



JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	Tuesday, November 21, 2017
Meeting Time:	4:30 P.M.

1. Call to Order and Roll Call
2. Citizens' Forum
3. Approval of Agenda
4. Approval of Minutes of November 13, 2017 meeting
5. GMP Draft Contract
6. Harriman/Harvey Update
7. Financial Update
8. Manifest Approval
9. Approve Letters of Recommendation for subcontractors
10. Testing Update
11. DRED Update
12. Review Action Items and Build Agenda for next meeting
13. Matters of Interest
14. Adjournment



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

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Meeting Time:	4:30 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Garrison School Joint Building Committee was called to order on Monday, November 13, 2017 at 4:35 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 Steve Haight, Keith Holt and Karen Weston. Betsey Andrews Parker and Jan Nedelka were excused. Also in attendance were Superintendent Bill Harbron, Harriman representatives Dan Bisson and Mark Lee, Harvey Construction representatives Carl DuBois and James Brennan, Clerk of the Works Mike Brooks, Business Administrator Libby Simmons and GES Principal Beth Dunton.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF AGENDA:** Karen Weston moved, Keith Holt seconded to approve the agenda as presented. An oral **VOTE PASSED 4/0.**
- IV. APPROVAL OF MEETING MINUTES FOR OCTOBER 24, 2017:**
Keith Holt moved, Karen Weston seconded to approve meeting minutes of October 24, 2017 with a minor formatting adjustment. An oral **VOTE PASSED 4/0.**
- V. GMP DRAFT:**
Mr. DuBois distributed three documents to the committee including Base Budget-Renovation Only, Add Alt #1-Site and Addition, and a list of Alternates. The base budget for the renovation is \$6,094,659 and based on figures that Ms. Simmons provided earlier, the JBC budget is \$6,331,202 million. This would allow for the inclusion of Alternates #2, 3, 4, 5, and 7. These alternates are not included in the GMP at this point. Mr. DuBois stated that the job has been bid and they have received numerous bids for each trade. The JBC will need to decide on the alternates and will be added as an amendment and the GMP will be finalized for the next meeting. Awards will be given after that process is complete. Harriman will finalize their numbers and then provide to Ms. Simmons.
Ms. Weston commented that the CIP will be finalized at the December 13 City Council meeting. Any savings that are generated during the project will go to the JBC. There is a \$150,000 contingency in the base bid and also an owner's contingency.
Mr. Ciotti expressed his hope to be able to add all alternates including air conditioning. Mr. DuBois confirmed that they may be able to find money for this, but it wouldn't be known for a while. The JBC discussed the need for air conditioning with more energy efficient equipment. Mr. Lee and Mr. Harriman confirmed that the rooms will still be hot when temperatures are high. They discussed using an energy saving company such as Johnson Controls to provide energy savings. Mr. Lee stated companies such as Johnson controls offer financing and the project is doing something similar since they are finding higher efficiencies.
Mr. Lee confirmed that Air Conditioning will be an added energy expense. He will provide an estimate of increased energy costs due to addition of air conditioning at the next meeting. He added



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that more and more schools are adding air conditioning to their projects since school calendars are changing. All lighting will be LED.

Eversource still gives credits and they are not factored in to costs, but should be contacted.

Dr. Harbron asked the JBC to consider perceived inequity if Garrison School is the only elementary school with air conditioning. Other elementary schools will not have air conditioning and probably not have an opportunity to obtain it unless it is added to a future CIP. They have also been told not to use window air conditioning units.

Mr. Haight responded that there is always someone who needs to be first. Newer schools will always have something additional and seem to have more than others.

An additional \$212,000 will be needed to be fund AC after the other alternates have added.

Steve Haight moved, Keith Holt seconded to include alternatives 2,3,4,5 and 7 for a revised total of \$6,148,800 GMP for construction. A roll call **VOTE PASSED 4/0.**

Mr. DuBois stated that Alt 6 (AC) would need to be determined this year and he will bring the contract to the meeting on 11/21.

- VI. HARVEY/HARRIMAN UPDATE:** Mr. Bisson stated asbestos removal will be completed during February vacation. He is working with Ms. Simmons on testing, abatement, design and commissioning. Mr. DuBois commented that Desmarais was scheduled to return to Garrison for additional asbestos samples on Friday, November 10. He should be receiving an updated report and will provide to the JBC.
- VII. DRED UPDATE:** There is no update on DRED situation.
- VIII. MANIFEST APPROVAL:** There are no manifests for this meeting.
- IX. “SAND CASTLE” BUILDING COMMUNICATION:** The committee has been discussing packing issues and looking at trailers. Packing will need to be completed by February break. The committee is working with Jeffrey Myers on access to technology in the gym.
- X. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA:** Mr. DuBois feels that meetings are needed for 11/21, 12/5 and 12/19 so that letters of recommendation can be presented and approved, DRED, GMP draft contract, Harriman update for overall cost and projected AC cost and operating expense, Desmarais update on testing.
- XI. MATTERS OF INTEREST:** Ms. Weston requested that representatives from Harriman and/or Harvey attend a school assembly to be held after Thanksgiving break for students regarding the project.
- XII. ADJOURNMENT:** Keith Holt moved, Karen Weston seconded to adjourn the meeting at 5:33 p.m. An oral **VOTE PASSED 4/0.**

