

GES Phase II and WPS Addition & Renovation Joint Building Committee
Meeting #21
January 30, 2007
Dover, New Hampshire 03820

- A. CALL TO ORDER:** A meeting of the WPS Addition and Renovations Joint Building Committee was called to order on Thursday, January 30, 2007 at 5:03 p.m. in Superintendent's office.
- B. ROLL CALL:** Present were Jason Hindle, Carolyn Mebert, Doris Grady, and Mark Geuther. Also present were John O'Connor, Superintendent; Laurie Verville, Business Manager; Patrick Boodey, Principal of WPS; Gary Goudreau, Goudreau & Associates; and Michael Bliss, Clerk of the Works. Ray Bardwell phoned in for teleconferencing at 5:20 p.m. and Keith McBey, Bonnette, Page & Stone (BPS) arrived at 5:45 p.m.
- C. APPROVAL OF MEETING MINUTES:** Carolyn Mebert moved, Mark Geuther seconded, approval of meeting minutes of January 18, 2007. An oral **VOTE PASSED: 4/0**

Mr. Geuther stated there was a correction to section H regarding the sentence that read, "Mr.. Geuther said contractually, general conditions are a lump sum number." Mr. Geuther stated he was asking a question and not making a statement.

- D. CIP FINANCIAL REPORT:** Ms. Verville read the following into record:

Ms. Verville reported the balance of the FY 2006 CIP account as of January 30, 2007 is \$79,492.31; which remains unchanged.

Ms. Verville reported the balance for the FY 2007 CIP Account as of January 30, 2007 prior to the expenditure for the sand and gravel from the pit the balance is \$3,268,688.16.

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, approval of the CIP Financial Report. An oral **VOTE PASSED: 4/0**

- E. PAYMENT OF BILLS:**

Mr. Hindle read the following payments into record:

- a. Dec-Tam Corporation Invoice #8866 dated 12/29/06 for \$14,500.00

Mr. Hindle asked Ms. Verville if she had any comments regarding this bill. Ms. Verville stated she had no questions or objections to this bill. She mentioned Dec-Tam came in over Christmas break to work on the ceiling abatement and she was told everything went well. Mr. Bliss mentioned they had left a little dirt behind on the floor, but he phoned the company and someone came down immediately and took care of it. Mr. Bliss also mentioned that RPF was inside the containment field during the whole process watching the work and RPF approved the work that was done. Mr. Hindle asked if there were any questions or comments. Hearing none, Mr. Hindle asked for a motion. Mark Geuther moved, Carolyn Mebert seconded, payment to Dec-Tam in the amount of \$14,500.00. A roll call **VOTE PASSED: 4/0**

- b. Expenditure to City of Dover for 1,358 yards of sand & gravel in the amount of \$1,833.30

Ms. Verville mentioned that she, representing the School District, had made an agreement with the city manager for taking sand and gravel from the City's pit for the project. The understanding was

we would use Cantwell's trucks and labor. She also mentioned Mr. Bliss was keeping a tally of what was brought to the site. Ms. Verville said this was coordinated with Mr. Steele and the result is an invoice in the amount of \$1,833.30 for the labor of filling the trucks. Ms. Verville also mentioned she needed to e-mail Mr. Steele back regarding a line he put in his e-mail to her about an invoice from Severino, he would pass it along to the School District. Ms. Verville told him, "No thank you, we are paying for materials only." Mr. Hindle asked if anyone could remember what the savings were; Ms. Verville stated she remembered a figure of \$7,000 in savings. Mr. Geuther then asked if the agreement was for the same amount for the sand as for the gravel. Mr. Bliss stated we were paying for the loading of the materials, not the materials themselves.

Mr. Hindle asked if there were any other questions or comments regarding this payment. Hearing none, Mr. Hindle asked for a motion. Carolyn Mebert moved, Mark Geuther seconded approval for payment to the City of Dover for 1,358 yards of sand and gravel in the amount of \$1,833.30. A roll call **VOTE PASSED: 4/0**

