DOVER SCHOOL DISTRICT	**JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE**
	Meeting Type: **Regular Meeting**
	Meeting Location: **Supt Conference Room, McConnell Center**
	Meeting Date: **Tuesday, January 30, 2018**
	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 January 16, 2018
5. Manifest Approval
6. Approve Letters of Recommendation for subcontractors—Harvey
7. Approve RFP's--Harriman
8. Harriman/Harvey Update-including FFE services
9. Harriman Bid Summary
10. Committee Financial Report
11. Decision on Alternate 6
12. Sand Castle Update
13. DRED Update
14. Review Action Items and Build Agenda for next meeting
15. Matters of Interest
16. Adjournment

DOVER SCHOOL DISTRICT	**JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES**
	Meeting Type: Regular Meeting Meeting Location: Supt Conference Rm, McConnell Center Meeting Date: **Tuesday, January 16, 2018** 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 Tuesday, January 16, 2018 at 4:33 p.m. in the Superintendent's Conference Room of the McConnell Center by JBC Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Karen Weston, Jan Nedelka and Keith Holt. Steve Haight was excused. Carolyn Mebert arrived at 4:45 pm. Also in attendance were Superintendent Bill Harbron, Business Administrator Libby Simmons, Harriman representatives, Neri Bordas, Dan Bisson, Harvey Construction representative Adam Reynolds, GES Principal Beth Dunton, Jeff White.

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

III. **APPROVAL OF AGENDA:** Jan Nedelka moved, Keith Holt seconded to approve the agenda as presented. An oral **VOTE PASSED 4/0.**

IV. **APPROVAL OF MEETING MINUTES FOR JANUARY 3, 2018**:
Jan Nedelka moved, Keith Holt seconded to approve meeting minutes of January 3, 2018 as presented. An oral **VOTE PASSED 4/0.**

V. **MANIFEST APPROVAL:** Keith Holt moved, Jan Nedelka seconded to approve CIPM#GES22 to Harriman in the amount of $59,947.61. A roll call **VOTE PASSED 4/0**.

VI. **FINANICIAL REPORT AND STATUS UPDATE:** Karen Weston moved, Jan Nedelka seconded to approve the financial report and status update. An oral **VOTE PASSED 4/0.**

VII. **APPROVE LETTERS OF RECOMMENDATION FOR SUBS:**

a. Masonry: Keith Holt moved, Karen Weston seconded to award the bid for Masonry work in the amount of $93,625.00 to Mas-Con Corp. A roll call **VOTE PASSED 4/0 (Mebert abstained)**.

b. Fire Protection: Jan Nedelka moved, Karen Weston seconded to award the bid for Fire Protection in the amount of $85,240.00 to John L. Carter Sprinkler Company. A roll call **VOTE PASSED 5/0.**

VIII. **APPROVE RFP'S--HARRIMAN:** Keith Holt moved, Carolyn Mebert seconded to award the RFP Commissioning Authority Services to HEA in the amount of $37,180.00. A roll call **VOTE PASSED 5/0.**

Definition of Commissioning authority—makes sure that all do their job. Assists with testing, vet out as a third party.

IX. **HARVEY/HARRIMAN UPDATE:** Mr. Bisson shared a document that summarized the bid approvals from Harvey. The savings to date is $197,900. Mr. Reynolds commented that he would like to move forward with ordering units for Alternative 6 if the JBC agrees since 85-90% of bids have been completed. Mr. Bisson summarized costs and stated that there is likely $32,000 savings in testing. Total savings are approximately $446,552, although IT and project and design contingencies were recommended to be added back. After calculations, $166,673 is needed to add Alternative 6 into the project. He will work with Ms. Simmons on a spreadsheet that will clarify the calculations.

Mr. Ciotti asked for the budget for FFE (movable equipment). The budget is $184,248 which would include refurbishing classrooms, teaching spaces and other spaces. This is approximately $6-$7,000 for 30 classrooms. Dr. Mebert recommended that stand-up desks and wiggle seats are considered. Ms. Dunton responded that they are looking at all different types of furniture. Mr. Ciotti asked if this could possibly be piggy backed with the high school project. Ms. Weston commented that this isn't the charge of the committee. Life Safety and infrastructure should be priorities and furniture should be secondary. Only remaining funds should be used for items other than infrastructure. Ms. Dunton confirmed that much of the furniture is near the end of life.

It was determined that the JBC would decide if Alternative 6 should be completed after they receive a summary of costs and savings. They are unable to commit at this time since they are unsure as to the extent of the issues in the infrastructure. The decision will be reviewed again at the next meeting. Mr. Nedelka agreed but noted that infrastructure issues would not be known in full in two weeks.

There was an IT meeting to make sure everyone is on the same page. They found a projector that can use the white board as an interactive.

Mr. Reynolds confirmed that a permit was received for the temporary classrooms with a few minor items to address. The Fire Marshal requested answers to questions which were sent on December 20. They should hear back from him soon.

Ms. Weston was excused at 5:40 p.m.

X. **COLOR BOARD OF FINISHES UPDATE**: Ms. Bordas and Mr. Bisson presented larger samples of the colors as requested. Keith Holt moved, Jan Nedelka seconded to approve colors as presented. An oral **VOTE PASSED 4/0.**

XI. **SAND CASTLE COMMITTEE UPDATE**: Ms. Dunton commented that they met with IT Director Jeffrey Myers today and talked about technology. They are working on logistics of 8 classrooms in the gym with 1 PA system (for student dismissal). They also discussed cubbies and lockers.

XII. **DRED UPDATE:** There is no update on the DRED situation. Mr. Holt asked if the basketball courts are still part of the process to which Mr. Bisson and Mr. Reynolds confirmed that they would be on the agenda for approval next week.

XIII. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: DRED update, letters of recommendation, colors update, manifest, spreadsheet on savings, Alternative 6 decision. The next meeting is January 30.

XIV. MATTERS OF INTEREST: Mr. White asked that the existing HVAC in the former guidance area be repurposed to the new guidance office. Existing guidance office will be taken over by bathrooms.

XV. ADJOURNMENT: Keith Holt moved, Carolyn Mebert seconded to adjourn the meeting at 6:00 pm**.**