DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	**Regular Meeting**
Meeting Location:	**Supt's Office, McConnell Center**
Meeting Date:	**Tuesday, July 3, 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 June 19, 2018
5. Manifest Approval
6. Approval of Change Orders
7. Harriman/Harvey Update
8. Moisture Probe Results
9. Admin Hallway Update
10. Committee Financial Report
11. DRED Update
12. Review Action Items and Build Agenda for next meeting
13. Matters of Interest
14. Tour of School
15. Adjournment

Meeting Type:	Regular Meeting
Meeting Location:	Garrison School Library
Meeting Date:	**Tuesday, June 19, 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, June 19, 2018 at 4:34 p.m. in the Garrison School Library by JBC Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included, Jan Nedelka, Steve Haight and Keith Holt. Carolyn Mebert arrived at 4:35. p.m. Karen Weston was excused. Also, in attendance were Superintendent Bill Harbron, Harriman representative Nery Bordas, Harvey Construction representative Adam Reynolds, Clerk of the Works Mike Brooks, GES Principal Beth Dunton, Facilities Director Jeff White, Fosters.

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

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

IV. **APPROVAL OF MEETING MINUTES FOR JUNE 5, 2018**:
Jan Nedelka moved, Karen Weston seconded to approve meeting minutes of June 5, 2018 as presented. An oral **VOTE PASSED 4/0**.

V. **MANIFEST APPROVAL:**

Jan Nedelka moved, Steve Haight seconded to approve manifest #GES39 to Harriman in the amount of $5,347.53 for professional and FF&E services through May 31, 2018. A roll call **VOTE PASSED 5/0.**

Jan Nedelka moved, Steve Haight seconded to approve manifest #GES40 to Harvey in the amount of $441,310.45 for construction services through May 31, 2018. A roll call **VOTE PASSED 5/0.** Mr. Reynolds summarized the month's activities involved in the invoice.

VI. **APPROVAL OF CHANGE ORDERS:**
Jan Nedelka moved, Keith Holt seconded to approve Prime Contract Potential Change Order #014 in the amount of $7,134.94—Electrical Room 161 Panel Relocation. A roll call **VOTE PASSED 5/0.**

Mr. Nedelka requested clarification on the invoice and description of work from VPS Drywall. Mr. Reynolds noted that an error had been made and it will be corrected for the next meeting.

VII. **HARVEY/HARRIMAN UPDATE including moisture probes in the cafeteria:** Mr. Reynolds updated the committee on the progress of work stating that everything is continuing to go well and progress as planned. Teachers have stated that they like the color selection. Ceiling tiles have been installed.

VIII. MAIN HALLWAY DISCUSSION: Ms. Dunton requested that the floor tiles are changed in the admin hallway since they will not match at all. She also requested that the wall tiles be replaced so that they match better. The recommendation is to sand and paint the tiles so that the don't clash with the other color scheme.

Jan Nedelka moved, Steve Haight seconded to ask Mr. Reynolds to research sanding and painting tile and replace flooring to match others. An oral **VOTE PASSED 5/0**.

This wasn't discussed early since the admin area was not included initially. The paint should have similar durability as other painted surfaces.

IX. COMMITTEE FINANCIAL REPORT: Committee members reviewed the financial report. Dr. Mebert asked about the status of the moisture probes to which Mr. Reynolds responded he should have results soon and will email them to the committee.

X. FINANCIAL AND STATUS REPORT: Jan Nedelka moved, Keith Holt seconded to approve the financial and status report. An oral **VOTE PASSED 5/0.**

XI. DRED UPDATE: There is no update at this time.

XII. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include bids, DRED update, financials, manifest, change orders, Change Order 14 corrected document, written moisture probe results, cost of sanding and painting tiles and floor tiles in admin hallway. The next meeting will be July 3 at 4:30 pm in the Superintendent's Conference Room in the McConnell Center. The meeting will conclude no later than 5:30 pm due to other obligations. Mr. Nedelka is unable to attend.

XIII. MATTERS OF INTEREST: Mr. Ciotti asked about the status of the ladders to which Mr. Reynolds responded that they are waiting for pricing from Harriman. Ms. Dunton commented that 20 classrooms will be moved within the next 4 days. Dr. Mebert inquired about the possibility of a more interesting, child friendly, floor tile design if it is going to be changed anyway. Ms. Bordas will look into it.

