

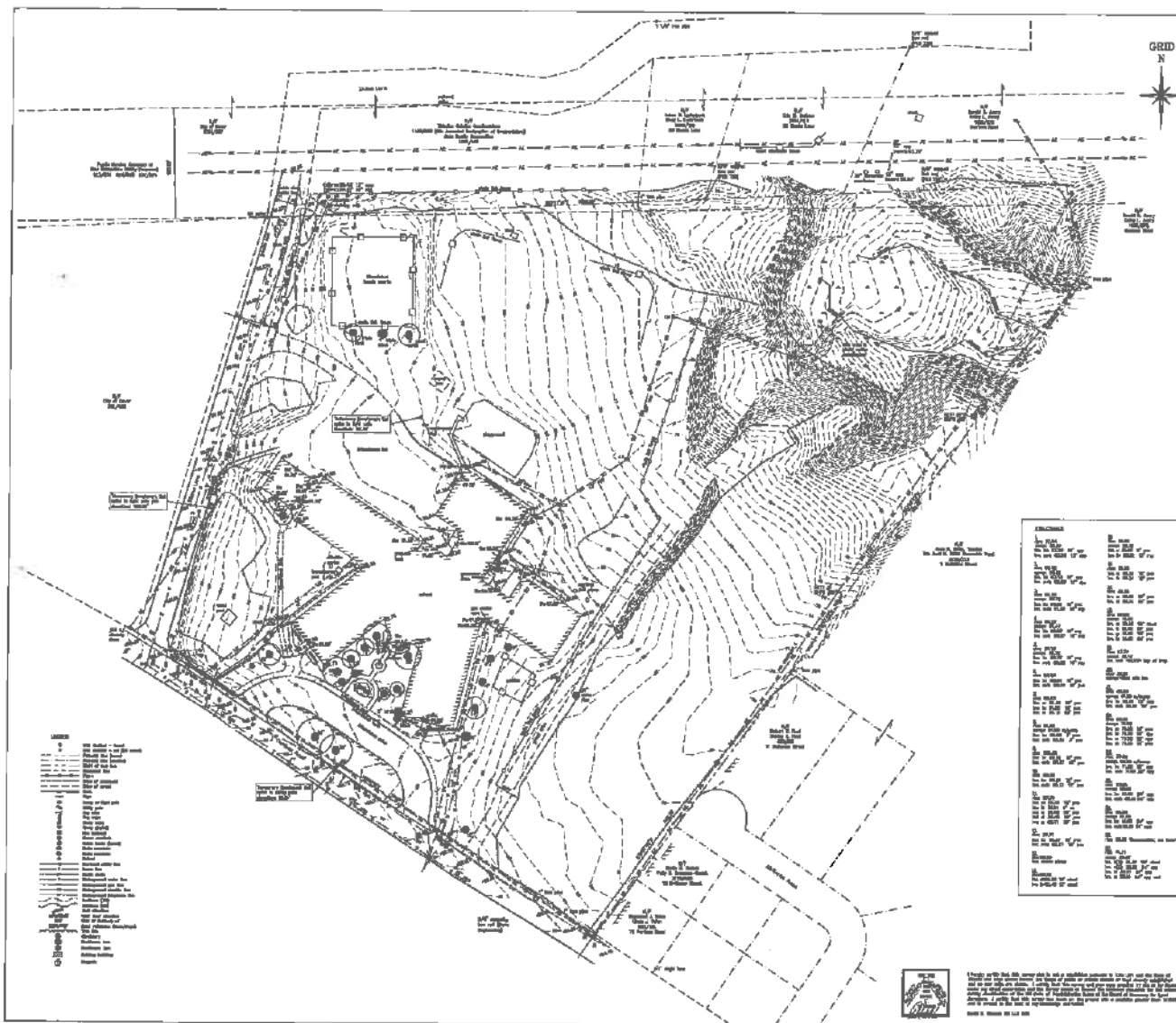


**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	Tuesday, June 20, 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. Harriman Update
6. Harvey Update
7. Kindergarten Waiver Update
8. Review Project timeline
9. Approval of Minutes of June 6, 2017 meeting
10. Manifest Approval
11. Review Action Items
12. Matters of Interest
13. Build Next Agenda and Select Date for next meeting
14. Adjournment



KERRY HILL

NOTES
 1. This map is a reproduction of the original map.
 2. The map is a reproduction of the original map.
 3. The map is a reproduction of the original map.
 4. The map is a reproduction of the original map.
 5. The map is a reproduction of the original map.

