter Athletic Equipment Co., Invoice #9396762 dated 6/28/06 for \$704.16
- b. John L Carter Sprinkler Co., Inc., Invoice #4162 dated 7/21/06 for \$700.00
- c. Goudreau & Associates Architects, Invoice #2005.01-12 dated 8/2/06 for \$1,330.00
- d. Goudreau & Associates Architects, Invoice #2005.01-13 dated 8/2/06 for \$495.00 (Final Project Invoice)

Mr. Hindle asked if there were any outstanding expenditures. Ms. Verville stated that to her knowledge, all invoices have been received on this project. He then asked if there were any questions or comments regarding the remaining payments. Hearing none, Mr. Hindle asked for a motion of approval.

Doris Grady moved, Catherine Cheney seconded approval of the above payments.

A roll call **VOTE PASSED: 3 – 0**

Woodman Park Elementary School:

G. APPROVAL OF JBC E-MAILS: Mr. Hindle asked if there were any questions or comments regarding the e-mails. Hearing none, Mr. Hindle asked for a motion of approval.

Catherine Cheney moved, Doris Grady seconded approval of the JBC e-mails.

An oral **VOTE PASSED: 3 – 0**

H. RESULTS OF RFQ FOR MATERIALS TESTING SERVICES: Ms. Verville stated that Mr. Bliss, Clerk of the Works, and herself looked over the information received. She said that they were looking at the pricing and was not looking for the JBC because this is a service that is needed immediately. There were three companies that responded. Two were very close in price, John Turner and S.W. Cole. R.W. Gillespie was the third company; however, their pricing for ½ day and full day rates were very high. Mr. Bliss stated that he has worked with S.W. Cole on a couple of projects and said he had no issues with them. He also mentioned that he also has worked with R. W. Gillespie on a project and stated that they did a good job, but are expensive. He has not worked with John Turner before. Mr. Goudreau said that he has worked with Turner on a couple of projects, including Garrison, and has had good results in the past. Mr. Bliss mentioned that Cole is slightly lower in costs than Turner. He also said that even though their head quarters are out of Bangor ME, their local rep., Scott, works out of Somersworth and lives in Dover. Mr. Goudreau mentioned that Turner is also a local company. Mr. Bliss feels that in terms of experience, he has worked with Cole and is comfortable with Scott and would choose them for the project. However, he said that he has no problems working with any of the companies. Mr. Geuther asked who did the testing at Garrison. Mr. Goudreau stated that it was Turner. Ms. Verville said that they still need to look at the fees for the full and ½ day rates to get a better idea for the budget. Dr. O'Connor asked if the prices were in line with the other project. Mr. Goudreau stated that he briefly looked at the prices, but believes that both Cole & Turner are close. Ms. Cheney asked how long services would be needed. Mr. Bliss stated that it would be for the duration of the project for testing as needed. Mr. Goudreau said that throughout the project testing will need to be done on the concrete, compaction, steel, etc. Ms. Grady said that she always felt that if the pricing is close, she likes to see a local company, that pays taxes in Dover, receive the work. She likes dealing with local people. Mr. Bardwell asked if a motion could be made for Ms. Verville and Mr. Bliss to make the decision on their own without the committee's approval to get the ball rolling. Ms. Verville stated that she would like to go with John Turner Consulting. Mr. Hindle asked if there were any other questions or comments. In hearing none, Mr. Hindle asked for a motion for approval.

Doris Grady moved, Catherine Cheney seconded approval of John Turner Consulting for material testing services.

A roll call **VOTE PASSED: 3 – 0**

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

Expenditures to Date:	\$ 159,238.83
Obligations to Date:	\$ <u>556,577.66</u>
Remaining balance is:	\$8,284,183.82

Ms. Verville stated that for the FY: 2006 monies, there have been no obligations to date. For FY: 2007 monies, she has included the Clerk of the Works estimated salary for one year of approximately \$26,015.

Ms. Grady asked what we used Gillespie for; Mr. Goudreau mentioned they did the testing on the bore holes. Mr. Bardwell asked about the roofing; Mr. Goudreau asked if we could hold off answering his question until we reach line item 10, where it will be discussed further.

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, Doris Grady seconded, to accept the CIP Financial Reports for WPS.

An oral **VOTE PASSED: 3 – 0**

J. PAYMENT OF BILLS:

Mr. Hindle read the following payment into record:

- a. Goudreau & Associates Architects Invoice #2006.02-05 dated 8/2/06 for \$44,720.00
- b. Infinite Imaging Invoice #3649 dated 8/4/06 for \$194.10
- c. Infinite Imaging Invoice #3676 dated 8/7/06 for \$41.00

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

Doris Grady moved, Catherine Cheney seconded, approval of the above payments.

