



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**
Meeting Location: Horne Street School – Staff Room
Meeting Date: **Thursday, July 1, 2010**
Meeting Time: **5:30 pm**

MEETING # 92A

- A. CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, July 1, 2010 at 5:33 p.m. at Office of the Superintendent in the conference room.
- B. ROLL CALL:** Present were Robert Carrier, Doris Grady, Mark Geuther, Carolyn Mebert and Ray Bardwell. Also present were Michael Bliss, Clerk of the Works; John Urdi, Dennis Mires P.A.; Rob Garand, Dennis Mires, P.A.; and Keith McBey, BPS. Absent were Laurie Verville, Business Administrator and Malcolm Forsman, Principal HSS. Jean Brigg Badger, Superintendent arrived at 5:37 p.m. and Karen Weston arrived at 6:10 p.m.
- C. Public Comments:** There were no public comments.
- D. Approval of Meeting Minutes from June 10, 2010:** Mark Geuther moved, Robert Carrier seconded approval of the June 10, 2010 meeting minutes. An oral **VOTE PASSED: 5/0**

Horne Street Elementary School

- E. Intercom System Discussion:** Mr. Bliss stated the system at the middle school was put in by Simplex and during the walkthrough the Simplex rep said there is new technology and can buy an update and the administrative assistant stated she was taught how to use the system. Mr. McBey said the first option is to go with a Simplex intercom and provide 13 Bayring phones. He went over the list of pros and cons of option one. Mr. Geuther asked if a phone call comes in does it go directly to the rooms. Mr. McBey said at the middle school said one of the main complaints was the teachers were getting phone calls and the teachers turned of the ringers and then checked the machine when school was out. Mr. Bardwell asked what the policy is; Mrs. Briggs Badger stated they can call on breaks but aren't supposed to use during instruction. Ms. Grady asked if there was a reason for every room to have a phone and doesn't see a reason for it. Mr. Bliss said the handsets would be the intercom. Mr. Garand stated Mr. Forsman had said something about giving teachers privacy when they had to call parents. Mr. McBey said he didn't have numbers for Simplex and phones for every room and continued going over the list from the middle school. Mr. Bliss said a decision was made not to add phones to every classroom. Mr. McBey said option 2 is basically the setup at the middle school and is the same with the exception of the windows update and this would get rid of the island concern. Ms. Mebert said option 2 was over kill to have a phone in every room. Mr. Geuther asked what the difference was with WPS other than being cumbersome; Mr. Bliss said they have an intercom/speaker in every room. He also stated they did a list of what rooms needed phones and/or intercoms in all the rooms. Mr. Urdi said Bayring doesn't provide everything and that is why he thinks the Option 1 with Bayring and Simplex is the best way to go. Mr. Geuther said when they go to do GES in 2 years something else will be out there and stated even with the technology today it still seems they're behind. Mr. McBey said if they didn't have Bayring they could do much more. Ms. Grady asked what the cost for option 1 is; Mr. McBey said nothing because they had \$45,000.00 for the intercom. Ray Bardwell motioned to go with Option 1 with the standard phone lines and intercom system; Doris Grady seconded. An oral **VOTE PASSED: 5/0**
- F. Acknowledgements:**
- a. Email dated 6/15/10 to Richard Driscoll regarding Fire Alarm: Mr. Bardwell asked if everything was in compliance. Mr. McBey said they were in compliance and everyone on-site is also. Ray Bardwell moved, Mark Geuther seconded to accept the email into record. An oral **VOTE PASSED: 5/0**



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G. Employment Contract for Michael Bliss – Clerk of the Works: Ray Bardwell moved, Robert Carrier seconded approval to continue the employment contract with Michael Bliss as Clerk of the Works. A roll call **VOTE PASSED: 6/0**