XIV. ADJOURNMENT: Steve Haight moved, Jan Nedelka seconded to adjourn the meeting at 5:07 pm**.** An oral **VOTE PASSED 5/0.** The tour occurred for those interested after the conclusion of the meeting.

PCCO #013

Harvey Construction
10 Harvey Rd
Bedford, New Hampshire 03110
Phone: (603) 624-4600
Fax: 603-668-0389

Project: 2017-006 - Garrison Elem Renov & Addition
50 Garrison Road
Dover, New Hampshire 03820

Prime Contract Change Order #013: Prime Contract Change Order 013 - Incorporate RFI 16,

TO:	**City of Dover** 288 Central Ave Dover, New Hampshire 3820	**FROM:**	**Harvey Construction** 10 Harvey Road Bedford New Hampshire 03110
DATE CREATED:	6/ 27 /2018	**CREATED BY:**	Adam Reynolds **(Harvey Construction)**
CONTRACT STATUS:	Pending - In Review	**REVISION:**	0
DUE DATE:		**REVIEW DATE:**	
SCHEDULE IMPACT:		**REVISED SUBSTANTIAL COMPLETION DATE:**	
CONTRACT FOR:	1:Garrison Elem Renov & Addition Prime Contract	**TOTAL AMOUNT:**	$ 7,134.94
DESCRIPTION:			
ATTACHMENTS:			

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
014	RFI 016 - Electical Room 161 Panel Relocation		7,134.94
		TOTAL:	**$7,134.94**

CHANGE ORDER LINE ITEMS:

PCO # 014 : RFI 016 - Electical Room 161 Panel Relocation

#	Cost Code	Description	Type	Amount
1	16-100 - ELECTRICAL	RFI 016 - Liberty Electric Change Order #9 - Material & Labor to relocate panel LB & LVB	Subcontract	$ 6,212.75
2	9-900 - PAINTING	RFI 016 - White Diamond Proposal #8418 - Added painting 04.24.18	Subcontract	$ 150.00
3	9-250 - GYPSUM BOARD ASSEMBLIES	RFI 016 - Reference VPS proposal DG-006 dated 5/21/18.	Subcontract	$ 429.00
			Subtotal:	$6,791.75
			Perf. & Pay Bond (0.8%): 0.80% Applies to all line item types.	54.33
			General Liability (0.695%): ≈ 0.7% Applies to all line item types.	47.58
			Fee (3.5%): 3.50% Applies to all line item types.	241.28
			Grand Total:	**$7,134.94**

The original (Contract Sum)	$ 6,148,800.00
Net change by previously authorized Change Orders	$ 666,052.45
The contract sum prior to this Change Order was	$ 6,814,852.45
The contract sum would be changed by this Change Order in the amount of	$ 7,134.94
The new contract sum including this Change Order will be	$ 6,821,987.39

The contract time will not be changed by this Change Order

Daniel Bisson (Harriman)	**City of Dover**	**Harvey Construction**
1 Perimeter Road	288 Central Ave	10 Harvey Road
Manchester, New Hampshire 3103	Dover, New Hampshire 3820	Bedford, New Hampshire 03110

SIGNATURE	**DATE**	**SIGNATURE**	**DATE**	**SIGNATURE**	**DATE**

PCO #017

Harvey Construction
10 Harvey Rd
Bedford, New Hampshire 03110
Phone: (603) 624-4600
Fax: 603-668-0389

Project: 2017-006 - Garrison Elem Renov & Addition
50 Garrison Road
Dover, New Hampshire 03820

Prime Contract Potential Change Order #017: Admin Area Corridor 193 VCT

TO:	City of Dover 288 Central Ave Dover New Hampshire, 3820	**FROM:**	Harvey Construction 10 Harvey Road Bedford New Hampshire, 03110
PCO NUMBER/REVISION:	017 / 0	**CONTRACT:**	1 - Garrison Elem Renov & Addition Prime Contract
STATUS:	Pending - In Review	**CREATED BY:**	Adam Reynolds **(Harvey Construction)**
REFERENCE:		**CREATED DATE:**	6/28 /2018
FIELD CHANGE:	No	**PRIME CONTRACT CHANGE ORDER:**	None
SCHEDULE IMPACT:		**TOTAL AMOUNT:**	$4,669.61

POTENTIAL CHANGE ORDER TITLE: Admin Area Corridor 193 VCT

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
CE #055 - ASI 017 - Admin Area Corridor 193 VCT
Addition of Armstrong vinyl tile and base in Admin. Area Corridor 193 with pattern similar to corridor #170.

