

GES Phase II and WPS Addition & Renovation Joint Building Committee
Meeting #12
September 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 Thursday, September 14, 2006 at 6:00 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; Ray Bardwell, Citizen Representative; and Steve Silver from Goudreau & Associates. Carolyn Mebert arrived late due to a previous commitment.
- C. APPROVAL OF MEETING MINUTES:** Approval of the August 24, 2006 meeting minutes.

An oral **VOTE PASSED: 6 – 0**

Garrison Elementary School:

D. DEDICATION CEREMONY – SEPTEMBER 26, 2006:

Ms. Verville stated that invitations were mailed to everyone earlier in the week for the Dedication Ceremony for Phase I and Phase II being held on September 26, 2006 scheduled in conjunction with Garrison's Open House. Dr. O'Connor mentioned that where Mr. Hindle would be saying a few words as JBC Chair, he asked if a School Board member would also say a few words. Ms. Mebert stated that she would speak. Mr. Hindle stated that the dedication plaque will not be completed in time, but there will be a substitute.

E. CIP BALANCE: Ms. Verville reported the following balances into record as of September 11, 2006

Expenditures to Date:	\$ 2,123,775.32
Obligations to Date:	\$ 7,113.50

After all expenditures and obligations reported to date and all final credits from Public Service for the energy program, the remaining balance is \$ 19,111.18

Mr. Hindle asked Ms. Verville if she had any plans for the remaining monies. Ms. Verville mentioned that she would like to earmark the monies for paving on the easterly side of the school. Mr. Bardwell asked if it was in the original bid and then deleted. Ms. Verville said that she sent everyone the change orders from the project and it was not in the original bid, we would need to go out to bid for numbers on paving. Dr. O'Connor mentioned that the parents of Garrison have put a lot of time and energy into landscaping. He also mentioned that it is very dry on the easterly side of the building and things do not survive well there. He also suggested possibly using the additional monies to put a sprinkler system in the "V" shaped area in front of the school. This area receives a lot of sun and in the summer, even with the parents keeping up with the watering of the plants, things are still very dry. Mr. Hindle asked about bidding for actual costs; Ms. Verville stated that she has not gone out to bid. She did mention that Mr. Casey had spoken with Dana Lynch from Civil Works regarding a parking lot. Mr. Lynch did a parking lot plan; which has been turned over and at that time the estimate was well over \$20,000. Dr. O'Connor asked if we could have estimates on the paving for the next meeting. Mr. Hindle stated that in order to officially close out the project, which is what was on the agenda for this evening, a vote needed to be taken. Dr. O'Connor stated that he was aware of this; however, he did not want to commit the monies to a project that might come in at \$60,000. He wanted to confirm that if we close out the project with the remaining monies going to paving, that is what it would need to be used for; Mr. Hindle stated that was so. Dr. O'Connor stated he did not want to see that

happen at this time. Mr. Goudreau asked if they could close out with a clause. Mr. Bardwell suggested leaving it open until we receive the preliminary bids on the paving. Dr. O'Connor asked politically, do we have to close out by October; Mr. Hindle stated that there was no time line.

Mr. Hindle then stated that an invitation has gone out to all councilors for the dedication ceremony on September 26, 2006. He also stated that at Wednesday's meeting, he acknowledged to the councilors that this would be the fifth or sixth project that the JBC committee has come in on time and on budget.

Doris Grady moved, Catherine Cheney seconded approval of the CIP Financial Report for GES.

