



JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Office, McConnell Center
Meeting Date:	Tuesday, January 29, 2019
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 15, 2019
5. Approval of Change Orders
6. Harriman/Harvey Update
7. Manifest Approval
8. Heating Systems
9. Security Systems
10. Committee Financial Report
11. DRED Update
12. Review Action Items and Build Agenda for next meeting
13. Matters of Interest
14. Adjournment



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Garrison School
Meeting Date:	Tuesday, January 15, 2019
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 15, 2019 at 4:36 p.m. in Garrison School Room 15 by JBC Vice Chair Carolyn Mebert. In addition to Dr. Mebert, present JBC members included Steve Haight, Jan Nedelka, Karen Weston and Keith Holt. Dennis Ciotti arrived at 4:47 p.m. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representatives Adam Reynolds and Carl DuBois, Facilities Representative Mike Brooks, Superintendent Bill Harbron, Business Administrator Libby Simmons, Community Services Director John Storer, Incoming Clerk of the Works Stephanie Parsons, and Principal Beth Dunton.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF AGENDA:** Jan Nedelka moved, Karen Weston seconded to approve the agenda as presented. An oral **VOTE PASSED 5/0.**
- IV. APPROVAL OF MEETING MINUTES FOR DECEMBER 18, 2018:**
Jan Nedelka moved, Keith Holt seconded to approve meeting minutes of December 18, 2018 as presented. An oral **VOTE PASSED 5/0.**
- V. MANIFEST APPROVAL:**
Jan Nedelka moved, Keith Holt seconded to approve manifest #GES70 to Virco, Inc. for FFE purchases in the amount of \$13,956.20. A roll call **VOTE PASSED 5/0.**

Jan Nedelka moved, Keith Holt seconded to approve manifest #GES71 to Horizon Engineering for Commissioning Services through November 30, 2018 in the amount of \$3,097.02. A roll call **VOTE PASSED 5/0.**

It was determined that manifests would be placed after the Harvey/Harriman Update on future agendas so that explanations are clearer.

Jan Nedelka moved, Keith Holt seconded to approve manifest #GES72 to Harvey Construction for construction services through December 31, 2018 in the amount of \$181,521.17. A roll call **VOTE PASSED 5/0.**

Keith Holt moved, Jan Nedelka seconded to approve manifest #GES73 to School Furnishings for FFE Services in the amount of \$15,009.05. A roll call **VOTE PASSED 5/0.**

Keith Holt moved, Steve Haight seconded to approve manifest #GES74 to Harriman for professional services through December 31, 2018 in the amount of \$8,217.96. A roll call **VOTE PASSED 5/0.**
- VI. APPROVAL OF CHANGE ORDERS:**



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Jan Nedelka moved, Keith Holt seconded to approve PCOO #019 in the amount of \$12,350.03 for including change orders 50 and 51 that were previously approved by the JBC. A roll call **VOTE PASSED 5/0.**

Jan Nedelka moved, Karen Weston seconded to approve Change Order #47-ASI 25—Added Wall Clocks in the amount of \$491.42 for the purchase and installation of two wireless clocks. A roll call **VOTE PASSED 6/0.**

Keith Holt moved, Jan Nedelka seconded to approve Change Order #52-PR-21_Tamper Resistant Receptacles in the amount of \$1,022.87 labor and installation of tamper resistant receptacles. A roll call **VOTE PASSED 6/0.** These were recommended by Inspector Rebecca Jalbert.

VII. HARVEY/HARRIMAN UPDATE: Mr. Reynolds stated that they are almost finished with the next phase demo. On Martin Luther King Day, they will take advantage of a day without students to drain sprinkler lines and relocate and pour concrete for new slabs for restrooms. They are continuing to work on punch list and are almost finished. There are some issues with the cubbie installation, and they are being addressed. Replacement tops are being ordered and will hopefully be swapped out over April break. Everything else is going well.

Mr. Bisson stated that they have added Ms. Dunton's punch list to their architectural punch list and are working through them with engineers.