A roll call **VOTE PASSED: 3 – 0**

K. PROGRESS REPORT FROM B.P.S.: Mr. McBey stated that they began the site work and they were up to date with code enforcement. Pre-construction began yesterday and the biggest issue that they ran into was the water detention pond needs to be roughed in (for any silt). Erosion control is up and the trees have been cut down. They are scheduled to have the foundation dug by the first of the week and the footings will be by next Thursday. Mr. Goudreau asked about the shop drawings. Mr. McBey stated that he will get them over next week along with the anchor bolt plan. Mr. McBey also mentioned that there were some issues with the fencing. Mr. Hindle asked if Mr. Bardwell's earlier question regarding the roofing could be answered. Mr. McBey stated that the roof is leaky and he would like to get that in this year. However, he is getting some grief from the roofers stating that they don't want to work on the roof while students are in the building. He also has questions regarding the decking in one part of the roof above the gym and stated he will follow up on it. He also said that he has a problem with the concern the roofers have about working while students are in school, they have done projects in the past with students in the building with no issues. Currently the roof is comprised of a couple of layers of fiber board covered by a thin layer of membrane with roofing tiles placed on top of that. He is aware that it is very soggy and leaks; he also knows that this work has to be completed during good weather and wants to avoid the colder temperatures due to possible further damage. Dr. O'Connor asked if he would have a better feel for things at the next meeting and could talk about the bids. Mr. Boodey mentioned to Mr. McBey that he has plans for leaving and entering any door in the building and has prepared with the bus company for pick-up/drop-off changes. He has a protocol in place just in case Mr. McBey needs to block off any of the entries. Mr. McBey stated that he doesn't believe they will need to use it. He said he should be out of the way and any chutes coming off of the roof would be directed away from all windows and doorways. Mr. Bardwell then asked if we had received the report on the energy study. Mr. Goudreau stated that it is being dove-tailed into other reports at this time. Mr. Bliss mentioned that they will receive help for payment of the study by Derek Buchler of Northern Utilities. Ms. Verville stated that even though the approval of the study will be completed by Mr. Buchler, the numbers will still have to come from Rist, Frost & Shumway. Mr. Goudreau stated that he should have the numbers by the end of the day on August 11th. Mr. Goudreau then asked where they were at with the roofer. Mr. McBey stated that he is working with the lowest bidder and wants to start in the fall and has given the green light for materials. He is also hoping they will have a GMP next week. Ms. Verville asked about the turn around to Derek Buchler. Dr. O'Connor asked if the same specs were sent to

all vendors and not to subs and why this company came in a lot less than the other two. Mr. McBey stated that all specs were sent to everyone. Eastern Exterior came in with the lowest bid because they were more aggressive. Also responding were Sky Line and MJ Murphy. Mr. Goudreau asked if Eastern Exterior was capable of doing the job. Mr. McBey stated that they were capable and he has worked with them in the past and hasn't had any issues. He has worked with John, who works in the office, but also likes that the owner is working on-site so things seem to move smoother. Ms. Eaton stated that she has worked with J. Melanson on projects at UNH and has not had or heard of any issues with them.

Dr. O'Connor then moved on to the parking noting that with the site work started they have lost 30-40 parking spaces; what are the plans for making more available for the start of school. Mr. Bliss stated that once the area on the far side is completed; there will be approximately 19 new spaces. Mr. McBey realizes being short on spaces is an issue; that is why he wanted to approach the idea of using the paved area in the front of the school for parking. He believes we could pick up 40 spaces and didn't know if this short term solution would be acceptable. Mr. Boodey mentioned that he has a lot of students that need to play outside. The way it is currently set up, students would be crossing dangerous sections to get to the play area and was wondering, if possible, to have an avenue in/out of the fence area. Mr. Bardwell asked if the tennis courts could be used as a temporary play area. Dr. O'Connor said the nets come down in October; however, there will still not be sufficient parking. Mr. Bardwell asked if we could use Towle Ave. or Clifford St. as alternatives. Mr. Hindle stated that streets are marked that there is no parking allowed at any time and the residents will call and complain if staff starts parking on the side streets. Mr. Bliss stated that we are going to have to make it work on school property. Ms. Verville asked what the time frame was on the temporary parking. Mr. Goudreau said that we need to include parking near the wetlands and get that started as soon as possible. Mr. McBey mentioned that we would have to start the permit process in order for it to be considered at this point. Mr. Goudreau stated that there would be approximately 27 spaces in the wetlands and the paved area is more critical in the winter for the kids to have a place to go outside to play; where fall and spring there is more grass space available. Mr. Geuther questioned the parking in the paved area and if they will be stripping the lot. Mr. Goudreau said for staff it can be organized for double parking. Ms. Verville asked if we consider Clifford St. for parking and pulled off, how many spaces would that give us. Mr. McBey stated around 80. Mr. Bliss said that with all the parking currently shown, there are 139 spaces, currently there are less than 100. Mr. Bardwell asked if temporary parking could be allowed and can we check with the police department and have a meeting with the local residents to inform them of our intentions. Dr. O'Connor mentioned that there is bussing between WDH & Moore parking lots that we could look into as an option. Ms. Verville mentioned that we would need to make sure the busses are on time, because they usually aren't. Mr. Bardwell suggested parking at McIntosh College and St. John's church and have bussing from there. Dr. O'Connor stated that he would look into possibly using those parking areas and contact Laidlaw and the Provider to see what they maybe able to provide for transporting employees. Mr. McBey stated that if the parking area is wanted in the wetlands area, he will talk with the contractor to reinvestigate pricing where this was originally an add alternate and different pricing was given.