An oral **VOTE PASSED: 5 – 0**

F. RELEASE OF RETAINAGE FROM BELOIN CONSTRUCTION:

Ms. Eaton stated that it was alright to release the remaining retainage to Beloin Construction. She stated that the only things remaining to be fixed were warranty items; everything else has been completed to her satisfaction. Mr. Bardwell asked if the thermostat and lighting were corrected; Ms. Eaton stated that the thermostat had been fixed. Mr. Goudreau mentioned that Mr. Jim Maxfield had stated in his report that the emergency lighting was too low. Mr. Maxfield stated that anything under 1' candle light was not good lighting. Mr. Goudreau mentioned that he had his engineer go back out to test and stated that the average candle lighting was 1' with the low end being .1' candle lighting; this is also the regulation guidelines. He stated that he has faxed the regulations to Mr. Maxfield a couple of times; however, he as of today he has not heard from him. He did have his engineer phone Mr. Maxfield again today. Mr. Bardwell asked if this was still holding up the CO; both Ms. Verville and Ms. Eaton stated that it was. Ms. Verville suggested going to Tom Clark who is Mr. Maxfield's supervisor; Mr. Bardwell suggested going to the state inspector. Several stated that they did not feel it was necessary at this time to take that step.

Mr. Hindle asked if there were any questions or comments. Hearing none, Mr. Hindle asked for a motion to release the remaining retainage of \$25,000. to Beloin Construction Co.

Ray Bardwell moved, Carolyn Mebert seconded approval of the \$25,000 retainage release.

A roll call **VOTE PASSED: 5 – 0**

G. PAYMENT OF BILLS:

Mr. Hindle read the following payment into record:

a. J. P. Towle Construction Corp. Invoice #929 dated 8/25/06 for \$1,200.00

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

Carolyn Mebert moved, Doris Grady seconded approval of the above payment.

A roll call **VOTE PASSED: 5 – 0**

Mr. Hindle read the following payment into record:

b. DM Burns Security Inc. Invoice dated 6/20/06 for \$893.50

Mr. Hindle asked if there were any questions or comments regarding the payment. Mr. Bardwell stated that he noticed a lot of miscellaneous bills that did not fall under Beloin's control and asked if this was done by design. Ms. Verville stated that the previous clerk of the works, Phil Casey, had several contacts that he used when it came to jobs that did not fall under the original contract. On several occasions, prices were compared with what Beloin came up with and if Mr. Casey felt we could do better on pricing he would contact the appropriate people for a separate price quote. If he received a better price than what Beloin could do, they also add a 15% markup on cost; he would hire that company directly.

Carolyn Mebert moved, Ray Bardwell seconded approval of the above payment.

A roll call **VOTE PASSED: 5 – 0**

H. REVIEW OF RESOLUTION TO CLOSE OUT THE PROJECT

Mr. Hindle stated that this will be tabled until the next JBC meeting.

Woodman Park Elementary School:

- I. FINAL PROPOSAL & ACCEPTANCE FROM NORTHERN UTILITIES:** Ms. Verville began by stating that the second page down was the confirmation from Derek Buchler of Northern Utilities and that he was pleased with the language from Rist, Frost & Shumway. Also, at the last meeting, the committee voted and approved \$9,800 for Rist, Frost & Shumway's engineering services; however, there was an additional \$500 for reimbursables that was separate from the original sum. Ms. Verville stated that she needs approval for an additional \$500 towards reimbursables. Mr. Goudreau stated that it is on the 4th page, last paragraph. Mr. Bardwell asked why it was not included in the proposal. Mr. Goudreau stated that it was common for some companies to keep fees and reimbursable expenses separate from the proposal amount.

Mr. Hindle asked if there were any questions or comments regarding the Northern Utilities proposal. Hearing none, Mr. Hindle asked for a motion of approval for an additional \$500 for reimbursable expenses to Rist, Frost & Shumway.

Catherine Cheney moved, Ray Bardwell seconded approval of the reimbursable expenses for Rist, Frost & Shumway.

