



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**
Meeting Location: Superintendent's Office – Conference Room
Meeting Date: **Tuesday, February 8, 2011**
Meeting Time: **5:00 pm**

MEETING #106A

- A. CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Tuesday, February 8, 2011 at 5:02 p.m. at the Superintendent's office conference room.
- B. ROLL CALL:** Present were Karen Weston, Carolyn Mebert, Mark Geuther and Ray Bardwell. Also present were Laurie Verville, Business Administrator; Malcolm Forsman, Principal; John Urdi, Dennis Mires, P.A.; and Keith McBey, BPS. Absent were Robert Carrier, Doris Grady, Jean Briggs Badger, Superintendent and Rob Garand, Dennis Mires, P.A.
- C. Public Comments:** There were no public comments.
- D. Approval of Meeting Minutes from January 6, 2011, January 20, 2011, and January 31, 2011:** Ms. Morton informed members the only changes made to the minutes were January 31st, section E, changed "dime" to "time," Mr. Boulanger's name was corrected to the proper spelling and in the second paragraph there was a correction to state that Mr. Boulanger still had to review the specs from Bluewater. Ray Bardwell moved, Carolyn Mebert seconded to accept the meeting minutes from 1/6/11, 1/20/11 and 1/31/11 as corrected. An oral **VOTE PASSED: 4/0**

Horne Street Elementary School

- E. CIP Financial Report – Horne Street School:** Ms. Verville read into record the total available budget as of February 8, 2011 is \$305,521.65. Ray Bardwell moved, Carolyn Mebert seconded approval of the CIP financial report. An oral **VOTE PASSED: 4/0**
- F. Progress Report – Dennis Mires, The Architects:** Mr. Urdi said the window repairs should be done during February break and would fix the levers on the bottom and the locks on the upper sash. Mr. Garand and Mr. Bliss went over the punch list and there are some issues in the teacher's room and ventilation in the IT room and asked Mr. McBey if they've been priced out yet. Mr. McBey said they hadn't. Mr. Urdi said he was asked to look at the specs from Bluewater and said he didn't know anything about the process. He said they're making progress on CHPs and is still moving forward and optimistic. Ms. Weston asked if he thought there'd be any additional costs to the JBC; Mr. Urdi said items are now at 30 points and doesn't see any additional costs. Ms. Verville said the first pass with Mr. Murdough is complete and asked if he could compile the information for the second pass and send it to Mr. Murdough. Mr. Urdi said it takes a lot of time and he was waiting until they had everything to send at once to Mr. Murdough. Ms. Verville said at the last meeting Mr. Garand and she was at, Mr. Murdough said there was a drop dead deadline of March 15th and is why she's asking for the second package to be sent. Mr. Urdi stated he's walking through the items and looking at the needs for submission and will get moving faster on it. Mr. Bardwell asked if there was anything on the list to cushion the points. Mr. Geuther stated at the last meeting they were told they had 30 points and there was nothing more on the list; everything else the cost was substantial.
- Mr. Bardwell said he's going through previous minutes and shows several things that are still hanging out there. Ms. Weston suggested pointing out the items and sending them to Ms. Morton to add to the action item list. Ms. Verville stated there was urgency in getting the roof loads on the main building and asked him to email them to her so she can share them with Unicco; Mr. Urdi said he will get her the live loads. Mr. Bardwell said a lot of things are being done over February break and if he understood Mr. Bliss's report, for the sewer lining they were going to snap the pipe in the middle and pull a line through. He asked if they were cutting into the floor and outside to get to the pipe. Mr. McBey said the excavation would be in the tunnel near the frost wall to the



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exposed pipe and dig inside the clean outs and catch basin in the street. He stated the area pipe looks bad and sags and they need to cut the section out with the corrosion and put in cast iron. Mr. Bardwell asked if Bluewater was correcting the sag because it wasn't very clear in the specs; Mr. McBey said they were. Mr. Bardwell questioned the electrical and if it's been inspected. Mr. McBey stated Jans has it set up for later that week. Any items that need to be taken care of will be done after the break.

