



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**  
Meeting Location: Superintendent's Office – Conference Room  
Meeting Date: **Thursday, July 22, 2010**  
Meeting Time: **5:30 pm**

### MEETING # 93A

- A. CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, July 22, 2010 at 5:35 p.m. at Office of the Superintendent in the conference room.
- B. ROLL CALL:** Present were Karen Weston, Robert Carrier, Doris Grady, Mark Geuther, Carolyn Mebert and Ray Bardwell. Also present were Laurie Verville, Business Administrator; Malcolm Forsman, Principal HSS; Michael Bliss, Clerk of the Works; John Urdi, Dennis Mires P.A.; Rob Garand, Dennis Mires, P.A.; Keith McBey, BPS and Catherine Cheney, Dover Citizen. Absent was Jean Brigg Badger, Superintendent.
- C. Public Comments:** There were no public comments.
- D. Approval of Meeting Minutes from July 1, 2010:** Mr. Bardwell said on page 2, section H he would like the minutes to reflect he was questioning if every they would be charged 7.5% on every change order. Ms. Verville asked if it was based on any change order or on owner driven change orders; Mr. Urdi said any change orders on all construction changes. Ms. Verville read from a list of questions and answers to Dennis Mires regarding being charged additional costs incurred; the response was there were no additional A/E fees unless the owner made changes to the scope. Mr. Urdi said that is not accurate because that would be if there was a lump-sum payment, which there isn't on this project. Ms. Verville asked if they were being charges 7.5% under change orders regarding CHPs. Mr. Urdi stated he would look at the CO's to make sure they aren't being charged for CHPs. Mark Geuther moved, Robert Carrier seconded approval of the July 1, 2010 meeting minutes as amended. An oral **VOTE PASSED: 6/0**

#### Horne Street Elementary School

- E. Bid Results – Design/Build Proposal for Photovoltaic System:** Ms. Verville stated she sent everyone the information on the 4 bidders and wanted to bring to their attention that the bid bond check for the last bidder was returned and feels it was the right thing to do. Ms. Mebert asked why one company was so much higher than the others; Ms. Verville stated she hasn't had a chance to ask the companies all the major questions and couldn't say for sure why the difference. Ms. Mebert stated she went on the website of the lowest bidder and didn't see where they dealt specifically with Photovoltaic, but their partner has. Ms. Grady said she would like to see this tabled until they know approximately how much money they will have remaining on the project because they haven't dealt with the phones, generator or pad for the generator, additional abatement and furniture for the 6 new classrooms. Mr. Bardwell asked if anyone knew if the City was looking into solar and if there really was a true savings and if they produce more than they use can they sell it back. Mr. Bliss said they aren't locked into a Kw size and a potential way to discuss this is to lower the Kw and try and gain CHPs points. He's been talking with someone he knows during the bid process to get a better understanding and didn't know if the members would like a neutral third part to look over the bids and do a report for review. Ms. Weston asked what the cost would be; Mr. Bliss said he'd find out the cost. Ms. Grady brought up a section of the roof that still had the original tar and gravel; Mr. Bliss stated that was the flat section and the sloped portion where the panels would most likely go is fine. Most systems are ballasted and stated structure is not the issue. Mr. Garand stated the current proposal they would get 4 CHPs points and they are just at 30 points without the bike paths and photovoltaic. They can get 1-4 points with the photovoltaic depending on the system. Mr. Carrier stated at this point he hasn't thrown this out but they do need to look at the overall numbers. Mr. Urdi said they can have a third party give a report or have KW Management come in because they have all the information on consumption at the school. Mr. Bliss stated Gate City and KW Management were



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the only ones to meet all the bid requirements. Carolyn Mebert motioned to table until they have a better idea of money available and bring it back to the table if needed. Ray Bardwell seconded. An oral **VOTE PASSED: 6/0**

Mr. Geuther said it’s prudent at this point to have Mr. Garand and Ms. Verville get tighter with Ed Murdough to find out if he’d accept everything on the CHPs list. Ms. Verville said she will coordinate a meeting in August. Ms. Grady mentioned an email about the City and School looking at a third party carrier. Ms. Verville said the City and School partnered and went out to bid for a third party energy supplier. PSNH is still the main carrier and encouraged them to look and she’s figuring the school will save around \$70,000. She also checked with PSNH and they will honor the contract, but you can’t purchase credits if you use a third party so she took HSS out of the bid, so they are not included.