VIII. HEATING SYSTEMS: Mr. Bisson provided information from Jeff Cormier, PE from Harriman, on the heating system issue stating Air Solutions will provide ultrasonic flow readings to measure flow through the new boiler. Readings will be taken under the following conditions:

1. New boiler pump running while the existing boiler pump is running, and the main building pump is running.
2. New boiler pump is running while the main building pump is running. The existing boiler pump will be off.
3. The new boiler pump is the only pump running. All other pumps will be off.

The arrangement of the piping relative to the pumps is not conducive to proper flow through this system. Harriman will issue a new drawing to revise the existing piping and create a true decoupled loop with primary and secondary pumping. Work could potentially take place during February break.

Mr. Bisson added that this is little issue with heating classrooms at this time. The risk is that if one breaks, there will not be a backup. At the end of the project, balancing will occur. Engineers will determine control of the boilers. Commissioning agent will do a final report after the system is functioning and balanced.



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- IX. SECURITY SYSTEMS:** Mr. Brooks is still waiting to hear from Burns Security.
- X. FF&E UPDATE:** Three vendors delivered to Garrison. Ms. Bordas was on site and supervised the process. There were a few table issues, but temporary tables were provided.
- XI. COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the financial report. She noted that the contingency and unobligated fund is \$200,710 with change orders 47 and 52 included. Approximately \$16,000 will be coming from Eversource.
- XII. FINANCIAL AND STATUS UPDATE:** Keith Holt moved, Karen Weston seconded to approve the financial and status report. An oral **VOTE PASSED 6/0**.
- XIII. DRED UPDATE:** Mr. Ciotti stated that there is no DRED update at this time. Ms. Weston stated that according to city codes and discussion with City Manager Mike Joyal on property transfer, there should be no issues with transferring grant properties.
- XIV. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA:** Agenda items include DRED update, financials, manifests, change orders, heating systems, security system. The next meeting will be January 29 at the McConnell Center.
- XV. MATTERS OF INTEREST:** Community Services Director John Storer introduced incoming Clerk of the Works Stephanie Parsons. She is an experienced project engineer and currently works for UNH. Her start date with the City will be January 28.
- XVI. ADJOURNMENT:** Karen Weston moved, Keith Holt seconded to adjourn the meeting at 5:25 pm. An oral **VOTE PASSED 6/0**.

Please note: There is no audio available for this meeting due to technical difficulties.



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 #020: PCO 47, 52

TO:	City of Dover 288 Central Ave Dover, New Hampshire 3820	FROM:	Harvey Construction 10 Harvey Road Bedford New Hampshire 03110
DATE CREATED:	1/ 21 /2019	CREATED BY:	Adam Reynolds (Harvey Construction)
CONTRACT STATUS:	Pending - In Review	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
SCHEDULE IMPACT:		EXECUTED:	No
REVISED SUBSTANTIAL COMPLETION DATE:			
CONTRACT FOR:	1:Garrison Elem Renov & Addition Prime Contract	TOTAL AMOUNT:	\$ 1,514.29
DESCRIPTION:			
ATTACHMENTS:			

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
047	ASI 25 - Added Wall Clocks		491.42
052	PR 21 _ Tamper Resistant Receptacles at KG		1,022.87
TOTAL:			\$1,514.29

CHANGE ORDER LINE ITEMS:

PCO # 047 : ASI 25 - Added Wall Clocks

#	Cost Code	Description	Type	Amount
1	16-100 - ELECTRICAL	Furnish and install (2) additional wireless clocks per ASI-025. Ref Liberty Electrical CO #23 dated Nov 5, 2018.	Subcontract	\$ 467.78
Subtotal:				\$467.78
Perf. & Pay Bond (0.8%): 0.80% Applies to all line item types.				3.74
General Liability (0.695%): ≈ 0.7% Applies to all line item types.				3.28
Fee (3.5%): 3.50% Applies to all line item types.				16.62
Grand Total:				\$491.42