An oral **VOTE PASSED: 5 – 0**

- J. CIP BALANCE:** Ms. Verville reported the following balances for the FY: 2006 in the CIP Account as of September 11, 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 September 11, 2006

Expenditures to Date:	\$ 207,975.13
Obligations to Date:	\$ 519,370.09
Less Approvals:	\$ <u>500.00</u>
Remaining balance is:	\$8,272,154.78

Mr. Hindle asked if there were any questions or comments regarding the CIP reports. Mr. Geuther asked if the remaining \$79,492.31 would be rolled over to the 2007 monies. Ms. Verville stated that she is leaving the monies where they are to use as available contingency monies. Mr. Bardwell then asked if we have a report set up to have a line item for each category, i.e. site work, architectural fees, concrete, etc. That way we can tell which areas went over/under original budget figures. Ms. Verville stated that she does not at the moment but will as the bids come in from Mr. McBey and Bonnette, Page & Stone. Mr. Goudreau stated that we still need to get a GMP finalized. Bottom line is there is going to be areas where we are over and some we're under; however, the monies do not go back to the school district if we are under. Mr. McBey stated that they use the Timberlane software to keep track of line items.

Mr. Hindle asked if there were any other questions or comments. 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: 5 – 0**

K. PAYMENT OF BILLS:

Mr. Hindle read the following payment into record:

- a. Goudreau & Associates Architects Invoice #2006.02-06 dated 9/2/06 for \$28,145.30

Mr. Hindle asked if there were any questions or comments regarding the above bills. Mr. Bardwell asked if the earlier amount for conceptual design was now rolled over into the \$9 million. Ms. Verville stated that it was the \$79,492.31 in FY: 2006. Mr. Bardwell then asked if Mr. Goudreau's fees were used between both. Mr. Goudreau stated that the District appropriated more than his fee. Mr. Bardwell then asked if it reflects previous monies used; Mr. Goudreau stated that it was two separate contracts. Ms. Verville said that it was treated as 2 separate contracts; conceptual design and preliminary. Mr. Geuther stated that Goudreau & Associates was hired around a year ago for the conceptual design. Mr. Bardwell stated that his concern is that the public won't have the full figures and might think we are hiding something. Ms. Verville said that through the records it will show \$150,000 for WPS feasibility study.

Mr. Hindle asked if there were any other questions or comments. 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: 6 – 0**

Mr. Hindle read the following payment into record:

b. John Turner Consulting Inc. Invoice #06-212-001 dated 8/24/06 for \$764.00

Ms. Verville asked Mr. Bliss if Turner Consulting had gotten back to him with the numbers. Mr. Bliss stated he was told that Robin LeBlanc was told to talk to Ms. Verville; Ms. Verville stated that she had not heard from Ms. LeBlanc or anyone else from Turner. Mr. Hindle asked if there were any questions or comments regarding the above payment. Hearing none, Mr. Hindle asked for a motion of approval.

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

A roll call **VOTE PASSED: 6 – 0**

L. PROGRESS REPORT FROM B.P.S.: Mr. McBey started by saying that the frost walls are in, insulation is going in, the foundation is being backfilled, and testing has been done on the work completed to date. The slab is scheduled to be poured in the next 2-3 weeks. They are currently underway on the shop steel. He has gotten together with Mr. Goudreau on it; BPS is working on the last package and plan on getting out in the next few days to Mr. Goudreau. Ms. Grady asked if they have come across any unexpected problems up to this point. Mr. McBey stated that they hadn't, everything has been running smoothly. Mr. Bardwell stated that he visited the site a couple of days ago and noticed that there were no foundation drains going in now, which would be the best time to install them and asked if they were planning on installing drains after everything has been completed. Mr. McBey stated that they did not feel there would be a problem around the foundation because most of the soil was clay and Mr. Goudreau found good backfill material so drainage should not be a problem. Mr. Goudreau mentioned that they were 4' below the foundation and there was nothing on the other side of the building that would affect draining. Mr. Bardwell mentioned the drains in the old building that were causing problems were the reason for his concern and feels that if we were going to install drains, now is the time to do it. He was also wondering if the water would be draining into sanitary sewer or into storm drains. Mr. Goudreau said the City advised them that the systems were separated several years back. They are still trying to locate one drain and will continue to look for it; it is somewhere in the "wetlands" area.