ATTACHMENTS:
ASI-017 Admin Area Corridor 193 VCT 06.25.18.pdf GormanThomas COR# 5_06.25.18.pdf ABS Proposal 6.28.18.pdf

#	Cost Code	Description	Type	Amount
1	9-681 - Resilient Carpet entry mat bas	Gorman Thomas COR#5 incoporating addition of Armstrong vinyl tile and base with pattern similar to corridor # 170 dated 06.22.18	Subcontract	$ 1,745.00
2	2-030 - DEMOLITION	Remove admin corridor vct and mastic. Assumes non ACM Mastic.	Subcontract	$ 2,700.00
			Subtotal:	$4,445.00
			Perf. & Pay Bond (0.8%): 0.80% Applies to all line item types.	$ 35.56
			General Liability (0.695%): ≈ 0.7% Applies to all line item types.	$ 31.14
			Fee (3.5%): 3.50% Applies to all line item types.	$ 157.91
			Grand Total:	**$4,669.61**

Daniel Bisson (Harriman)	**City of Dover**	**Harvey Construction**
1 Perimeter Road	288 Central Ave	10 Harvey Road
Manchester, New Hampshire 3103	Dover, New Hampshire 3820	Bedford, New Hampshire 03110

SIGNATURE **DATE** | **SIGNATURE** **DATE** | **SIGNATURE** **DATE**

GORMAN-THOMAS INC.

Flooring Contractors
Telephone 603-641-6055
Fax 641-6155

20 Commerce Park North
Bedford, N.H. 03110

Harvey Construction
10 Harvey Road
Bedford, NH 03110
ATTN: Adam Reynolds

June 22, 2018

RE: Dover Garrison School

CHANGE ORDER REQUEST # 5

SCOPE OF CHANGE - Corridor # 193
Armstrong vinyl tile and base with pattern similar to corridor # 170

AMOUNT OF THIS CHANGE REQUEST: $ 1,745.00

APPROVED BY ______________________________________
DATE

Gorman-Thomas, Inc.
Thomas P. Vacca
President

ADVANCED BUILDING SYSTEMS, INC.
P.O. BOX 9 • SALEM, NH 03079 • (603) 893-0380 • (603) 893-0388 – FAX

PROPOSAL

June 27, 2018

Harvey Construction
10 Harvey Road
Bedford, NH 03110

Phone # 603-624-4600
Fax # 603-668-0389

Attention: Adam Reynolds

Re: Garrison School – Administrative Corridor

Removal and disposal of non-asbestos tile and mastic.

Tile removal	$1,800.00
Mastic removal	$ 900.00

$2,700 for demo of existing admin corridor flooring and mastic. This pricing assumes non asbestos containing mastic.

Removal and disposal of tile wainscoting	$2,900.00

We propose to furnish the above in accordance with the noted specifications. This will be done for the sum of
$ See Above **($)**
Payment is to be made as follows: Net-10 Days.

Respectfully Submitted,

COMPANY: Harvey Construction

ADVANCED BUILDING SYSTEMS, INC.

BY:____________________________
Authorized Signature

BY:___________________________________
William Shea, President

DATE:__________________________

Note: Acceptance of the above price, specifications and conditions are satisfactory and are hereby acknowledged. Advanced Building Systems, Inc. is authorized to work as specified. Payment will be outlined above. A finance charge of 1 1/2% per month after 30 days, plus collection costs and attorney fees, will be applied.
Note: This proposal may be withdrawn by us if not accepted within 30 days.