### F. Approvals:

- a. Dec-Tam Proposal dated 7/8/10 for Abatement in Café area: Ms. Mebert asked if \$19,500.00 was accurate; Mr. Bliss said it’s not to exceed \$19,500. Ms. Mebert asked how much was ground off; Mr. Bliss said 100%. He said they put 1 person on an area for 4 hours and estimated how many people and the time it would take. He just received an invoice for \$14,250.00 and they’re only charging for the grinding and not the cleanup. The hygienist and he are keeping track of the number of people and hours and are being used to verify the numbers on the invoice. He needs to have further discussion with them on the number of days being charged. Mr. Geuther stated point of clarification is the work was done in the gym and not the café as on the quote. Ms. Verville asked what the financial impact was; Mr. Bliss said it isn’t going to be more than \$14,250. Ray Bardwell motioned to not exceed \$14,250.00 for the abatement in the gym; Carolyn Mebert seconded. A roll call **VOTE PASSED: 6/0**
- b. Dec-Tam CO #1 dated 7/8/10 for additional abatement in the amount of \$6,400.00: Mr. Bliss stated these are 4 additional areas that were found and needed to be abated. There was mastic under the VCT in the teacher’s room, discovered asbestos in the caulking around the windows of the admin area and interior metal frames because the second test showed having 2% asbestos it needed to be abated. Ms. Grady said his report covered some of this and asked if he expected to find more areas to abate and asked about the 2 sets of windows. Mr. Bliss stated they are holding off on the windows and abating the major areas now and will go back to this at a later time. Also, the other day while working on the gang bathrooms they found old piping in the concrete wall that the fittings will need to be abated. They didn’t know about this piping until they tore down the wall. They are all done tearing things down so there shouldn’t be anything else to abate after today. Mr. Carrier questioned the supervisor being paid hours on the separate projects if there is only one in the building. Mr. Bliss confirmed there is only one super in the building and will discuss the additional charges with Dec-Tam. Mr. Carrier noted the charge of \$65.00/hr was a typo and it should be \$60.00/hr. Mark Geuther motioned to approve CO #1 to Dec-Tam not to exceed \$6,400.00 and to negotiate to lower the additional charges for a supervisor; Robert Carrier seconded. A roll call **VOTE PASSED: 4/2** (Bardwell and Grady opposed)

- G. CIP Financial Report – Horne Street School Project:** Ms. Verville read into record that based on change proposals approved at the July 1<sup>st</sup> meeting and along with the 2 obligations approved tonight the total available budget as of July 22, 2010 is \$630,678.17. Mark Geuther motioned to encumber \$20,000.00 in anticipation of additional asbestos abatement contingency. Ray Bardwell motioned for a friendly amendment to change it to abatement versus asbestos abatement. Doris Grady seconded friendly amendment. An oral **VOTE PASSED: 6/0** Mark Geuther motioned to encumber \$20,000.00 in anticipation of additional abatement; Robert Carrier seconded. A roll call **VOTE PASSED: 6/0**  
Ray Bardwell moved, Carolyn Mebert seconded approval of the CIP financial report. An oral **VOTE PASSED: 6/0**