Mr. Bliss said that the testing on the roof was completed. They did a pull test on the old roof deck and the tests came back that there was enough to hold mechanical fasteners for the new roof. He said that there were 7-8 tests done in different areas of the roof; 1 was below average, 1 area needs to be replaced and the rest were within or greater than the specifications. The area that needs to be replaced was the spot that we already knew about, when they did the testing in that spot; they found the gypsum was full of water. Ms. Mebert stated that they just talked about the roof over at the high school due to the roof leaking. Mr. Bliss stated that the roof was replaced back in the 1970's and the insulation that is currently down is saturated with water causing the leaking. They will be replacing the current 1" thick insulation with a rigid insulation and then cover with a 60 mil reinforced membrane. The testing that was done was to see if it can hold the new roof with the mechanical fasteners. Mr. Goudreau stated that he would like the insulation to be FM-I90, but is not sure if it is within the budget. Ms. Mebert asked

what the 90 stood for. Mr. Goudreau stated that it was what the insulation can withstand with winds up to 90 mph. Ms. Mebert asked if City code calls for one insulation over another. Mr. Goudreau stated that they don't; however, he uses ISO lines that are used throughout the country. Codes usually recommend 60 for this area, but they recommend 90 because of our location to the seacoast. He stated that the insulation will be adhered at the center and due to changes in codes recently, the perimeter of the roof will need to be mechanically fastened down. Mr. Bardwell asked what color the membrane was going to be; Mr. Bliss stated that it was going to be a light gray.

Mr. Hindle asked Mr. Boodey how things were going at the school during all of the construction. Mr. Boodey stated that the first week of school, some students asked teachers why staff wasn't wearing hard hats. The teachers had their students write down their questions and they gave them to Eric Cooper. Mr. Boodey said that Mr. Cooper came into the classroom and patiently answered all of their questions and was great about it. He also mentioned that any problems or issues that have come up, he has taken to either Mr. Cooper or Mr. Bliss and have always solved the problem quickly. Mr. Bliss asked Mr. Boodey if he would talk about room 102B. Mr. Boodey stated that currently pre-school is in room 102B. He heard that the plans are to have that room turned into the electrical room. He needs to know when this will be taking place so he can find a place for them; they need a lot of space and it will not be easy for him to find something last minute. He needs to have plenty of time to make sure there is enough space for everyone. Mr. McBey stated that he will go down and take a look so that they can work on it. Mr. Hindle wanted to thank everyone for their hard work in getting the upper parking lot done before school started. Mr. Goudreau mentioned that he spoke with his structural consultant and they found out that the existing building will not need the seismic bracing as originally thought. Mr. Hindle asked if there would be any savings; Mr. Goudreau estimates \$200,000-\$300,000 because they aren't bracing every level. Mr. Hindle asked if there was anything else. Mr. Bardwell asked where we were on the roof, when would it be started/completed. Mr. McBey stated that they are waiting for the final test results and they are hoping to have the roof wrapped up by the end of the season. Ms. Verville asked what the difference in price was for FM-I60 and FM-I90. Mr. McBey stated that it would be peanuts; however, he will get numbers for the next meeting.

