



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	Thursday, June 23, 2016
Meeting Time:	4:15 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Dover High School and Regional Career Technical Center Joint Building Committee was called to order on Thursday, June 23, 2016 at 4:25 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Mark Geuther, Amanda Russell and Jason Gagnon. Sarah Greenshields was excused. Matt Severson arrived at 4:29 p.m. and Amanda Russell was excused at 4:29 p.m. Also present were Superintendent Elaine Arbour, Business Administrator Libby Simmons, Dover High School Principal Peter Driscoll, CTC Director Louise Paradis, Facilities Director Jeffrey White, HMFH representative Tina Stanislaski, PC Construction Senior Project Manager Garrett Bertolini and PC Construction Project Manager Scott Blair. Chris Parker arrived at 4:35 p.m.
- II. CITIZENS' FORUM:** No one addressed the committee.
- III. APPROVE MEETING MINUTES FROM JUNE 7, 2016:** Jason Gagnon moved, Mark Geuther seconded to approve the minutes of the meeting listed. An oral **VOTE PASSED 4/0**.
- IV. FINANCIAL REPORT:** Ms. Simmons shared a non-voting report reflective through June 23, 2016. She indicated that the budget availability is \$79,500,166.75. This includes last paid expenses on June 2, 2016 to HEA for services rendered through April 2 and April 29 and to HMFH for services rendered through April 30 in the amount of \$348,035.76. She added that the State asked her to delay sending a financial report until there was a final number for the CTC.
 - a. APPROVE MANIFESTS:** Amanda Russell moved / Jason Gagnon seconded to approve manifest CIPM#DHSCTC026 in the amount of \$2,450.00 payable to HEA. A roll call **VOTE PASSED 4/0**.
- V. DISCUSS IRRIGATION PROPOSAL:** Ms. Stanislaski discussed the irrigation proposal and stated that it was not included originally in the scope of work but recommended that it be added now so there won't be change orders later in the process. She recommended that the design for irrigation be done now so that it can be bid with the rest of the work. Design and construction coordination would be included in the bid. Court yard and softball and practice fields would be included. If they wait until the end of the project, additional work will be needed to coordinate it with other systems. This was the only proposal received and the cost is \$9,350.00.

Jason Gagnon moved / Matt Severson seconded to approve the proposal for irrigation system design as presented by HMFH not to exceed \$9,350.00 with the understanding that all exclusions listed in the proposal are currently included in the project at no additional cost. A roll call **VOTE PASSED 4/0**.
- VI. REVIEW FEE FROM THE GEOTECHNICAL ENGINEER FOR THE SOILS TESTING UNDER THE BUILDING:** Ms. Stanislaski presented information from McPhail



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Associates for services for testing soil under the building. The cost is \$126,500 and \$150,000 is budgeted for the scope of work. The cost would be reduced if it is completed early and increased if the project takes longer. Dr. Arbour recommended adding "not to exceed" in the motion and changing language referencing Massachusetts to New Hampshire.

Ms. Stanislaski will obtain clarification on travel expenses and ask that the contract be revised to include, "not to exceed" language and deletion of Massachusetts references. This item will be added to the next agenda for approval.

Mr. Severson noted that McPhail did prior foundation testing and therefore would be best for this part of the project, to which Ms. Stanislaski agreed.

VII. REVIEW AND APPROVED GMP AMENDMENT FOR EARLY WORK PACKAGES:

Mr. Bertolini presented the document which starts this week through October 7, 2016 and will be incorporated into the final document.

Mark Geuther moved / Matt Severson seconded to approve the early work GMP per letter dated June 20, 2016. A roll call **VOTE PASSED 4/0**.

VIII. REVIEW AND POSSIBLY APPROVE RAM AGGREGATE PACKAGE:

Mr. Blair reviewed the document with the 3 bidders and stated his recommendation for Subsurface Constructors. He questioned them about the bid which was substantially lower than others. They are trying to obtain more work in New England and provided an aggressive bid. They have been in business for over 100 years and have qualifications and everything needed to complete the project. The Design Development Estimate value for Rammed Aggregate Piers is \$720,270.

Matt Severson moved / Jason Gagnon seconded to accept PC Construction's recommendation to approve Subsurface Constructors from Westford, Massachusetts for \$285,917. A roll call **VOTE PASSED 4/0**.

IX. UPDATES:

- a. Security Meeting:** Ms. Stanislaski updated the committee on the recent security meeting. She stated that there were representatives from all areas to discuss how security functions would work in the building. There will be a larger conversation on camera usage in the school in the near future. There will be an additional meeting with the building inspector since he was unable to attend.
- b. CTC/DHS Space Ratio:** Dr. Arbour summarized the meeting to determine what counts toward the CTC portion of the building. A portion of the hallway in front of CTC classrooms is able to be counted in the calculation. The area will need to relate to CTC and can include promotional materials, displaying of awards, displaying student work,



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etc. This will be an expectation of the space. Fencing will be added to animal science, building construction and electrical work yard and auto collision. This will be an extension of the lab space and can be counted toward the physical space of the classrooms. If not fenced, counts as a parking lot and therefore not countable toward CTC percentage. The CTC space percentage ended up at 22.8% and provides some flexibility.

- c. Storage:** Ms. Simmons did some price checks on storage units for athletic equipment and found 2 gray used units for \$5,000. These units are 8 x 20. Mr. Gagnon asked that the odor of the unit be checked before agreeing on these units. Mr. White will check out the units. Ms. Simmons added that they are also going to try to negotiate a purchase price for a currently rented unit. Mr. Gagnon asked about the possibility of building a unit for the district. Mr. White stated that 5,000 square feet is needed for equipment included nets, hurdles, goal posts, etc. Mr. Driscoll commented that smaller storage units help since fields are spread out but he understands Mr. White's desire to have something larger and in a more central location to store larger equipment. Mr. White will remove items from the large shed that is being removed in a few days and move to a new location.

- d. Fundraising:** moved to the next agenda.

- X. DISCUSS DATE FOR GROUNDBREAKING:** One person responded and proposed June 30. The committee will discuss at the next meeting.
- XI. REVIEW FUTURE MEETING SCHEDULE:** Next meeting will be June 28, 2016.
- XII. MATTERS OF INTEREST:**
- XIII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:**
- Approve minutes, review and approve soil testing RFP, Fundraising, groundbreaking update, Review geotechnical proposal
- XIV. ADJOURNMENT:** Jason Gagnon moved / Matt Severson seconded to adjourn the JBC meeting at 5:30 p.m. An oral **VOTE PASSED 4/0.**

Respectfully submitted,

Robin LaFleur

Robin LaFleur, Recording Secretary