F. UPDATE PROVIDED BY MICHAEL BLISS, CLERK OF THE WORKS: Mr. Bliss stated Phase I was proceeding on BPS's schedule. The brickwork on the north and northwest side has been completed and they are beginning on the west wing. One set of stairs has been poured so it is easier for the workers to move between the floors, (versus the ladder they had been using). Mr. Bliss said there were a few items of concern. He noted the steel inspector had noted some discrepancies that had not been there. They have made a list and sent it to BPS for the steel erectors to answer. The pads for the units have been poured on the roof; however, they are off set from the original location. He noted to correct this problem either the bar joist needs to be cut and moved under the pad or the joists can be "beefed up" to handle the load. Mr. Bliss mentioned he wanted an updated set of plans from Goudreau & Associates to look over the changes being made in the café/kitchen. He would like to figure out the schedule on going out to bid, which will help tighten up the schedule before summer arrives. Dr. O'Connor asked where the pad was set off center; will the cost to fix the error be picked up by the contractor versus the City? Mr. Goudreau stated that is his understanding. Dr. O'Connor then asked Mr. Bliss if the concerns/issues out there were mild to serious. Mr. Bliss stated they were mild. However, there are a couple that while the work continues to progress, it might pose a possible obstacle further down the road. Dr. O'Connor then mentioned the mortar on the new wing. He said when he was over at the school the other day, it was an overcast day and thought the mortar looked dark compared to the existing building. He asked if it would look lighter under regular light? Mr. Bliss mentioned the mortar is like the bricks, it is a close match to the existing but not an exact match. Mr. Goudreau then mentioned he was told that it was very difficult to get a perfect match for mortar that has been in the elements for 50-60 years. Mr. Goudreau then asked Dr. O'Connor where he was when he was looking at the bricks. Dr. O'Connor mentioned he was in a classroom looking out. Mr. Goudreau said the contractor from BPS stated the mortar will look dark at the beginning of the process and will lighten after the cleaning process has been completed due to the chemicals used. Mr. Boodey then stated that today the acid wash was done on the completed section of wall. Mr. Geuther then asked for clarification regarding the steel beam; were the beams placed in the wrong area or was the pad placed wrong. Mr. Bliss said the pad is what is off center; the beams are where they are supposed to be.

Mr. Bardwell phoned in at this time (5:20 p.m.) stating he is on his cell phone because he is still trying to download the information from BPS and he has been unsuccessful. Mr. Hindle then told Mr. Bardwell where we were on the agenda, that Ms. Cheney was absent this evening, and asked if he had any questions or concern regarding the two bills for the record. Mr. Bardwell stated he did not have any concerns with the bills.

G. ACCEPTANCE OF PROPOSAL FROM MARK COVELL, FOOD SERVICE DIRECTOR: Mr. Hindle asked to go back to the proposal from Mr. Covell now that Mr. Bardwell is on the phone. Ms. Verville mentioned that at the last meeting it was discussed to get a breakdown on the expenditures Mr. Covell would be contributing to. Ms. Verville contacted Mr. Covell and asked if he could put a breakdown of his financial contributions together for the committee. At this time, Ms. Verville stated she is looking for the JBC committee's acceptance of the letter stating \$31,000 will be going towards equipment, either new or fixing pieces that are in need of great repair, and \$5,000 actual. Mr. Geuther asked where this

money is coming from. Ms. Verville mentioned Mr. Covell is an independent contractor for the School District and has to follow strict State code guidelines. However, Ms. Verville mentioned she saw this fund that had a balance and approached Mr. Covell about it. Mr. Geuther asked to verify that the money from the school lunch program was kept in a separate account; Ms. Verville stated it was. She also mentioned that item 2-7 was for new kitchen equipment and expenditures to repair current equipment. Mr. Goudreau then mentioned the \$5,000 was for the suppression system for the hood and not the hood itself. Mr. Bardwell then wanted to verify that monies from the school lunch program are not being used for the upgrades; Ms. Verville stated that was correct. The money received for lunches goes back into the lunch program. Dr. O'Connor then asked if Mr. Goudreau has spoken with anyone about helping with the layout of the kitchen design with two service lines. Mr. Goudreau mentioned he hasn't talked to anyone in this regards. He also mentioned that he thought the serving line was going back down to one versus the two. Ms. Verville said there will be two serving lines and that the front area where trays are dropped off would be demolished; which will be taken care of at Mr. Covell's expense. Mr. Covell was then going to add two mobile units for the lines. The concern with leaving one line is if redistricting happens, WPS could have a higher student population than it currently has and there would be a need for a second line to help move the students through faster. Mr. Goudreau mentioned he hasn't configured the plans (at this time) to have two serving lines. This will take up space from either the kitchen or the cafeteria. Mr. Bliss said an area for the cashier might have to be outside the café near the T-shape area. Mr. Goudreau said when the original design was being done, it showed two service lines would eat up space and he felt it didn't seem like the consensus was to have dual serving lines. Ms. Mebert stated it made sense to her to have the two registers on mobile carts. Mr. Bliss stated he brought this up because if the committee is going with two service lines, information has to go out on the electrical for the registers with a fixed point. Mr. Goudreau asked if the students paid the cashiers before getting their lunches. Dr. O'Connor said currently there isn't a lot of money exchanging hand and there is only one meal being served. However, this may not always be the case. At some point it may be decided to serve a variety of items for lunch and if that happens, an additional cashier will be needed. Dr. O'Connor then asked if there is an advantage for a consultant to come in and go over the space to get the best use. Mr. Goudreau said he would contact some kitchen consultants to see about their availability. Ms. Verville asked if he could get a price for the service. Mr. Goudreau said he would get an hourly rate. Mr. Geuther then mentioned Mr. Covell has cashier cart on his list to purchase. Ms. Verville mentioned that when Mr. Covell, Mr. Silver and she met, they were trying to make the space as flexible and cost effective as possible. Mr. Bardwell mentioned it would be better if the cash carts were self-contained, (ran on batteries), versus being locked into having to have an electrical outlet. Dr. O'Connor said the system used by the café personnel is more like a laptop computer than a cash register and didn't see a concern in using batteries versus hard wiring. Mr. Boodey said the students have cards with a bar code they hand to the cashier and very little money exchanges hands. He also said it currently takes approximately 20 minutes to serve 80-90 students. If an additional 30 + students move to the district, the time will increase leaving the students at the end of the line little to no time to eat lunch. Dr. O'Connor said if anyone saw what the middle school went through in its first year. There was a single register that got upgraded to two registers to serve around 400 students. The students have 30 minutes for lunch and by the time the last student went through the line, the 30 minutes was up. There were a lot of complaints from parents.