ADDITIONAL INFORMATION
 1. The map is a reproduction of the original map.
 2. The map is a reproduction of the original map.
 3. The map is a reproduction of the original map.
 4. The map is a reproduction of the original map.
 5. The map is a reproduction of the original map.

ADDITIONAL INFORMATION
 1. The map is a reproduction of the original map.
 2. The map is a reproduction of the original map.
 3. The map is a reproduction of the original map.
 4. The map is a reproduction of the original map.
 5. The map is a reproduction of the original map.

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

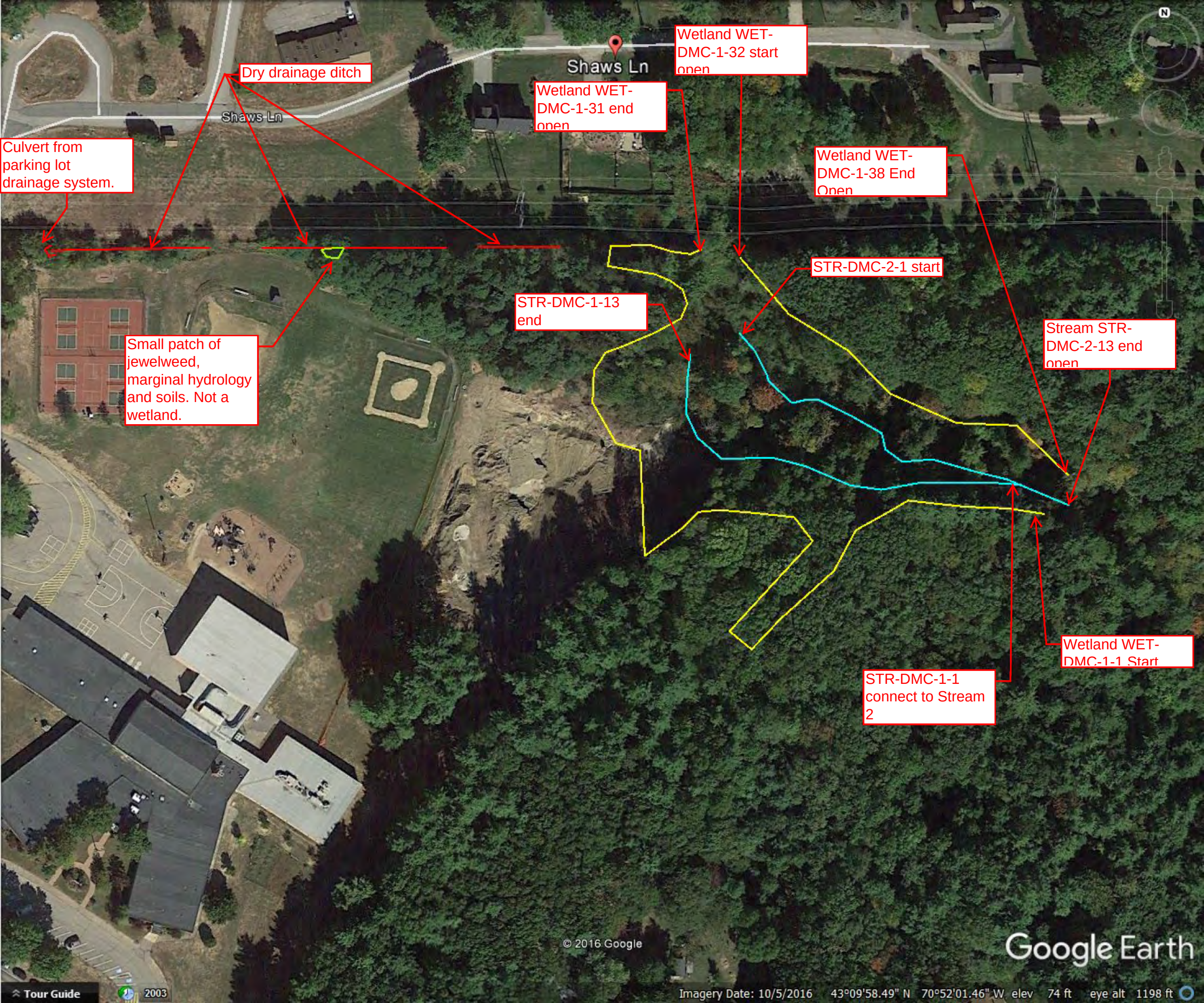
ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION



Dry drainage ditch

Shaws Ln

Shaws Ln

Wetland WET-DMC-1-31 end onen

Wetland WET-DMC-1-32 start onen

Wetland WET-DMC-1-38 End Onen

STR-DMC-2-1 start

STR-DMC-1-13 end

Stream STR-DMC-2-13 end onen

Wetland WET-DMC-1-1 Start

STR-DMC-1-1 connect to Stream 2

Small patch of jewelweed, marginal hydrology and soils. Not a wetland.

