



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – DOVER HIGH SCHOOL AND REGIONAL CTC MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Center
Meeting Date:	Wednesday, August 15, 2018
Meeting Time:	4:00 P.M.

1. Call to order and roll call
2. Citizen's Forum
3. Approval of Meeting Minutes from August 7, 2018
4. Approve manifests
5. Review and approve change order proposals
6. Committee Financial Report
7. Technology Update
8. Dedication Plaque
9. Round Pen Update
10. Clerk of the Works Report
11. Construction Update
12. Matters of Interest
13. Build next agenda and review action items
14. Adjournment



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	Tuesday, August 7, 2018
Meeting Time:	4:30 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, July 10, 2018 at 4:30 p.m. in the Superintendent's Conference Room. Present were Bob Carrier, Mark Geuther, Amanda Russell and Dennis Shanahan. Matt Severson arrived at 4:35 p.m. Also present were Superintendent Bill Harbron, Business Administrator Libby Simmons, PC Construction Representatives Garrett Bertolini and Scott Blair, HMFH representatives Tina Stanislaski, Bobby Williams and Alan Pemstein, DHS Principal Peter Driscoll, CTC Director Lisa Danley, Fire Chief Eric Hagman, Clerk of the Works Mike Brooks, IT Director Christy Prosser, Facilities Manager Jeff White and Interim Facilities Manager Joe Stone, Brian Early, Fosters.
- II. CITIZEN'S FORUM:** No one addressed the committee.
- III. APPROVE MEETING MINUTES FROM JULY 10, 2018:** Amanda Russell moved, Dennis Shanahan seconded to approve the minutes of the July 10 meeting. An oral **VOTE PASSED 4/0**.
- IV. APPROVE MANIFESTS:**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC138 in the amount of \$4,148.00 to Automotive Garage Tools. A roll call **VOTE PASSED 4/0**.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC139 in the amount of \$14,294.55 to Optiv Security. A roll call **VOTE PASSED 5/0**.
- Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC140 in the amount of \$27,400.00 to Diamond Relocation, Inc. for moving services. A roll call **VOTE PASSED 5/0**. This doesn't include moving food service products.
- Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC141 in the amount of \$1,474,406.00 to PC Construction for construction services through July 31, 2018. A roll call **VOTE PASSED 5/0**.
- Amanda Russell moved, Matt Severson seconded to increase the Ockers bid award by \$7,920.16 for a total of \$55,845.16. A roll call **VOTE PASSED 5/0**.
- V. REVIEW AND APPROVE CHANGE ORDER PROPOSALS:**
- Change Order 191006 is invalid and void.
- Amanda Russell moved, Matt Severson seconded to approve Change Order 190259R1 PR-40 Catwalk Railing in the amount of \$29,978.00. A roll call **VOTE PASSED 5/0**. This will raise the railing to comply with inspectional services but will not be available for the beginning of the school year.
- Amanda Russell moved, Matt Severson seconded to approve Change Order 190285 ASI-121 Forum Stair Railing Revisions in the amount of \$17,443.00. A roll call **VOTE PASSED 5/0**. This will raise the railing to comply with inspectional services.



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VI. FFE AWARD:

Amanda Russell moved, Matt Severson seconded to award nursing equipment to School Furnishings in the amount of \$4,057.00. A roll call **VOTE PASSED 5/0.**

Mr. Driscoll explained the process for disposing of equipment in the current school that will not be going to the new school. Schools in the District has first option for items, after which an online auction will occur. Any items that are left and are trash will be part of the demolition.

The music department is still trying to determine if the current piano should be refurbished or if a new one will be purchased. It is part of the FF&E budget line.

VII. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the financial report. Mr. Carrier asked if there is anything in the budget that can help with other items. Mr. White recommended asking Diamond Relocation to assist in moving items due to the time crunch. He noted that C&W Services would be assisting as well with moving items. It was stated that August 16 is the final day to start moving items. Ms. Simmons will contact Diamond Relocation to request their services.

Ms. Simmons confirmed that the JBC approved spending the \$100,000 rebate on IT capital equipment. The bid award will go back to the JBC for approval when complete.

Mr. Driscoll requested an additional \$200,000 for IT for staff members since there is additional funds in the FF&E budget. With the reduction of FFE funds by this amount, there will still be a large buffer. This will bring the staff technology needs to closer to where they should be.

Amanda Russell moved, Dennis Shanahan seconded to allocate \$200,000 from FF&E to technology. A roll call **VOTE PASSED 5/0.**

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

IX. TECHNOLOGY UPDATE: Addressed in earlier discussion. Ms. Prosser commented that everything is moving along well, and they are close to being connected. Wireless access points will be going up this week.

X. FUNDRAISING UPDATE: The meeting today was canceled due to a conflict, but Ms. Russell stated that Wentworth Douglass Hospital is reviewing their options for naming rights and will contact Ms. Russell when they have decided. Fundraising is ongoing. Dr. Harbron added that Rotary is deciding if they would like to fund extra auditorium equipment.

XI. DEDICATION PLAQUE: The committee reviewed. Ms. Russell would like her middle initial added. The plaque will most likely be 24" x 36". Ms. Stanislaski and Mr. Pemstein will rebalance some of the wording in the plaque.

XII. CORNERSTONE CEREMONY DATE:



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The Mason's Cornerstone Ceremony will occur at 6 pm on Friday, September 21 prior to the DHS home football game. The template for the police station ceremony will be used and the total time for the ceremony should be 40-45 minutes.

The ribbon cutting with dignitaries is scheduled for Friday, October 12. Mr. Driscoll will contact guests for their availability before determining a time for the ceremony. Students will be involved in this ceremony.

Tours will be offered during the alumni basketball game on November 23rd. Details to be determined.

Mr. Driscoll added that there may be self-guided tours on the night of DHS Open House.

