JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	**Tuesday, January 31, 2017**
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, January 31, 2017 at 5:04 p.m. in the Superintendent's Conference Room at the McConnell Center by JBC Chair Betsey Andrews Parker. In addition to Ms. Andrews Parker, present JBC members included Keith Holt, Jan Nedelka, Karen Weston, and Dennis Ciotti. Steve Haight arrived at 5:34 p.m. Also in attendance were Garrison Principal Beth Dunton, Business Administrator Libby Simmons, Jeff White, Harriman representative Dan Bisson, and Clerk of the Works Mike Brooks.

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

III. **APPROVAL OF AGENDA:** The agenda was approved as presented.

IV. **UPDATE ON DRED CONVERSION:** Ms. Andrews Parker spoke with City Planner Chris Parker regarding the DRED conversion. The conversation was positive but yielded more questions. The questions will be answered prior to the next JBC meeting on February 14. Attorney Blenkinsop is following up on questions with Mr. Parker.

V. **REVIEW OF RFQ/SCOPE FOR CONSTRUCTION MANAGER:** Ms. Simmons reviewed the RFQ that she drafted based on the DHS project sample and the scope received from Harriman. The number of copies was changed from 12 copies to 6 copies and a USB with the proposal.

The dates were determined to be:

Walk-through: February 21 at 2:30 with an inclement weather date of February 22.

RFQ Due: March 17 at 4:00

Submissions Reviewed: March 28

Selection of Finalists: March 28

Interviews: TBD

Proposed Action: TBD

Ms**.** Dunton requested the construction timeline as soon as possible so she can plan for the students and school. It was determined that the construction timeline would most likely be June 2017 until September 2019.

Questions on the RFQ need to be submitted to the District by March 3.

The final drawings will be completed for the most part, by the time of interviews.

Mr. Nedelka asked people involved in the high school project if they had any regrets about the high school construction contract. Mr. White responded that designs of mechanical, electrical, and plumbing (life and safety issues) should be addressed earlier, along with investigation of subcontractors. The high school project is still dealing when some of these issues.

VI. REVIEW NEGOTIATED HARRIMAN CONTRACT: Ms. Simmons stated that she met with Mr. Lee and Mr. Bisson from Harriman to discuss the contract based on the proposal from the last meeting. It was determined there are no duplication of efforts in the proposal as compared with the current contract. The typical expense for services is approximate 12.5%. Harriman's proposal offered 9.5% and they have agreed to reduce to 9% which provides a $30,000 savings.

Keith Holt moved, Jan Nedelka seconded to accept the negotiated terms of Harriman contract not to exceed $600,000. ($495,000 and $105,000 (reimbursable)) authorize the SAU to enter negotiations with Harriman. A roll call **VOTE PASSED 6/0**. Harriman will provide a revised contract.

VII. DISCUSSION OF NEGOTIABLES:

Will discuss non-negotiables at a late date. Negotiables were addressed in contract negotiation.

VIII. SCHEDULE DATE FOR COMMUNITY FORUM/GES WALK-THROUGH: Harriman will present documents and PowerPoint, tour, and Q & A on March 18 at 9:00 am at GES. Refreshments will be provided.

IX. APPROVAL OF MINUTES FOR 1/17/17 MEETING:

Jan Nedelka moved, Karen Weston seconded to approve the meeting minutes of January 17, 2017. An oral **VOTE PASSED 6/0.**

X. FINANCIAL AND STATUS UPDATE:

Ms. Simmons reviewed stating the last payment was sent out on January 19. If all reimbursables are not spent, the money is returned to the JBC.

XI. MANIFEST APPROVAL: No manifests for this meeting.

XII. REVIEW ACTION ITEMS: Mr. Parker and Attorney Blenkinsop will research answers to questions regarding DRED and report to JBC, Harriman will provide timeline for project and for forum. Harriman will solicit pricing and receive bids for survey, including wetlands and borings. The preferred list of approved vendors of the City was shared with Harriman. The cost is included in the soft costs of Harriman contract. Harriman will provide the bids with a recommendation to the JBC which will help Harriman get everything they need. Harriman will bring scope for borings and scope for site survey to next meeting. Their surveyor will hire their own wetland scientist.

XIII. MATTERS OF INTEREST: Mr. White requested to add air conditioning locations to an agenda at a later date. Ms. Dunton asked to schedule a time to talk with students in May or June regarding the project.

XIV. BUILD NEXT AGENDA: Site survey update, DRED Update, Community Forum update, review project timeline

XV. ADJOURNMENT: Karen Weston moved, Jan Nedelka seconded to adjourn the GES JBC meeting at 6:30 p.m. An oral **VOTE PASSED 6/0.**