CAPITAL IMPROVEMENTS SUMMARY

Garrison Elementary School Project

As of: October 31, 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 - Facilities Study	\$ 5,250.00
7/21/2016	GES01	Harriman - Reimbursable Expenses (travel) through 6/30/2016 - Facilities Study	\$ 83.77
9/15/2016	GES02	Harriman - For professional Services provided between 7/1/2016-7/31/2016 - Facilities Study	\$ 9,550.00
9/15/2016	GES02	Harriman - Reimbursable Expenses (travel) through 7/31/2016 - Facilities Study	\$ 12.49
10/6/2016	GES03	Harriman - For professional Services provided between 8/1/2016-8/31/2016 - Facilities Study	\$ 11,650.00
10/6/2016	GES03	Harriman - Reimbursable Expenses (travel) through 8/31/2016 - Facilities Study	\$ 221.32
11/3/2016	GES04	Harriman - For professional Services provided between 9/1/2016-9/30/2016 - Facilities Study	\$ 12,450.00
11/3/2016	GES04	Harriman - Reimbursable Expenses (travel) through 9/30/2016 - Facilities Study	\$ 114.63
1/19/2017	GES05	Harriman - For professional Services provided between 10/1/2016-12/31/2016 - Facilities Study	\$ 1,000.00
4/6/2017	GES06	Harriman - For professional Services provided between 1/1/2017-1/31/2017 - Facilities Study	\$ 10,600.00
4/6/2017	GES07	Harriman - For professional Services provided between 2/1/2017-2/28/2017 - Phase I Design	\$ 22,275.00
4/6/2017	GES08	Harriman - For professional Services provided between 2/1/2017-2/28/2017 - Phase I Design	\$ 37,125.00
4/6/2017	GES08	Harriman - Reimbursable Expenses (travel) through 2/28/2017 - Phase I Design	\$ 27.09
5/4/2017	GES09	Harriman - For professional Services provided between 3/1/2017-3/31/2017 - Phase I Design	\$ 14,850.00
5/4/2017	GES09	Harriman - Reimbursable Expenses (travel) through 3/31/2017 - Phase I Design	\$ 13.20
5/18/2017	GES10	Titcomb Associates - Topographical and Boundary Field Survey	\$ 9,100.00
6/1/2017	GES11	Harriman - For professional Services provided between 4/1/2017-4/30/2017 - Phase I Design	\$ 29,700.00
6/1/2017	GES11	Harriman - Reimbursable Expenses (priting & travel) through 4/30/2017 - Phase I Design	\$ 188.79
6/29/2017	GES12	Harriman - For professional Services provided between 5/1/2017-5/31/2017 - Phase I Design	\$ 9,900.00
6/29/2017	GES12	Harriman - Reimbursable Expenses (travel) through 5/31/2017 - Phase I Design	\$ 64.74
6/30/2017	GES13	Harriman - For professional Services provided between 6/1/2017-6/30/2017 - Phase I Design (ck date 7/20/17)	\$ 19,800.00
6/30/2017	GES14	Titcomb Associates - Add'l Services for Wetland Delineation (ck date 7/20/17)	\$ 2,000.00
6/30/2017	GES15	John Turner Consulting Inc. - Geotechnical Investigation (8.1.17 manifest, FY17 expense)	\$ 7,000.00
8/24/2017	GES16	Harriman - For professional Services provided between 7/1/2017-7/31/2017 - Phase I Design	\$ 39,600.00
8/24/2017	GES16	Harriman - Reimbursable Expenses (travel) through 7/31/2017 - Phase I Design	\$ 12.23
10/19/2017	GES17	Harriman - For professional Services provided between 8/1/2017-7/31/2017 - Phase I Design	\$ 99,000.00
10/19/2017	GES17	Harriman - Reimbursable Expenses (travel) through 8/31/2017 - Phase I Design	\$ 96.75
10/19/2017	GES18	Harvey Construction Corp., - CM's Preconstruction Phase Services	\$ 25,000.00
10/19/2017	GES18	John L. Carter Sprinkler Co., Inc. - Sprinkler MIC Testing	\$ 2,370.00
Total Expenditures:			\$ 369,055.01

Obligations:

PO#201611093	Harriman - Architectural & Engineering Services for Facilities Study - Proposal Approved 5/26/2016	\$ 3,000.00
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)	\$ 222,750.00
PO#201707153	Harriman - Architectural & Engineering Services for Design Services - Proposal Approved 1/31/2017 (Reimbursable Expenses)	\$ 29,597.20
PO#201707153	Harriman - Architectural & Engineering Services for Design Services - Proposal Approved 1/31/2017 (Permitting Fees & Services)	\$ 75,000.00
PO#201801821	Desmarais Environmental, Inc. - Industrial hygiene services to conduct haz material survey for asbestos	\$ 2,000.00
PO#201803230	Harvey Construction Corp., - CM's preconstruction phase services based on current construction budget of \$6,331,202	\$ 6,656.00
Total Obligations:		\$ 340,470.99

Budget Availability: \$6,351,260.36