Joint Building Committee – GARRISON SCHOOL Minutes

Dover School District

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	**Tuesday, December 6, 2016**
Meeting Time:	**5:00 p.m.**

I. CALL TO ORDER AND ROLL CALL: A meeting of the Garrison School Joint Building Committee was called to order on Tuesday, December 6, 2016 at 5:05 p.m. in the Superintendent's Conference Room at the McConnell Center by JBC Vice Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Keith Holt, Jan Nedelka, Karen Weston and Steve Haight. Ms. Andrews Parker was excused. Also in attendance were Mark Lee and Dan Bisson from Harriman, Garrison Principal Beth Dunton and Business Administrator Libby Simmons.

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

III. HARRIMAN—REVIEW PHASES/DETERMINE IMPACTED AREA BASED ON OPTION A/SHARE OPTIONS:

Mr. Lee presented Option A again to the committee. In the new drawings, the limits of the 6F grant were highlighted. Their preliminary request for conversion would be 4 acres with hopes to utilize the current parking and maintain a single secured entrance.

Mr. Ciotti asked if a 1 acre parcel of land could possibly be used in the conversion reducing the need to 3 acres. Mr. Lee responded that it was an interesting thought and reminded the committee that value and use both need to be considered. Others agreed that the use of this 1 acre may be helpful.

Mr. Nedelka asked if the request for 4 acres makes sense and should more be requested for future use. Dr. Arbour cautioned about encroaching on the property line. Neighbors may be impacted due to noise and lighting.

It was agreed that the committee preferred a request of 6 acres requested for conversion in case needed for future expansion and to maximize potential opportunities on the site. The minimum would be 4 acres. Harriman will revise the drawings prior to the presentation to the School Board on December 12.

Mr. Lee presented the phasing approach again to Option A. The cost for Phase 1 is $7,430,000. He commented that the number can be fine-tuned to achieve the goal. Most of the work in this phase can be accomplished without the DRED issue being a factor. This would add a new entrance on the side of the building and renovates some classrooms and technology. System upgrades and site development are also included in Phase I.

Phase II would cost $2,895.000 which would include renovation and café/kitchen addition. Dr. Arbour recommended not purchasing technology with bonded money since the equipment would become obsolete before it is paid for.

Ms. Dunton commented that current office areas could be used for certain classes after the office areas have been moved.

Mr. Lee reminded the committee that costs are always increasing as time goes by and as items are added, others will need to be deleted.

Most Phase I can be completed without DRED approval.

The bus loop and options were discussed.

Phase III would cost $3,300,000 in present day dollars and be 11,000 square feet of renovations.

Phase IV would be $5,812,500 and be the independent piece of the project with 15,000 square feet of new construction which would add 12 classrooms. The completed project would support an additional 250 students.

Mr. Holt asked if there would be enough space to place all 5th grade students at GES and remove from Dover Middle School. Dr. Arbour responded that there would not be enough room unless kindergarten students were moved to other building. It was agreed that a full redistricting would be needed for this.

Ms. Weston recommended planning ahead since there could be many changes over time before getting to Phase IV.

Mr. Ciotti reminded that the charge of the committee if to complete Phase I only and the other phases are beyond the scope.

Dr. Arbour disagreed stating that the Board should be aware of the overall recommendation and time frame due to CIP planning. Mr. Ciotti agreed but stressed that most of the presentation should be on Phase I.

Ms. Weston commented that it is difficult to know a time frame since the beginning of Phase I hasn't even been scheduled yet.

The committee asked Mr. Lee to add a slide that shows the total cost and to stress the percentage that could be saved if the project was completed at one time instead of in phases.

It was agreed that the committee should show the recommendation to the Board but also the reality. The School Board will need to approve the conceptual plan before anything is done and needs to see the big picture in order to approve Phase I.

A show of hands by the committee confirmed their choice of Option A to go forward to the School Board.

Mr. Lee commented that a budget of $6.9 million for Phase I would compromise system upgrades. Reduction of some soft costs and technology upgrades will also help to get to the goal.

The work of Harriman will be complete after the approval by the School Board.

Mr. Lee stated that design would take approximately 3.5 months and procurement of a contract would take another month. The start date would be 4-6 months after RFQ went out.

The committee discussed the timing of the actual work project. It was determined that summer is the best time, but Mr. Lee commented that it would be very tight to complete the work in summer months. He added that the District needs to free itself from the summer restraint and create other spaces for students if needed.

Ms. Weston asked if it would be realistic to separate the phases into subgroups. Mr. Lee responded that it could be done if swing spaces are found. Ms. Dunton and Dr. Arbour will look info finding some swing spaces. Ms. Dunton felt that she could probably make something work with the gym and cafeteria. Modular classes were also discussed, although most agreed they are not the best option and can be costly.

Mr. Ciotti asked if it be possible to save time and start in summer of 2017 if the committee contracted Harriman for design. Dr. Arbour responded that their contract will be reviewed to see if it is written in a way that this would be allowable. This would eliminate the need to go out to bid and the answer could be shared at the meeting of January 3 or January 17.

The building committee would need to determine if construction management or Design Bid Build (district would be responsible for bidding) would be used.

The JBC will meet again on Tuesday, January 3 at 5:00 pm.

IV. **UPDATE ON DRED CONVERSION:** DRED will be contacted for a meeting by City Attorney Blenkinsop after it is determined how much land will be needed for the conversion.

V. **APPROVAL OF MINUTES FOR 11/22/16 MEETING**:

Jan Nedelka moved, Keith Holt seconded to approve the meeting minutes of November 22, 2016. An oral **VOTE PASSED 4/0 (Weston abstained)**

VI. **FINANCIAL AND STATUS UPDATE:** Ms. Simmons reviewed the financial update. The last payment to Harriman was made on November 3.

VII. **MANIFEST APPROVAL: NONE**

VIII. **REVIEW ACTION ITEMS:** Meeting between Attorney Blenkinsop and DRED, review Harriman contract for design language, research possible swing spaces.

IX. **MATTERS OF INTEREST:** The meeting scheduled for 12/20 has been cancelled. Ms. Andrews Parker and Mr. Holt will discuss the status of the GES JBC with the School Board on December 12. Mr. Lee and Mr. Bisson will attend and present the plans for Option A to the Board and public. An approval will be requested at that meeting.

X. **BUILD NEXT AGENDA:** DRED update, School Board update, RFQ sample review, determine bid methodology

XI. **ADJOURNMENT:** Karen Weston moved, Keith Holt seconded to adjourn the GES JBC meeting at 6:44 p.m. An oral **VOTE PASSED 4/0. Mr. Haight was excused at 6:20 p.m.**