



JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	Tuesday, March 14, 2017
Meeting Time:	5:00 P.M.

1. Call to Order and Roll Call
2. Citizens' Forum
3. Approval of Agenda
4. Update on DRED conversion
5. Site Survey Update
6. Award of Geotechnical Proposal Bid
7. Community Forum Update
8. Review Project timeline
9. Approval of Minutes of February 14 and February 21, 2017 meetings
10. Financial and Status Update
11. Manifest Approval
12. Review Action Items
13. Matters of Interest
14. Build Next Agenda
15. Adjournment



February 27, 2017

Dover School District
Dover, New Hampshire
Garrison Elementary School
Project No. 15618

Summary of geotechnical fee proposals:

John Turner Consulting	Proposals
	\$ 6,400
RW Gillespie	
	\$ 9,700
SW Cole	
	LATE

Harriman Recommendations:

Based on Harriman's review of the geotechnical proposals received, we recommend John Turner Consulting as the lowest qualified proposal.

46 HARRIMAN DRIVE
AUBURN, ME 04210
207.784.5100

123 MIDDLE STREET
PORTLAND, ME 04101
207.775.0053

33 JEWELL COURT, SUITE 101
PORTSMOUTH, NH 03801
603.626.1242

170 MILK STREET, SUITE 5
BOSTON, MA 02109-3438
617.426.5050

www.harriman.com



GEOTECHNICAL ▼ ENVIRONMENTAL ▼ RESIDENT ENGINEERING ▼ TESTING

February 23, 2017

Ms. Libby Simmons, Business Administrator
Dover School District
61 Locust Street, Suite 409
Dover, NH 03820
(603) 516-6482
l.simmons@dover.k12.nh.us

***Proposed Geotechnical Investigation
Proposed Addition and Renovation of Garrison Elementary School
Dover, New Hampshire
JTC Proposal #:17-087***

Dear Ms. Simmons,

John Turner Consulting, Inc. (JTC) is pleased to submit this proposal to perform a geotechnical investigation for the Proposed Addition and Renovation to the Garrison Elementary School located at 50 Garrison Road in Dover, New Hampshire. The purpose of the geotechnical investigation is to obtain information on the subsurface conditions at the site and to provide geotechnical engineering recommendations to support the design and construction of the proposed development. JTC has prepared this proposal based on Harriman Architecture, Engineering and Planning e-mail dated February 9, 2017; our review of the provided *Boring Request Plan* (Harriman Architecture, Engineering and Planning e-mail dated February 9, 2017) and our review of aerial photographs and geologic maps for this area.

Based on the information received by JTC the proposed addition is planned to be between two existing wings of the school in the northwest corner of the school. Also, a new driveway proposed to originate off Garrison Road, will continue along the east and north sides of the existing school to create a circle drive at the north side of the school. JTC assumes that the intent is to support the building on a conventional shallow spread footing foundation with a concrete slab on grade (i.e. no basement). The provided plan(s) do not indicate existing ground surface elevations or a proposed building finish-floor elevation (FFE). JTC has assumed that cuts and fills will be limited to about 2 feet each.

JTC's review of the "Surficial Geologic Map of the Dover East Quadrangle, Strafford County, New Hampshire" (Grahame J. Larson and Richard Goldsmith 1989) indicates that the site soils will likely consist of Stratified Glacial Sand and Gravel. Stratified Glacial Sand and Gravel is a mix of sand and gravel predominantly sand in the Dover East Quadrangle.

Proposed Scope of Work

JTC proposes the following scope of work:

- JTC proposes to perform a geotechnical exploration program consisting of up to seven (7) test borings and two (2) test pits targeting the footprint of the proposed addition and driveway areas.
 - One (1) test boring will target the proposed building footprint and will be advanced to refusal or very dense Glacial Till, whichever occurs first.

- Two (2) test pits will target the proposed addition to observe the existing foundation conditions.
 - Time permitting, up to six (6) test borings will target the proposed driveway area and will be advanced to depths on the order of 10 feet bgs, or to refusal, whichever occurs first.
 - If shallow refusal is encountered, auger probes may be added to help delineate the top of bedrock surface.
 - Up to one (1) day of drilling and up to one (1) day of test pits are budgeted and anticipated.
- JTC will field-locate the test boring and test pit locations using the plans and information provided. JTC will select the boring locations in relation to the existing site features and measurements using taping methods from existing site features and under the constraints of drill rig access and/or utility conflicts. JTC will notify DigSafe and the Town of Dover.
- JTC will subcontract a drilling company to complete the test borings. As the borings are advanced, standard penetration tests (SPTs) will be conducted at regular intervals (i.e., 2.5 to 5 feet) and soil samples will be obtained via 2-inch split-spoon samplers. SPTs will be conducted in general accordance with ASTM D 1586. JTC will be prepared to collect intact Shelby tube samples of soft clay and/or organics soils, if encountered. Shelby tubes, if necessary, will be collected in general accordance with ASTM D 1587 and/or D 6519. Similarly, JTC will be prepared to core rock to confirm type, presence, and fracturing/quality, if necessary.
- JTC will subcontract a test pit company to complete the test pits. As the test pits are completed, JTC will document the findings on the existing foundations, soil strata, as well as water infiltration into the excavation.
- JTC will directly oversee the geotechnical drilling, test pits, testing, and sampling so that the need for adjustments can be assessed at the time of drilling. If additional drilling and/or sampling is warranted based on site conditions, you will be notified to discuss any additional recommended work prior to proceeding. At a minimum, JTC will notify you immediately if any of the following subsurface conditions are identified:
 - Soft, very loose, or otherwise unsuitable, compressible, or problematic soils.
 - Buried organics, trash, debris, or subsurface structures.
 - Shallow bedrock (i.e., less than 5 feet below FFE).
- Upon completion, each boring hole/test pit will be backfilled with soil cuttings derived from the investigation. Any leftover soil cuttings will be spread out adjacent to the soil borings/test pit, if necessary. Any investigation derived drilling fluids (water, “drilling mud”, etc.) will be spread out adjacent to the borehole/test pit. Any pavement disturbed by drilling/excavating activities will be repaired with asphaltic-concrete cold patch.
- JTC will perform geotechnical laboratory testing of selected soil samples, consisting of up to four (4) moisture contents and up to four (4) washed sieve analyses, Atterberg limits, and/or organic contents.
- The results of the geotechnical explorations and laboratory testing will be evaluated by a Professional Geotechnical Engineer and a Geotechnical Investigation Report will be prepared. The report will include, but not be limited to:
 - A general description of the site and the proposed development.
 - A review of known structural loading information.
 - A brief summary of the geotechnical exploration and laboratory testing programs;
 - A description of the subsurface conditions encountered, including:
 - Primary soil strata.
 - Groundwater levels observed at the time of the investigation.