Mr. Goudreau mentioned the structure of the café; the current door leading from the café to the kitchen has to remain. There is also a need for a tray area for the students to drop off the dirty serving trays and if a third serving line is going to be added, it will be a real challenge because of the space issues and configuration of the café and kitchen area. Ms. Mebert asked about bringing the older students in to map out a path of least resistance. She said UNH students are used in the woods to build hiking and mountain bike paths and this could be a similar scenario. Mr. Boodey asked about setting up satellite stations like at the high school. Ms. Verville said it might be a possible option.

Mr. Hindle asked if there were any questions or comments regarding this request. Hearing none, Mr. Hindle asked for a motion. Carolyn Mebert moved, Doris Grady seconded acceptance of Mark Covell's proposal. A roll call **VOTE PASSED: 5/0**

H. OTHER: Ms. Verville began with the first e-mail with a time of 3:48 p.m. regarding a letter needing to be drafted to electrical inspector Maxfield. Ms. Verville asked Mr. Bliss if he could tell the committee more about this request. Mr. Bliss mentioned the RFI #13 proposal was to change the pipe wire to metal clad wire; this will be a savings of \$6,000. Mr. Bliss also mentioned it has taken a lot of time for approval from the Deputy Fire Chief, but he has signed off on approval of the change. Mr. Bliss was then told the inspector would like to see a letter from the owner, or engineer, for the alteration in the plan. The e-mail is a draft letter for the committee's approval to send to the electrical inspector, which is also requesting a written letter from him stating his approval of the change. Mr. Goudreau said RFS has verified the \$6,000 for credit; however, it is now up to Mr. Maxfield to put his approval in writing. Ms. Verville asked if Mr. Maxfield's response would be in response to our letter; Mr. Bliss stated that was correct. Mr. Hindle asked Mr. Bardwell if he had any questions regarding this e-mail; Mr. Bardwell stated he did not. Mr. Bardwell told the committee that he received all of Ms. Verville's e-mails and the only document he is having a problem downloading is from BPS. Mr. Hindle asked if there were any questions or comments. Hearing none, Mr. Hindle asked for a motion. Ms. Mebert moved, Doris Grady seconded approval of the draft letter to Mr. Maxfield. An oral **VOTE PASSED: 5/0**

