Joint Building Committee – GARRISON SCHOOL Minutes

Dover School District

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Rm, McConnell Center
Meeting Date:	**Tuesday, August 15, 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, August 15, 2017 at 5:00 p.m. in the Superintendent's Conference Room 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 and Karen Weston. Steve Haight arrived at 5:13 p.m. Also in attendance were Superintendent Bill Harbron, Harriman representative Mark Lee, Harvey Construction representative Carl DuBois, Clerk of Works Mike Brooks, Business Administrator Libby Simmons and GES Principal Beth Dunton.

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

III. **APPROVAL OF AGENDA:** Jan Nedelka moved, Karen Weston seconded to move items 7, 11 and 12 up in the agenda. An oral **VOTE PASSED 5/0.**

IV. **APPROVAL OF MEETING MINUTES FOR AUGUST 1, 2017**:

Keith Holt moved, Dennis Ciotti seconded to approve meeting minutes of August 1, 2017 as presented. An oral **VOTE PASSED 5/0.**

V. **DESIGN DOCUMENTS-HARRIMAN/HARVEY UPDATES:** Mr. DuBois presented cost estimates to the JBC that included the Base Budget-renovation only of 3 wings and core around the cafeteria-$6,331,202. This is higher than previously estimated due to electrical service upgrade; kindergarten sprinkler system upgrades due to code changes. New LED lights would also be included in kindergarten ceilings and 2 basketball courts. Contingencies are also included.

The other estimate was Add Alt which included admin addition, back site work, bus loop and additional contingency. The cost was estimated at $3,434,405. This would be a stand-alone project.

Mr. DuBois recommended that there should be testing so that numbers could be firmer. He stated his concern that asbestos may be found which may be a reason to add more to contingency fund. He stressed that these are hard (construction) costs. Soft costs (fees, testing, technology) also need to be reviewed. He also stated that these costs would only remain accurate for a year. They will increase each year that it is delayed.

Approximately $500,000 would be saved if both projects are completed at the same time.

$3.4 million and $1.1 million in additional funds would be required to complete the 3 wings, administrative area and bus loop.

Mr. Ciotti was excused at 5:38 pm.

Mr. DuBois and Mr. Lee discussed testing and what would happen if asbestos was found.

Abatement would slow the process down considerably and could not occur while school is in session.

Mr. Haight recommended asking for the total amount to complete the entire project including all phases which would have a total cost of approximately $22 million.

Ms. Weston stated she is unsure of the City projects so doesn't know if this would be feasible. We also don't know enrollment numbers going forward and if the additional classrooms in later phases are needed.

All JBC members and advisory committee members provided their opinion on the amount to be requested. Most agreed with a phase 1 and phase 2 combination.

Ms. Simmons commented that the final payment for the Dover Middle School will be made in 2020 making 2021 potentially a better time to start the GES project. Ms. Weston stated that she believes the available funds will be rolled into the high school project. Ms. Simmons will look into this. She added that there would be an additional $75,000 in debt service added to the operating project if the additional $1.1 million is requested.

Ms. Andrews Parker feels that the $5.5 million should be requested since it's not just a school project, but more of a community project. Businesses and families will be attracted by schools with upgrades.

The $5.5 includes $3,434,405 for alternate, soft costs bring up to $4.25 million and add $1.1 million for the completion of the 3 wings and core. A contingency is also included.

Jan Nedelka moved, Steve Haight seconded to recommend to School Board to add $5.5 million to the GES JBC budget in FY19. A roll call **VOTE PASSED 5/0.**

JBC members will communicate to the City Council that at least $1.1 million is needed to take care of life-safety issues.

VI. **CIP/FINANCIAL UPDATE:** see above

VII. **APPROVAL FOR CHAIR TO AUTHORIZE PAYMENT**: Karen Weston moved, Jan Nedelka seconded to allow the JBC Chair to approve costs with a limit of $10,000 without JBC approval. A roll call **VOTE PASSED 5/0. — moved up in agenda**

VIII. **SPRINKER SYSTEM:** Testing was completed today, but results won't be known for a few weeks.

IX. **DRED UPDATE:** Mr. Parker asked DRED to document in writing that they have verbally approved the JBC to start construction if only the foot print is affected. A response has not been received yet.

X. **COMMUNITY FORUM PLANS:** Ms. Dunton will provide limited information at the Garrison School Open House that will be held on September 28 at 6:30 pm on the Garrison project. She believed this would be the best time to provide an overview since there will be many parents attending the open house. A more in-depth presentation on construction plans will occur at the October 18 PTA meeting at 6:00 pm. JBC members do not need to attend these forums. Mr. Lee requested any questions that are asked at the Open House so that they will be prepared at the PTA meeting.

XI. MANIFEST APPROVAL: Jan Nedelka moved, Keith Holt seconded to approve manifest CIPM#GES16 in the amount of $39,612.23 to Harriman for Professional Services. A roll call **VOTE PASSED 5/0.- moved up in agenda**

Mr. Lee stated that design development has been completed. There shouldn't be additional charges to this unless there are significant changes to the scope.

XII. FINANCIAL REPORT AND STATUS UPDATE: Ms. Simmons reviewed the report. Dennis Ciotti moved, Jan Nedelka seconded to approve the financial report and status update. An oral **VOTE PASSED 5/0.**

XIII. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Items on the next agenda will include community forum plan, DRED update, testing update, report from School Board meeting regarding CIP recommendation.

XIV. MATTERS OF INTEREST: The next meeting will be on August 29 and will begin at 4:30 pm. All meetings in the future will also begin at 4:30 pm.

Betsey Andrews Parker moved, Jan Nedelka seconded to authorize Harvey to obtain 3 written quotes for boring testing, hygienist and other components as recommended by Harriman and Harvey. An oral **VOTE PASSED 5/0.**

XV. ADJOURNMENT: Karen Weston moved, Jan Nedelka seconded to adjourn the meeting at 7:02 p.m. An oral **VOTE PASSED 5/0.**