- Presence/absence of bedrock and/or boulders.
- Shallow foundation recommendations for the support of the proposed structure(s), including;
 - Footing depth and subgrade preparation.
 - Allowable bearing pressure.
 - Estimates of total and differential settlement.
 - Seismic site classification.
 - Foundation drainage, if applicable, and backfill requirements.
- Recommended modulus of subgrade reaction, base gravel material (type and thickness), and underdrain spacing/requirements (if necessary) for the design of floor slabs-on-grade.
- Recommendations for sub-gravel and pavement section.
- Recommendations for site preparation and earthwork construction procedures, including excavation, fill/backfill, and compaction requirements.
- Recommendations for removal and/or reconditioning of unsuitable soils, if encountered.
- General recommendations for excavation dewatering, if applicable.
- General recommendations for quality control testing for earthworks during construction.
- Test Boring and Test Pit Location Plan(s), Test Boring/Test Pit Logs, and Geotechnical Laboratory Testing Reports.

Proposed Schedule

JTC utilizes several preferred drilling contractors. Presently, our preferred (and budgeted) drilling contractor is scheduling work orders about two (2) weeks in advance. JTC will prepare and submit a Geotechnical Investigation Report within seven (7) to ten (10) business days following the completion of the geotechnical exploration program. If necessary, JTC will expedite the evaluation and reporting to meet your preferred reporting deadline (Late March/Early April 2017).

Proposed Fee

JTC's fee for performing the geotechnical engineering services as described herein will be performed on a lump sum basis as explained at the end of this proposal. No additional services beyond the above mentioned scope of services will be provided without your prior knowledge. If site conditions or the client's needs mandate a change in the scope of work, JTC will prepare a work authorization request for the client's approval that summarizes the changes to the project scope of work, schedule, and/or fee.

JTC's proposed fee is based on the following conditions and/or assumptions:

- Any necessary drilling/excavation permits, if required, will be provided by others. Alternatively, JTC will procure the permits on a time and materials basis. We do not anticipate a need for a drilling permit at this location.
- JTC and its subcontractors will be provided unimpeded and uninterrupted access to the site.
- JTC has not planned or budgeted for a private utility locating service.
- JTC has not budgeted for removal of excessive snow/snowbanks, if necessary, due to winter drilling.
- JTC has assumed that the test boring and test pit locations can be reasonably accessed via an ATV/track-mounted drill rig or excavator.

- Costs for Shelby tube sampling or other undisturbed sampling methods typically associated with the presence of soft, fine-grained, organic, and/or compressible soils are not included in this proposal. JTC will contact you if these soil conditions are encountered during drilling. If necessary, Shelby tubes can be added to the program add a nominal charge of about \$100 per tube.
- Costs for rock coring, if necessary, are not included in this proposal. JTC will contact you if shallow refusal is encountered during drilling. If necessary, rock coring can typically be added to the program add a nominal charge of about \$45 per linear foot.
- Similarly, this proposal does not include costs to provide design recommendations for a deep foundation system. JTC can provide these services, if necessary, and will provide cost estimates at the client's request.

Remarks

It is understood that others will furnish the information on the underground features, in addition to those marked by DigSafe in the area of work. JTC cannot assume responsibility for damage to underground features not indicated in advance.

Authorization

If this proposal is acceptable, please sign and return one (1) complete copy to JTC, which will form our agreement for these services and will serve as written authorization to proceed with the scope of work described herein. Please also initial the Terms and Conditions, and to expedite communications, please complete and return the attached Project Information Sheet.

If you have any questions regarding this proposal, please call or e-mail me at (508) 320-4668 or judsonz@consultjtc.com.

Respectfully,

A handwritten signature in blue ink, appearing to read 'J. Zachar', with a large, stylized initial 'J'.

Judson Zachar, P.E.
Senior Geotechnical Engineer

John Turner Consulting, Inc. (JTC)
19 Dover Street
Dover, New Hampshire 03820
Direct: (508) 320-4668
E-mail: judsonz@consultjtc.com

PROPOSED GEOTECHNICAL INVESTIGATION

Includes:

- DigSafe and Town of Dover notification.
- Mobilization/demobilization of an ATV/track-mounted drill rig and crew.
- Mobilization/demobilization of an excavator and crew for test pits.
- Up to one (1) day of geotechnical drilling, testing, and sampling.
- Up to one (1) day of geotechnical test pits, testing, and sampling.
- Geotechnical laboratory testing, consisting of up to four (4) moisture contents and up to four (4) washed sieve analyses, Atterberg limits, and/or organic contents.
- Geotechnical engineering evaluation and report stamped by a Professional Geotechnical Engineer.

Proposed Fee – Lump Sum

\$6,400

Proposed Fee(s) for Project Specifications; Attendance at Design Meetings; Review of Design Drawings, Contract Documents, and/or Technical Submittals; and Recommendations for Special Inspections, if requested:

Time and Materials/Hourly:

Project Manager/Professional Engineer	\$100.00/hour
Senior Geotechnical Engineer	\$100.00/hour
Staff Geotechnical Engineer	\$ 75.00/hour

Budget to be discussed/established as site-specific geotechnical conditions become available (through investigation) and project-specific tasks/needs are confirmed.

CLIENT ACCEPTANCE

Agreed to this _____ day of _____, 2017

By: _____

Title: _____

Firm: _____

Dover School District
Garrison Elementary School, 50 Garrison Road
Dover, New Hampshire

John Turner Consulting, Inc. Terms and Conditions

John Turner Consulting, Inc. (JTC) shall perform the services outlined in this agreement (attached) for the stated fee arrangement (attached).