H. CIP Financial Report – Horne Street School Project: Ms. Mebert read into record the new available balance as of July 1, 2010 is \$803,888.73. Ms. Grady questioned the encumbrances to Dennis Mires, The Architects because the total encumbered at the June 10th meeting was less than what is encumbered as of June 24th. Mr. Urdi said they receive 7.5% on construction fees and they went from \$6.5 mil to \$5 mil and his contract went up because they receive 7.5% on change orders. Ms. Grady asked if they could have Ms. Verville explain the difference. Mr. Geuther said the fee is going to float until the end of the project and credit lowers cost and said they should have left the 7.5% of the \$6.5 mil encumbered as a cushion and suggested they should do probably do something like this like they did at WPS. **Mr. Bardwell asked for clarification on if they were going to be charged 7.5% for all change orders;** Mr. Geuther said it's based on the construction cost and not design fee. Ms. Mebert said what they are saying is the cost fee is based on the construction and not design and stated this took care of #10 also. Ray Bardwell moved, Robert Carrier seconded to accept the CIP report. An oral **VOTE PASSED: 5/0** (Karen Weston arrived at 6:10 p.m. and abstained where she just arrived)

I. Progress Report – Keith McBey, VP of Bonnette, Pate & Stone:

a. Email dated 6/15/10 regarding painting of Gymnasium ceiling – Change Order #24R: Mr. McBey said they had no time to delay on the painting of the ceiling. Ms. Mebert said they're paying more money and asked about the material and if there was a credit because they were using less. Mr. Urdi said the process became more labor intensive because they had to do more panels to go around the existing sprinkler systems. Mr. Garand stated they tried working with what they had but the fire department had restrictions so they had to go around the sprinkler heads. Ms. Mebert asked if they notified anyone on the JBC when they found out they were going to have to paint the whole ceiling; Mr. McBey said he didn't because painting some of the ceiling was already in part of the scope. Mr. McBey said they did a change order and notified the design team, which were the architects. Ms. Grady brought up his email about the revision of the Tectum ceiling tiles and the regret he had on the cost increase and reiterated again how the JBC members were the only ones with the authority to approve any changes involving money. Mr. McBey said at the last meeting Dan Golden came back with notes and this is in response to those notes. Ms. Mebert said he handed out the CP stating the ceiling was painted all black and at the same meeting he was asked if there were any adjustments because they were using less Tectum. Mr. McBey said the cost was not authorized but he had to take a risk for the short time frame they had because if not done at that time all other work in the gym would be delayed. The original document showed the whole ceiling being done in Tectum. Mr. Geuther said it couldn't be done because of the sprinklers and Mr. Garand had designed it with hangers. Ms. Weston said the only problem is the JBC is the only ones authorized to spend money and they did a special meeting one night to approve \$1,500.00 and this time they didn't. Her concern is they spent money without the authority of the JBC and violates State law and stated she's not sure what to do to take care of this and prevent it from happening in the future. Mr. Geuther said he understands what she's saying but there are situations that arise where the construction manager and clerk of the works have to make quick decisions that sometimes save money. At his other job he was on the other side and the clerk of the works was authorized to spend "x" amount of money so not to impede the project and not cost more money on the other end. Mark Geuther moved to approve CO #24R for the painting of the ceiling in the amount of \$8,475. Ray Bardwell seconded. A roll call **VOTE PASSED: 5/1** (Grady opposed)

Mr. McBey said all his other jobs there was someone that was authorized to approve items just like this. Mr. Carrier stated he understands both sides and they don't get a call when changes are made and save them money



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and they can't stop the project because the JBC has to approve all money. He said they should do the same thing and have everyone called in and done in a timely manner. Ms. Grady asked if they could set something up where Mr. McBey gets in touch with Ms. Verville and she contacts the members. Mr. Geuther said they really need to authorize someone to make a decision to approve a certain amount of money without emailing. Ms. Mebert said they can't approve money by email. Ms. Mebert said it's simple to do a special meeting and wants to check to see if this is legal. Mr. McBey said he hasn't done anything that he hasn't done at other projects. Mr. Urdi said the reality is the project is moving faster than the JBC can act and the construction manager has deadline. If the gym wasn't going to be completed until September it would have gone past the contract period and would cost more money. Mr. Geuther called to question. Mark Geuther motioned to authorize the business administrator to act on behalf of the JBC to spend up to and including \$10,000.00; Ray Bardwell seconded. Karen Weston motioned to add a friendly motion pending legal approval and Carolyn Mebert amended to have Mike Bliss sit in if Ms. Verville was not available. Mr. McBey said in other districts the business administrator contacts the chair. Mark Geuther motioned, Robert Carrier seconded to authorize the business administrator to spend up to \$10,000.00 in consult with the JBC chair pending approval by the City attorney.

