



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**  
Meeting Location: SAU Conference Room  
Meeting Date: **Thursday, July 26, 2012**  
Meeting Time: **5:00 pm**

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, July 26, 2012 at 5:05 p.m. at the SAU Curriculum Conference Room. Present were Mark Geuther, Doris Grady, Ray Bardwell, Karen Weston and Bob Carrier. Also present were Business Administrator Mike Limanni, Superintendent Jean Briggs Badger, HSS Principal Mike McKenney, Tim Knowles, John Urdi, and Keith McBey. Betsey Andrews Parker was absent.
- II. Public Comments:** None
- III. Approval of Meeting Minutes from May 7, 2012:** Bob Carrier moved, Doris Grady seconded to approve the minutes of the meetings listed above. An oral **VOTE PASSED 5/0.**

### Horne Street Elementary School

**IV. CIP Financial Report—Horne Street School Project**

Business Administrator Mike Limanni summarized the Financial Report and stated that obligations are \$215,566.00 and retainage remains at \$25,000. This includes \$197,305 for the parking lot, \$12,836 for Dennis Mires Architect, \$3,500.00 held for Civilworks and \$1,925.00 for Advanced Excavating. The budget availability is \$4,530.64. At this time, there are no change orders and the parking lot is more than 50% complete.

Ray Bardwell moved, Bob Carrier seconded adoption of the financial report. An oral **VOTE PASSED 5/0.**

**V. Discussion: HSS Parking Lot Progress**

Tim Knowles stated that there was a pre-construction meeting on June 27 with city officials, recreation representatives to coordinate for a safe project. The construction began on July 7 with Advance Excavating. The parking lot was reclaimed by the next day and an under drain was put in by the end of the first week. There may be a change order because they hit a conduit when doing excavating near the generator. The conduit was at only 18 inches instead of 24 inches. A dig safe had been done, but this issue wasn't noted. It isn't the fault of Advance Excavating. The conduit had been placed in 1999 when the kindergarten additions were done. Utility tape was placed directly on top of the conduit at that time. It was not done to code and needed to be re-done. RNS Electric completed the work, but hasn't submitted a bill yet. Mr. Knowles stated he would be contacting Jim Maxfield to determine what the code was in 1999 to determine if 18 inches was sufficient at that time. After contacting Jim, they can determine if they want to contact the company who originally installed it. Mr. Knowles doesn't feel that it will be a substantial cost, although it is unknown at this time. Mr. Maxfield inspected the work after it was completed.

JTC has done compaction tests and soil analysis and everything has come back satisfactorily. They are at the point where the base coat will be on July 27. Curbing, ramp and retaining wall near the ramp should be also completed. A top coat will also be added. Mr. Knowles stated that there should be no issues in completing this project by the deadline

Mr. Knowles added that he need to write one more purchase order for about \$1,500 to JTC for the compaction testing, gravel analysis and soil testing.

Mr. Carrier asked if the approval has been received for the "Right Turn Only" sign for when school is in session.



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Ms. Weston had thought that the JBC decided the school would try to regulate it. Principal Mike McKenney stated that he would send an email to parents and make it known that this would be “Right Turn Only”.

Ms. Briggs Badger stated that she thought that Dana Lynch of Civilworks would be taking care of it.

Ms. Weston stated that the worst case scenario would be to get an ordinance. They should see if the traffic problems are resolved after a sign is posted and if not, they can make it official.

Mr. Limanni stated that he would contact Dana Lynch to check on the sign status. He will make sure the sign is ordered.

Mrs. Grady commented that they won't really know what will happen until after it's tested.

The \$3,500 for Civilworks includes pre-involvement and supervision of the project.

Ms. Weston asked if there was compaction on the ramp. Mr. Knowles responded that he hadn't looked at that recently. Ms. Weston recommended determining this before purchase order is completed. They could consolidate if this were the case. Mr. Knowles said that he would look into this.