Access to Site

Unless otherwise stated, JTC will have access to the site for activities necessary for the performance of the services. JTC will take reasonable precautions to minimize any damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

Fees

See attached fee schedule. Total fees for a project are based upon schedules and work flow. If applicable, any total fee indicated, except stated lump sum, shall be understood to be an estimate, based upon rates listed, and shall not be exceeded by more than ten percent, without written approval of CLIENT.

Billings/Payments

Invoices shall be submitted by John Turner Consulting, Inc. twice a month. Invoices shall be due in full in 45 days. A finance charge of 1.5% per month (18% per year) will be assessed for each month payment is outstanding. After 90 days, CLIENT agrees to pay all costs of collection, including reasonable attorneys' fees.

Hidden Conditions and Hazardous Materials

A condition is hidden if concealed by existing finishes or is not capable of investigation by reasonable visual observation. If JTC has reason to believe that such a condition may exist, CLIENT shall authorize and pay for all costs associated with the investigation of such a condition. If (1) CLIENT fails to authorize such investigation after due notification, or (2) JTC has no reason to believe that such a condition exists, JTC shall not be responsible for the existing condition or any resulting damages to persons or property. JTC shall have no responsibility for the discovery, presence, handling, removal, disposal or exposure of persons to hazardous materials of any form that are not related to the service provided.

Indemnification

JTC and CLIENT mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damage, liability or cost (including reasonable attorneys' fees and defense costs) to the extent caused by their own negligent acts, errors or omissions and those of anyone for whom they are legally liable, and arising from the project that is the subject of this agreement. Neither party is obligated to indemnify the other in any manner whatsoever for the other's own negligence.

Risk Allocation

In recognition of the relative risks and benefits of the project to both CLIENT and to JTC, CLIENT agrees, to the fullest extent permitted by law, to limit JTC's total liability to CLIENT, for any and all damages or claim expenses (including attorneys' fees) arising out of this agreement, from any and all causes, to the total amount of \$25,000, the amount of JTC's fee (whichever is greater) or other amount agreed upon when added under Special Conditions.

Termination of Services

This agreement may be terminated upon 5 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, CLIENT shall pay John Turner Consulting, Inc. for all services, rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Witness Fees

JTC's employees shall not be retained as expert witnesses except by separate, written agreement. CLIENT agrees to pay JTC's legal expenses, administrative costs and fees pursuant to JTC's then current fee schedule for JTC to respond to any subpoena.

Ownership of Documents

All documents produced by John Turner Consulting, Inc., under this agreement shall remain the property of John Turner Consulting, Inc. and may not be used by CLIENT for any other purpose without the written consent of JTC.

Employees

Client agrees that it will not, during the term of this agreement, or within one year afterward, hire any person who has been an employee of John Turner Consulting, Inc. If client violates its obligations under this section, it will be liable to John Turner Consulting, Inc. for liquidated damages in an amount equal to one year's gross wages of the employee, at the rate last paid to that employee by John Turner Consulting, Inc. The provision of this section shall survive any termination of this Agreement. The provisions of this section shall also be adhered to by the client's client and/or owner of said project.

Jobsite Safety

In performing construction observation visits to the jobsite, JTC shall have no control over or responsibility for the Contractor's means, methods, sequence, techniques or procedures in performing the Work. These are solely the responsibilities of the Contractor, who is also responsible for complying with all health and safety precautions as required by any regulatory agencies. Jobsite safety is the responsibility of the general contractor, who has control over the construction employees and the jobsite.

Dispute Resolution

As a prerequisite to filing a negligence suit, CLIENT agrees to obtain a Certificate of Merit. Any claim or dispute between CLIENT and John Turner Consulting, Inc. shall be submitted to non-binding mediation, subject to the parties agreeing to a mediator(s). Unless otherwise specified, this agreement shall be governed by the laws of the state of New Hampshire no matter where the project is located.

Initials: _____ (CLIENT)

Initials: _____ (JTC)

Date: _____

Date: _____



R.W. Gillespie & Associates, Inc.

Geotechnical Engineering • Environmental Consulting • Materials Testing Services

23 February 2017

Libby Simmons, Business Administrator
Dover School District
61 Locust Street, Suite 409
Dover, NH 03820

Subject: Proposal for Geotechnical Evaluation
Addition to Garrison Elementary School
Dover, New Hampshire
RWG&A Proposal No. P-9516GI

Dear Ms. Simmons:

As requested by HARRIMAN, R. W. Gillespie & Associates, Inc. (RWG&A) is pleased to present the following proposal related to the proposed addition to the Garrison Elementary School. As you might be aware, RWG&A completed a geotechnical evaluation for the library/media center and gymnasium additions project at the Garrison Elementary School in 2004. This project consists of a smaller addition and new bus loop.

The purpose of RWG&A's services would be to obtain information regarding subsurface conditions on which to base recommendations about the geotechnical aspects of design and construction of foundations, ground floor slabs, and pavement design. The following paragraphs present RWG&A's understanding of the project, anticipated geotechnical conditions, proposed scope of services, and estimated fee.

Project Description

Our understanding of the proposed construction and requested services is based on review of the Request for Proposal (RFP) from HARRIMAN dated 09 February 2017, communications with HARRIMAN, the project designer, and review of Sheet BOR-1, "Test Boring Plan", prepared by HARRIMAN and included in the RFP.

The planned addition would be located in a currently paved area. The addition would be one or two stories in height, with masonry load bearing walls and infill, and with a slab-on-grade floor. Although finished grading was not indicated on the plan provided, it is anticipated the addition floor levels would match those in the existing building. Information about the existing buildings foundation, proposed structural loading, and settlement tolerances were not available when this proposal was prepared but would be needed to complete our evaluation.

The bus drive and loop would be located east and north of the building in areas which are currently landscaped with grass to moderate tree growth. Although site grading was not indicated on the plan, it is understood that raises in grade would be less than a few feet. Traffic information, including number buses and other traffic, would be needed to complete the evaluation.

Anticipated Subsurface and Foundation Conditions

RWG&A prepared a prior geotechnical evaluation at the school in April 2004. Subsurface conditions consisted of fill over naturally deposited medium dense sandy silt to silty sand underlain by medium dense to very dense interbedded sand with varying amounts of silt gravel. Based on the results of explorations performed near the project site, groundwater is expected at depths of more than 25 feet below ground surface. This proposal is predicated on the use of spread and/or continuous foundations.