XIII. GYM FLOOR UPDATE:

Due to errors in floor layout, another finish coat will be placed on the practice courts which will make it look better for now. Next year, the court will be re-stripped and redone. It is usable for now and may not be noticed by many people.

XIV. ROUND PEN DISCUSSION:

Ms. Simmons stated that a bid document was released for the round pen and will be due before the next meeting. She is hopeful that more than one vendor will bid. There is \$100,000 set aside for this project, although it has been downsized.

XV. CLERK OF THE WORKS REPORT:

Mr. Brooks reported that they are now in clean/finish mode. HMFH has started punch lists. Two elevators passed inspection last week. The Town Square looks great. Animal Science building is progressing with all finishes occurring at the same time. Gym equipment has started arriving. Soap dispensers and toilet paper holders were installed by a company who works with C&W Services and offers this service as part of the contract.

XVI. CONSTRUCTION UPDATE:

Mr. Blair stated that the focus continues to be on all things related to occupancy and life safety so that school can open as planned. August 17 is the occupancy inspection date, with August 20 as a fall back day if needed. Staff cannot move until the occupancy permit is issued, although equipment and furniture can be moved. The state typically defers to City inspection services regarding system inspections. The State will be inspecting the CTC Cosmetology department since it is a requirement.

Mr. Blair noted that they will still be working on the project after school starts, however work schedule may need to be adjusted.

The mobile trailers will be moved after Labor Day with a smaller trailer being placed near Route 108 at that time.

XVII. MATTERS OF INTEREST:

Dr. Harbron asked who would be paying for the additional work on the gym floor next summer since it won't be able to come from the operating budget. Mr. Carrier



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responded that a conversation will be started to determine this and there shouldn't be money coming from the JBC or school district operating budget. Mr. Severson believes it will be a warranty issue.

Mr. Blair asked for the status of the Alt School phone and fiber. He noted that the Alt school needs to be re-fed since the pole that currently feeds it is being demolished. PC needs someone to pull the copper feeds and fiber. Ms. Simmons and Ms. Prosser will follow up with vendors.

- XVIII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** An additional meeting is scheduled for Wednesday, August 15 at 4:00 pm at the Supt. Conference Room to discuss last minute items that may come up. Regularly scheduled meetings will continue as planned.

Agenda items will include change orders, construction update, manifests, fundraising update, plaque reviewing.

- XIX. ADJOURNMENT:** Matt Severson moved, Dennis Shanahan seconded to adjourn the meeting at 5:57 pm. An oral **VOTE PASSED 5/0.**

MAN. NO. CIPM#DHSCTC142
DATE: 8/15/2018

VENDOR VOUCHER MANIFEST
SCHOOL DISTRICT SAU #11

1. DATE	2. PAYEE NAME AND ADDRESS	3. FINANCE PO NO:	4. AMOUNT EXPENDED	5. AMOUNT OF CHECK	6. PROJECT NAME
1. 8/15/2018	R.W. Gillespie & Associates, Inc. 86 Industrial Park Road, Suite 4 Saco, ME 04072				DHS/CTC Fac. Improv. FY: 2017
PO Line					
1	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>	201701262	\$	1,380.92	
2	<u>4016.1.600.46900.4725.07108.16.000.000.700</u>	201701262	\$	407.84	
			\$	1,788.75	Inv No. 4051
	Professional Services from 4/26/2018-7/6/2018				
TOTALS				\$1,788.75	

TO THE TREASURER; PAYMENTS AUTHORIZED AND ORDERED
TO THE PERSONS LISTED ABOVE FOR THE SUMS INDICATED
IN COLUMN 5. AMOUNT OF CHECK AMOUNTING IN THE
AGGREGATE TO:

1,788.75

Superintendent of Schools or Business Administrator

Date

Robert Carrier, Deputy Mayor, JBC Chair

Date

**R.W. Gillespie & Associates, Inc.**

20 Pomerleau Street, Suite 100
Biddeford, ME 04005-
Tel: 207-286-8008 Fax: 207-710-0000
jgraunke@rwg-a.com
www.rwgillespie.com

Invoice

Libby Simmons
Dover School District, SAU #11
61 Locust Street, Suite 409
Dover, NH 03820

Invoice Date: Jul 19, 2018

Invoice Num: 4051

Billing Through: Jul 7, 2018

Materials Testing Services**Dover High School and Career Technical Center (0789-020-16;) - Managed by (101)****Professional Services:**

<u>Date</u>	<u>Employee</u>	<u>Description</u>	<u>Units</u>	<u>Rate</u>	<u>Amount</u>
4/26/2018	101	Project Management forward IPD reports to PC Construction	0.50	\$100.00	\$50.00
4/30/2018	101	Project Management calls w/ City of Dover	0.25	\$100.00	\$25.00
5/29/2018	156	In Place Densities	2.00	\$43.00	\$86.00
5/30/2018	160	In Place Densities	3.50	\$43.00	\$150.50
6/4/2018	101	Field Scheduling Animal Science bldg scheduling	0.25	\$100.00	\$25.00
6/6/2018	157	Rebar Inspection	1.00	\$45.00	\$45.00
6/6/2018	163	Field Scheduling	0.25	\$43.00	\$10.75
6/7/2018	157	Concrete - Field	7.00	\$43.00	\$301.00
6/7/2018	157	Concrete - Field	1.00	\$43.00	\$43.00
6/8/2018	157	Project Paperwork	1.00	\$43.00	\$43.00
6/8/2018	156	Concrete Pickup	0.75	\$43.00	\$32.25
6/8/2018	156	Concrete Pickup	0.25	\$43.00	\$10.75
6/8/2018	156	Concrete - Field	4.00	\$43.00	\$172.00
6/11/2018	163	Lab Reporting	0.50	\$43.00	\$21.50
6/11/2018	179	Sample Pickup soil	1.00	\$43.00	\$43.00
6/15/2018	101	Lab Reporting review concrete	0.50	\$100.00	\$50.00
7/6/2018	101	Lab Reporting rev concrete	0.50	\$100.00	\$50.00
Total Services:					\$1,158.75