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- H. Progress Report – Keith McBey, VP of Bonnette, Page & Stone:** Mr. McBey stated everything was going well; gym's opened with a couple of minor issues with leveling for the new floor, flashing and grinding, but the gym is progressing. Tectum wall panels and rough in for the lighting will start next week; gang toilets in the lobby area being worked on and they're busy with roughing in plumbing to get it done before fall. Administration area the structural steel starts going up on Monday; the building is in various stages of completion in the classrooms some are almost done to having the finished coat of paint going on. Ms. Weston asked about the addition; Mr. McBey stated there was an issue with some of the light fixtures and as soon as they get the correct bulbs it should be finished. Mr. McBey said this past week he worked a lot on the financials to see where the project was at. Mr. McBey pulled out a plan of the core area and stated there is over 200 linear feet of new items and with the projected numbers they will be running tight but the GMP contingency should be able to handle the new charges. He doesn't have the exact numbers but does know there is a lot of additional work that needs to be done. Mr. Geuther questioned what the "pink" areas were and Mr. McBey said the contract documents with an October date didn't include the areas in pink. It includes the media center's additional wall because what was once open is now an intense space with wiring etc. Ms. Weston asked if he could address the door; Mr. Bliss said the roof liter prevented the door for the guidance office to be put where they originally designed it, so they had to move it. Mr. Garand said the closet got bumped in and they increased the size of the computer office. Mr. Bardwell asked about the issue with the existing beam; Mr. McBey said he doesn't have the information for this meeting because they don't know how they are going to deal with it at this time. Mr. Urdi said they didn't see it because it was above the plate, but the bearing was put on the brick wall which is now gone and they need a solution to tie it back in. They are currently trying to find the best solution that is the most cost effective. Mr. McBey said the cost for only the beam should not exceed \$3,000. Mr. Garand said they will come up with several options to get to Mr. McBey for pricing. Mr. Geuther asked if the members could get a breakdown on the extras in the core area; Mr. McBey said he will get that to them. Mr. Bardwell asked if the foundation piece was ok; Mr. Bliss explained when they were in the tunnel they found footings in the tunnel holding beams for the gym right where they wanted to add new piers. Another pier was added to grab the existing edge as well as one under the new footing; this has been completed.
- I. Progress Report - Dennis Mires, The Architects:** Mr. Urdi said the project is moving along with a status quo on CHPs and they are waiting for pricing from Mr. McBey on the generator. Ms. Mebert asked about points for reusing materials in a new project and asked about reusing the metal cabinets making them into cubbies. Mr. Garand stated they need to use a certain percentage to get points and could have reused the cabinets; Mr. Urdi said they didn't reuse them because they were in poor condition and the sinks couldn't be used because they wouldn't fit with the new cabinetry. Mr. Garand said he will look into to see if they have enough reused materials for CHPs points. Mr. Bardwell asked if there was any potential problem structurally on the layout of the photovoltaic panels; Mr. Urdi said structurally they're fine. Mr. Carrier asked about getting points on abatement where they are making the school safe; Mr. Garand said CHPs is for high performance and anything to do with asbestos/abatement you get nothing. Ms. Verville asked when the last time he sent an up-to-date spreadsheet to Ed Murdough; Mr. Garand said it was near the beginning and he'd asked Mr. Murdough if he wanted information weekly, monthly, etc. and he was told he wanted all paperwork at once. He also stated that Chris Roberge, IT coordinator for the school was in to temporarily set up wireless for the temporary computer room until beginning of December. They will put wireless adapters and a hub in the room for 22 computers at a cost of \$1,100.00 for 22 cards and \$300.00 for the hub. Mr. McBey and he spoke and feel this can come out of Mr. McBey's contingency monies. Mr. Bardwell asked if it would be cheaper to go wireless than hardwiring all the classrooms; Mr. Garand said all classrooms have been hardwired. Discussion continued regarding signal strength throughout the building because of the masonry walls. Mr. Geuther stated he hears all the time that staff can't get onto their email or internet and asked if teachers would be able to use the wireless on their own computers. Mr. Forsman said he believes there's a school board policy on connectivity and



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personal computers and security, etc. Ms. Mebert stated a plan was put in place with servers at the schools so things should run faster.