Proposed Scope of Services

Based on our understanding of the project, anticipated subsurface conditions, and requested services, we propose the following scope of services:

1. Review readily available geologic mapping and soils information (completed).
2. Prepare a geotechnical subsurface exploration and sampling program to obtain subsurface information. In accordance with RWG&A's review of the RFP and discussions with HARRIMAN, the exploration program would consist of one test boring conducted at the proposed addition area, two test pits adjacent to the existing building, and six test borings in the planned bus drive/loop.

The addition boring would be advanced with standard penetration testing (note: SPT) to 30 feet or refusal surface and the bus drive/loop borings would be drilled to a depth of 10 feet. If loose soils are encountered at the addition test boring termination depth, it would be extended to a firm stratum. A test pit would be dug at two locations selected by HARRIMAN that are adjacent to the existing building. The purpose of the test pits is to evaluate the foundation type, depth, horizontal dimension, and thickness of the foundation. Test pits would be extended to a depth of about 5 to 6 feet (provided stable soils are encountered), bottom of footing, or depth of obstruction whichever occurs first.

The fee estimate is based on completing soil borings and the test pits in one 8-hour day and clear and direct access to the boring and test pit locations. The actual number of explorations performed would depend on the progress of the work and time available.

3. Mark planned boring and test pit locations in the field in accordance with DigSafe Law. Contact DigSafe and the City of Dover to locate public underground utilities. Not all public utility entities will locate their utilities on private property and they will not locate private utilities such as irrigation lines, light pole electric lines, etc. RWG&A recommends a private utility locating service be retained to mark underground utilities near the proposed explorations, and notify RWG&A if there are conflicts so that exploration locations can be adjusted, if needed. RWG&A can arrange for private utility location, if requested. The cost for private utility locating services is not included in the fee estimate.

RWG&A requests an electronic file of the site survey drawing provided in AutoCAD 2014 compatible format showing existing and proposed conditions, including topography and all public and private underground water, sewer, storm drains, electric service, gas service, underground storage tanks (USTs), foundations, and other buried structures.

4. Arrange to have the test borings made by a drilling contractor as a subcontractor to RWG&A. RWG&A would provide technical monitoring of the subsurface exploration activities so that depths, locations, and samples can be modified in response to the subsurface conditions encountered. RWG&A's representative would develop field boring logs based on recovered samples, auger cuttings, and observations using the procedures outlined in *ASTM D2488, Standard Practice for Description and Identification of Soils (Visual-Manual Procedure)*.

The test borings would be advanced to the depths indicated above or to refusal surfaces, whichever occurs first. For the purposes of the geotechnical evaluation, refusal is defined as 100 blows with a 140-lb. drop hammer for 1 foot or less penetration of a split-barrel sampler or probe rod, inability to advance a probe or auger with reasonable effort as determined by the driller and RWG&A representative.

Samples would be transported to RWG&A's soil testing laboratory. Standard penetration resistance tests (*ASTM D1586, Standard Test Method for Penetration Test and Split-Barrel Sampling of Soils*) would be performed at about 5-foot intervals or RWG&A's discretion. Free water levels would be observed as the explorations are advanced and measured at the completion of each exploration. Completed boreholes would be backfilled with cuttings from the explorations. Borings in paved areas would be patched with cold mix asphalt and compacted with hand tools. Upon completion of drilling, the exploration locations would be marked for survey by the project civil engineer or surveyor.

RWG&A intends to use a track-mounted drill rig. Although the track-mounted drill rig equipment has relatively low ground pressure, rutting of the ground surface and marring of surfaces will occur. Rutting and marring will be more severe if explorations are conducted during wet weather and soft ground conditions. The Owner should anticipate that the ground surface of the backfilled borings (and test pit) will settle and result in depressions at the ground surface. The Owner should anticipate the need to refill the boreholes and re-grade areas the drill rig has traveled over. Restoration by RWG&A or the drilling subcontractor other than on the date backfilled and as described above is not included.

5. Retain a local earthwork contractor as subcontractor to RWG&A perform two test pits at exterior foundation locations. The excavation subcontractor would sawcut existing asphalt, excavate two test pits, backfill and compact the test pits, and restore the asphalt surface. RWG&A would observe the excavation of the test pits and log soil and foundation conditions. It is suggested that a representative of HARRIMAN observe and document foundation conditions. Test pits would be backfilled with materials extracted from the excavation and the surface would be restored with compacted hot-mix asphalt. Upon completion, the test pit locations would be marked for survey by others.
6. Design and execute a laboratory testing program to aid in description of soils and estimation of engineering properties. Tests would include natural moisture content and grain-size distribution.
7. Evaluate acquired field, office, and laboratory data with respect to the proposed addition and site development with emphasis on foundation type, allowable foundation loads,

ground floor slabs, lateral load resistance, seismic site class, perimeter foundation and pavement sections, and excavations.

RWG&A expects that all parameters applicable to the geotechnical aspects of the existing building and proposed addition's foundation design (i.e., column and wall loads, floor loading and elevations, settlement tolerances, and special features such as sumps or pits), current and proposed site grades, and traffic information, as prepared by the project designers, will be provided to RWG&A. The geotechnical design parameters will be needed before geotechnical engineering analyses can begin. Evaluations would be conducted and recommendations prepared for one layout and one grading plan, one set of design parameters, and foundation type (i.e., spread footings without soil improvement).

8. Prepare a report of geotechnical evaluation presenting our findings, conclusions, and recommendations for design of the addition including, but not necessarily limited to, the following:

Foundation Type(s)	Allowable Foundation Loads
Control of Settlement	Seismic Design Criteria, IBC 2009
Lateral Earth Pressure	Lateral Load Resistance
Frost Protection	Foundation Drainage
Slab Subgrade Modulus	Reuse of On-site Soils
Site Preparation Issues	Pavement Sections

9. Provide two copies of the Report of Geotechnical Evaluation to Dover School District via USPS and one copy in Adobe PDF format to Dover School District and HARRIMAN.

Limitations

RWG&A's proposed scope of services does not include an environmental site assessment (ESA) relative to oil and hazardous materials or evidence of a potential release or threat of oil or hazardous materials on, below, or around the site. RWG&A would notify the Dover School District if visual or olfactory indications of oil or hazardous materials are noted in recovered soil samples during drilling. (Note: RWG&A can screen samples with a photo- or flame-ionization detector, if requested, for an additional fee).

