



CITY OF DOVER

NORTH END FIRE STATION BUILDING COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: Central Fire Station, 9-11 Broadway, Dover, NH 03820
Meeting Date: **Thursday, May 24, 2007**
Meeting Time: **5:30 p.m.**

MEMBERS PRESENT: Chairman Sam Allen; Lt. Dave Lindh; FF David Hanna; retired Deputy Fire Chief, Dick Hughes; Karen Weston.

MEMBERS ABSENT: Matt Mayberry; City Councilman, Harvey Turner.

STAFF PRESENT: Chief Perry Plummer; Assistant Chief Richard Driscoll; Clerk Typist, Lynn Conway

OTHERS: Chip Krause, Architect

The Meeting was called to order by Chairman Sam Allen at 5:37 p.m.

1. Minutes – May 10, 2007.

Sam would like to get the minutes out with the agenda's through the committee's city email accounts as soon as possible after a meeting.

Motion by Dick Hughes: To table the acceptance of the May 10, 2007 minutes until the next meeting, so everyone has a chance to read through them.

Seconded by: Dave Lindh

Passed by unanimous vote.

2. Meet with CMK Architect Chip Krause.

Chip Krause passed out his meeting report, dated May 10, 2007, to the building committee members.

- **Timeline:**

Chief Plummer asked Chip Krause what would be a reasonable timeline for the project. The goal is to have it go out for bid in September and start construction in October. The construction bid should go before the city council by their second council meeting in September.

Pre-qualifications for the contractor should be done as soon as possible. Qualifications will include references and previous experience building fire stations. There was discussion on how many bids should be brought before the city council. Sam Allen wants to revisit the preliminary timeline to maintain accountability for everyone. Chief Plummer will put together an updated timeline.

Chip Krause requested information on the well for the site. Chief Plummer will check on the depth, casing size and gallons/per minute. Chip Krause also pointed out problems with the site regarding the access points and the grade of the land coming out to the road. He offered options with the design of the driveway and parking lot. There was discussion on what was needed for the



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apparatus in the way of the grade of the land coming out to the road. Sam Allen asked Chief Plummer to keep the building committee advised of what will be necessary for them to know in the design of the fire station, driveway and parking areas.

- **Construction Management vs. Direct Bid**

Motion by Dave Lindh: To go with the Conventional Delivery – Design/Bid/Construct.

Seconded by: Dick Hughes

Discussion: Dave Hanna asked if we were going to get a guaranteed maximum price for the job. Chip Krause explained that we would get a bid bond so the contractor can't change the price. Dave Hanna also wanted to know if there was a need for a construction manager. There was discussion on the advantages and disadvantages of having a construction manager and trying to get one on board in a timely fashion.

Passed by unanimous vote.

- **Hard costs vs. soft costs**

Chief Plummer asked Chip Krause to give examples of the difference between hard costs and soft costs for clarification for the building committee.

3. **Site Assessment Update**

Chief Plummer has a copy of the site assessment and will make a copy of the summary section for all members of the building committee. Assistant Chief Driscoll will give a complete copy of the assessment to Chip Krause. Questions were asked about removal of leech fields and septic tanks from the homes that previously sat on the property. Chief Plummer will check to see if Liberty Mutual's environmental people took care of that.

4. **Future Meeting Schedule**

The committee will have a qualifications statement ready for the next meeting. The next regular building committee meeting will be June 7, 2007 at 5:30 pm.

5. **Adjourn**

Motion by Dick Hughes: To adjourn the meeting

Seconded by: Dave Lindh

Passed by unanimous vote

Meeting adjourned at 6:56 pm.