Mr. Bardwell stated he did a small walk-through and looked around and was dismayed with the looks of the electrical panels in the old janitor's closet. His question is why they didn't do new circuit breakers instead of reusing some of the old breakers. Mr. McBey said it was an active panel and didn't include replacing breakers. Mr. Urdi stated the electrical engineer looked at the panels and thought they were in good shape. He doesn't recall any panels in the in the closets were to be painted; however, any in the hallway should be painted. Dr. Forsman stated the panel in the long hallway hasn't been repainted and asked if it wasn't going to be if they could cut it in so it looks better. Mr. Bardwell mentioned the moisture in the boiler room and stated there's a sump pump in the room but the floor looked wet when he looked at it and asked if they could look to see what needs to be done if it's still wet. Mr. Bardwell asked who was doing the work on the sanitary sewer; Mr. McBey said it's still Bluewater. They let the previous project manager go and he's impressed with the new project manager, Tom Champion. He stated he's been nothing but responsive and he feels more confident. When he was there to look at the work he inspected the pipe with a camera and did a thorough look and believes that's what helped with the final number. Mr. Bardwell continued stating there is no heat in the nurse's office and foyer and asked why. Mr. Urdi stated the nurse's office is an internal room; but they have been looking at the temperature over the last 2 weeks. Dr. Forsman stated it takes time to heat the rooms up and even with the doors open there's no heat up to that room. Mr. Urdi stated it's not losing heat; Dr. Forsman stated the heat in the conference room is turned off by 6 p.m. and it cools down quickly. Mr. Urdi stated they're looking into it and they may need to add heat to the lobby area and nurse's room. They were both designed as internal rooms so there should be no loose of heat. Dr. Forsman said he also has a concern with the guidance room, there's not heat in that room and it's an external room. Mr. Bardwell asked if Dr. Forsman has tried tripping the circuit breakers since they were corrected; Dr. Forsman said he can load the circuits to see what happens. He stated the teachers still don't use the outlets because they're not comfortable. He stated he has his own punch list that he would like to check it for completeness and have it typed up and then he will email it to Ms. Verville.

Mr. Geuther stated at the last meeting they asked what Bluewater was going to do and for it to go through the submittal process and go to the mechanical engineer to make sure it was ok. Mr. Urdi stated Mr. Garand was to look at it and thought it had been done. Mr. McBey stated he will get the submittal cover over to Mr. Urdi and Mr. Garand for the engineers to look over. Ms. Verville stated Mr. Bliss doesn't have the video of the sewer anymore. Mr. McBey stated he doesn't have it because on the really cold day the tape was dropped and broke and he brought it to someone local to see if it could be fixed. He stated Bluewater had a recorder the day the looked at the pipes. Ms. Weston asked about the status of the window coverings. Mr. McBey stated they are coming and he hopes to have them done by the end of February.

G. Progress Report – Keith McBey, VP of Bonnette, Page & Stone:

- a. CP #51: New VCT flooring at Upper Boiler Room & Former Kindergarten Classroom Vestibule for \$1,193.00: Mr. McBey stated the quote was for VCT in the upper boiler room area and the vestibule outside the old kindergarten rooms and attached are sketches of the areas. The quote also includes the removal of the VCT and base. Dr. Forsman stated there's a trough under one section that needs to be fixed. Mr. McBey stated he will look to see what they can do. Mr. Geuther asked about the section outside the cafe (corridor 173) and if it was existing VCT; Mr. McBey said it was. Mr. Geuther asked if it matched the café; Dr.