A roll call **VOTE PASSED: 6/0**

- b. Cost for roof plumbing and support for cistern (Info to be provided at meeting): Mr. Bardwell asked how many points they would get with this system. Mr. Garand said they would get innovation points only for this and what was voted in. Ms. Mebert said she thought there was a line item for collecting water for CHPs; Mr. Garand stated there was but they'd need to use 50% for toilets. There are up to 3 points for innovations but they were asked to explore more where Mr. Peschel said he would like to use it as a teaching tool for the community. It was asked what the water would be used for; Mr. Garand said for the small gardens around the school and water would be stored in a 500 gallon tank. Ray Bardwell motioned to **decline** CO #29 for the Cistern Piping for Irrigation into record; Doris Grady seconded. An oral **VOTE PASSED: 6/0**

Mr. Geuther asked if they were working 2nd shift; Mr. McBey said they've been working 2nd shift as needed for the electrical throughout the year and there is no super at night because they're only running conduit and Jans inspects the work the next morning. He doesn't see a need to work a second shift for the other systems. Mr. Geuther mentioned he was at the school the other night and there was an individual outside the building smoking and stated it's illegal to smoke on any school property. He then asked if it was customary to put the wire molding up after painting. Mr. McBey said if the molding isn't going to be painted yes. The molding is a baked finished and at WPS they painted the molding the same color as the walls. Mr. Geuther asked if he would reiterate to his workers about smoking on school property.

J. Bonnette, Page & Stone:

- a. Change Order #25 – Wood Floor: Mr. McBey stated he attached the 2 bids along with the specifications and he recommends going with Danaher Floor Restoration who quoted the Robbins athletic wood flooring system, which was part of the specs. Ms. Grady asked why they went with 2nd grade wood versus 1st grade; Mr. McBey 1st grade wood has no knots and no character and doesn't look like wood from a distance. He used it in another school and felt it was the worse floor they put in. Ms. Weston asked why the specified a name brand because the city usually doesn't. Mr. Geuther said his understanding was they gave the direction to go with Robbins because it fit the profile and a majority of the time bids go out stating a company brand or equal to and there are times where they need to specify a specific brand. Ms. Weston said she thought both reps were supposed to do a presentation. Space Designs did the floor at GES and she herself wanted to hear from both companies. Mr. Urdi said they went through different products and came back with 3 different types which was brought before the members and stated he didn't recall asking someone else to come in for a presentation. Ms. Weston said Mr.



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Carrier and he met with the owner of Space Designs and they told him he could bid on the project; Mr. Urdi said they were given the chance to do so. Mr. Carrier stated they gave the direction to write the specs for the bid and that is what they did. Mr. Geuther stated his experience is when a company states alternate it is usually because it's less money and if it is the product they ask for at a less price, it works out for them. Ms. Grady said the night the rep from Robbins came in it sounded like he was giving a hard sell for the Robbins product and after the meeting everything was related to Robbins. Mr. Bardwell stated they can't give the architect or construction manager a direction to go in and then discuss it afterwards because they don't like what they received. Mr. Carrier said he's been in the flooring business for many years and as a bidder when the specs come out the first thing they should do is contact the architect and make sure it works before they send back a reply. The bid was done correctly. Ray Bardwell moved, Mark Geuther seconded approval of CO #25 to go with Danaher Flooring in the amount of \$49,528. A roll call **VOTE PASSED: 6/0 (RECORD NOTE: Jean Briggs Badger left at 7:14 p.m. for a previous engagement.)**

