DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	**Tuesday, April 24, 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, April 24, 2018 at 5:03 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, Jan Nedelka, Carolyn Mebert and Keith Holt. Also, in attendance were Superintendent Bill Harbron, Harriman representative Dan Bisson, Harvey Construction representatives Carl DuBois and Adam Reynolds, GES Principal Beth Dunton, Clerk of the Works Mike Brooks and Business Administrator Libby Simmons.

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

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

IV. **APPROVAL OF MEETING MINUTES FOR APRIL 10, 2018**:
Jan Nedelka moved, Carolyn Mebert seconded to approve meeting minutes of April 10, 2018 as presented. An oral **VOTE PASSED 4/0**.

V. **MANIFEST APPROVAL:**
Jan Nedelka moved, Keith Holt seconded to approve manifest CIPM#GES30 to Harvey Construction for construction services in the amount of $313,282.12. A roll call **VOTE PASSED 4/0**.

Jan Nedelka moved, Keith Holt seconded to approve manifest CIPM#GES31 to Harriman Architects in the amount of $68,433.38 for professional services. A roll call **VOTE PASSED 4/0**.

Jan Nedelka moved, Keith Holt seconded to approve manifest CIPM#GES32 to Horizon Engineering in the amount of $4,162.00 for commissioning services. A roll call **VOTE PASSED 4/0**.

VI. **APPROVAL OF CHANGE ORDERS:**
Jan Nedelka moved, Keith Holt seconded to approve change order for ASI-007 Admin Area Reno in the amount of $55,544.82t. A roll call **VOTE PASSED 4/0.**

VII. **HARVEY/HARRIMAN UPDATE:** Mr. Bisson provided the committee with an updated FFE timeline.

Final cost of cubbies should be available at the next JBC meeting.

Harvey—installed conduits this week; demolition of toilet room walls; hanging sound panels this week. They provided the committee with a list of GES additional items with description and cost estimates. Mr. White would like item #7 to be a priority. Mr. Holt requested a more definite estimate of this item. Harvey will receive an estimation for removing hoops from the cafeteria

Patching of ceiling will be added to the list. #18 is recommended as a safety item since it is an exterior door. Items on the list were reviewed and clarified by Mr. Reynolds. He confirmed that everything is going well with the project to date.

VIII. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed financial report. She reported that she had made the transfers from advertising/legal and permitting fees as requested at the last meeting. The current contingency, GMP and unobligated amount is $679,566.00

IX. CONTINGENCY UPDATE: reviewed.

X. SAND CASTLE COMMITTEE UPDATE: Ms. Dunton stated that they are still working on where people will be working in the summer and fall. Creative solutions for work space will be needed.

XI. FFE COMMITTEE UPDATE: Addressed earlier in the meeting.

XII. DRED UPDATE: Mr. Parker informed Mr. Ciotti that they haven't responded to his requests for information. Mr. Bisson asked if an amended site plan be sent to DRED. It was determined that the committee will wait for further instructions.

XIII. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include cubbie update, update on permit fee, FFE Bid award, Harvey additional items list, finalize summer planning/scheduling DRED update, financials, manifest, change orders. The next meeting will be May 8 at 4:30 pm.

XIV. MATTERS OF INTEREST: Mr. Holt stated his preference that the cafeteria renovation is a priority.

XV. ADJOURNMENT: Keith Holt moved, Carolyn Mebert seconded to adjourn the meeting at 6:14 pm**.** An oral **VOTE PASSED 4/0.**