Reimbursable Expenses:

6/7/2018	LAB	Concrete Cylinders ASTM C39 92663-92686	24.00		\$360.00
6/8/2018	LAB	Concrete Cylinders ASTM C39 92606-92617	12.00		\$180.00
6/30/2018	TECH	Trip Charge	6.00		\$90.00
Total Expenses:					\$630.00

Project (0789-020-16;) Total Amount Due: **\$1,788.75**

Amount Due This Invoice: **\$1,788.75**

This invoice is due on 8/18/2018

**R.W. Gillespie & Associates, Inc.**

20 Pomerleau Street, Suite 100

Biddeford, ME 04005-

Tel: 207-284-8008 Fax: 207-710-0000

jgraunke@rwg-a.com

www.rwgillespie.com

Invoice

Libby Simmons
Dover School District, SAU #11
61 Locust Street, Suite 409
Dover, NH 03820

Invoice Date: Jul 19, 2018**Invoice Num:** 4051**Billing Through:** Jul 7, 2018

Account Summary

Billed To Date	Paid To Date	Balance Due
\$165,710.91	\$163,922.16	\$1,788.75

Libby Simmons

From: Brooks, Michael <M.Brooks@dover.nh.gov>
Sent: Wednesday, August 08, 2018 8:18 AM
To: Libby Simmons
Subject: RE: INVOICE Attached #4051 for project Dover High School and Career Technical Center

Hi Libby,
The invoice for Gillespie is correct. This is for concrete testing on our new sidewalks.

Michael Brooks
Clerk of the Works
City of Dover
288 Central Ave.
Dover NH 03820
603-534-0367
m.brooks@dover.nh.gov
Everyday is a new Day
Dover: First in New Hampshire, First with you!
<http://www.dover.nh.gov>

From: Libby Simmons <l.simmons@dover.k12.nh.us>
Sent: Wednesday, August 8, 2018 6:46 AM
To: Brooks, Michael <M.Brooks@dover.nh.gov>
Subject: Fwd: INVOICE Attached #4051 for project Dover High School and Career Technical Center

Hi Mike,
I don't think you've reviewed this one.
Thanks,
Libby

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From: Libby Simmons <l.simmons@dover.k12.nh.us>
Sent: Friday, July 27, 2018 11:14 AM
To: Brooks, Michael
Subject: FW: INVOICE Attached #4051 for project Dover High School and Career Technical Center

Hi Mike – are we all set on this one?
Thanks!

From: Libby Simmons

Sent: Friday, July 20, 2018 8:40 AM

To: Brooks, Michael <M.Brooks@dover.nh.gov>

Subject: FW: INVOICE Attached #4051 for project Dover High School and Career Technical Center

Hi Mike,

When you get a chance, would you please review the attached.

Thank you,

Libby

Libby Simmons

Business Administrator

Dover School District

61 Locust Street, Suite 409

Dover, NH 03820

603-516-6482

l.simmons@dover.k12.nh.us

From: jgraunke@rwg-a.com <jgraunke@rwg-a.com>

Sent: Thursday, July 19, 2018 4:37 PM

To: Libby Simmons <l.simmons@dover.k12.nh.us>

Cc: Jeffrey White <j.white@dover.k12.nh.us>

Subject: INVOICE Attached #4051 for project Dover High School and Career Technical Center

Dear Libby Simmons,

Attached is invoice # 4051 for Materials Testing Services on the Project : Dover High School and Career Technical Center.

A printed copy of the invoice will also be sent out in today's mail.

If you have any questions, please give us a call.

MAN. NO. CIPM#DHSCTC143
DATE: 8/15/2018

VENDOR VOUCHER MANIFEST
SCHOOL DISTRICT SAU #11

1. DATE	2. PAYEE NAME AND ADDRESS	3. FINANCE PO NO:	4. AMOUNT EXPENDED	5. AMOUNT OF CHECK	6. PROJECT NAME
1. 8/15/2018	Horizon Engineering Associates, LLP 800 Veterans Memorial Highway, Suite 301 Hauppauge, NY 11788-2948				DHS/CTC Fac. Improv. FY: 2016
PO Line					
1	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>	201609442		\$ 4,377.24	
2	<u>4016.1.600.46900.4725.07108.16.000.000.700</u>	201609442		\$ 1,292.76	
	Professional Services from 6/2/2018-6/29/2018			\$ 5,670.00	Inv No. 27
2. 8/15/2018	Horizon Engineering Associates, LLP 800 Veterans Memorial Highway, Suite 301 Hauppauge, NY 11788-2948				DHS/CTC Fac. Improv. FY: 2016
PO Line					
1	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>	201609442		\$ 2,918.93	
2	<u>4016.1.600.46900.4725.07108.16.000.000.700</u>	201609442		\$ 862.07	
	Professional Services from 6/30/2018-7/27/2018			\$ 3,781.00	Inv No. 28
TOTALS				\$9,451.00	

TO THE TREASURER; PAYMENTS AUTHORIZED AND ORDERED
TO THE PERSONS LISTED ABOVE FOR THE SUMS INDICATED
IN COLUMN 5. AMOUNT OF CHECK AMOUNTING IN THE
AGGREGATE TO:

9,451.00

Superintendent of Schools or Business Administrator

Date

Robert Carrier, Deputy Mayor, JBC Chair

Date

Invoice**Horizon Engineering
Associates LLP****800 Veterans Memorial Highway
Suite 301
Hauppauge, NY 11788-2948****Dover School District
61 Locust Street
Suite 409
Dover, NH 03820****June 29, 2018
Project No: R2016Z-072
Invoice No: 27****Project R2016Z-072 Dover High School and Career Tech Center
Professional Services from June 02, 2018 to June 29, 2018****Fee**

