



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	Thursday, July 7, 2016
Meeting Time:	5:30 P.M.

1. Call to Order and Roll Call
2. Citizens' Forum
3. Approval of Meeting Minutes of 6/6/16 and 6/23/16
4. Approve June Capital Improvement Summary and Status Report to be submitted to the city council and school board
5. Manifest Approval
6. Update from Harriman
 - Enrollment Projections
 - Review existing documents (Facility and Site Analysis)
 - Site Assessment
 - Develop Concept Alternatives—Draft 2
 - Opinion of Costs—Draft 1
7. AIA contract Update
8. Review Meeting Schedule
9. Review Action Items
10. Matters of Interest
11. Build Next Agenda
12. Adjournment

CAPITAL IMPROVEMENTS SUMMARY
Garrison Elementary School Project
As of: June 30, 2016

Transfer of Appropriations from Garrison School Facility Improvements, FY2006, CC approval 2/10/2016	\$ 14,830.98
Transfer of Appropriations from Woodman Park Elementary School Facility Improvements, FY2008, CC approval 2/10/2016	\$ 56,455.62
Transfer of Appropriations from Dover High School, FY2009, CC approval 2/10/2016	\$ 471.76
Transfer of Appropriations from Garrison School Facility Improvements, FY2015, CC approval 2/10/2016	\$ 89,028.00
Appropriation (FY16), CC approval 12/9/2015	\$ 6,900,000.00
Total Appropriation:	\$ 7,060,786.36

<u>Date</u>	<u>CIPM#</u>	<u>Expenditures to Date:</u>	<u>Amount:</u>
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Total:

\$ -

Obligations:

Harriman - Architectural & Engineering Services for Facilities Study - Proposal Approved 5/26/2016

\$ 53,500.00

\$ 53,500.00

Budget Availability: \$7,007,286.36

JBC Monthly Status Report – July

GES Building Project

- On May 16, 2016, the committee approved Harriman Architects as the firm to complete the feasibility study and authorized Dr. Arbour to enter into negotiations with them. Harriman was selected after 4 firms were interviewed. A total of 9 firms submitted requests.
- The AIA contract is in the process of being finalized and should be completed soon.
- Goals of the project include:
 - Address Life/Safety Needs of the School
 - Address all Code Issues
 - Investigate Educational Programming Needs
 - Additional Site Capabilities/Capacities
 - General Efficiencies Upgrade
- Harriman met with Garrison School staff on June 6 to obtain input from them before the summer break. Harriman shared the input with the committee at the JBC meeting held on the same day.

MAN. NO. CIPM#GES01
DATE: 7/7/2016

VENDOR VOUCHER MANIFEST
SCHOOL DISTRICT SAU #11

1. DATE	2. PAYEE NAME AND ADDRESS	3. FINANCE PO NO:	4. AMOUNT EXPENDED	5. AMOUNT OF CHECK	6. PROJECT NAME
1. 7/7/2016	Harriman 46 Harriman Drive Auburn, ME 04210				
	<u>4006.1.600.46900.4725.07103.06.000.000.700</u>	201611093		\$ 5,250.00	Fee
	<u>4006.1.600.46900.4725.07103.06.000.000.700</u>	201611093		\$ 83.77	Reimbursables
	Professional Services from 6/1/2016-6/30/2016			\$ 5,333.77	Inv#1606060
TOTALS				\$5,333.77	

TO THE TREASURER; PAYMENTS AUTHORIZED AND ORDERED
TO THE PERSONS LISTED ABOVE FOR THE SUMS INDICATED
IN COLUMN 5. AMOUNT OF CHECK AMOUNTING IN THE
AGGREGATE TO:

5,333.77

Superintendent of Schools or Business Administrator

Date

Betsey Andrews Parker, School Board Vice Chair, JBC Chair

Date



46 Harriman Drive
Auburn, ME 04210
207.784.5100 telephone
INVOICE

Ms. Elaine Arbour
Dover School District
McConnell Center
61 Locust Street, Suite 409
Dover, NH 03820

June 30, 2016
Project No: 15618
Invoice No: 1606060

Project 15618 Dover School District, Garrison Elementary School Facilities Study
Professional Services from June 01, 2016 to June 30, 2016

Phase	00	Base Fees				
Fee						
Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Data Gathering	4,000.00	80.00	3,200.00	0.00	3,200.00	
Demographic Analysis	4,500.00	10.00	450.00	0.00	450.00	
Educational Program Analysis	8,000.00	20.00	1,600.00	0.00	1,600.00	
Facilities and Site Analysis	12,000.00	0.00	0.00	0.00	0.00	
Preliminary Options & Estimates	8,000.00	0.00	0.00	0.00	0.00	
Energy Analysis	4,000.00	0.00	0.00	0.00	0.00	
Concept Design	9,000.00	0.00	0.00	0.00	0.00	
Financial Model & Estimate	4,000.00	0.00	0.00	0.00	0.00	
Total Fee	53,500.00		5,250.00	0.00	5,250.00	
			Total Fee			5,250.00
			Total this Phase			\$5,250.00

Phase	ZEXP	Expenses			
Reimbursable Expenses					
Rmb Travel					
6/28/2016	Commerce Bank	Mark Lee - Car Rental - 6/6/16		76.15	
	Total Reimbursables	1.1 times		76.15	83.77
		Total this Phase			\$83.77
		Total this Invoice			\$5,333.77

TERMS: Net 30 Days
1.5% Interest (18% Annually) will be charged on accounts over 30 days past due.