

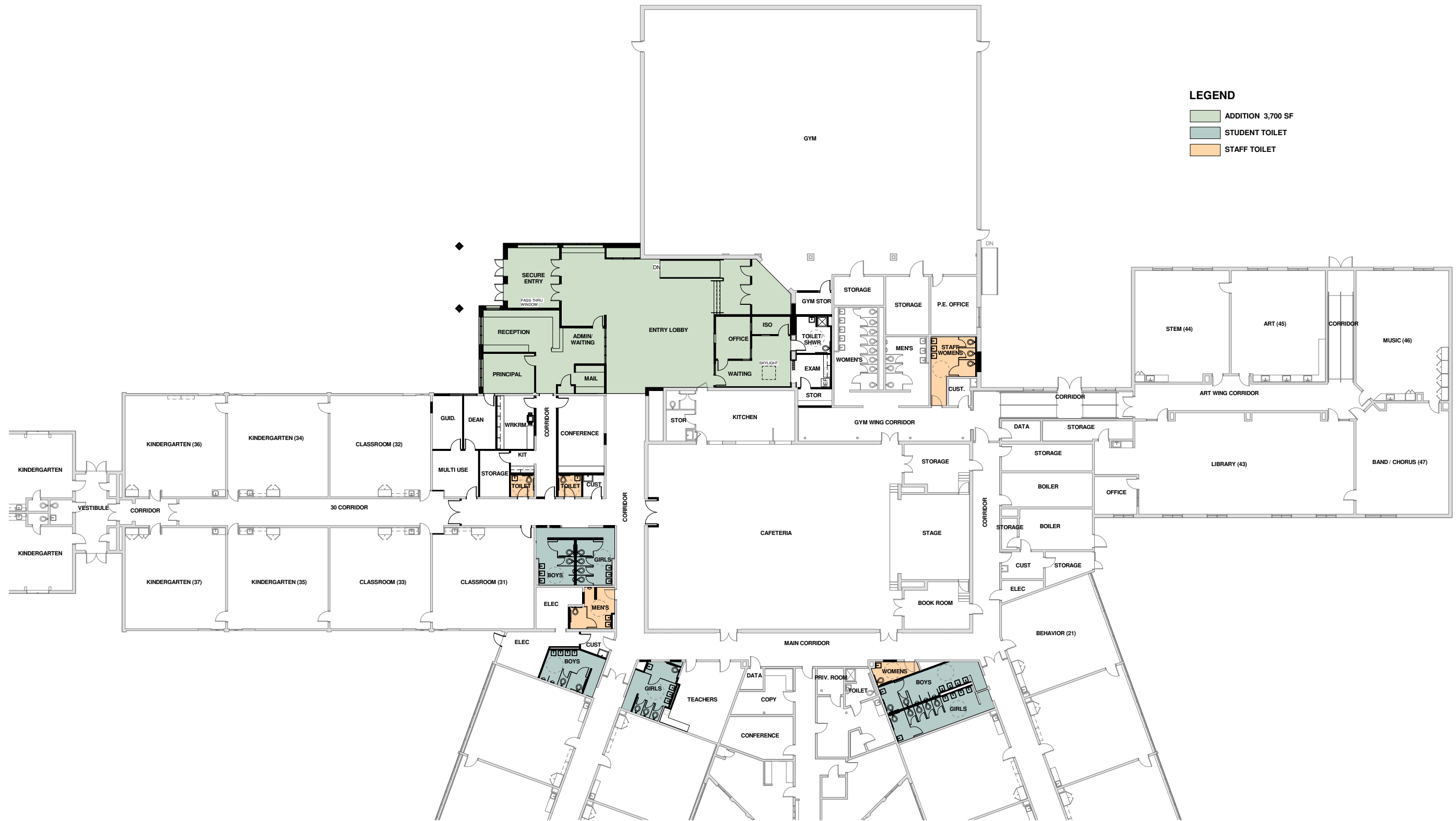


**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	Tuesday, April 25, 2017
Meeting Time:	4:30 P.M.

1. Call to Order and Roll Call
2. Citizens' Forum
3. Approval of Agenda
4. Update on DRED conversion
5. Harriman Update
6. Harvey Contract Update
7. Impact of Gym Use issue
8. Review Project timeline
9. Approval of Minutes of April 13, 2017 meeting
10. Manifest Approval
11. Review Action Items
12. Matters of Interest
13. Build Next Agenda
14. Adjournment



