DOVER SCHOOL DISTRICT	JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Dover High School Library
Meeting Date:	**Tuesday, March 20, 2018**
Meeting Time:	**4:00 p.m.**

I. CALL TO ORDER AND ROLL CALL: A meeting of the Dover High School and Regional Career Technical Center Joint Building Committee was called to order on Tuesday, March 20, 2018 at 4:01 p.m. in the Dover High School Library. Present were Bob Carrier, Amanda Russell, Mark Geuther, Dennis Shanahan and Matt Severson. Sarah Greenshields was excused. Also present were Superintendent Bill Harbron, DHS Principal Peter Driscoll, CTC Director Louise Paradis, PC Construction Manager, Scott Blair, Garrett Bertolini, HMFH representatives Laura Wernick and Alan Pemstein, Facilities Manager Jeff White, Fire Chief Eric Hagman, DHS Dean of Students Tom Waldron, Clerk of the Works Mike Brooks and Interim IT Director Veronica Kuzmitski.

Ms. Paradis introduced Interim IT Director Veronica Kuzmitski to the committee.

II. CITIZENS' FORUM: none.

III. APPROVE MEETING MINUTES FROM MARCH 6, 2018: Amanda Russell moved, Dennis Shanahan seconded to approve the minutes of the March 6, 2018 DHS JBC meeting. An oral **VOTE PASSED 5/0.**

IV. APPROVE MANIFESTS:

Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC120 in the amount of $107,243.00 to HMFH Architects for professional services through February 28, 2018. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC121 in the amount of $4,732.00 to Horizon Engineering for professional services through March 2, 2018. A roll call **VOTE PASSED 5/0.**

V. AWARD BID FOR NETWORK ELECTRONICS:

Ms. Paradis reviewed the criteria the committee used for evaluation. The committee decided to use a vendor that provided an on-premise management system as well as internet based as opposed to only cloud-based. On-premise management does not have recurring costs as opposed to cloud-based systems. Technical specifications were shared with the committee.

Optiv did not provide a firewall solution as part of the bid. The committee decided the firewall would be decided outside of this bid and a separate process.

Ms. Paradis stated the cost was within the budget. A portion of the firewall cost will be paid for by the school district local budget.

Amanda Russell moved, Matt Severson seconded to award the bid for Network Electronics to Optiv in the amount of $433,413.98. A roll call **VOTE PASSED 5/0.**

VI. REVIEW AND APPROVE CHANGE ORDER PROPOSALS:

Amanda Russell moved, Matt Severson seconded to approve change order 190113R2 ASI-083 Hardware and Security Coordination for a total of $3,234.00. A roll call **VOTE PASSED 5/0**.

Amanda Russell moved, Matt Severson seconded to approve change order 190207 RFI 648 Exterior Wall Motion Sensors for a total credit of $433.27. A roll call **VOTE PASSED 5/0**.

Amanda Russell moved, Matt Severson seconded to approve change order 190212 PR-031 Teacher Planning Layout Changes for a total of $8,396.00. A roll call **VOTE PASSED 5/0**.

Mr. Severson expressed frustration for certain change orders and added that they should have been better planned.

Amanda Russell moved, Matt Severson seconded to approve change order 190214 ASI 106 Exit Signage Revisions for a total of $1,857.00. A roll call **VOTE PASSED 5/0**.

Amanda Russell moved, Matt Severson seconded to approve change order 190218 RFI-677 Room 134 North Wall for a total of $3,821.00. A roll call **VOTE PASSED 5/0**.

Amanda Russell moved, Matt Severson seconded to approve change order 190222 ASI-108 Canopy Lights Main Entrance Revised for a total of $722.00. A roll call **VOTE PASSED 5/0**.

Amanda Russell moved, Matt Severson seconded to approve Owner's Change Order 0014 for a total of $45,364.00. A roll call **VOTE PASSED 5/0**.

VII. APPROVE LETTERS OF RECOMMENDATION FOR SUBCONTRACTORS:

Amanda Russell moved, Matt Severson seconded to award the bid for Animal Science Building BP.23.2 Temperature Controls to Siemens in the amount of $70,700.00 A roll call **VOTE PASSED 5/0**.

Ms. Simmons asked the JBC to approve the purchase of the server since it is needed immediately. There are five servers needed and there will be a bid for the other four.

Amanda Russell moved, Matt Severson seconded to approve the purchase of the server as listed for $10,000.00 A roll call **VOTE PASSED 5/0**. The server is a Dell product and they will be solicited for the other servers with other vendors.

Mr. Pemstein summarized the preliminary furniture bid results. Ms. Wernick stated that the bids were on or under budget but will verify. Mr. Carrier commended everyone for their work on this bid.

Ms. Simmons informed the JBC that she was contacted by a vendor who was not considered and asked to appeal the decision of the JBC. The vendor submitted a bid two days after the deadline due to a snow storm and was therefore not considered. The vendor had mailed the bid via FedEx one day prior to the deadline, but due to the storm, it was not delivered to the SAU until two days later.

Other vendors were in attendance for the bid opening. The JBC supported Ms. Simmons decision to not consider the bid and deny the appeal.

VIII. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the financial report.

IX. FINANCIAL AND STATUS UPDATE: Amanda Russell moved, Dennis Shanahan seconded to approve the financial and status update. An oral **VOTE PASSED 5/0.**

X. TIME CAPSULE/GRAND OPENING DISCUSSION: Nothing new at this time.

XI. DEDICATION PLAQUE: This item will be added to the next agenda. Photos of current Dover dedication plaques and the photos provided by HMFH will be compared and reviewed.

XII. MATTERS OF INTEREST: Mr. Geuther stated the importance of preserving plaques and other historical items. Mr. Driscoll confirmed that honorary plaques will be moved to the new high school. There will be one plaque for the high school and CTC.

Ms. Wernick asked about moving of large CTC equipment. An RFP will be put out for this and Mr. Blair stated that moving can occur any time after May 15. The goal is to move the equipment before teachers leave for the summer break.

XIII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS: The next meeting will be April 3 at 4:30 p.m. at the Superintendent's Office. Agenda items will include change orders, LORs, construction update, manifests, fundraising update, time capsule, grand opening, Furniture bid, plaque reviewing.

XIV. ADJOURNMENT: The meeting was adjourned at 4:45 pm**.**