### **VI. Approvals:**

#### **a. CIPM#690 Payment for Remaining Retainage: \$25,000**

Mrs. Grady asked if the control issue has been resolved. Mr. McBey responded that he is not aware of any current issues with the controls. He continued to explain the resolution of the problem. It has been tweaked and he feels confident that there won't be other issues. He believes the tripping problem has been corrected but they won't really know until cold weather comes.

Mrs. Grady asked what would happen if it doesn't work at the time and BPS has been paid. Mr. McBey stated that they would come back and figure out another sequence. It has been installed, per design and there may just be some tweaking that is needed.

Ms. Weston read from the meeting minute of May 7, quoting that a letter should have been sent to ProControls, per recommendation by Mr. Bardwell. Mr. Limanni stated that he had not sent a letter. Mr. McBey said they are complicated systems and sometimes it takes a little bit of time to figure it out.

Mr. Knowles commented that Freestat was the one remaining issue. Mr. McBey stated that the district engineer, John Waite, gave the recommendation for the resolution. Mr. Knowles commented that there are times when Mr. McBey has stated that he feels their portion of the job is complete. Mr. Knowles listed dates when emails had been swapped between himself and Mr. McBey.

As late as May 15, they were still agreeing on outstanding issues. Mr. McBey commented they have done everything the engineer recommended. Mr. Knowles agrees that they have been responsive, but the issue still remains. Mr. McBey stated it was just a suspicion, but not a confirmed problem that remains.



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Mr. Urdi added that no one is walking away from the project. They are both reputable companies and will around if there are issues.

Mr. McBey added that the district is not waiting for someone to do something. Mr. Knowles agreed, but is just not sure how it will work in the cold weather.

Mr. Carrier commented that integrity is there, but on a large project, a handshake is not enough. There will be a frustration level. Mr. McBey responded that he hasn't found a problem like that that hasn't been fixed. They have done all of the extra work and have not sent a bill to the district. Dover has been a significant part of his career and he would be crazy to not take care of any issue.

Mr. Geuther asked if BPS had paid Century and ProControls. Mr. McBey responded that most had been paid. Century and ProControls have returned to resolve the problem and they have been paid. He feels confident that BPS would do the same.

Ms. Weston asked if the thermostat was a poor design or mechanical. Mr. McBey thought that poor design is harsh, but only needed a slight tweaking which is done all of the time.

She asked Mr. Knowles what his thoughts are on the control issue. Mr. Knowles stated it's the one lingering issue that he feels may not yet be resolved, although a lot of time has been devoted to it. They won't know until winter. He's not 100% confident that the problem was diagnosed correctly.

Mr. McBey responded that there are a limited number of solutions for the problem. All of the tweaking can be done from the office and there would be no ripping down of walls and pulling things apart. This could have a non-invasive solution.

Mr. Urdi asked Mr. Knowles to contact the engineer when there are problems. He is aware of the issues and would like to make it work if there continues to be issues.

Mrs. Grady asked for an agreement in writing stating that BPS would return if there are issues. Extra money has been spent on this project.

Mr. McBey responded that BPS and Dennis Mires, Architect have brought in the project with extra classes, wood gym floor, administrative suite, etc. They allowed for enough funding to complete the project out of JBC funds. He respects the committee and appreciates their thoughts, but they have put in extra efforts also. Extra value has been given to this project.

Mr. Bardwell asked when the warranties started. Mr. McBey responded that the first warranty was August 2010 and the second one was January 2011. They are both for one year and ended already.

Mr. Limanni asked why the warranties started at that time. Mr. McBey responded because that was when the building started being used. The Certificate of Substantial Completion is used as a starting time for the warranty.

For record, Ms. Weston stated that if the JBC authorizes release of the \$25,000 payment, BPS will come back to correct the issue every time Mr. Knowles contacts them.



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Mr. McBey commented that the current issue isn't a warranty issue, but a frequency issue.

Mr. Carrier stated his trust in Mr. McBey and BPS.

Ms. Weston added that Mr. McBey verbally gave his word in front of witnesses which makes it binding.

Mr. Urdi also guaranteed that his engineer would also be a part of solution when needed.