**DOVER SCHOOL DISTRICT
GARRISON ELEMENTARY SCHOOL
RENOVATIONS & ADDITIONS - PHASE I**

PROPOSED FLOOR PLAN

03/28/17



DOVER SCHOOL DISTRICT GARRISON ELEMENTARY SCHOOL RENOVATIONS & ADDITIONS - PHASE I

PROPOSED FLOOR PLAN
REVISED 04-19-17
03-28-17



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Room 305, McConnell Center
Meeting Date:	Thursday, April 13, 2017
Meeting Time:	3:00 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Garrison School Joint Building Committee was called to order on Thursday, April 13, 2017 at 3:00 p.m. in Room 305 of the McConnell Center by JBC Chair Betsey Andrews Parker. In addition to Ms. Andrews Parker, present JBC members included Dennis Ciotti, Keith Holt, Jan Nedelka, Steve Haight and Karen Weston. 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, Dennis Ciotti to approve the agenda as presented. An oral **VOTE PASSED 6/0.**
- IV. INTERVIEWS FOR CONSTRUCTION MANAGEMENT SERVICES**
 - A. 3:00 Harvey Construction**
 - B. 4:00 Eckman Construction**
 - C. 5:00 Turnstone Corporation**Each construction management presented to the JBC their qualifications.
- V. DISCUSSION OF INTERVIEWS AND SELECTION OF CONSTRUCTION MANAGEMENT SERVICES:** The committee members each shared thoughts on the presentations. Mr. Bisson stated that he had worked with Harvey and Eckman and with individuals from Turnstone. Non-committee members also provided input for the committee. Positive attributes of Turnstone include passion and sincerity. A negative would be that there may not have been enough corporation knowledge and lack of articulation in their presentation. Harvey and Eckman both have higher bonding capacity, well-prepared, thought-out approach, much experience with large projects. The committee questioned if this project may be too small for the larger organizations. It was determined that they have specific groups that work with specific sized projects.

Karen Weston moved, Dennis Ciotti seconded to enter into negotiations with Harvey Construction. A roll call **VOTE PASSED 6/0.**
- VI. UPDATE ON DRED CONVERSION:** The Committee reviewed the letter provided by Attorney Blenkinsop. The City is trying to find space that will qualify for the DRED conversion. It was determined that the land does not need to found in one parcel, but can be separated into a few pieces. The land cannot come from a parcel of land that has the word. "Park" in it. Mr. Ciotti will ask Attorney Blenkinsop if the City can repay the cost of what was given many years ago.
- VII. WETLAND DELINEATION DISCUSSION:**

Mr. Bisson stated that Titcomb would reduce their fee to \$2000 but would not provide a report. Information would still be available and a report would most likely be needed in for the future. Mr.



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Bisson felt that the Committee would not be at risk without the report. Keith Holt moved to approve the amended Titcomb cost proposal. A roll call **VOTE PASSED 6/0.**

VIII. HARRIMAN UPDATE: Mr. Bisson stated Design Development is due by May 18 and construction documents are due by July 18. He provided Ms. Simmons with the signed contracts for review by the City Attorney.

IX. REVIEW OF RESPONSES TO CONSTRUCTION RFQ: Eckman Construction, Harvey Construction and Turnstone Corporation will be contacted to schedule interviews on Thursday, April 13 beginning at 3:00 pm. Each interview will be limited to 45 minutes. Questions will be sent to JBC members in advance. Pizza will be served. Interviews will be public, discussion in nonpublic and a vote will be taken in public session as well as other JBC business.

X. ADDITION OF WETLAND DELINEATION BY TITCOMB:

This is a revised proposal since the survey has been completed and this will require an additional visit to the site. Mr. Haight suggested that costs of other companies be checked since the amount seems high for the scope of work. Harriman will research cost savings. The JBC unanimously agreed to send back to Harriman.