Culvert from parking lot drainage system.

Garrison Elementary School
Concept Budget with Alternates

Harriman
Project Tracking Budget
Date: 06/07/2017

	Project Total
A CONSTRUCTION	
1 Construction Contract	\$4,696,292
2 Alternate 1 - Classroom 3	\$1,445,304
3 Alternate 2 - Admin Entrance/Site	<u>\$2,330,421</u>
Subtotal	\$8,472,017
B ADMINISTRATIVE COSTS & RESERVE	
4 Land Purchase and Related Costs	\$0
5 Moveable Equipment	\$254,161
6 Technology	\$254,161
7 Advertising and Legal	\$55,000
8 Project Reserves	\$0
9 Project Contingency	<u>\$423,601</u>
Subtotal	\$986,922
C FEES AND SERVICES	
10 Architect / Engineer Basic Services	\$762,482
11 Architect / Engineer Reimbursables	\$30,000
12 Permitting & Approvals	\$75,000
13 Survey and Soils	\$55,000
14 Construction Testing	\$60,000
15 Clerk of the Works	\$0
16 Commissioning	<u>\$60,000</u>
Subtotal	\$1,042,482
D PROJECT TOTALS	\$10,501,420



10 Harvey Road
Bedford, NH 03110
P: (603) 624-4600
F: (603) 668-0389
harveyconstruction.com

June 6, 2017

**Dover Garrison School
Budget Options**

Option # 1

Site Work, Site Improvements, Site Lighting, Landscaping	\$ 611,911.00
Core Corridor around Cafeteria, Kitchen, Boiler Rm & MEP Infrastructure	\$ 736,820.00
Administration Addition, New Main Entrance & Renovations	\$ 1,719,230.00
Temp Classrooms	\$ 372,723.00
Wing # 1 - 2nd Grade	\$ 1,826,681.00
Total	\$ 5,267,365.00

Option # 2

Core Corridor around Cafeteria, Kitchen, Boiler Rm & MEP Infrastructure	\$ 736,820.00
Temp Classrooms	\$ 372,723.00
Wing # 1 - 2nd Grade	\$ 1,826,681.00
Wing # 2 – 3 rd & 4 th Grade	\$ 1,760,069.00
Total	\$ 4,696,293.00

Option # 3

Core Corridor around Cafeteria, Kitchen, Boiler Rm & MEP Infrastructure	\$ 736,820.00
Temp Classrooms	\$ 372,723.00
Wing # 1 - 2nd Grade	\$ 1,826,681.00
Wing # 2 – 3 rd & 4 th Grade	\$ 1,760,069.00
Wing # 3 – Kindergarten & 1 st Grade	\$ 1,445,304.00
Total	\$ 6,141,597.00

Option # 4 – Move Garrison to old High School

Core Corridor around Cafeteria, Kitchen, Boiler Rm & MEP Infrastructure	\$ 736,820.00
Wing # 1 - 2nd Grade	\$ 1,826,681.00
Wing # 2 – 3 rd & 4 th Grade	\$ 1,760,069.00
Wing # 3 – Kindergarten & 1 st Grade	\$ 1,445,304.00
Total	\$ 5,768,874.00



Frank Edelblut
Commissioner

Paul K. Leather
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
TEL. (603) 271-3495
FAX (603) 271-1953

June 13, 2017

Superintendent Elaine M. Arbour
The Dover School District – SAU #11
McConnell Center
61 Locust Street Suite 409
Dover, New Hampshire 03820-4132

Dear Superintendent Arbour,

The Department of Education is in receipt of your letter dated April 20, 2017, requesting a waiver to the requirements in Ed 321.10 (g), which requires that the construction/reconstruction of a kindergarten classroom be at least 1,000 square feet or 50 square feet per child, whichever is greater. Because moving the kindergarten classrooms will be relocated to a comparable learning space and it allows the kindergarten students to be closer to the cafeteria, related arts classrooms, guidance, nurse's area, and the main office area, the Department grants this waiver.

If you have any questions, please feel free to contact me at (603) 271-2037 or at amy.c.clark@doe.nh.gov.

Sincerely,

A handwritten signature in cursive script that reads "Amy C. Clark".