RWG&A's proposed scope also does not include any service to investigate or detect the presence of mold or other biological contaminants, or any service that was designed or intended to prevent or lower the risk of the occurrence of an infestation of mold or other biological contaminants (MOBC infestation). Furthermore, RWG&A's scope of services does not include evaluations relating to the load carrying capacity of the existing building's foundation.

Schedule

The subsurface explorations have been tentatively scheduled for the week of 06 March 2017. The report of geotechnical evaluation would be submitted within 10 to 15 business days of completion of laboratory testing or from receipt of the design parameters, whichever is later.

Not to Exceed Fee

The not to exceed fee for the above scope of services is \$9,700, as detailed in the table below, and would not be exceeded without written authorization.

Item	Cost
Drilling Subcontractor (Mobilization, Drilling, and Supplies)	\$2,450
Test Pit Subcontractor (Mobilization, Excavator, and Operator and Pavement Restoration)	\$3,500
RWG&A Field Services (Exploration Location Plan, DigSafe, Subcontractor Coordination, Observation of Drilling and Test Pits, Log Preparation)	\$1,400
Laboratory Testing	\$150
Report Preparation	<u>\$2,200</u>
Not to Exceed Fee:	<u>\$9,700</u>

RWG&A's services would be charged on a time and materials basis using the unit rates shown on the attached Table. The estimated fee does not include time to attend project meetings other than as noted above, and/or to prepare or review construction drawings and specifications. If needed, those items would be charged on a time and expense basis using the unit rates detailed on the Table.

Closure

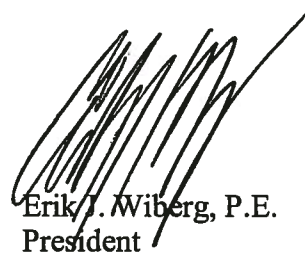
Geotechnical engineering services would be provided in accordance with the attached Terms and Conditions. If the above arrangements are satisfactory, please sign one copy of this proposal and return it to RWG&A. This would serve as our notice to proceed.

RWG&A looks forward to working with the Dover School District again on this project. Please contact us if you have any questions.

Sincerely,
R.W. GILLESPIE & ASSOCIATES, INC.



Marc R. Grenier, P.E.
Associate



Erik J. Wiberg, P.E.
President

MRG/EJW:md
In duplicate

Attachments

Authorization for Geotechnical Evaluation
Table – Unit Rate Schedule
Terms and Conditions (3 pages)

Copy: James Fortin, P.E. - HARRIMAN

**Authorization for Geotechnical Evaluation
Addition to Garrison Elementary School
Dover, New Hampshire
RWG&A Proposal No. P-9516GI
Not to Exceed Fee: \$9,700**

The above arrangements are understood and accepted.

Dover School District

Signature: _____

Print: _____

Title: _____

Date: _____

TABLE
UNIT RATE SCHEDULE
GEOTECHNICAL EVALUATION
ADDITION TO GARRISON ELEMENTARY SCHOOL
DOVER, NEW HAMPSHIRE

<u>ITEM</u>	<u>UNIT</u>	<u>UNIT COST</u>
<u>Personnel</u>		
Geologist	Hour	\$ 65.00
Geotechnical Engineer	Hour	80.00
Project Geotechnical Engineer	Hour	100.00
Chief Geotechnical Engineer	Hour	125.00
Principal Geotechnical Engineer	Hour	150.00
Administrative Assistant	Hour	57.50
Mileage	Mile	0.66
<u>Equipment</u>		
Sample Jars	Case	20.00
Other Supplies and Materials	Each	Cost + 10%
<u>Laboratory Testing</u>		
Natural Moisture Content	Each	\$ 10.00
Grain-Size Distribution	Each	65.00
<u>Drilling Subcontractor</u>		
Mobilization	LS	\$ 575.00
Drill Rig	Day	1,725.00
Sand Backfill	Bag	15.00
Asphalt Patch	Bag	25.00
Other Supplies and Materials	Each	Cost + 10%
<u>Excavation Subcontractor</u>		
Mob, Excavation, Patching	LS	\$ 3,800.00

TERMS AND CONDITIONS
GEOTECHNICAL SERVICES

1. CHARGES

Personnel: Charges are computed on an hourly rate schedule listed in the proposal unless otherwise stated in the proposal. Annual increases will not exceed an average of ten (10) percent per classification.

Equipment, Subcontractors, and Supplies: Charges for specialized equipment, mileage, subcontractors, consultants, laboratories, and supplies required to complete the project are itemized in the proposal. A fifteen (15) percent fee is added to all subcontract invoices to cover handling and added costs.

2. TEST BORINGS, ANALYTICAL TESTING AND OTHER SUBCONTRACT

To perform test borings, analytical testing, and other services, R.W. Gillespie & Associates, Inc. will engage a subcontractor. At your request, we can arrange for you to enter into a direct contract with the subcontractor. In that event, invoices for these outside services will be forwarded to you for your direct payment to the subcontractor.

3. INVOICES

Invoices are issued monthly, payable upon receipt. Amounts not paid within thirty (30) days are subject to a service charge of one and one-half (1-1/2) percent per month. Client agrees to pay all fees including attorney fees, court costs, or other expense, incurred for the collection of delinquent accounts. If the Client objects to all or any portion of the invoice or service, Client shall so notify R.W. Gillespie & Associates, Inc. within 14 calendar days of the invoice date, identify any defect and/or cause of the disagreement, and pay when due that portion of the invoice, if any, not in dispute. Payment of invoices is in no case subject to unilateral discounting or set-offs by Client. The Client's right to use R.W. Gillespie & Associates, Inc.'s work product, including its instruments of service, is contingent upon timely and full payment of all fees and costs payable under this agreement.

4. SAMPLES

All samples acquired by us (soil, concrete, rock, etc.) will be discarded thirty (30) day after submission of our final report, unless you advise us otherwise. Upon Client's written request, we will forward the samples at your cost, or will store them for you for an agreed period and storage charge.