M. DISCUSSION ON RENOVATION BUDGET: Ms. Verville stated that there has been some discussion on the tunnels around the building. Right now the engineers want to try to avoid using the tunnels for piping because they don't believe there is enough room. Mr. Goudreau said the tunnels would be great to use for piping to the boiler room; however, OSHA would be involved due to the small working space. The tunnels are dirt floor and when the ceiling was abated for removal of asbestos, the asbestos got into the soil. He mentioned that he just had a 3-hour meeting with Steve and his engineers regarding design for ceiling duct work. The problem is that if they use this space to run the new services, it will affect the current systems already in the duct work. Mr. Hindle asked what the length was; Mr. Goudreau mentioned that from the connection point to the boiler room it's approximately 300 ft. Ms. Cheney asked about the workers wearing masks while working in the tunnel; Ms. Eaton stated that they are required to anytime they are down there. Mr. Boodey asked if the people working in the tunnels need to be trained with respirators; Ms. Eaton said they do. Ms. Cheney asked if we can take care of the issue by concealing the floor with concrete. Mr. Goudreau stated that it wouldn't be easy with everyone down there and the small space. Mr. McBey stated that he wants to work more with Rist, Frost & Shumway on the tunnel problem. Mr. Goudreau stated that if they use the drop ceiling, they would go column to column. He also mentioned that if there wasn't already existing work in the ceiling, there would be no problems. Currently all existing wiring and piping are in the drop ceiling. Ms. Eaton stated that they had taken 9 samples from rakings of the first layer of soil, and all were contaminated. A suggestion was made to lay down a 10 mil poly band aid and plywood for cleaning walls. Concerns were that the poly will tear exposing the dirt floor and it will be slippery and dangerous to walk on. She also stated that she has concerns if there are any leaks. Mr. Goudreau asked how many times people have had to go repair leaks with the existing piping. Ms. Eaton said that she had spoken with Bobby, who has worked for the district 33 years, and he has been down there only twice. Mr. Goudreau stated that they will take down the ceiling tiles and have a look; Ms. Eaton said that the ceiling also contains asbestos. Mr. Bardwell suggested we use a rat slab. Dr. O'Connor asked how the cement would get down to the tunnel; Mr. Goudreau said that there was an access panel in the floor.

Mr. McBey said that the list attached was for the renovations for phase II & III. Dr. O'Connor asked if it included the SAU offices; Mr. McBey stated that it didn't. He said that the first pass run with the district and Mr. Goudreau was brought more in line with the budget. There were a couple of additions to phase I and also the addition of parking spaces. The mechanical carried roughly the same numbers as originally given, 25 sf, and the