Ms. Verville then moved on to the second e-mail regarding the reference from the plumbing inspector requiring a different water valve. Again Ms. Verville asked Mr. Bliss to explain what the inspector is looking for. Mr. Bliss said he had a meeting with the engineers and they told him that Dover requires a reduced pressure zone (RPZ) valve, (where the engineers typical design was for a double check valve), for the water supply feed to the sprinkler system. The engineer is stating there could be a potential for catastrophic failure with this type of valve assembly in the design. He is looking for ways to relieve the pressure and one suggestion was to run off into the tunnels; however, Mr. Bliss mentioned this is a problem because the tunnels will be sealed. Dean Miles mentioned an alarm system could be placed on the valve and sump pump in case of a catastrophic failure. Mr. Bliss said RRS said where the boiler room is completely below grade and the sump pump size for that room would be very large. Another request Mr. Miles is making is to pour a pad to raise the boiler up another 4" on its current setting. Mr. Bliss said alarms are great, but if there is no one in the building and people do not get to the school in time, the room will flood and the boiler will be destroyed. He has seen it where alarms are going off in a building and no one is in a rush to see what the problem is. This could also lead to the boiler being flooded if someone waits to check on the alarm. Mr. Goudreau said he would have another conversation with Ted for more details. Mr. Goudreau noted that the double check valve assembly was changed to the RPZ valve system that Mr. Miles wants, (by addendum). However, Mr. Goudreau stated his engineers are questioning the valve Mr. Miles wants because the engineers are concerned where the room is subterranean. Mr. Goudreau said he would have Gary Lombardi from RFS contact Mr. Miles on this matter. Mr. Geuther asked what the odds were for any valve failing. Mr. Goudreau stated it was hard to say. Mr. Hindle asked if there were any other comments or questions. Mr. Bardwell just stated he would like to have the architects and engineers work this out with Mr. Miles and to move ahead. Mr. Hindle stated there was not a need for a vote.

I. PROGRESS REPORT BY BONNETTE, PAGE & STONE: Mr. McBey stated that Phase I is going well and they are within 1 ½ weeks of the first major tent coming down from the brick. The brick media center and roof are being worked on now and they will be doing a flip on the work. Up to this time they have been working from the bottom up, now they will be working from the top down. The rough on the ground is going well with the mechanical, heating, and electrical; however, Mr. McBey said the kicker is the dry wall. He also mentioned next time the committee meets they will see the "flip". Mr. Boodey asked Mr. McBey about February vacation and the work that is scheduled to be done in the room next to the gym. He mentioned the YMCA and a soccer camp signed up to use the gym that week and if BPS will be working on the electrical room, should he notify facilities to move the two camps. Mr. McBey said he would look at the schedule and get back to him with an exact day on when the work will be done because only one day will be needed. All the other work can be done with the kids in they gym. Mr. Boodey stated he couldn't have kids in the building if there is not electricity.

Mr. Hindle then told the committee he had asked Ms. Verville to provide a historical time frame of work that has been done at WPS over the last 20 years. Ms. Verville handed out the worksheet showing. She said the bus loop and windows, some of that work was abatement and thus bonded. The hot water tank was replaced using money appropriated for school wide boiler projects. Mr. Hindle said with the bus loop set aside, there has been approximately \$500,000 invested over the past 20 years for WPS. Ms. Grady thought it was a pretty good number to go before the Council with; \$500,000 for improvements to the school over 20 years, it's not much. Dr. O'Connor asked about the elevator; Ms. Verville said it was through grant money. Dr. O'Connor asked if there was anything on moving the SPED offices to WPS. Ms. Verville said she didn't see anything and that she is relying on our figures and not the City's. Mr. Boodey asked about the gym floor. Ms. Verville said she has not been able to find any records on it. She has looked through 3 different resources and the history of the gym floor is based on a company that came in and talked with Joanne Eaton on the remaining life.

Mr. McBey handed out color documents on the general conditions breakdown for Phases II & III. He said there is a total of 4 documents included in the packet. The first one, General Condition Summary has a total amount of \$307,300 that includes the removal of the \$10,000 for final cleaning. Mr. McBey also stated this is being provided as a confirmation that BPS is going in the right direction. Mr. Hindle asked Mr. Bardwell if he had any questions. Mr. Bardwell stated he was using the previous list and making changes and notes on that copy. Mr. Geuther then stated that at the last meeting he had asked Mr. McBey if the general conditions were a lump sum amount. Mr. McBey said he wasn't breaking out the items; instead he was capping the numbers. Ms. Verville asked Mr. McBey if he recalled what the "not to exceed" number was. Mr. McBey stated what was negotiated back in March of 2006 the overall was \$41,000. Mr. McBey continued to the second spreadsheet, (telling Mr. Bardwell it was section #3 in the previous document), is a comparison on where we are. Mr. McBey read through the list of where savings and increases were since September 2006. He said January reflected the full budget with sub bidding compared to the scope. He also mentioned scope-to-scope, we are up \$35,000 prior to some of the changes; however, it also includes complete work of the 6,000 sf where the SAU offices were going. He mentioned he looked at it that he ate up \$280,000 - \$300,000 and we have the 6,000 sf of space. He said the flooring for that section back in Sept. was going to be changed; yet in Jan. it's being kept and believes it's a reasonable way to look at the 6,000 sf of space. Mr. Bardwell stated the worksheet Ms. Verville provided showed \$480,000 savings in cost where is that reflected on BPS worksheet. Mr. McBey said he had spoken with Ms. Verville earlier and believes they are working parallel, but where he has not seen this particular piece; he's not sure how accurate they are with each other. Ms. Verville mentioned the items highlighted are the items she needs to see if they can be cut out or moved to FFE.