- b. Change Order #26 – Pipe Lining: Mr. McBey said this is the third option of a cured in place pipe lining using the pull-in-place method. Green Tech also has the equipment to cut at the “T” where the Rotor Rooter person did not have the equipment. Ms. Weston asked what the time frame was; Mr. McBey stated sometime in July. Mark Geuther moved, Ray Bardwell seconded approval of CO #26 in the amount of \$44,434. A roll call **VOTE PASSED: 6/0**
- c. Change Order #27 – Window Well and Window Replacement: Mr. McBey stated CP #27 is for the boiler room window wall infill for a cost of \$7,064.00 and CP #15 window replacement at behavioral and teacher's lounge for a cost of \$38,439. Mr. Bardwell asked if the double doors will need future replacement; Mr. Urdi stated he was told they go the system in without any problems. Mr. Geuther said he thought when through the GMP they were going to replace all windows except those that were replaced over the last couple of years. Mr. Urdi said they missed a couple. Mr. McBey said CP #27 is for the boiler room only and CP #15 is for windows, air barriers and brick wall in 2 locations. Ray Bardwell moved, Karen Weston seconded approval of CP #27 in the amount of \$7,064. A roll call **VOTES PASSED: 6/0**
Mark Geuther moved, Ray Bardwell seconded approval of CP #15 in the amount of \$38,439. A roll call **VOTE PASSED: 6/0**
- d. Change Order #28 – Wall Padding @ Gymnasium Perimeter: Mr. McBey said the pads are almost identical to those at WPS and the picture on the paper he passed out stated there would be no white because the pads will meet with acoustical panels.
- e. Change Order Log: Mr. McBey handed out an updated list and stated this reflects where they are at as of today. Mr. Geuther asked where they were at on CP #23-Add for retaining one half of the stage area and installing a HC lift. Mr. McBey said he has a proposal based on the sketch. Mr. Urdi said at the last meeting they discussed taking #7 off because it isn't part of the project. Mr. McBey said he wants to keep it on as a reminder for himself. Ray Bardwell moved, Karen Weston seconded to accept the log into record. An oral **VOTE PASSED: 5/0 (Robert Carrier was out of the room at the time of the vote.)**

K. Dennis Mires Fee Structure – Spreadsheet and Addendum to contract: See item H for discussion on this item.

L. Progress Report - Dennis Mires, The Architects: Mr. Garand stated Ms. Verville asked him to update the members on the CHPs program. Ms. Mebert asked how close they were; Mr. Garand said they currently have 30 points and they need 30 points to qualify and it doesn't include points for photovoltaic. He also removed the bike path points because his discussion with the city they believe Horne Street were the only street wide enough to put a path in. A spreadsheet was handed out and Mr. Garand explained the color coding stating light green is completed, but won't be submitted until all items are complete. Dark green are points he's very confident they will receive;



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orange is what Ms. Verville and he are working on talking to Tom Moody from PSNH. He can get 3 points as part of the renewable energy but they need to purchase two years to get the 3 points. Also, Ms. Verville is getting bids from other utilities and isn't sure if there will be any difference. He believes it would cost around \$2,000.00-\$3,000.00 for 2 years and it has to be paid on a monthly basis. Mr. Garand continued stating he will be calling Ed. Murdough to see if there is anything else they can do to get points. If they go with photovoltaic they will receive a minimum of 4 points and stated the bids are due on 7/2/10. Ms. Weston questioned the monthly payments and how they had to keep WPS open because there was \$1,000.00 invoice. Mr. Geuther said he couldn't speak for Ms. Verville but would guess it would be paid out of the general fund and stated it is a different situation than at WPS; that was money owed for work that still needed to be completed. Mr. Bardwell asked how firm he is with the points and if there was anything not approved; Mr. Garand said he took out all points he wasn't sure about and said it is very close. Mr. Urdi stated it was close enough they may have to call Mr. Murdough and beg for a couple of points. Mr. Urdi said he has 2 drawings for the generator; the first is with the current use and the second is for any future loads i.e. additional refrigerator, freezer, etc. If there is any future it will have to be considered and he will need to spec it. Ms. Mebert stated they will need to know the capacity of the current equipment. Mr. Urdi said they will also need to know if they want to go with natural gas or diesel and in case of a national emergency it has to be diesel. Mr. Bliss said he believes when they did WPS the cost for a natural gas generator was more expensive than diesel. Mr. Bardwell stated it's better to go with diesel because if there's a national emergency and the gas lines are shut down or breaks, there wouldn't be any gas for the generator. Mr. Carrier said they will need a diesel tank; Mr. Urdi said it's included in the price and a 50 kW generator is quite large. He said the members need to give him direction so he can get the drawings finalized. Mr. Bardwell asked if the generator covered any of the lights in the hallway; Mr. Urdi said he believes it covers the boiler, kitchen and outlets and lights in the admin area; he will need to see if any other lights are included. Ms. Weston asked how soon he needed to know; Mr. Urdi said it will take 16 weeks for delivery and Mr. McBey still needs to price out the pad, electronics, etc. so it can go another month and he still has some questions himself.