PCO # 052 : PR 21 _ Tamper Resistant Receptacles at KG

#	Cost Code	Description	Type	Amount
1	16-100 - ELECTRICAL	Incorporate PR 21 as issued by Harriman. Ref Liberty Electrical COR 25.	Subcontract	\$ 973.67
Subtotal:				\$973.67
Perf. & Pay Bond (0.8%): 0.80% Applies to all line item types.				7.79
General Liability (0.695%): ≈ 0.7% Applies to all line item types.				6.82
Fee (3.5%): 3.50% Applies to all line item types.				34.59
Grand Total:				\$1,022.87



The original (Contract Sum)	\$ 6,148,800.00
Net change by previously authorized Change Orders	\$ 866,533.72
The contract sum prior to this Change Order was	\$ 7,015,333.72
The contract sum would be changed by this Change Order in the amount of	\$ 1,514.29
The new contract sum including this Change Order will be	\$ 7,016,848.01
The contract time will not be changed by this Change Order	

Daniel Bisson (Harriman)
1 Perimeter Road
Manchester New Hampshire 3103

City of Dover
288 Central Ave
Dover New Hampshire 3820

Harvey Construction
10 Harvey Road
Bedford New Hampshire 03110

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

MAN. NO. CIPM#GES75
DATE: 1/29/2019

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. 1/29/2019	Desmarais Environmental 320 Hemlock Lane Barrington, NH 03825				
	<u>4017.1.600.46900.4725.07103.17.000.000.700</u>			\$ 3,258.00	Inv#85183
				\$ 3,258.00	
The abatement work was in the corridors around the Cafeteria. It was done in three sections due to construction schedule and required sampling for clearance to access the three classroom wings. Invoice from Desmarais, Hygienist time to test existing; three in the corridors and one in the cafeteria. After abatement of corridors (Cafeteria test was negative) Hygienist took air samples and premium time due to off hours (believe Hygienist went on a Saturday). The lab testing of the air samples was also a RUSH to meet schedule and secure AHJ site visit for occupancy.					
TOTALS				\$3,258.00	

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:

3,258.00

Superintendent of Schools or Business Administrator

Date

Dennis Clotti, City Councilor, JBC Chair

Date



320 Hemlock Lane, Barrington, NH 03825

Invoice

Date	Invoice #
10/28/2018	85183

Bill To
Dover Schools District 61 Locust Street Dover, NH 03820

Terms	P.O. No.	Project
Net 30		Garrison Elem

Description	Qty	Rate	Amount
Industrial Hygienist Hourly	16	65.00	1,040.00
Industrial Hygienist Premium	12	97.50	1,170.00
Phase Contrast Microscopy Air Sample	4	12.00	48.00
TEM - RUSH	5	200.00	1,000.00
Total			\$3,258.00

