JOINT BUILDING COMMITTEE
DOVER HIGH SCHOOL AND REGIONAL CTC
MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	**Tuesday, November 29, 2016**
Meeting Time:	**4:30 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 Tuesday, November 29, 2016 at 4:35 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Jason Gagnon, Mark Geuther, Sarah Greenshields, Amanda Russell, and Matt Severson. Also present were Superintendent Elaine Arbour, Business Administrator Libby Simmons, High School Principal Peter Driscoll, Career Technical Center Director Louise Paradis, Facilities Director Jeffrey White, Clerk of the Works Michael Brooks, Assistant City Manager Christopher Parker, Dover Fire Chief Eric Hagman, PC Construction Senior Project Manager Garret Bertolini, HMFH Construction Specialist Alan Pemstein.

II. CITIZENS' FORUM: No one addressed the committee.

III. APPROVE MEETING MINUTES FROM NOVEMBER 15, 2016: Amanda Russell moved, Mark Geuther seconded to approve the minutes listed with the addition of the verbiage "in order to improve the performance and efficiency of the HVAC system" added to the last sentence in paragraph two of item VII. An oral **VOTE PASSED 6/0.**

IV. FINANCIAL REPORT (Attachment A): Ms. Simmons reviewed the report dated 11-29-16.

a. Approve Manifests:

Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC050 in the amount of $731.05 to HMFH Architects, Inc. for professional services rendered through 10/31/2016 (Clerk of the Works, PSS#9). A roll call **VOTE PASSED 6/0.**

V. CITY INSPECTION SERVICES: Mr. Carrier introduced Fire Chief Hagman. Mr. Hagman shared that they received a response from NH Fire Marshall's office regarding their review of the construction documents and have a working meeting scheduled for Friday 12/2/16 to discuss the items identified. He mentioned that the department has made a commitment to becoming up to speed on the project and will continue to be in close contact with all parties to work through any code issues to assist with keeping the project moving forward and meet its completion date.

Mr**.** Carrier asked if there had been an issue because of the recent code changes. Mr. Hagman remarked that those types of changes and re-definition were part of what they will work on with all parties to identify and resolve.

VI. CLERK OF THE WORKS REPORT: Mr. Brooks reviewed his weekly site reports dated Nov. 14 and 25, 2016.

Mr. Carrier asked about the pier issue. Mr. Brooks explained to the committee that there was a change to the pier design that came about after the piers had already begun to be installed and initially one of the companies involved was concerned that the first section needed to be re-placed to keep with the design changes. He continued to explain that the engineers assessed the situation and verified that the piers original placement would be sufficient, but also agreed to have a load tester installed to make sure there were not any issues. If any results were found to show that the piers as they are now were inadequate, new piers would be put in. Mr. Pemstein added that if the piers were going to fail, it would be right after loads were added as opposed to later in the life of the building.

VII. **CONSTRUCTION SCHEDULE UPDATE:** Mr. Bertolini commented that Mr. Brooks had covered most points and that steel is moving along as planned and that they will begin to install exterior framing as soon as possible as the steel goes up.

VIII. **REVIEW AND APPROVE CHANGE ORDER PROPOSALS:** Mr. Bertolini shared that the change order proposals presented tonight have already been reviewed by the JBC, but since there had been a question as to whether to include them in the GMP, they had not been approved. Since it was decided not to include them in the GMP, they require approval.

Amanda Russell moved, Matt Severson seconded to approve Change Request Proposal 190006R1 Ledge Removal SMH-4 to SMH-2 in the amount of $6,200.00. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Sarah Greenshields seconded to approve Change Request Proposal 190016R1 Ledge Removal SMH-1 to Existing SMH in the amount of $3,151.00. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Matt Severson seconded to approve Change Request Proposal 190012R1 RFI-009 Organic Material at Loading Dock in the amount of $34,405.00. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Sarah Greenshields seconded to approve Change Request Proposal 190013R1 Ledge Removal Force Main to SMH-2 in the amount of $1,705.00. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Matt Severson seconded to approve Change Request Proposal 190014R1 Ledge Removal SMH-2 to SMH-1 in the amount of $8,680.00. A roll call **VOTE PASSED 6/0**.