Total Fee	171,630.00		
Percent Complete	63.3004	Total Earned	108,642.51
		Previous Fee Billing	102,972.51
		Current Fee Billing	5,670.00
		Total Fee	5,670.00

Total this Invoice \$5,670.00 ✓**Billed-To-Date**

	Current	Prior	Total	Received	A/R Balance
Fee	5,670.00	102,972.51	108,642.51		
Totals	5,670.00	102,972.51	108,642.51	91,705.51	16,937.00

Remit to: Horizon Engineering Associates, 800 Veteran's Highway, Ste. 301, Hauppauge, NY 11788



Dover High School
HEA Project Number: R2016Z-072

Monthly Invoice Description
Invoice # R2016Z-072-27

Invoice Period: June 2018
Cx Authority: Horizon Engineering Associates, LLP
Amount: \$5,670.00

Dover High School

- Site visit for Domestic Hot Water Heater Start Ups
- Site visit for Split System A/C Start Ups
- Site visit for Owners meeting discussing project status
- Site visit for regularly scheduled Cx Meeting
- Site visit to review deficiencies that are reported to be corrected, associated field report.
- Internal project management

Invoice**Horizon Engineering
Associates LLP****800 Veterans Memorial Highway
Suite 301
Hauppauge, NY 11788-2948****Dover School District
61 Locust Street
Suite 409
Dover, NH 03820****July 27, 2018
Project No: R2016Z-072
Invoice No: 28****Project R2016Z-072 Dover High School and Career Tech Center
Professional Services from June 30, 2018 to July 27, 2018****Fee**

Total Fee	171,630.00		
Percent Complete	65.5034	Total Earned	112,423.51
		Previous Fee Billing	108,642.51
		Current Fee Billing	3,781.00
		Total Fee	3,781.00

Total this Invoice \$3,781.00 ✓**Billed-To-Date**

	Current	Prior	Total	Received	A/R Balance
Fee	3,781.00	108,642.51	112,423.51		
Totals	3,781.00	108,642.51	112,423.51	102,972.51	9,451.00

Remit to: Horizon Engineering Associates, 800 Veteran's Highway, Ste. 301, Hauppauge, NY 11788



Dover High School
HEA Project Number: R2016Z-072

Monthly Invoice Description
Invoice # R2016Z-072-28

Invoice Period: July 2018
Cx Authority: Horizon Engineering Associates, LLP
Amount: \$3781.00

Dover High School

- Site visits focusing on controls and balancing progress.
- Site visit for Cx Meeting. Associated minutes generated.
- Site visit to review deficiencies that are reported to be corrected, associated correspondences to PC Construction.
- Internal project management

Libby Simmons

From: Brooks, Michael <M.Brooks@dover.nh.gov>
Sent: Wednesday, August 08, 2018 8:21 AM
To: Libby Simmons
Subject: RE: Invoice submission: Dover High School June & July 2018

Hi Libby,

I have reviewed and agree with the billing charges from Horizon for work completed on the Dover High school.

Michael Brooks
Clerk of the Works
City of Dover
288 Central Ave.
Dover NH 03820
603-534-0367
m.brooks@dover.nh.gov
Everyday is a new Day
Dover: First in New Hampshire, First with you!
<http://www.dover.nh.gov>

From: Libby Simmons <l.simmons@dover.k12.nh.us>
Sent: Wednesday, August 8, 2018 6:44 AM
To: Brooks, Michael <M.Brooks@dover.nh.gov>
Subject: Fwd: Invoice submission: Dover High School June & July 2018

Hi Mike,
Would you please review when you have a chance.
Thanks,
Libby

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From: Marsha Alexander <malexander@horizon-engineering.com>
Sent: Tuesday, August 7, 2018 4:41 PM
To: Libby Simmons
Cc: Jonathan Friedman
Subject: Invoice submission: Dover High School June & July 2018

Good Afternoon Libby,

Attached please find Horizon's invoice 27 & 28 which includes the invoice description.

Please feel free to contact me with any questions or concerns.

Thank you,



Marsha Alexander-Rock

Project Coordinator

Horizon Engineering Associates, LLP

30 Broad Street, Suite 1500 | New York, NY 10004

T: 212.400.3700 | C: 347.780.8317

E. malexander@horizon-engineering.com

Commissioning | Sustainable Consulting | Energy Audit & Analysis

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MAN. NO. CIPM#DHSCTC144
DATE: 8/15/2018

VENDOR VOUCHER MANIFEST
SCHOOL DISTRICT SAU #11

1. DATE	2. PAYEE NAME AND ADDRESS	3. FINANCE PO NO:	4. AMOUNT EXPENDED	5. AMOUNT OF CHECK	6. PROJECT NAME
1. 8/15/2018	HMFH Architects, Inc. 130 Bishop Allen Drive Cambridge, MA 02139				DHS/CTC Fac. Improv.
PO Line					FY: 2016
5	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>	201603137	\$	31,127.04	
11	<u>4016.1.600.46900.4725.07108.16.000.000.700</u>	201603137	\$	9,192.96	
			\$	40,320.00	#2155
	Invoice #2155, Professional Services through 7/31/2018 (Construction Administration)				
2. 8/15/2018	HMFH Architects, Inc. 130 Bishop Allen Drive Cambridge, MA 02139				DHS/CTC Fac. Improv.
PO Line					FY: 2016
7	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>	201604242	\$	1,188.88	
8	<u>4016.1.600.46900.4725.07108.16.000.000.700</u>	201604242	\$	351.12	
			\$	1,540.00	#2156
	Invoice #2156, Professional Services through 7/31/2018 (Technology Procurement)				
3. 8/15/2018	HMFH Architects, Inc. 130 Bishop Allen Drive Cambridge, MA 02139				DHS/CTC Fac. Improv.
PO Line					FY: 2016
1	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>	201604454	\$	318.23	
2	<u>4016.1.600.46900.4725.07108.16.000.000.700</u>	201604454	\$	93.99	
			\$	412.22	#2157
	Invoice #2157, Professional Services through 7/31/2018 (Travel Expense)				
TOTALS				\$42,272.22	