Amy C. Clark
Administrator, School Safety & Facility Management Bureau



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Rm, McConnell Center
Meeting Date:	Tuesday, June 6, 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, June 6, 2017 at 5:01 p.m. in the Superintendent's Conference Room of 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. Betsey Andrews Parker and Steve Haight were excused. Also in attendance were Business Administrator Libby Simmons, GES Principal Beth Dunton, Harriman representative Dan Bisson, Harvey Construction representative Carl DuBois, Clerk of Works, Mike Brooks, Jeff White and Asst. City Manager Chris Parker.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF AGENDA:** The agenda was approved unanimously.
- IV. UPDATE ON DRED CONVERSION:** Mr. Parker updated the committee on DRED. He took the survey and the 6F map dimensions and scaled into the survey. The 6F map wasn't surveyed and is a hand drawn map from the 1970's. DRED has the same map. Mr. Parker suggested selecting a starting point and ending point and all agreeing to it. He believes that DRED would agree to the process.

Mr. Parker shared good news stating that he believes the encroached area is just over 1 acre instead of the projected 2 acres (all of the gym and 75% of the library). He provided options to the committee:

1. Don't make errors with the encumbrance
2. If land is removed from the affected area, a replacement is needed along with payment for the land removed
3. If 40 years passes, the amortization would be gone. Unfortunately, the expansion from 2004 negated that option.

Option 2 is the only viable option for this project.

Mr. Parker continued to say that the City owns a 2-acre parcel that if approved by City Council could be encumbered and used for recreational purposes only. This would replace the 1 acre area needed and could possibly be used as a walking path or something simple. He added that there is a 7.9-acre parcel near Danielle Lane and Mast Rd that is also owned by the City that may also be used and would provide 10 acres that would be dedicated for the replacement of land needed for this project.

Mr. Parker summarized the process stating to start the process of remedying the encroachment and ask DRED for permission to fix life safety issues while the remedying is occurring. He believes that this may work since it will show a partnership between the JBC/City and DRED and the City would be giving back more than what is owed. The City Council would need to pass a resolution encumbering the two lots for recreation. Amenities may or may not need to be added to the Mathes Hill/Danielle Lane area. The eliminated basketball court and playground would need to be replaced



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Rm, McConnell Center
Meeting Date:	Tuesday, June 6, 2017
Meeting Time:	5:00 p.m.

which would be paid for with JBC funds. The potential cost for a basketball court could be \$40,000-\$60,000. T-ball fields were not part of the grant and the City can determine if they should be replaced.

Mr. Ciotti stated that DRED would live everything at once and not in small increments.

Next steps: Mr. Parker will work with Harriman to create a plan to take to DRED and will note that the JBC is supportive of the plan. This item will be added to a City Council agenda. Ms. Weston and Mr. Ciotti stated their belief that the City Council would vote to support the plan. The process could take up to a year to execute and complete depending on cooperation on both sides.

Karen Weston moved, Jan Nedelka seconded to authorize Mr. Parker to meet with DRED with a revised map with starting and ending lines for the encroached area as determined by he and Harriman. He will also outline a remedy for the current situation to DRED and take the proposed resolution to the City Council for their approval. An oral **VOTE PASSED 4/0**.

Since DRED would be monitoring it more in the future, Mr. Parker recommended placing a marker on both sides of a straight line in the area that is ultimately determined to be encroached for future use. The work with DRED will need to be registered with the Registry of Deeds.

Mr. Holt reminded that they need to make sure that the loop is in so that traffic is reduced.

Mr. Ciotti prefers that city engineers and/or planner draw the official lines. Attorney Blenkinsop will contact DRED to start the process.

V. HARRIMAN UPDATE: Mr. Bisson provided drawings that showed drawings of the property with section 6F Boundary.

VI. HARVEY UPDATE: Mr. DuBois provided updated figures for the plan and provided 3 options. The bus loop isn't included in any pricing options. The costs below only include hard costs.

Option 1: site, core, administrative, temporary classes, Wing 1-\$5.266 million

Option 2: Core, site, Wing 1, Wing 2, temporary classes—\$4.696 million

Option 3: Option 2 plus Wing 3--\$5.55 million

It was suggested that drawings from Harriman be completed even if all work isn't being completed now since it will save time and money at a later time.

Mr. Nedelka asked if using DHS for students would save money, to which Mr. Ciotti responded that it was determined it would not be a viable option.

Ms. Dunton stated her preference for option 3 since it would reduce chaos of moving students and staff twice.