Ms. Grady mentioned she was still not clear about the amounts from Dennis Mires and Mr. Urdi did explain some of it. Mr. Geuther explained they originally budgeted 7.5% of \$6.2 M and when the GMP came in for \$5 M the amount was reduced to reflect the new GMP. As change proposals are turned into change orders for construction fees by Mr. McBey, Dennis Mires will get 7.5% of any change orders so there will be an influx with the total amount due Dennis Mires until the end of the project. Mr. Urdi said based on the corrected fee they took 20% and broke that out into 12 months and they are billing every month. Carolyn Mebert moved, Robert Carrier seconded approval of Dennis Mires report. An oral **VOTE PASSED: 6/0**

**J. Progress Report – Michael Bliss, Clerk of the Works:** Mr. Bliss said he didn’t have anything to add to what he discussed earlier in the evening. Mr. McBey said he spoke with Century and they are coming in next week to reshoot the old pipes and the following week to reline. Ms. Weston asked what the expense would be to put a camera back down and look at the pipe to the manhole; no one responded. Ms. Weston asked about costs on some items Mr. Bliss mentioned in his report; Mr. Bliss said there were no additional costs. Ms. Weston then asked about the gas line under the librarian’s desk; Mr. Bliss said there was a little excitement when they found out the line was still live, but they went through the steps to shut off the gas and cut and cap the pipe and now everything’s ok. Ms. Weston asked about the radiant heating in the bathroom; Mr. Bliss said there is radiant heat pipe in the handicap stall and it would interfere with putting in a hand rail and the toilet so the solution was to raise the pipe up to the ceiling. Mark Geuther moved, Ray Bardwell seconded to accept the Clerk of the Works report. An oral **VOTE PASSED: 6/0**

**K. Approval of Payments:**

- a. Invoice #53547 dated 7/2/10 to S.W. Cole for \$1,301.03: Mark Geuther moved, Carolyn Mebert seconded approval of payment to S.W. Cole for \$1,301.03. A roll call **VOTE PASSED: 6/0**
- b. Invoice #21 dated 7/7/10 to Dennis Mires P.A. for \$5,386.50: Mark Geuther moved, Carolyn Mebert seconded approval of payment to Dennis Mires P.A. for \$5,386.50. A roll call **VOTE PASSED: 6/0**
- c. Req #8 dated 6/30/10 for \$524,920.00 (\$25,833.10 held in retainage); \$499,086.90 net due to Bonnette, Page & Stone: Mark Geuther moved, Carolyn Mebert seconded approval of payment to Bonnette, Page & Stone in the amount of \$524,920.00. A roll call **VOTE PASSED: 6/0**

**L. Other Business:**

- a. Action Items: Ms. Verville stated item #41 is to set up a meeting with Ed Murdough to go over CHP’s but stated it wouldn’t be until sometime in August. Item #42 is for Mr. McBey to provide costs against contingency for core area. She asked where they were at on #39; Mr. Garand said he’s been going back and forth with PSNH on types of light fixtures and bulbs and believes they’re almost there. #37 is completed; Ms. Weston asked if it could be amended to say they are waiting on pricing. #34 can be taken off because it’s not being done. Ms. Grady stated it was the last time she’d bring it up but she questions the specs on the wood flooring and the mention on Robbins because she went through all the minutes and stated there was no mention the flooring had to be Robbins.

Ms. Verville stated Mr. Forsman and her have been working on a list of furniture to outfit the new classrooms. She had to order some items because it needed to be expedited, but will put together a list for the members to look at for the new rooms only. She stated there was no money in this year’s budget to replace any furniture and it’s ok to use the FF & E fund to replace furniture. She then asked if the members were willing to approve her to



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order the furniture not to exceed \$8,000.00 to furnish the new classrooms only. Carolyn Mebert motioned to approve Laurie Verville to purchase furniture for the 6 new classrooms not to exceed \$10,000.00; Robert Carrier seconded. A roll call **VOTE PASSED: 6/0**

Mr. Bardwell asked if they should encumber money for any unexpected items. Mr. Garand said once the steels up he doesn't feel there's a lot of items they'll run into. Mr. Urdi said he feels everything's been ID'd because all the demolition work is done and can't see anything new; everything's been exposed. Mr. Bliss said Mr. McBey will have costs at the next meeting on the items discussed tonight.

### Other Business:

**M. Schedule next JBC Meeting:** The next JBC meeting is scheduled for Thursday, August 12, 2010 at 5:30 p.m. at Horne Street School for a walkthrough then at 6:00 p.m. at the Superintendent's office in the conference room.

**N. Adjournment:** Mark Geuther moved, Doris Grady seconded to adjourn the meeting at 7:48 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

*Karen Weston/pb*

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