XI. APPROVAL OF MINUTES FOR 3/28/17 MEETING:

Dennis Ciotti moved, Steve Haight seconded to approve the meeting minutes listed above. An oral **VOTE PASSED 6/0.**

XII. FINANCIAL AND STATUS UPDATE: Ms. Simmons reviewed the financial update.

XIII. MANIFEST APPROVAL: There were no manifests for approval.

XIV. REVIEW ACTION ITEMS:

- Dr. Arbour will contact DOE Engineer Amy Clark regarding GES wing movement if she hasn't already
- Ms. Simmons will contact all three companies and negotiate a contract with Harvey Organization. JBC will approve the proposal.
- Ms. Simmons will contact Recreation Director Gary Bannon to discuss impact of not having use of the Garrison gym during the summer months. Recommendation for this by May 9 if possible if Harvey's contract has been approved.
- A meeting will be scheduled with Harvey Construction, Ms. Dunton, Mr. White, Mr. Bisson and Mr. Brooks to explore options on how to proceed. Important for planning for summer.
- Mr. Ciotti will speak with Attorney Blenkinsop about a possible DRED buyout option
- Harriman Update



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- XV. MATTERS OF INTEREST:** none
- XVI. BUILD NEXT AGENDA:** The next meeting is scheduled for 4:30 on Tuesday, April 25. Harriman Update, Gym Impact Discussion, Contract proposal with Harvey Construction, DRED Update and potential available land.
- XVII. ADJOURNMENT:** Karen Weston moved, Keith Holt seconded to adjourn the GES JBC meeting at 7:15 p.m. An oral **VOTE PASSED 6/0.**

DRAFT

MAN. NO. CIPM#GES09
DATE: 4/25/2017

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. 4/25/2017	Harriman 46 Harriman Drive Auburn, ME 04210				
Line #1	<u>4017.1.600.46900.4725.07103.17.000.000.700</u>	201707153		\$ 14,850.00	Fee
Line #2	<u>4017.1.600.46900.4725.07103.17.000.000.700</u>	201707153		\$ 13.20	Fee
				<u>\$ 14,863.20</u>	Inv#1703069
	Professional Services from 3/1/2017-3/31/2017 for Phase 1 Design Reimbursable Expenses (printing) from 3/1/2017-3/31/2017 for Phase 1 Design				
TOTALS				\$14,863.20	

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:

14,863.20

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

March 31, 2017
Project No: 15618
Invoice No: 1703069

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

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	100.00	74,250.00	59,400.00	14,850.00	
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		74,250.00	59,400.00	14,850.00	
Total Fee						14,850.00
Total this Phase						\$14,850.00

Phase	ZEXP	Expenses			
Reimbursable Expenses					
Rmb Misc Expenses					
3/30/2017	Infinite Imaging	24"X36" Color Bond W/Medium Coverage		12.00	
	Total Reimbursables		1.1 times	12.00	13.20
			Total this Phase		\$13.20
			Total this Invoice		\$14,863.20

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



WEST END
CREATIVE

933 Islington Street, Portsmouth, NH 03801
603.436.3030 www.infiniteimaging.com

INVOICE

DATE INVOICE #

3/28/2017 207183

P.O. NUMBER

BILL TO:

Harriman
123 Middle Street
Portland, ME 04101

SHIP TO:

Harriman
46 Harriman Drive
Auburn, ME 04210

Terms EMAIL Net 30

Phone 603-626-1242

Contact Nery

Delivery: YES NO

QUANTITY	DESCRIPTION	PROJECT	AMOUNT
1	24"x36" Color Bond with medium coverage.	Garrison Elementary	12.00
VENDOR <u>Infinite</u> A/C # <u>15618-NEXT-5100</u> DUE DATE <u>NEXT</u> BATCH <u>20170330V</u>			
Thank you, come again!			PAYMENTS / CREDITS \$0.00
TOTAL			\$12.00

Customer Signature _____

CASH MC VISA AMEX DISC CHECK # _____ DATE: _____

Infinite Imaging & West End Creative will archive your digital files for 24 months. Since the files are not held indefinitely, and to safeguard against loss, please make sure to obtain and hold a copy of your file print-ready file.

EXETER

75 Portsmouth Avenue, Suite 3
Exeter, NH 03833

YORK

470 US Route One
York, ME 03909