sprinklers at 2 sf. He also mentioned possible savings on the sprinklers. The mechanical includes bathrooms, fixtures, and boiler upgrades. Mr. Goudreau said that they are seeing the middle of the road; at 25 sf, engineers have enough to meet State code. Mr. Hindle stated that his concern is with future CIP line items. He said we need to seriously focus on phase I of the project and 4-5 months from now, begin looking at figures needed to request FY: 08 CIP and include SAU renovations. Dr. O'Connor stated that these figures indicate we are already \$2 million short with the new construction. His concern is if we wait a year for additional monies it will make things tight. Even requesting \$1 million is something; we know that costs are up from 1 ½ years ago when these figures were quoted. Mr. Hindle stated that his personal feeling is that we should be concerned with next years CIP versus this year. If we go to the council, they may look at it that we just started the new construction and we are already looking for additional monies, it does not look good. He suggests that at the next meeting, the committee walks room to room on phase II and see where we might be able to cut costs. Mr. Bardwell stated that he kind of agrees with Dr. O'Connor and said that we might have a chance with the increase of costs for materials and labor. He then asked when the first of the metal was due; Ms. Verville stated it is due this month. Mr. Hindle said that the council can amend the CIP at any time. Dr. O'Connor then stated that there is an advantage because we have \$500,000 tentatively approved for SAU renovations, which can be delayed another year. Mr. Hindle stated that there has been a lot of talk. Councilor DeDe has been asking if the school department and school board made a commitment on where the SAU office was going; he thought a decision was made on moving to the McConnell Center. Ms. Grady and Ms. Mebert stated that they had made the decision not to go to the McConnell Center. Ms. Cheney stated that we should do as Mr. Hindle is suggesting and wait until next year to ask for additional monies. Mr. Goudreau stated that we still need to put a GMP together and they only hold their figures for so long before they withdraw. Dr. O'Connor said there is always an uncertainty and we could possibly come back in the middle of the year looking for more monies; we have to show a credible job. With renovations costs being \$10 million it would not look good if we cut costs and keep tiles that are 30 years old, he doesn't feel that would fly. Ms. Grady asked how the CIP interest is being paid. Ms. Verville stated that we are only paying on \$4.5 million because we are only paying on half of the bonding. Ms. Grady then asked if we are projecting phase I to be completed in June/July. Mr. McBey stated he is hoping it will be June because they would like to get the bulk of the first renovation started in the summer. Ms. Grady asked approximately how many millions would we need to start renovations. Mr. Goudreau stated \$5 million used for phase I which would leave approximately \$3 million. Ms. Verville mentioned that there is a \$200,000 balance and another \$200,000 for fees and permits. Dr. O'Connor said that we should have better numbers down the road. Ms. Verville said her concerns are keeping with the 22 month schedule. Mr. Geuther asked Mr. Hindle if the council thinks that with the \$9 million already appropriated for WPS, do they think the project has gone away. Mr. Hindle said that it was hard to gauge; currently he knows that there are issues with City projects that are becoming thorns in sides. He thinks that over the next 4-5 months when we have more concrete numbers, we can then go before the council and say these are concrete numbers, this is what we need and why. Mr. Geuther stated that his concerns are going to the council and asking for \$1-\$2 million more now and then having to go back at a later time for even more money. Mr. Bardwell asked if there was anyway to sound out the other councilors on this; Mr. Hindle feels that we should wait and see instead of asking for additional monies now. Present one complete package to the council and if we need more monies, they can amend the CIP at any time. Ms. Grady does not want to follow the snafu over at the McConnell Center where the projected monies were received and then the company came back to the City and had the City put in the water and sewer along with using City employees to do work. They've also been back in front of the council 3-4 more times asking for more money. Mr. Goudreau stated we should have a reasonable contingency for hidden costs. Mr. Hindle did want to note that the council has great respect for the JBC committee because of the work done and trying to save as much money as possible. However, this project is different and he would like to wait. Mr. Goudreau mentioned that as soon as the GMP is back with their price, there is usually a 60 day window that they hold it; we need a guarantee on the money so he can sign the contract when it's ready sometime in mid/end of November. Mr. McBey stated that if we wait until December/January 1st on the subs, he has found that the turn out during that time could get better numbers than if we did it earlier. Mr. Goudreau said that January/February we are ready to sign; the sooner we do the signing the sooner we get general conditions. Ms. Grady asked about exclusions. Mr. Goudreau mentioned \$11 million in round numbers assuming lockers stay in the hallways. However, at previous meetings the committee did not want the lockers and that is what he had based his schematic on, no lockers. Ms. Grady asked if the SAU office was excluded and about the asbestos costs. Mr. Hindle stated that at our next meeting, we will do a walk through for phase II to make some hard decisions; Mr. Goudreau stated the sooner it can be done the better, so he can make any changes on his end. He also stated that they are trying to get the core area of renovations done during the summer and during holiday

shut downs. Mr. Bliss asked if we were trying to bid entire phases; Mr. Goudreau stated that the paperwork says phase II but it does combine 2 phases. Mr. Hindle asked Dr. O'Connor what he has on this year's CIP. Dr. O'Connor stated that he has \$1.3 million; approximately \$700,000 for the high school roof and \$300,000 for a boiler at Horne Street School.

Mr. Bardwell asked if they were going to each have a set of plans to mark up at the next meeting. Mr. Goudreau stated that everyone will have up-to-date plans and also the cost estimate sheet from B.P.S. Mr. Bardwell then asked if they were going to vote on the items right there or wait until we were back in the café to vote. Ms. Verville stated that we will start the meeting in the café and then move out into the building from there.

N. NEXT MEETING: The next meeting for the JBC is scheduled for October 3, 2006, at 5:00 p.m. in the Woodman Park School Cafeteria.

O. ADJOURNMENT: Carolyn Mebert moved and Doris Grady seconded adjournment of the JBC Committee at 7:30 p.m. An oral **VOTE PASSED: 5 – 0.**

Respectfully submitted,

Jason Hindle, Chair
Join Building Committee
JH/pb