Mr. Hindle said he would like to set up the dates for the time table when to proceed with the resolution and vote. He said the deadline for the School Board is February 12th. Mr. Goudreau asked if the documents could go out to bid prior to the Council voting. Mr. Hindle stated that the committee gave them full press to move forward. Mr. McBey asked if he was appearing presumptuous in asking if the monies will be there if they go out to bid without City Councils final vote. Mr. Hindle stated he talked with Ms. Verville in the afternoon and said that February 21st is a workshop date for the Council, but in speaking with the Mayor, they have dedicated this day to the School Board and JBC committee to make their presentation. Mr. Hindle then asked if Ms. Verville could do a very detailed Power Point presentation with a breakdown of where the project is going and why the committee is asking for more money. He then said the next Council meeting on February 28th would be the bonded resolution. On March 14th it will go before the public and then the Council will vote; this only needs to be done once. Mr. Boodey asked when the meeting would start on February 21st; Mr. Hindle said 7:00 p.m. Mr. Hindle then mentioned that he is looking at the presentation to the School Board differently than what is being presented to the Council. He feels the School Board members understand more as to why the committee is asking for more money. Dr. O'Connor asked if this should be placed on the School Board agenda as a resolution; Ms. Verville stated she believes it should be. Mr. Hindle stated the JBC works for the School Board and the School Board needs to request the monies from the Council. He also mentioned he would like Mr. McBey there in case there are any questions that need to be answered. He also said Mr. Goudreau is also invited but doesn't need to speak before the Board. The committee needs to show the Council what the market demand on steel and cooper is and the increase in cost change from two years ago when the monies were bonded versus expending. Mr.

Bardwell asked if the School Board should be given the same considerations by seeing the same presentation as the Council. Ms. Grady stated to Mr. Bardwell that the two School Board committee members that are there tonight are both shaking their heads no. She does not believe it is necessary as long as they have the figures before them for discussion. Ms. Verville said she would start building an elaborate presentation. Mr. Hindle asked to get savings (originally) to discuss scope, changes made then, and a list of what has been changed to date. Mr. Goudreau asked if Mr. Hindle was talking about the schematics done in the summer of 2005. He said nothing was broken down/out until the end of the project. Ms. Verville stated there wasn't anything more extensive and she had the information Mr. Goudreau was talking about. Mr. Geuther said he's struggling with the schematic phase of the project. He mentioned Martini Northern during this phase came in closer with their original cost than the \$9 M bonded and the committee needs to be prepared to answer questions regarding this increase. Mr. Hindle asked Ms. Verville if she is confident things will be ready for February 21st and mentioned a scheduled meeting will be held before that day. Mr. Geuther mentioned that he might not be here for the meeting on February 21st. Mr. McBey then mentioned the scope has been updated and these changes are shown in the areas highlighted in blue. Mr. Hindle stated the Board knows the committee is working on a list of what has been done to date. Ms. Verville stated she is updating the worksheet and has the unforeseen expenditures, (i.e. floor drains and roof fastener). She will "polish up" the worksheet and e-mail it to everyone by the end of the week.

Ms. Grady then asked Mr. Bliss about the e-mail on the roof leaking. Mr. Bliss stated room 213 had been leaking and now has an odor of mold in the classroom. There is a storeroom adjacent to the classroom that has been locked due to a high mold count. He stated they went into the room and lifted ceiling tiles to see if the leak could be located; however, it is frozen and was not able to find it. When the thaw begins, he believes it will be located and fixed at that time. He also mentioned there was another portion of the roof that was leaking, but was able to put tar down. Mr. Goudreau asked if these two areas were on the lower roof. Mr. Bliss said they were on the middle roof. Ms. Grady asked if the storeroom was going to stay as it is. Mr. Bliss said the storeroom is coming out. The room is at the north end and will be dealt with last; however, a temporary patch will be placed on the roof when he is able to.

J. NEXT MEETING: The next meeting for the JBC is scheduled for Thursday, February 15, 2007 at 5:00 p.m. in the Superintendent's Office.

K. ADJOURNMENT: A motion was made and seconded for adjournment of the JBC Committee at 6:20 p.m. An oral **VOTE PASSED 5/0**.

Respectfully submitted,

Jason Hindle, Chair
Joint Building Committee
JH/pb