IX. **APPROVE LETTERS OF RECOMMENDATION FOR SUBCONTRACTORS:**

a. BP 04.1 Masonry: Matt Severson moved, Sarah Greenshields seconded to award the bid for Masonry to Lighthouse Masonry, Inc. in the amount of $3,870,000 (amended to change to $3,450,000). A roll call **VOTE PASSED 6/0.**

b. BP 07.1 Waterproofing and Dampproofing: Amanda Russell moved, Sarah Greenshields seconded to award the bid for Waterproofing and Dampproofing to Associated Concrete Coatings in the amount of $41,600. A roll call **VOTE PASSED 6/0.**

c. BP 07.1 Air and Vapor Barrier: Amanda Russell moved, Matt Severson seconded to award the bid for Air and Vapor Barrier to GS Bolton, Inc., in the amount of $445,770. A roll call **VOTE PASSED 6/0.**

d. BP 11.1 Kitchen Equipment: Amanda Russell moved, Sarah Greenshields seconded to award the bid for Kitchen Equipment to Johnson-Lancaster and Associates, Inc. in the amount of $467,822. A roll call **VOTE PASSED 6/0.**

e. BP 12.2 Fixed Auditorium Seating & BP 12.3 Telescoping Gymnasium Seating: Matt Severson moved, Sarah Greenshields seconded to award the bid for Fixed Auditorium Seating and Telescoping Gymnasium Seating to Robert H. Lord Co. in the amount of $154,736 and $141,818. A roll call **VOTE PASSED 6/0.**

f. BP 21.1 Fire Protection: Sarah Greenshields moved, Matt Severson seconded to award the bid for Fire Protection to John L. Carter Sprinkler Company, Inc. in the amount of $540,000. A roll call **VOTE PASSED 6/0.**

g. BP 23.1 Ductwork: Matt Severson moved, Sarah Greenshields seconded to award the bid for Ductwork to New England Tech Air in the amount of $2,645,270 contingent on the Commissioning Agent's approval of the current line item "Delete pressure testing of all ductwork ($8,000)" and if not approved, to be added back in for $8,000. A roll call **VOTE PASSED 6/0**

h. BP 23.4 Condensing Boilers: Sarah Greenshields moved, Amanda Russell seconded to award the bid for Condensing Boilers to FW Webb/Fluid Industrial Associates, Inc. in the amount of $99,108. A roll call **VOTE PASSED 6/0**

i. BP 23.5 Air Handling Equipment & BP 23.3 Chiller: Amanda Russell moved, Sarah Greenshields seconded to award the bid for Air Handling Equipment & Chiller to Trane in the amount of $1,690,000. A roll call **VOTE PASSED 6/0**

j. BP 23.2 Automatic Temperature Controls (Attachment B): Mr. Bertolini shared that this will be pulled and re-submitted at the next JBC meeting after they have adjusted the scope.

X. DISCUSS OPERATING WINDOW COUNT: The committee reviewed the email sent by Mr. Williams on 11/18/16 (Attachment C). Discussion ensued. The committee agreed that if operable were going to be removed from classrooms, it would be of the utmost importance to communicate that information and the reasoning why prior to the opening of the building to help set expectations. Jason Gagnon moved, Matt Severson seconded to remove all operable windows from the high school building with the exception of those provided in the administration offices, conference rooms, the nurse's office, located on exterior walls in Guidance in accordance with HMFH's recommendation in Mr. Williams' email dated 11/18/16. An oral **VOTE PASSED 5/1 (Ms. Greenshields opposed).**

XI. DISCUSS TRACK AND FIELD: Mr. Bertolini commented that since the work would need to be performed the summer of 2018, they would need a decision by December of 2017 on whether or not the track re-construction could be accomplished at the same time as the field replacement. Mr.

Bertolini said that he did need to speak with Mr. Blair regarding one of the company's possibility of holding a price based on completing both scopes together.

XII. REVIEW FUTURE MEETING SCHEDULE: Meetings are scheduled for 12/13 and 12/27. The committee decided to make the meeting on the 27th tentative to be decided on the 13th.

XIII. MATTERS OF INTEREST:

a. Ms. Paradis reminded the committee that that the contingency funds are also subject to the project percentage split (DHS/CTC) and that it will be important to remember that if and when there are funds left to possibly use for add alternates.

b. Ms. Paradis asked if the high school would have its own washer and dryer, since those are not items that should be shared due to funding. Mr. Bertolini and Mr. Pemstein responded that they would find out and advise the committee.

c. Mr. Geuther commented that it would be important to keep track of the number of NH firms employed on the project. Mr. Bertolini responded that they would keep track.

d. Mr. Pemstein recommended that the committee select a color committee of approximately 7 people to assist with color and fabric choices that will begin to come up. Mr. Greenshields indicated that the Arts Committee is interested in being part of that and so is she. Mr. Driscoll shared that they had already put together a list of interested faculty members.

XIV. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:

a. Fundraising sub-committee will schedule a meeting

XV. ADJOURNMENT: Sarah Greenshields moved, Matt Severson seconded to adjourn the JBC meeting at 6:12 p.m. An oral **VOTE PASSED 6/0.**

Respectfully submitted,

Melissa Henerberry

Melissa Henerberry, Recording Secretary