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Forsman said it matched the kitchen. Mr. Bardwell suggested matching it with corridor 165 color. Ms. Weston asked if they wanted corridor 173 to match corridor 169. Ray Bardwell moved, Carolyn Mebert seconded to change the VCT tiles in corridor 173 to match corridor 169. Mr. Geuther mentioned it would cost more money because it wasn't included in the quote. Ray Bardwell withdrew his motion, Carolyn Mebert seconded. Ray Bardwell motioned to accept CP #51 as presented; Mark Geuther seconded. Mr. Geuther stated he believes physically there are a lot of cracks in the tiles and to make it look like the building has been completely renovated the tiles should be changed. Dr. Mebert stated they needed a new change proposal or they approve CP #51 and get another price for corridor 173. Ms. Weston asked if they would give a cheaper price; Mr. McBey said they wouldn't and said he could figure out the price difference. Mr. McBey stated it would be an additional \$587.24 for a total of \$1,780.24. Dr. Mebert stated they should include/incorporate fixing any troughs. Mr. McBey stated they'll gap it if they have to. Ray Bardwell moved, Carolyn Mebert seconded approval of CP #51 as amended to include corridors 169 & 173 and fixing any gaps for \$1,780.24. A roll call **VOTE PASSED: 4/0**

- b. CP #52: Painting @ upper Boiler Room for \$3,840.00: Mr. Geuther asked if the painting included the bathroom and storage. Mr. McBey stated just the area in the upper boiler room. Mr. Bardwell stated he was disappointed when he opened the janitor's closets and saw how bad they looked. Ms. Weston asked why it wasn't included. Mr. Urdi stated he was asked to look at and his decision was to save money and not paint them. He felt where the a boiler room is usually unfinished space, they could spend the money in other areas. Ms. Weston asked if it was a good price; Mr. McBey said it's not the product but the prep of the area. Mr. Geuther stated a couple of janitor's closets weren't touched and said they should get a price to do them because the doors are open most of the time. Dr. Mebert asked if epoxy was needed; Mr. McBey stated he likes it because it's durable. Mark Geuther motioned to approve CP #52 to include the janitor's closets and reading closet at the end of the fourth grade wing not to exceed \$5,500.00; Carolyn Mebert seconded. A roll call **VOTE PASSED: 4/0**
- c. CP #53: Painting @ Music & Art Rooms for \$4,260.00: Dr. Mebert asked if the teachers could choose the color; Mr. McBey said it shouldn't be a problem. Carolyn Mebert moved, Mark Geuther seconded CP #52 in the amount of \$4,260. A roll call **VOTE PASSED: 4/0**
- d. CP #47R2: Revised Smart Board Provisions for \$5,250.00: Mr. Bardwell asked if the \$300.00 was because of delta or he relooked at the pricing. Mr. McBey stated he attached the email he received stating he was looking at only 1 hour per room at \$60.00 per room. Mr. Bardwell stated they should look at doing the remaining rooms. Mr. Geuther asked who's picking up the labor; Mr. Urdi stated he would pick it up. Ms. Weston asked for a price on 23 rooms. Mr. Geuther stated the best time for them to do the work is during February break. Mr. McBey asked if there was someone on staff that could do the plates because it would help. He donated the work to install the plates for the 5 classrooms. Ms. Verville asked if he was looking for labor or costs; Mr. McBey said labor because they already have the pieces. Mr. Geuther asked how realistic it was between now and the end of the school year the classrooms will get Smartboards. Ms. Verville stated they were beyond the window for grants but the curriculum director is looking into every avenue to get in place. Ray Bardwell moved, Carolyn Mebert seconded to except CP #47R2 for \$5,250. A roll call **VOTE PASSED: 4/0**
Carolyn Mebert motioned to accept the additional 24 rooms not to exceed \$25,308.00 under CP #47R3; Mark Geuther seconded. A roll call **VOTE PASSED: 4/0**
- e. Letter from Danaher Floor Restoration dated 2/3/11: Ray Bardwell moved, Carolyn Mebert seconded to accept letter as presented for the record only. An oral **VOTE PASSED: 4/0**



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Ms. Weston stated for herself she feels the floor is unacceptable and they need an expert to say if ok or not. Mr. McBey disagreed and stated it looks like the first year of a gym floor. They used to have expansion boards but Robbins changed it so individual boards are expanding. Ms. Weston stated she talked with Mr. Carrier and he also wanted an expert from the manufacturer to look at the floor.