TO THE TREASURER; PAYMENTS AUTHORIZED AND ORDERED
TO THE PERSONS LISTED ABOVE FOR THE SUMS INDICATED
IN COLUMN 5. AMOUNT OF CHECK AMOUNTING IN THE
AGGREGATE TO:

42,272.22

Superintendent of Schools or Business Administrator

Date

Robert Carrier, Deputy Mayor, JBC Chair

Date

HMFH ARCHITECTS

OFFICE: (617) 492 2200
FAX: (617) 878 8775

130 Bishop Allen Drive
Cambridge, MA 02139

hmfh.com

Dover NH School District
McConnell Center
61 Locust Street, Ste 409
Dover NH 03820

Attention: Libby Simmons, Business Admin.

For Professional Services Rendered through July 31, 2018

**H M
F H**

ARCHITECTS

Invoice #: 2155
Project: 403114
Project Name: Dover High School & RTC
Invoice Date: 8/8/2018

Phase Name	Phase Fee	Previous Amount	Current Amount	% Complete	Total Fee Earned
Feasibility Study	485,000.00	485,000.00	0.00	100.00	485,000.00
Schematic Design (PSS3)	1,008,000.00	1,008,000.00	0.00	100.00	1,008,000.00
Design Development (PSS3,6)	1,316,000.00	1,316,000.00	0.00	100.00	1,316,000.00
Construction Documents (PSS3,6)	1,633,000.00	1,633,000.00	0.00	100.00	1,633,000.00
Bidding/Negotiations (PSS3)	336,000.00	336,000.00	0.00	100.00	336,000.00
Construction Administration (PSS3)	2,016,000.00	1,935,360.00	40,320.00	98.00	1,975,680.00
Construction Admin Phase 2 (PSS3)	336,000.00	0.00	0.00	0.00	0.00
Visioning/Educ Plan Proc. (PSS1)	29,150.00	29,150.00	0.00	100.00	29,150.00
Total Fee:	7,159,150.00				

Total Fee Earned To Date	6,782,830.00
Less Previous Billings	6,742,510.00
Amount Due This Invoice	40,320.00

HMFH ARCHITECTS

OFFICE. (617) 492 2200
FAX. (617) 878 9775

130 Bishop Allen Drive
Cambridge, MA 02139

hmfh.com

H M
F H

ARCHITECTS

Dover NH School District
McConnell Center
61 Locust Street, Ste 409
Dover NH 03820

Invoice # : 2157
Project : 403114
Project Name : Dover High School & RTC
Invoice Date : 8/8/2018

Attention: Libby Simmons, Business Admin.

For Professional Services Rendered through July 31, 2018

Phase : Travel Expense

Expenses

412.22

412.22

Amount Due This Invoice

412.22

Project : 403114 -- Dover High School & RTC

Invoice # : 2157

Phase : Travel Expense

Expenses	Inv Nbr	Date	Cost	Multiplier	Amount
Vendor Name					
Reimb Travel					
Chase Card Services	CHASE 0718	7/17/2018	17.84	1.10	19.62
	CHASE 0718	7/17/2018	8.15	1.10	8.97
			25.99		28.59
			60.52	1.10	66.57
Enterprise Rent-A-Car	2S95TR	7/3/2018	54.23	1.10	59.65
	2W0ZNB	7/12/2018	63.60	1.10	69.96
	2XHWZV	7/17/2018	57.29	1.10	63.02
	2ZN240	7/25/2018	113.12	1.10	124.43
	2Y5XTM	7/20/2018	348.76		383.63
					412.22
Total: Reimb Travel					412.22
		Expenses			
				Labor	0.00
Total Phase : Travel Expense				Expenses	412.22
					412.22
Total Project:	403114 -- Dover High School & RTC				

ACCOUNT ACTIVITY

8/25

SUNOCO 0267969800 PORTSMOUTH NH DENW
LAURA WERNICK
TRANSACTIONS THIS CYCLE (CARD 7867) \$100.32

X-TRAN 4083114

5130 17.84



INVOICE DATE: 6/22/2018

TollPass Processing Center
P.O. Box 30
Roslyn Heights, NY 11577

Laura Werick 3 - 339
46 Sacramento St
Cambridge, MA 02138-1931

RENTAL AGREEMENT: 2HXXH1V
RENTAL DATE: 6/6/2018 15:57
RENTAL RETURN DATE: 6/8/2018 7:00



Dear Laura Werick,

Thank you for renting with **ENTERPRISE**. We appreciate your business and look forward to serving you again soon. Enterprise has been billed for unpaid tolls generated during your recent rental.

Toll Date/Time	Toll Location	Toll Amount
6/6/2018 16:23:58	MassDOT - 626	\$2.55
6/6/2018 16:58:42	MassDOT - 609	\$1.80
6/6/2018 19:48:11	MassDOT - 120	\$1.80
6/6/2018 19:53:35	MassDOT - 126	\$1.00
6/7/2018 12:10:04	MassDOT - 131	\$1.00

The following are options for payment:

- 1) Online: Visit www.htallc.com/Enterprise to make payment online and print a receipt. You will need to enter Last Name and Rental Agreement #, listed above.
- 2) Phone: Call (877) 860-1258 where you can make payment and request a receipt.
- 3) Mail: Use the payment coupon below with check or money order.

If you believe this invoice is issued in error, please call (877) 860-1258 to discuss further.