5. RIGHT OF ENTRY ON-SITE

Unless otherwise agreed, the Client will furnish right of entry on the site for us to make test borings, test pits, explorations, and other evaluations. We will take reasonable precautions to minimize damage to the site from use of equipment but have not included in our fee the cost for restoration of damage that may result from these operations. Any site restoration requested in writing will be accomplished and the cost will be added to our fee.

We will take reasonable precautions to avoid damage to buried utilities, including utilizing the services of DigSafe as an attempt to locate unknown underground utilities. However, we will not be responsible for damage or injury resulting from our explorations for your project which encountered unknown or incorrectly located utilities or structures.

Client acknowledges that it is now and shall remain in control of the site at all times. R.W. Gillespie & Associates, Inc., does not, by this agreement with Client, assume any responsibilities or liabilities with respect to the site. R.W. Gillespie & Associates, Inc. shall be solely responsible for its employees' activities on the job site, but this shall not be construed to relieve owner or any construction contractors from their responsibilities for maintaining a safe job site.

6. UNANTICIPATED CONDITIONS

Hazardous substances may exist at a site where there is not reason to believe they could or should be present. If during the performance of our services, any unforeseen hazardous or potentially hazardous substances or conditions, or other unforeseen conditions or occurrences are encountered, which in our

sole judgment significantly affect or may affect the services, the risk involved in providing the services, or the recommended scope of services, we will promptly notify Client. R.W. Gillespie & Associates, Inc., and Client agree that the discovery of such conditions constitutes a significant change in the scope of services originally outlined. Based on our evaluation of conditions, we may:

- a. If practicable, in our sole judgment, complete the original scope of services in accordance with the procedures originally intended in the proposal.
- b. Stop work pending agreement with Client to modify the scope of services and estimate of charges to include evaluation of the previously unforeseen conditions and occurrences.
- c. Terminate the services effective on the date specified by us in writing. Client waives any claim against R.W. Gillespie & Associates, Inc., and agrees to indemnify and defend and hold R.W. Gillespie & Associates, Inc.'s encountering of unanticipated hazardous materials or suspected hazardous materials.

7. **INFORMATION PROVIDED BY OTHERS**

For purposes of economy and expediency, R.W. Gillespie & Associates, Inc. will rely on information provided by Client and indicate to Client information needed to form an opinion. It is understood that it is not practicable to identify all information needed until after services begin. Furthermore, it is understood that Client will provide R.W. Gillespie & Associates, Inc. with as much of such information requested that is available to Client, inform R.W. Gillespie & Associates, Inc. of reports or materials prepared by others that relate to R.W. Gillespie & Associates, Inc.'s portion of the work, and that Client will furnish these to R.W. Gillespie & Associates, Inc. R.W. Gillespie & Associates, Inc. is unable to ensure the sufficiency of such information, either because doing so is impossible, or because of errors or omissions others may have committed when assembling the information. Accordingly, it is understood that Client will, to the fullest extent permitted by law, waive any claim against R.W. Gillespie & Associates, Inc., and indemnify, defend, and hold R.W. Gillespie & Associates, Inc. harmless arising from any claim or liability for injury or loss, arising from alleges error, omissions, or inaccuracies in documents or other expenses incurred by RWG&A in defense of any such claim. Such compensation will be based on R.W. Gillespie & Associates, Inc.'s prevailing fee schedule and expense reimbursement policy.

8. **DEFECTS IN SERVICE**

Client and Client's personnel, contractors, subcontractors, and subconsultants shall promptly report to R.W. Gillespie & Associates, Inc. any known or suspected defect in the project related to any aspect of RWG&A's services, including any errors, omissions or inconsistencies in R.W. Gillespie & Associates, Inc.'s Instruments of Service, in order that R.W. Gillespie & Associates, Inc. may take prompt measures which in R.W. Gillespie & Associates, Inc.'s opinion will minimize the consequences of a defect in service.

9. **CONFIDENTIALITY**

R.W. Gillespie & Associates, Inc., will not intentionally divulge information regarding the proposal, services or report, except to Client or parties designated by Client in writing. If, in our sole opinion, site conditions represent a threat to the public health or an environmental hazard, we will so advise Client in order that Client may diligently notify the appropriate authorities. If Client fails to act in a responsible manner, R.W. Gillespie & Associates, Inc., as a professional association, will notify the appropriate authorities. Client waives any claim against R.W. Gillespie & Associates, Inc., and agrees to defend, indemnify, and save R.W. Gillespie & Associates, Inc., harmless from any claim or liability arising from conditions or notification of conditions at the site. Information which is in the public domain or which is provided to us by third parties is not considered confidential.

10. **ESTIMATED FEE**

Our estimated fee is an opinion of the estimated, probable costs required to perform the scope of services. We must make a number of assumptions as to conditions that will be encountered and other factors over which we have no control. It is agreed many unforeseen factors that could not be fully anticipated or accounted for when the proposal was prepared may influence the final fee associated

with RWG&A's services. The estimate is intended as a budgetary guide only to anticipated fees and is not to be construed as a limitation on the fees to be charged pursuant to this agreement.

11. STANDARD OF CARE

R.W. Gillespie & Associates, Inc., is a professional association and represents that its professional services are performed in a manner consistent with that level of care and skill ordinarily exercised by members of the profession practicing under similar conditions. No other representation, expressed or implied, is intended. Our recommendations are based on our interpolation of conditions encountered by the explorations. Conditions between the explorations are, in fact, unknown. Field review during excavation/construction is an integral part of the design, since significantly more knowledge of subsurface conditions will be revealed by the excavation process. Depending on site conditions, it may be necessary for us to be retained during the construction process to complete our design recommendations.