GARRISON ELEMENTARY SCHOOL - COMMITTEE FINANCIAL REPORT

(NOTE: WORKING BUDGET FOR THE PURPOSE OF FINANCIAL PLANNING BY JBC)

		Budget	Actual Contract Amount	Net Amount	
Construction Costs					
1	Harvey Construction, Preconstruction **(COMPLETE)**	$30,744.00	$30,744.00		Adjusted based on current construction budget
		$30,744.00	**$30,744.00**		
2	Harvey Construction, GMP (Original Contract Sum)	$6,148,800.00	$6,148,800.00		Per contract dated 11/21/2017
3	Harvey Construction, Change Order 001 (Alternate 6, HVAC)	$393,319.00	$393,319.00		Per JBC approval 2/13/2018
4	Harvey Construction, Change Order 005 (Infill Skylight)	$5,684.00	$5,684.00		Per JBC approval 4/10/2018
5	Harvey Construction, Change Order 006 (Admin Area Reno)	$56,544.82	$56,544.82		Per JBC approval 4/24/2018
6	Harvey Construction, Change Order 008 (Fire Alarm Mod, Voice Amp, WAP)	$6,209.69	$6,209.69		Per JBC approval 5/8/2018
7	Harvey Construction, Change Order 010 (Incorporate Corridor Cubbies)	$70,448.60	$70,448.60		Per JBC approval 5/22/2018
8	Harvey Construction Change Order 11, 12, 13 (Café reno, etc)	$133,846.34	$133,846.34		Per JBC approval 6/5/2018
9	Placeholder for Harvey PCO#014, Electrical Room 161 Panel Relocation	$7,134.94	$7,134.94		Per JBC approval 6/19/2018
		$6,821,987.39	**$6,821,987.39**		
	Subtotal	***$6,852,731.39***	***$6,852,731.39***	***$0.00***	
Architect / Engineer Services					
10	Harriman Architects, Facilities Study **(COMPLETE)**	$49,936.00	$49,936.00		Per contract dated 5/26/2016 (includes $1,900 in reimb exp)
		$49,936.00	**$49,936.00**		
11	Harriman Architects, Phase I Design (Lump Sum)	$495,000.00	$495,000.00		Per JBC approval 1/31/2017
12	Harriman Architects, A/E Basic Services	$225,586.00	$225,586.00		Per JBC approval 1/30/2018 (AIA Amend#2 signed 2/27/2018)
		$720,586.00	**$720,586.00**		
13	Harriman Architects, Phase I Design (Reimbursables)	$30,000.00	$30,000.00		Per JBC approval 1/31/2017
		$30,000.00	**$30,000.00**		
	Subtotal	***$800,522.00***	***$800,522.00***	***$0.00***	
Survey & Soils					
14	John Turner Consulting, Geotechnical Investigation **(COMPLETE)**	$7,000.00	$7,000.00		Per JBC approval 3/28/2017
15	Titcomb Associates, Topo/Boundary Field Survey **(COMPLETE)**	$9,100.00	$9,100.00		Per JBC approval 2/14/2017
16	Titcomb Associates, Wetland Delineation **(COMPLETE)**	$2,000.00	$2,000.00		Per JBC approval 4/13/2017
17	Balance remaining in estimated budget	$36,900.00	$0.00		Budget Only
	Subtotal	***$55,000.00***	***$18,100.00***	***$36,900.00***	
Construction Testing					
18	Desmarais Environmental, Industrial Hygiene **(COMPLETE)**	$1,960.00	$1,960.00		Per 8/23/2017 proposal
19	S.W. Cole, Construction Materials Testing	$3,200.00	$3,200.00		Per JBC approval 1/3/2018
20	John L. Carter Sprinkler, MIC Testing **(COMPLETE)**	$2,370.00	$2,370.00		Per JBC approval 8/15/2017
21	Desmarais Environmental, Abatement (Lump Sum)	$13,000.00	$13,000.00		Per JBC approval 12/19/2017
22	Desmarais Environmental, Abatement (Add'l fees)	$6,993.00	$6,993.00		Per JBC approval 4/10/2018; 5/8/2018
23	Moisture Testing, concrete floors (conducted by ACC for HCC)	$2,200.00	$2,200.00		Invoice(s) pending
24	Balance remaining in estimated budget	$10,277.00	$0.00		Budget Only
	Subtotal	***$40,000.00***	***$29,723.00***	***$10,277.00***	
Commissioning Agent Services					
25	Horizon Engineering Associates	$50,000.00	$37,180.00		Per JBC approval 1/12/2018
	Subtotal	***$50,000.00***	***$37,180.00***	***$12,820.00***	
Clerk of Works					
26	Michael Brooks	$35,000.00	$35,000.00		Budget Only
	Subtotal	***$35,000.00***	***$35,000.00***	***$0.00***	