PLEASE PAY BY 7/22/18

CUT HERE

To pay by mail, follow the instructions below:

- Complete check or money order made payable to **ENTERPRISE TOLLS**.
- Please write your Rental Agreement # on the front of your check or money order.
- Include bottom portion of the invoice with payment.
- Affix proper postage and mail to: Enterprise Tolls, P.O. BOX 30, ROSLYN HEIGHTS, NY 11577.
- Do NOT mail cash.

NAME:	Laura Werick
RENTAL AGREEMENT #:	2HXXH1V
RENTAL LOCATION:	CAMBRIDGE MA
TOLL FEES:	\$8.15
CONVENIENCE FEE:	\$0.00
TOTAL AMOUNT DUE:	\$8.15

ENTERPRISE RENT-A-CAR
P.O. BOX 414373
BOSTON, MA 02241-4373
For Billing Inquiries
7818520841
BOS99ARADMIN@EHI.com

ENTERPRISE HOLDINGS

Atlanta | Chicago | Dallas | New York

HMFH ARCHITECT INC.
Rental Summary

Consolidated Inv. #: 17812601
Consolidated Inv. Date: 03-Jul-2018

Fed Tax Id : 43-1526718

RA #	Ext Bill Ref # 1	Pickup Date	Charges	Total Charges	Amount in USD
Renter Name	Ext Bill Ref # 2	Pickup Location			
CARDOTTO	Ext Bill Ref # 3	Return Date			
	Ext Bill Ref # 4	Return Location			
	Ext Bill Ref # 5	Car Class			

Enterprise Rent-A-Car

Contract ID / Account Number G48404 HMFH ARCHITECT INC.

Billing Number 842553 HMFH ARCHITECT INC.

2895TR	07/03/2018 08:25	1 DAY @ 34.99	34.99	
OSEPOCHUCK, KATE	CAMBRIDGE, MA	FUEL SERVICE OPTION	14.80	
	07/03/2018 16:53	TOLL PASS DEVICE	3.95	
	CAMBRIDGE, MA	Tax, Surcharge and Fee	6.78	
	CCAR	Total	60.52	60.52

G48404 HMFH ARCHITECT INC. - Billing Number 842553

Grand Total in USD

Enterprise Rent A Car Grand Total For Account Number HMFH ARCHITECT INC. in USD



Page 1 of 1

Date Rec'd: 7/12/18 Phase:
Approved: H 7/12 Type:
Vendor ID: Enter Status:
Post Date: 7/18 1099:
Acct. #: Date Entered 7/13/18 VB
Project: Ctrl Number: 6479

ENTERPRISE RENT-A-CAR
P.O. BOX 414373
BOSTON, MA 02241-4373

For Billing Inquiries
7818520841
BOS99ARADMIN@EHL.com

ENTERPRISE HOLDINGS



HMFH ARCHITECT INC.
Rental Summary

Consolidated Inv. #: 17893273
Consolidated Inv. Date: 12-Jul-2018

Fed Tax Id : 43-1526718

RA #	Ext Bill Ref # 1	Pickup Date	Charges	Total Charges	Amount in USD
Renter Name	Ext Bill Ref # 2	Return Date			
CARD/OTTO	Ext Bill Ref # 3	Return Location			
	Ext Bill Ref # 4	Car Class			
	Ext Bill Ref # 5				

Enterprise Rent-A-Car

Contract ID / Account Number G48404 HMFH ARCHITECT INC.

Billing Number 842553 HMFH ARCHITECT INC.

2WOZNB	07/12/2018 08:15	1 DAY @ 34.99	34.99	
PEMSTEIN, ALAN	CAMBRIDGE, MA	FUEL SERVICE OPTION	8.88	
	07/12/2018 17:37	TOLL PASS DEVICE	3.95	
	CAMBRIDGE, MA	Tax, Surcharge and Fee	6.41	
	CCAR	Total	54.23	54.23

G48404 HMFH ARCHITECT INC. - Billing Number 842553

Grand Total in USD

54.23

Enterprise Rent A Car Grand Total For Account Number HMFH ARCHITECT INC. in USD

54.23

Date Recd: 7/24/18 Phase

Approved: H. G. Type: Enter Status:

Vendor ID: 7118

Post Date: 7/18 1099:

Acct. #: 5130 Date Entered: 7/21/18

Project: 40314 Ctr Number: 1054418



ENTERPRISE RENT-A-CAR
P.O. BOX 414373
BOSTON, MA 02241-4373
For Billing Inquiries
7818520841
BOS99ARADMIN@EHL.com



HMFH ARCHITECT INC.
Rental Summary

Consolidated Inv. #: 17941208
Consolidated Inv. Date: 17-Jul-2018

Fed Tax Id : 43-1526718

RA #	Ext Bill Ref # 1	Pickup Date	Charges	Total Charges	Amount in USD
Renter Name	Ext Bill Ref # 2	Pickup Location			
CARD/OTTO	Ext Bill Ref # 3	Return Date			
	Ext Bill Ref # 4	Return Location			
	Ext Bill Ref # 5	Car Class			

Enterprise Rent-A-Car

Contract ID / Account Number G48404 HMFH ARCHITECT INC.

Billing Number 842553 HMFH ARCHITECT INC.