12. INSURANCE

GENERAL: Our liability to our Client for injury or damage to persons or property for which we may be found legally liable shall be limited to the following:

Workmen's Compensation Statutory Limits
Injury & Property Damage Combined Single Limit \$1,000,000

13. LIMITATION OF LIABILITY

The Client and R.W. Gillespie & Associates, Inc., agree, to the fullest extent permitted by law and order withstanding any other provisions in this agreement, the total liability of R.W. Gillespie & Associates, Inc., and its officers, directors, owners, shareholders, employees, agents, and subconsultants or any of them, the Client and anyone claiming by, through or under the Client, for any and all claims, losses, costs of damages, of any nature whatsoever, arising out of, resulting from, or in any way related to the project or this agreement, from any cause or causes, including but not limited to the negligence, professional error or omissions, strict liability, breach of contract, or other civil liability, shall not exceed the total compensation received by R.W. Gillespie & Associates, Inc., or the total amount of \$50,000.00, whichever is less. If the Client prefers not to limit R.W. Gillespie & Associates, Inc., liability to this sum, we may agree to increase the limit of liability in \$25,000 increments up to \$100,000 provided that the Client agrees to pay an additional consideration of five (5) percent of the incremental increase in the limit for this waiver. The request for this option must be made by the Client in writing at the time the Client accepts the proposal. The charge is consideration for the greater risk involved in performing work for which the limitation of liability exceeds the total compensation received by R.W. Gillespie & Associates, Inc., or the amount of \$50,000, whichever is less. It should not be construed as a charge for professional liability insurance.

14. THIRD-PARTY BENEFICIARIES

Nothing contained in this agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the R.W. Gillespie & Associates, Inc. R.W. Gillespie & Associates, Inc.'s services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client and R.W. Gillespie & Associates, Inc. agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.

15. OWNERSHIP OF INSTRUMENTS OF SERVICES

All reports, plans, specifications, field data and notes, and other documents, including all documents on electronic media, prepared by R.W. Gillespie & Associates, Inc., as instruments of service shall remain the property of R.W. Gillespie & Associates, Inc.

16. GOVERNING LAW

The laws of the State of Maine will govern the validity of this agreement, its interpretation and performance.



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	Tuesday, February 14, 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, February 14, 2017 at 5:06 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, and Karen Weston. Steve Haight and Betsey Andrews Parker were excused. 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:** Jan Nedelka moved, Karen Weston to approve the agenda as presented. An oral **VOTE PASSED 4/0**.
- IV. UPDATE ON DRED CONVERSION:** Ms. Simmons read an email sent by Chris Parker explaining the status of the conversion. He wrote that he and Attorney Blenkinsop had received information from DRED and the National Park Service confirming their understanding of the restricted area. The next step is for DRED to send them the outline for replacement of the area. They need to find five acres, as well as hold public hearing and determine the public impact. Ms. Simmons will verify if it needs to be one parcel or can be multiple parcels.
- V. SITE SURVEY UPDATE:** Karen Weston moved, Jan Nedelka seconded to award the bid for surveying services to Titcomb, who was the low bidder. A roll call **VOTE PASSED 4/0**.

Ms. Bisson added that Harriman will negotiate with them for a cost to cover wetlands survey as well. This will not be able to occur until spring. Titcomb was pre-approved by the City of Dover, who will do the background check on them.
- VI. COMMUNITY FORUM UPDATE/DISCUSSION:** Principal Beth Dunton will do a brief introduction at the event on Saturday, March 18 at 9:00 am. Harriman will do a presentation that will include a PowerPoint and will conclude with a walk through/tour for anyone who is interested. The SAU will provide refreshments and the event will be posted as a meeting.
- VII. REVIEW PROJECT TIMELINE:**

The project is on track. Ms. Simmons reviewed the timeline stating the walk through on 2/21 at 2:30, questions from vendors are due on March 3, RFQ bids due on March 17, packets given to JBC members before March 28. Interviews for all companies will occur on Thursday, April 13 at 3:00 in Room 305 of McConnell Center.

The City will determine parcels of land with a recommendation made to the City Council for approval.

The Geotech bids are due on March 23.
- VIII. APPROVAL OF MINUTES FOR 1/31/17 MEETING:**



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	Tuesday, February 14, 2017
Meeting Time:	5:00 p.m.

Jan Nedelka moved, Karen Weston seconded to approve the meeting minutes of January 31, 2017.
An oral **VOTE PASSED 4/0.**

- IX. FINANCIAL AND STATUS UPDATE:** none
- X. MANIFEST APPROVAL:** No manifests for this meeting.
- XI. REVIEW ACTION ITEMS:** Provide information to the public on the public forum. Walk through at 2:30 on February 21. Copies of floor plan available for the walk through.
- XII. MATTERS OF INTEREST:** Mr. Bisson stated that the wetlands may be an amendment to the RFP. A written response of cost will be provided to the JBC. A soil scientist is needed of the survey. The result will go back to the civil engineer.
- XIII. BUILD NEXT AGENDA:** February 28 meeting is cancelled. Next meeting will be March 14 if needed.
- XIV. ADJOURNMENT:** Keith Holt moved, Karen Weston seconded to adjourn the GES JBC meeting at 5:32 p.m. An oral **VOTE PASSED 4/0.**



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Garrison School
Meeting Date:	Tuesday, February 21, 2017
Meeting Time:	2:30 p.m.

1. Tour of Garrison School for Construction Management Services

Present for the tour were GES JBC member Dennis Ciotti, Deputy Mayor Bob Carrier, Harriman Project Manager Dan Bisson and representatives from 10 construction firms.

There was not a quorum for this walk-through/tour.

DRAFT

CAPITAL IMPROVEMENTS SUMMARY
Garrison Elementary School Project
As of: February 28, 2017

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>
7/21/2016	GES01	Harriman - For Professional Services provided between 6/1/2016-6/30/2016	\$ 5,250.00
7/21/2016	GES01	Harriman - Reimbursable Expenses (travel) through 6/30/2016	\$ 83.77
9/15/2016	GES02	Harriman - For professional Services provided between 7/1/2016-7/31/2016	\$ 9,550.00
9/15/2016	GES02	Harriman - Reimbursable Expenses (travel) through 7/31/2016	\$ 12.49
10/6/2016	GES03	Harriman - For professional Services provided between 8/1/2016-8/31/2016	\$ 11,650.00
10/6/2016	GES03	Harriman - Reimbursable Expenses (travel) through 8/31/2016	\$ 221.32
11/3/2016	GES04	Harriman - For professional Services provided between 9/1/2016-9/30/2016	\$ 12,450.00
11/3/2016	GES04	Harriman - Reimbursable Expenses (travel) through 9/30/2016	\$ 114.63
1/19/2017	GES05	Harriman - For professional Services provided between 10/1/2016-12/31/2016	\$ 1,000.00
Total Expenditures:			\$ 40,332.21