Mr. Hindle asked Ms. Verville if there were any issues with the city. Ms. Verville stated that the only issue currently is gravel. She has not heard from Doug Steele recently on their previous discussions using gravel from the pit. Mr. Bardwell asked what pits were shut down because a permit was pulled for excavation due to the water table being so high. Mr. Hindle stated that it was Servino's. He also asked Ms. Verville if the city manager has been forth right on things. Ms. Verville stated that he has been. Mr. Hindle asked if the city was working with the school board on the resurfacing of the tennis courts. Ms. Verville stated that there is a lot tied into the project, tennis courts and a parking lot at Horne Street School. Mr. Geuther asked if the city has an annual paving contract. Mr. Hindle stated that they do and it is scheduled to start next month. Ms. Verville stated that she went online, but didn't study the rates, but believes that we can piggy back onto the city. She will go back online to research more and notify everyone what she has found. She also mentioned that she doesn't feel a vendor that accepts and does work for the city would snub working with other city departments. Mr. Goudreau mentioned that if he understood this correctly, this would mean that Cantwell's sub would be replaced by the city. Mr. Bardwell then went back to the gravel issue and said that with the gravel not available, we are not going to have a savings. Ms. Verville said that was

correct. Originally discussed with Mr. Steele, we would not have to pay for the product itself, but for the loading and delivery of the gravel. Mr. Bardwell then stated that it still sounded like we are not getting as good a savings as originally thought. Mr. Bliss stated that we are going to need to see samples. Mr. McBey stated that we need to have a game plan; Mr. Goudreau said that we need to hone in on what is important right now and get started. Dr. O'Connor stated that getting the permits started for the wetlands would be his priority. Mr. Goudreau said that there would be a 40-45 day hold-up with permits. Mr. Geuther then asked about the first gathering at night at the school, what is parking going to look like. Dr. O'Connor stated that usually during events the front of the school's paved area is opened; however, if space is still limited, we may have to look into breaking up the events into two nights by grade levels. Mr. Hindle asked for a motion to have Ms. Verville and Bonnette, Page & Stone to continue with the negotiations on the wetlands parking. Mr. Goudreau asked if they can make the decision before the next meeting. Dr. O'Connor said for the permit only. Ms. Verville stated that she would provide all monetary information to everyone.

Catherine Cheney moved, Doris Grady seconded approval to continue looking into the wetlands parking area.

A roll call **VOTE PASSED: 3 – 0**

Mr. McBey said that there was a contrast to earlier bids received. He believes that we may be able to save more money. Mr. Hindle asked if Mr. McBey would be able to have numbers available for the next meeting. Ms. Verville stated that we should have numbers for GMP. Mr. Hindle then asked if we may need to meet twice a month as needed. Mr. Geuther asked if we are planning on any ground breaking ceremony. Mr. Hindle said that there wasn't going to be one; we haven't for any of the other projects. Mr. Geuther then asked if we can sign the GMP prior to the next meeting or do we need to meet first. A decision was made to meet in two weeks.

L. NEXT MEETING: The next meeting for the JBC is scheduled for August 22, 2006, at 5:30 p.m. in the Superintendents office.

M. ADJOURNMENT: Catherine Cheney moved and Doris Grady seconded adjournment of the JBC Committee at 7:05 p.m. An oral **VOTE PASSED: 3 – 0**.

Respectfully submitted,

Jason Hindle, Chair
Join Building Committee
JH/pb