Ray Bardwell moved, Mark Geuther seconded to go with a diesel generator. An oral **VOTE PASSED: 6/0**

M. Progress Report – Michael Bliss, Clerk of the Works: Mr. Bliss stated they found additional asbestos during demolition of the teacher's room and he okayed them to remove it when they were finished in the library. The glass for the entrance to the main office Mr. Forsman wanted to keep and while removing it the caulking looked suspect. Dec-Tam did a quick test on-site and said there was 2% asbestos in the caulking so it would have to be abated along with 3 areas in the hallway with the hollow double doors; it appears the same caulking was used. However, they hygienist on site told him he should send it away to do a more involved test because it may not need to be abated; he will get the results on Friday, July 2nd. Dec-Tam started working on the removing the concrete in the gym and in some areas as they are trying to remove the paper under the felt it has adhered to the concrete and will not release easy. They did several test cores and the paper came off easily and is the reason for the cost they gave. It appears two kinds of leveling product was used and in the areas it was used the paper comes right up but anything placed directly on the concrete it stuck on. The paper is the last of the abatement in the gym and stated he can't get a price until everything is removed and are currently at 60% complete. He stated there are two ways they can remove the paper; one is to hand scrape and the other is bead blasting with plastic beads. During the WPS project they found it was very expensive to do the bead blasting and it's a slow process and could potentially impact the time line. Mr. Bardwell asked about using grinders; Mr. Bliss said they used grinders before in smaller areas and can check to see if they can use grinders here. Mr. Carrier asked what weight the felt was; Mr. Bliss thought it was 30 lb. Ms. Mebert stated if the paper has asbestos the adhesive probably does; Mr. Bliss said he doesn't think so and believes the areas it is really stuck the paper has adhered to the concrete and not because of the adhesive. Ms. Mebert stated hand scapping will probably set the project back a lot; Mr. Bliss said once they have it cleared out they will have a better



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idea; but it has to come out because BPS will need to level the floor to put the hard wood flooring down. Mr. Geuther stated they will need to meet soon once they get the price on the gym and the caulking. Members asked Mr. Bliss to let Ms. Verville know the cost as soon as he hears from Dec-Tam.

N. Approval of Payments:

- a. Invoice #20 dated 6/8/10 to Dennis Mires, P.A. for \$5,386.50: Mark Geuther moved, Ray Bardwell seconded approval of payment to Dennis Mires PA for \$5,386.50. A roll call **VOTE PASSED: 6/0**
- b. Invoice #115227 dated 6/21/10 to Infinite Imaging for \$209.80: Mark Geuther moved, Robert Carrier seconded approval of payment to Infinite Imaging for \$209.80. A roll call **VOTE PASSED: 6/0**
- c. Invoice #11685 dated 5/17/10 to Dec-Tam for \$6,750.00: Ray Bardwell moved, Robert Carrier seconded approval of payment to Dec-Tam in the amount of \$6,750. A roll call **VOTE PASSED: 6/0**
- d. Invoice #53251 dated 6/9/10 to S.W. Cole for \$515.19: Mark Geuther moved, Robert Carrier seconded approval of payment to S.W. Cole in the amount of \$515.19. A roll call **VOTE PASSED: 6/0**

O. Other Business:

- a. Action Items: Looking over the list the following items have been completed: Numbers 1, 1a, 8, 13, 14, 15, 32, 33, 35, 36, 38 & 40. Mr. Garand said for #39 he has submitted the necessary paperwork this week. Mr. Bliss stated for #40 he looked at the invoice for the locks and cores and it was explained to him that it was already paid for and believes BPS paid the invoice, which was a small portion because it was the new wing. Still pending are item numbers: 17, 27, 34, and 37.

Ms. Mebert asked if they should make a motion to approve the work for the asbestos now because it has to be done. Ms. Grady said they should follow the process they voted on.

Mr. Geuther questioned if a logo was included in the quote for the floor; Mr. Urdi said it wasn't. Ms. Mebert suggested using what they did at WPS. Mr. Geuther said it might have changed because the previous wave was scary to kids and believes Mr. Wotton has the new logo.

Other Business:

P. Schedule next JBC Meeting: The next JBC meeting is scheduled for Thursday, July 22, 2010 at 5:30 p.m. at the Superintendent's office in the conference room.

Q. Adjournment: There was a motion and second to adjourn the meeting at 8:16 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

Karen Weston/pb

Karen Weston, Joint Building Committee Chair
 Joint Building Committee
 KW/pb