<u>Obligations:</u>			
PO#201611093	Harriman - Architectural & Engineering Services for Facilities Study - Proposal Approved 5/26/2016	\$	13,600.00
PO#201701723	Harriman - Estimate for Reimbursable Expenses (Travel, Postage, Permits, etc)	\$	1,467.79
PO#201707153	Harriman - Architectural & Engineering Services for Design Services - Proposal Approved 1/31/2017 (Lump Sum Fee)	\$	495,000.00
PO#201707153	Harriman - Architectural & Engineering Services for Design Services - Proposal Approved 1/31/2017 (Reimbursable Expenses)	\$	30,000.00
PO#201707153	Harriman - Architectural & Engineering Services for Design Services - Proposal Approved 1/31/2017 (Permitting Fees & Services)	\$	75,000.00
PO#201707143	Titcomb Associates - Topographical and Boundary Field Survey - Proposal Approved 2/14/2017	\$	9,100.00
Total Obligations:			\$ 624,167.79

Budget Availability: \$6,396,286.36

JBC Monthly Status Report – February

GES Building Project

- RFQ bids for construction management services are due on March 17. Interviews will occur on Thursday, April 13 beginning at 3:00 pm. A tour of Garrison School was held on February 21 for construction management companies.
- DRED Conversion process is ongoing.
- A community forum will be held at Garrison School on Saturday, March 18 at 9:00 am that is open to the public. Harriman Associates will present a PowerPoint on the project. A tour of the school will also be offered.

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MAN. NO. CIPM#GES06
DATE: 3/14/2017

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. 3/14/2017	Harriman 46 Harriman Drive Auburn, ME 04210				
	<u>4006.1.600.46900.4725.07103.06.000.000.700</u>	201611093		\$ 10,600.00	Fee
	<u>4008.1.600.46900.4725.07103.08.000.000.700</u>			\$ -	
	Professional Services from 1/1/2017-1/31/2017 for Facilities Study			\$ 10,600.00	Inv#1701066
TOTALS				\$10,600.00	

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:

10,600.00

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

REC'D 2/22/2017

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

January 31, 2017
Project No: 15618
Invoice No: 1701066

Project 15618 Dover School District, Garrison Elementary School Facilities Study
Professional Services from January 01, 2017 to January 31, 2017

Phase	00	Base Fees				
Fee						
Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Data Gathering	4,000.00	100.00	4,000.00	4,000.00	0.00	
Demographic Analysis	4,500.00	100.00	4,500.00	4,500.00	0.00	
Educational Program Analysis	8,000.00	100.00	8,000.00	7,200.00	800.00	
Facilities and Site Analysis	12,000.00	100.00	12,000.00	9,600.00	2,400.00	
Preliminary Options & Estimates	8,000.00	100.00	8,000.00	6,400.00	1,600.00	
Energy Analysis	4,000.00	25.00	1,000.00	1,000.00	0.00	
Concept Design	9,000.00	100.00	9,000.00	7,200.00	1,800.00	
Financial Model & Estimate	4,000.00	100.00	4,000.00	0.00	4,000.00	
Total Fee	53,500.00		50,500.00	39,900.00	10,600.00	
Total Fee						10,600.00
Total this Phase						\$10,600.00

Phase	00A	Base Fees - Phase 1 Design				
Fee						
Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Schematic Design	74,250.00	30.00	22,275.00	0.00	22,275.00	
Design Development	99,000.00	0.00	0.00	0.00	0.00	
Construction Documents	198,000.00	0.00	0.00	0.00	0.00	
Bidding	24,750.00	0.00	0.00	0.00	0.00	
Construction Administration	99,000.00	0.00	0.00	0.00	0.00	
Total Fee	495,000.00		22,275.00	0.00	22,275.00	
Total Fee						22,275.00
Total this Phase						\$22,275.00

Project	15618	Dover School District, Garrison Elementa	Invoice	1701066
Total this Invoice				\$32,875.00

TERMS: Net 30 Days

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

MAN. NO. CIPM#GES07
DATE: 3/14/2017

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. 3/14/2017	Harriman 46 Harriman Drive Auburn, ME 04210				
Line #1	<u>4017.1.600.46900.4725.07103.17.000.000.700</u>	201611093		\$ 22,275.00	Fee
	Professional Services from 1/1/2017-1/31/2017 for Phase 1 Design			\$ 22,275.00	Inv#1701066
TOTALS				\$22,275.00	

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:

22,275.00

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

REC'D 2/22/2017

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

January 31, 2017
Project No: 15618
Invoice No: 1701066

Project 15618 Dover School District, Garrison Elementary School Facilities Study
Professional Services from January 01, 2017 to January 31, 2017

Phase	00	Base Fees				
Fee						
Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Data Gathering	4,000.00	100.00	4,000.00	4,000.00	0.00	
Demographic Analysis	4,500.00	100.00	4,500.00	4,500.00	0.00	
Educational Program Analysis	8,000.00	100.00	8,000.00	7,200.00	800.00	
Facilities and Site Analysis	12,000.00	100.00	12,000.00	9,600.00	2,400.00	
Preliminary Options & Estimates	8,000.00	100.00	8,000.00	6,400.00	1,600.00	
Energy Analysis	4,000.00	25.00	1,000.00	1,000.00	0.00	
Concept Design	9,000.00	100.00	9,000.00	7,200.00	1,800.00	
Financial Model & Estimate	4,000.00	100.00	4,000.00	0.00	4,000.00	
Total Fee	53,500.00		50,500.00	39,900.00	10,600.00	
Total Fee						10,600.00
Total this Phase						\$10,600.00

Phase	00A	Base Fees - Phase 1 Design				
Fee						
Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Schematic Design	74,250.00	30.00	22,275.00	0.00	22,275.00	
Design Development	99,000.00	0.00	0.00	0.00	0.00	
Construction Documents	198,000.00	0.00	0.00	0.00	0.00	
Bidding	24,750.00	0.00	0.00	0.00	0.00	
Construction Administration	99,000.00	0.00	0.00	0.00	0.00	
Total Fee	495,000.00		22,275.00	0.00	22,275.00	
Total Fee						22,275.00
Total this Phase						\$22,275.00

Project	15618	Dover School District, Garrison Elementa	Invoice	1701066
			Total this Invoice	\$32,875.00

TERMS: Net 30 Days

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