Mr. Bardwell added that it was a difficult project since school was open and there was no place to put the students. Mr. McBey agreed that it had been much more difficult than the WPS project.

Mark Geuther moved, Ray Bardwell seconded to approve the \$25,000 payment. A roll call **VOTE PASSED 5/0.**

**b. CIPM#692 Payment for Invoices #30-34: \$12,836**

These invoices are \$2,000 for CHPS certification and \$10,836.00 for other items.

Mrs. Grady commented that she not be voting in support of paying Dennis Mires Architect because of the delay in the project and all of the problems that have happened during the course of the project. She is disappointed in the entire process and they can take the JBC to arbitration.

Ms. Weston stated her dissatisfaction with the large number of change orders in the project. Mrs. Grady added that she wasn't happy with the delays in trying to make it a Green Building with the State of New Hampshire.

Mr. Geuther agrees that there were delays, but the bottom line is that the building did become a CHPS certified building and achieved the desired result.

He also agreed that there were change orders, but that happens with any project. A building would need to be dug up prior to receiving a bid and design, because there are always unforeseen items. This is the reason for a contingency fund.

He added that some of the change order items were requested by the JBC and they didn't realize they would be going for the CHPS certification until later in the project because they didn't think there was enough money.

Mr. Bardwell stated his agreement with both Mrs. Grady and Mr. Geuther. He agreed it's been a long, excruciating project, but some issues were difficult to determine prior to the beginning of the project.

Mr. Mires provided a great presentation, but didn't see much of him after the presentation. He believe they received a great return for the money that they invested, but it took a long time to get the architect to make changes and caused a high frustration level.

Mrs. Grady added that this is the poorest working relationship of any school project.



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Mr. Urdi disagreed. He stated that they did everything they could to make it an inexpensive project. Everything that was added was built into the budget. Items were added back into the project as funds became available. He agreed there was frustration on both parts.

He added that there had been problems with the Dover Fire Department and he saved the JBC \$13,000-15,000 to resolve the problem.

\$2,000 owed to them was part of the CHPS application. He added that he received a call from Ed Murdough stating they turned around the application faster than anyone else had. Ms. Weston replied that Mr. Murdough told the previous Business Administrator that paperwork should have been submitted earlier.

Mr. Urdi stated everything was done, there is a beautiful building and the JBC should be proud of it.

Mr. Carrier stated that these issues should have been discussed months ago. Mr. Urdi has done his job and both parties are to blame for some things.

Ms. Weston added that this money had been discussed at many meetings. Mr. Geuther stated that the JBC never went to Dennis Mires and said that were not happy and would like a discount.

Mr. Limanni stated that they can't say they are not going to pay a bill. They would have to table the item and go through each item to see where they would like a discount. It could be a long process.

Mr. Geuther stated that if they had not added back items into the project, they would have had an extra \$1.5M.

Mrs. Grady added that the members who were there at the beginning of the project remember that there were problems from the beginning with the architect.

Mark Geuther moved, Bob Carrier seconded payment to Dennis Mires, Architect for a total of \$24,836. A roll call **VOTE PASSED 3/2 (Grady, Bardwell opposed).**

Mrs. Grady asked what is being held back. Mr. Geuther stated that BPS would be owed \$25,000 and Dennis Mires would be owed \$12,540.43.

**c. CIPM#693 Payment for Invoices #6: \$755.58**

Mark Geuther moved, Bob Carrier seconded to pay Civilworks 755.58. A roll call **VOTE PASSED 5/0.**

**VII. Other Business:**

August 20 is the deadline for the completion of the parking lot. Ms. Weston stated she is hopeful the project will come in under budget.

**VIII. Schedule next JBC meeting:**

September 13<sup>th</sup>, 5:00 PM at Horne Street School. Ms. Weston asked that everything is completed on the punch list so that action can be taken.



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Ray Bardwell moved, Mark Geuther seconded to adjourn at 6:35 pm. An oral **VOTE PASSED 5/0**.

Respectfully submitted,

*Karen Weston/ral*

Karen Weston, Joint Building Committee Chairperson  
Joint Building Committee  
KW/ral

DRAFT