2XHWZY	5130	XT2A	07/17/2018 08:16	1 DAY @ 34.99	34.99
REINGSTEIN, ALAN	46344		CAMBRIDGE, MA	FUEL SERVICE OPTION	17.70
	CR1# 18559		CAMBRIDGE, MA	TOLL PASS DEVICE	3.95
			CCAR	Tax, Surcharge and Fee	6.96
				Total	63.60
				Grand Total in USD	USD 63.60

G48404 HMFH ARCHITECT INC. - Billing Number 842553

Enterprise Rent A Car Grand Total For Account Number HMFH ARCHITECT INC. in USD

Approved:	Type:
Vendor ID:	Status:
Post Date:	1099:
Acct. #	1000 Enterprise
Project:	Ctrl Number:

Page 1 of 1



Date Recd:	7/24/18	Phase:
Approved:	7/24/18	Type:
Vendor ID:	ENR	Status:
Post Date:	7/18	1099:
Acct. #		Date Entered: 7/30/18
Project:		Ctrl Number: 6158

ENTERPRISE RENT-A-CAR
P.O. BOX 414373
BOSTON, MA 02241-4373

For Billing Inquiries
781.852.0841
BOS99ARADMIN@EHL.com

ENTERPRISE HOLDINGS

HMFH ARCHITECT INC.
Rental Summary

Consolidated Inv. #: 18033866
Consolidated Inv. Date: 25-Jul-2018

Fed Tax Id : 43-1526718

RA #	Ext Bill Ref # 1	Pickup Date	Charges	Total Charges	Amount in USD
Renter Name	Ext Bill Ref # 2	Pickup Location			
CARD/OTTO	Ext Bill Ref # 3	Return Date			
	Ext Bill Ref # 4	Return Location			
	Ext Bill Ref # 5	Car Class			

Enterprise Rent-A-Car

Contract ID / Account Number G48404 HMFH ARCHITECT INC.

Billing Number 842553 HMFH ARCHITECT INC.

22N240

PEMSTEIN, ALAN

15130 403114	07/24/2018 08:28	DAY @ 34.99	USD	57.29
XTNAV	CAMBRIDGE, MA	FUEL SERVICE OPTION		
	07/25/2018 08:30	TOLL PASS DEVICE		
	CAMBRIDGE, MA	Tax, Surcharge and Fee		
CH1# 10565	CCAR	Total		

Done

7/30/18 Phase: 7/30/18
7/30/18
7/18
Date Entered: 7/31/18
Crt Number: 8#169

ENTERPRISE RENT-A-CAR
P.O. BOX 414373
BOSTON, MA 02241-4373

For Billing Inquiries
7818520841
BOS99ARADMIN@EHL.com

ENTERPRISE HOLDINGS

HMFH ARCHITECT INC.
Rental Summary

Aligned Enterprise National

Consolidated Inv. #: 17980609
Consolidated Inv. Date: 20-Jul-2018

Fed Tax Id : 43-1526718

RA #	Ext Bill Ref # 1	Pickup Date	Charges	Total Charges	Amount In USD
Renter Name	Ext Bill Ref # 2	Pickup Location			
CARD/OTTO	Ext Bill Ref # 3	Return Date			
	Ext Bill Ref # 4	Return Location			
	Ext Bill Ref # 5	Car Class			

Enterprise Rent-A-Car

Contract ID / Account Number G48404 HMFH ARCHITECT INC.

Billing Number 842553 HMFH ARCHITECT INC.

2V5XTM	07/19/2018 08:08	2 DAY @ 38.99	77.98	
PENSTEIN, ALAN	CAMBRIDGE, MA	FUEL SERVICE OPTION	14.75	
	07/20/2018 14:02	TOLL PASS DEVICE	7.90	
	CAMBRIDGE, MA	Tax, Surcharge and Fee	12.49	
	ICAR	Total	113.12	113.12
		Grand Total in USD		113.12

G48404 HMFH ARCHITECT INC. - Billing Number 842553

Enterprise Rent A Car Grand Total For Account Number HMFH ARCHITECT INC. in USD

113.12

Date Rec'd: 7/30/18 Phase: RTAV
Approved: HE 7/30/18
Vendor ID: ENTER Status:
Post Date: 7/18 1099:
Acct #: 5132 Date Entered: 7/31/18
Project: 408114 Ctn Number: 1056713160

HMFH ARCHITECTS

OFFICE: (617) 492 2200
 FAX: (617) 876 9775

130 Bishop Allen Drive
 Cambridge, MA 02139

hmfh.com

Dover NH School District
 McConnell Center
 61 Locust Street, Ste 409
 Dover NH 03820
 Attention: Libby Simmons, Business Admin.

**H M
F H
ARCHITECTS**

Invoice #: 2156
 Project: 403114
 Project Name: Dover High School & RTC
 Invoice Date: 8/8/2018

For Professional Services Rendered through July 31, 2018

Phase Name	Phase Fee	Previous Amount	Current Amount	Total Fee Earned	Remaining Fee
Survey (PSS2)	43,780.00	43,780.00	0.00	43,780.00	0.00
HazMat (PSS2)	6,270.00	6,270.00	0.00	6,270.00	0.00
GeoTech/GeoEnv (PSS2)	23,650.00	21,381.81	0.00	21,381.81	2,268.19
Addtl. GeoTech Services (PSS4)	40,700.00	40,630.28	0.00	40,630.28	69.72
Furniture & Equip Proc (PSS 5)	110,000.00	109,820.00	0.00	109,820.00	180.00
Turf Field Design (PSS 5)	74,250.00	59,185.50	0.00	59,185.50	15,064.50
Technology Procurement (PSS 5)	35,200.00	30,580.00	1,540.00	32,120.00	3,080.00
Addtl HazMat Services (PSS 5)	19,800.00	19,800.00	0.00	19,800.00	0.00
Addtl Irrigation Alt. (PSS 7)	9,350.00	7,199.50	0.00	7,199.50	2,150.50
Geotech CA Phase (PSS 8)	139,150.00	139,116.30	0.00	139,116.30	33.70
Addtl Geotech CA Serv. (PSS 10)	41,470.00	36,244.85	0.00	36,244.85	5,225.35
Addtl HazMat - CA Cons Monit (A11)	82,500.00	0.00	0.00	0.00	82,500.00
Project Total	626,120.00	514,008.04	1,540.00	515,548.04	110,571.96
Amount Due This Invoice:			1,540.00		

Project : 403114 -- Dover High School & RTC

Invoice # : 2156

Phase : Technology Procurement (PSS 5)