- f. Information on Bluewater Trenchless Technology Proposal: Mr. McBey confirmed the committee didn't want the work performed during February break and asked if they were interested in working direct with Bluewater because he's only the middle man. Dr. Mebert stated they aren't having it done in February and preferred he remain involved; all members agreed. Ray Bardwell motioned to have the sanitary sewer job go through proper channels and submitted to JBC and the work is not to be done February break; Mark Geuther seconded. An oral **VOTE PASSED: 4/0**

H. Progress Report – Clerk of the Works: The clerk of the works wasn't present. Ms. Weston asked if the members wanted him at the next meeting. Mr. Bardwell stated he would be fine if he sends a written report a couple days before the meeting; Dr. Mebert said she would be fine with a report. Ms. Verville stated she would ask him to send a report.

I. Approval of Payments:

- a. Invoice #91380638 dated 1/12/11 to Virco Inc. for \$979.48: Dr. Mebert asked if all of the invoices were encumbered; Ms. Verville stated a, b, c & e was encumbered; d, f & g weren't. Carolyn Mebert moved, Ray Bardwell seconded to combine items a, b, c & e. An oral **VOTE PASSED: 4/0** Mark Geuther moved, Ray Bardwell seconded approval of payment to: a-Virco for \$979.48, b-CB Seating for \$5,588.00, c-David P. Anderson for \$18,286.00 & e- 3 Oaks for \$1,642.17. A roll call **VOTE PASSED: 4/0**
- b. Invoice # 2156-Horne ES dated 12/22/10 to CB Seating for \$5,588.00
- c. Invoice dated 1/18/11 to David P. Anderson for \$18,286.00
- d. Change Order #003 dated 8/10/10 to Dec-Tam for \$3,810.00: Ms. Verville stated this invoice has been in limbo, the work has been done but the committee never voted on the work or payment because it was overlooked. She had Mr. Bliss look it over and sign off on it. Mark Geuther moved, Carolyn Mebert seconded approval of payment for \$3,810. A roll call **VOTE PASSED: 4/0**
- e. Invoice #420 dated 12/29/10 to 3 Oaks Resource Group International for \$1,642.17
- f. Invoice #9159 dated 1/8/11 to RMS Electric for \$790.50
- g. Invoice #9091 dated 10/25/10 to RMS Electric for \$1,499.20: Carolyn Mebert moved, Ray Bardwell seconded to combine items f & g for payment. An oral **VOTE PASSED: 4/0**. Dr. Mebert asked if this took care of all the telecom needs; Dr. Forsman said they did. Ms. Verville said she mentioned last summer the work that needed to be done and that RMS would handle the telecom and work with Bayring. Carolyn Mebert moved, Ray Bardwell seconded approval of payments f & g to RMS electric for \$2,289.70. A roll call **VOTE PASSED: 4/0**

J. Other Business: Ms. Weston asked about the rug and if they could still see the glue; Dr. Forsman said there are multiple areas where you can see the glue. They have also attempted several times to fix it but haven't been able to. Mr. Bardwell asked Mr. McBey about the cut out area near the new kindergarten rooms and asked what they were going to do with the area. Mr. McBey said they will be putting a new mat down and replacing the tiles that are broken. Mr. Bardwell asked if it would be easier and look better if they infill the area; Mr. McBey said he would look into it.

Dr. Forsman stated he thought someone from Timberland would be coming to speak at tonight's meeting. Their employees do 40 hours of community service and have 50 volunteers. The group is knowledgeable and some looked at the property to see what they could do for landscaping. He stated they were looking at the areas around



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the playground and upper parking lot. Ms. Weston said she talked with him and sent an email. She had asked if he would come and speak to them after he had more information and she told him he also needs to talk to Dean Peschel on the rain garden. Dr. Mebert asked Ms. Verville if she heard anything else from Coke on the gardens. Ms. Verville said she hasn't heard anything and explained to the other members Coke is looking to give the schools money for gardens for water vending machines in the buildings.

K. Schedule next JBC Meeting: The next JBC meeting is scheduled for Thursday, February 17, 2011 at 5:00 p.m. at the Superintendent's office conference room.

L. Adjournment: Ray Bardwell moved, Carolyn Mebert seconded to adjourn at 7:00 p.m. An oral **VOTE PASSED: 4/0**

Respectfully submitted,

Karen Weston/pm

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