Mr. Nedelka asked Mr. Ciotti and Ms. Weston if they would advocate to the City Council for additional funding for this project in the CIP. They both agreed that it depends if something else can



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Rm, McConnell Center
Meeting Date:	Tuesday, June 6, 2017
Meeting Time:	5:00 p.m.

be put off and how much debt is retired, among other things. Mr. Ciotti and Ms. Weston also agreed that the committee was tasked with fixing life safety issues and they would advocate for this.

Mr. DuBois commented that the best value at this time would most likely be Option 2.

All agreed that renovation of all 3 wings without the administrative area would be the preference.

Jan Nedelka moved, Keith Holt seconded to pursue option 3, but authorize Harriman to complete drawings for the administrative area so that it could be completed as an alternate. An oral **VOTE PASSED 4/0**.

- VII. KINDERGARTEN WAIVER UPDATE:** Ms. Dunton told the committee that she and Dr. Arbour spoke with State of NH engineer Amy Clark regarding moving kindergarten classes. 1000 sq. feet is needed for each classroom along with 50 sq. feet per child. Ms. Clark feels that moving rooms will be acceptable but will check with state legal counsel and will contact Ms. Dunton and Dr. Arbour with a final answer this week.

- VIII. REVIEW PROJECT TIMELINE:** Mr. Bisson and Mr. DuBois will work on generating a new timeline after reviewing school calendar for testing dates, etc. /

Mr. DuBois asked for a list of items that should be standardized (pumps, light bulbs, etc.).

- IX. APPROVAL OF MEETING MINUTES FOR MAY 23:**

“Harsh” was changed to “hard” on the draft meeting minutes and other changes proposed to the committee by Mr. DuBois we made.

Jan Nedelka moved, Karen Weston seconded to approve meeting minutes of May 23, 2017 as amended. An oral **VOTE PASSED 4/0**.

- X. FINANCIAL AND STATUS UPDATE:** Keith Holt moved, Jan Nedelka seconded to approved the financial update and status report. An oral **VOTE PASSED 4/0**.
- XI. MANIFEST APPROVAL:** There were no manifests to approve at the meeting.
- XII. REVIEW ACTION ITEMS:** Robin will send Mr. DuBois academic calendar, Mr. While will provide a list of items to standardize to Mr. DuBois, and Mr. DuBois will finalize options. All are requested to bring their calendars to the meeting since the 7/4 meeting will need to be rescheduled.
- XIII. MATTERS OF INTEREST:** Mr. Bisson stated that Turner completed an amended Geotech report. Flagging is being pushed. Ms. Weston asked if School Board CIP numbers are available. Ms. Simmons responded that they would be worked on in late June or early July.
- XIV. BUILD NEXT AGENDA:** Kindergarten waiver, DRED Update, Timeline, Harvey and Harriman updates, select a date for July meeting since July 4 meeting will be canceled. The next meeting will take place on June 20 at 5:00 p.m.
- XV. ADJOURNMENT:** Karen Weston moved, Jan Nedelka seconded to adjourn the meeting at 6:45 p.m.

MAN. NO. CIPM#GES12
DATE: 6/20/2017

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. 6/20/2017	Harriman 46 Harriman Drive Auburn, ME 04210				
Line #1	<u>4017.1.600.46900.4725.07103.17.000.000.700</u>	201707153	\$	9,900.00	Fee
Line #2	<u>4017.1.600.46900.4725.07103.17.000.000.700</u>	201707153	\$	64.74	Fee
			\$	<u>9,964.74</u>	Inv#17058062
	Professional Services from 5/1/2017-5/31/2017 for Phase 1 Design				
	Reimbursable Expenses (travel) from 5/1/2017-5/31/2017 for Phase 1 Design				
TOTALS				\$9,964.74	

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:

9,964.74

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

May 31, 2017
Project No: 15618
Invoice No: 1705062

Project 15618 Dover School District, Garrison Elementary School Facilities Study
Professional Services from May 01, 2017 to May 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	74,250.00	0.00	
Design Development	99,000.00	40.00	39,600.00	29,700.00	9,900.00	
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		113,850.00	103,950.00	9,900.00	
		Total Fee				9,900.00
					Total this Phase	\$9,900.00

Phase	ZEXP	Expenses				
Reimbursable Expenses						
Rmb Travel						
4/25/2017	Cormier, Jeffrey	Mtg W/Joint Building Committee - Mileage		58.85		
	Total Reimbursables		1.1 times	58.85		64.74
			Total this Phase			\$64.74
			Total this Invoice			\$9,964.74

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