GARRISON ELEMENTARY SCHOOL - COMMITTEE FINANCIAL REPORT

(NOTE: WORKING BUDGET FOR THE PURPOSE OF FINANCIAL PLANNING BY JBC)

		Budget	Actual Contract Amount	Net Amount	
Contingency & Miscellaneous Costs					
27	Project Contingency	$316,560.00	$316,560.00		Budget Only
28	Adjustment for Harvey Construction, Change Order 001	-$83,118.64	-$83,118.64		Net amount needed for CO#1 (HVAC)
29	Adjustment for Harriman A/E Reimbursables	-$24,536.00	-$24,536.00		Per JBC approval 4/10/2018
30	Adjustment for Harvey Construction, Change Order 005	-$5,684.00	-$5,684.00		Per JBC approval 4/10/2018
31	Transfer from Permitting Fees Budget	$75,000.00	$75,000.00		Transfer per JBC 4/10/2018
32	Transfer from Advertising/Legal Budget	$45,000.00	$45,000.00		Transfer per JBC 4/10/2018
33	Adjustment for Harvey Construction, Change Order 006	-$56,544.82	-$56,544.82		Per JBC approval 4/24/2018
34	Adjustment for Harvey Construction, Change Order 008	-$6,209.69	-$6,209.69		Per JBC approval 5/8/2018
35	Adjustment for Harvey Construction, Change Order 010	-$70,448.60	-$70,448.60		Per JBC approval 5/22/2018
36	Harvey Construction Change Order 11, 12, 13 (Café reno, etc)	-$133,846.34	-$133,846.34		Per JBC approval 6/5/2018
37	Placeholder for Harvey PCO#014, Electrical Room 161 Panel Relocation	-$7,134.94	-$7,134.94		Per JBC approval 6/19/2018
	Subtotal	***$49,036.97***	***$49,036.97***	***$0.00***	
	Moveable Equipment (FFE)				
38	Harriman - FFE Design Fees	$13,400.00	$13,400.00		Per JBC approval 1/30/2018 (AIA Amend#2 signed 2/27/2018)
39	FFE Purchases (Creative Office, School Furnishings, Virco)	$170,848.00	$170,848.00		Per JBC approval 5/22/2018
	Subtotal	***$184,248.00***	***$184,248.00***	***$0.00***	
	Technology				
40	Optiv Security (WAPs)	$24,734.48	$24,734.48		Per JBC approval 5/22/2018
41	Pro AV Systems (Classroom audio equipment)	$51,813.32	$51,813.32		Per JBC approval 5/22/2018
42	Balance remaining in estimated budget	$107,700.20	$107,700.20		Budget Only
	Subtotal	***$184,248.00***	***$184,248.00***	***$0.00***	
43	Advertising / Legal	$10,000.00	$10,000.00		Maintain $10K budget placeholder per JBC 4/10/2018
	Subtotal	***$10,000.00***	***$10,000.00***	***$0.00***	
	Total Project, as of date of this report	**$8,260,786.36**	**$8,200,789.36**	**$59,997.00**	
	Total Approved Appropriation	$8,260,786.36	$8,260,786.36		
	Remaining Balance	***$0.00***	***$59,997.00***		

Contingency, GMP & Unobligated

Owners Contingency	$	49,037
*Harvey Contingency (a/o 5/31/2018 invoice)	$	293,506
Contingency Total	**$**	**342,543**
Unobligated Funds	$	59,997
Contingency, GMP & Unobligated	**$**	**402,540**

***Includes CO#12 (buyout savings, transfer to contingency of $196,773) per JBC approval 6/5/2018**