Expenses

<u>Vendor Name</u>	<u>Inv Nbr</u>	<u>Date</u>	<u>Cost</u>	<u>Multiplier</u>	<u>Amount</u>
Reimb Consultants					
Garcia, Galuska, Desousa	113535	8/2/2018	1,400.00	1.10	1,540.00
		<i>Expenses</i>			<i>1,540.00</i>
Total Phase : Technology Procurement (PSS 5)				Labor :	0.00
				Expenses :	1,540.00
Total Project: 403114 -- Dover High School & RTC					1,540.00

Invoice

Garcia, Galuska & DeSousa
Consulting Engineers Inc.
370 Faunce Corner Road
Dartmouth, MA 02747

Date Rec'd 8/2/18 Phase BOSB
Approved 8/2/18
Vendor 620 State
Post Date 7/18
Acct.# 6700 Date Billed 8/2/18
Project 40314 Ctn Number 10622
B197

August 2, 2018

Project No: 83104404.00

Invoice No: 113535

HMFH Architects, Inc.
130 Bishop Allen Drive
Cambridge, MA 02139

Project 83104404.00 Dover High School Equipment Procurement, Dover, NH

HMFH Project #403114

Attn: Laura Wernick, FAIA, REFP, LEED AP

Technology Engineering Services.

Professional Services from July 1, 2018 to July 31, 2018**Fee**

Phase	Fee	Percent Complete	Fee Earned	Previous Fee Billed	Current Fee Billing
20% Document Submission	4,500.00	100.00	4,500.00	4,500.00	0.00
50% Document Submission	7,000.00	100.00	7,000.00	7,000.00	0.00
90% Document Submission	10,500.00	100.00	10,500.00	10,500.00	0.00
100% Document Submission	3,000.00	100.00	3,000.00	3,000.00	0.00
Construction Administration	7,000.00	60.00	4,200.00	2,800.00	1,400.00
Total Fee	32,000.00 ✓		29,200.00	27,800.00 ✓	1,400.00
Total Fee This Period					1,400.00

Total this Invoice \$1,400.00

Outstanding Invoices

Number	Date	Balance
113334	7/2/2018	1,400.00
Total		1,400.00

Total Now Due **\$2,800.00**

Billings to Date

	Current	Prior	Total
Fee	1,400.00	27,800.00	29,200.00
Totals	1,400.00	27,800.00	29,200.00



131 Presumpscot Street
Portland, ME 04103
T: 207.874.2323
F: 207.874.2727

15027: Dover High School and Career Technical Center

25 Alumni Drive
Dover, NH 03820

Owner's Change Order 0017

Title **Change Order #17**
Date **10-AUG-18**

Architect	Owner
Alan Pemstein HMFH Architects, Inc. 130 Bishop Allen Drive Cambridge, MA 02139	Robert Carrier Dover School District 61 Locust Street 409 Dover, NH 03820-4132

Incorporated Change Proposals		
Proposal	Description	Amount
190225.1	PR-033R Sports Storage Rooms 037, 038 & 039	9,901.00
190246	2x8 Ceiling Tile Manufacturer	4,502.00
190259R1	PR-40 Catwalk Railing	29,978.00
190271R1	PR-43 AV Rack 033B	3,385.00
190285	ASI -121 Forum Stair Railing Revisions	17,443.00
Total:		65,209.00

Notes

This change order covers the change proposals listed above. Attached to this change order are signed cover letters for each change proposal.

Contract Value Summary

Original Contract Sum	71,643,000.00
+ Net Change by Previously Authorized Requests and Changes	1,948,350.00
Contract Sum Prior to This Change Order	73,591,350.00
+ Amount of This Change Order	65,209.00
New Contract Sum Including This Change Order	73,656,559.00

Contract Schedule Summary

Original Contract Completion Date	08/21/2019
+ Net Days Change by Previously Authorized Requests and Changes	0
Contract Completion Date Prior to This Change Order	08/21/2019
+ Days Change by This Change Order	0
+ New Contract Completion Date Including This Change Order	08/21/2019

Contractor / Purchaser		Owner	
Signature	Date	Signature	Date
Name & Title		Name & Title	
Scott Blair Project Manager		Robert Carrier Joint Building Committee Chair	

The space below this signature block is intentionally left blank.

2018

DOVER HIGH SCHOOL & REGIONAL CAREER TECHNICAL CENTER

JOINT BUILDING COMMITTEE

Robert Carrier, Chair
Mark Geuther
Sarah Greenshields
Amanda L. Russell
Matthew Severson, PE
Dennis Shanahan

Wayne Coolidge
Jason Gagnon

CITY COUNCIL

Karen Weston, Mayor
Robert Carrier, Deputy Mayor
Dennis Ciotti
Marcia Gasses
Matthew Keane
Michelle Muffett-Lipinski
Dennis Shanahan
Deborah Thibodeaux
Lindsey Williams

Catherine Cheney
Jason Gagnon
William Garrison
Sarah Greenshields
Dorothea Hooper
Anthony McManus
Joseph Nicolella
John O'Connor

SCHOOL BOARD

Amanda L. Russell, Chair
Keith Holt, Vice Chair
Kathleen Morrison, Secretary
Zachary Koehler
Matthew Lahr
Carolyn Mebert
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Sarah Greenshields
Betsey Andrews Parker, Vice Chair
Michelle Muffett-Lipinski
Carole Soule McCammon

SUPERINTENDENT

William R. Harbron

Elaine M. Arbour

BUSINESS ADMINISTRATOR

Libby Simmons

SCHOOL ADMINISTRATORS

Peter Driscoll, Principal
Louise Paradis, Career and Technical
Center Director

CITY MANAGER

J. Michael Joyal, Jr.

CLERK of the WORKS

Michael Brooks

ARCHITECT

HMFH ARCHITECTS, INC.

CONSTRUCTION MANAGER

PC Construction Company