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 Harvey Construction Change Order 013 (Electrical Room 161 Panel Relocation)	\$7,134.94	\$7,134.94		Per JBC approval 7/3/2018
10 Harvey Construction Change Order 014 (PCO#16, 17, 18, 19, 24)	\$63,923.09	\$63,923.09		Per JBC approval 7/17/2018
11 Harvey Construction Change Order 015 (Entr Emg Lighting; Backflow)	\$1,656.46	\$1,656.46		Per JBC approval 7/31/2018
12 Harvey Construction Change Order 016 (PCO#25,26,27,28,30,31,32,33)	\$68,581.49	\$68,581.49		Per JBC approval 9/25/2018
13 Harvey Construction Change Order 017 (PCO#34, 35, 36, 37, 39, 40, 41)	\$75,878.47	\$75,878.47		Per JBC approval 11/6/2018
14 Harvey Construction Change Order 018 (PCO#38,42,43,44,45,46,48,49)	-\$29,043.21	-\$29,043.21		Per JBC approval 11/20/2018
15 Harvey Construction Change Order 019 (PCO#50, 51)	\$12,350.03	\$12,350.03		Per JBC approval 1/15/2019
16 Placeholder for Harvey Construction PCO# 47 & #52	\$1,514.29	\$1,514.29		Per JBC approval 1/15/2019
	\$7,016,848.01	\$7,016,848.01		
Subtotal	\$7,047,592.01	\$7,047,592.01	\$0.00	
17 Kelley Brothers of New England, Cores (COMPLETE)	\$3,494.40	\$3,494.40		Per JBC approval 10/9/2018
	\$3,494.40	\$3,494.40	\$0.00	
18 C&W Services , Post Construction Clean-up (COMPLETE)	\$1,799.28	\$1,799.28		Per JBC approval 11/6/2018 (credit back from Harvey PCCO#018)
	\$1,799.28	\$1,799.28	\$0.00	
Architect / Engineer Services				
19 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		
20 Harriman Architects, Phase I Design (Lump Sum)	\$495,000.00	\$495,000.00		Per JBC approval 1/31/2017
21 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		
22 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				
23 John Turner Consulting, Geotechnical Investigation (COMPLETE)	\$7,000.00	\$7,000.00		Per JBC approval 3/28/2017
24 Titcomb Associates, Topo/Boundary Field Survey (COMPLETE)	\$9,100.00	\$9,100.00		Per JBC approval 2/14/2017
25 Titcomb Associates, Wetland Delineation (COMPLETE)	\$2,000.00	\$2,000.00		Per JBC approval 4/13/2017
26 Balance remaining in estimated budget	\$36,900.00	\$0.00		Budget Only
	\$55,000.00	\$18,100.00	\$36,900.00	
Construction Testing				
27 Desmarais Environmental, Industrial Hygiene (COMPLETE)	\$1,960.00	\$1,960.00		Per 8/23/2017 proposal
28 S.W. Cole, Construction Materials Testing	\$3,200.00	\$3,200.00		Per JBC approval 1/3/2018
29 John L. Carter Sprinkler, MIC Testing (COMPLETE)	\$2,370.00	\$2,370.00		Per JBC approval 8/15/2017
30 Desmarais Environmental, Abatement (Lump Sum) (COMPLETE)	\$13,000.00	\$13,000.00		Per JBC approval 12/19/2017
31 Desmarais Environmental, Abatement (Add'l fees)	\$6,993.00	\$6,993.00		Per JBC approval 4/10/2018; 5/8/2018
32 Desmarais Environmental, Abatement (Add'l fees) (COMPLETE)	\$13,840.00	\$13,840.00		Per JBC approval 7/31/2018
33 Moisture Testing, concrete floors (conducted by ACC for HCC)	\$2,200.00	\$0.00		Invoice(s) pending
	\$43,563.00	\$41,363.00	\$2,200.00	
Commissioning Agent Services				
34 Horizon Engineering Associates	\$50,000.00	\$37,180.00		Per JBC approval 1/12/2018
	\$50,000.00	\$37,180.00	\$12,820.00	

GARRISON ELEMENTARY SCHOOL - COMMITTEE FINANCIAL REPORT
(NOTE: WORKING BUDGET FOR THE PURPOSE OF FINANCIAL PLANNING BY JBC)

		Budget	Actual Contract Amount	Net Amount	
Clerk of Works					
35	Michael Brooks	\$35,000.00	\$35,000.00		Budget Only
	Subtotal	\$35,000.00	\$35,000.00	\$0.00	
Contingency & Miscellaneous Costs					
36	Project Contingency	\$316,560.00	\$316,560.00		Budget Only
37	Adjustment for Harvey Construction, Change Order 001	-\$83,118.64	-\$83,118.64		Net amount needed for CO#1 (HVAC)
38	Adjustment for Harriman A/E Reimbursables	-\$24,536.00	-\$24,536.00		Per JBC approval 4/10/2018
39	Adjustment for Harvey Construction, Change Order 005	-\$5,684.00	-\$5,684.00		Per JBC approval 4/10/2018
40	Transfer from Permitting Fees Budget	\$75,000.00	\$75,000.00		Transfer per JBC 4/10/2018
41	Transfer from Advertising/Legal Budget	\$45,000.00	\$45,000.00		Transfer per JBC 4/10/2018
42	Adjustment for Harvey Construction, Change Order 006	-\$56,544.82	-\$56,544.82		Per JBC approval 4/24/2018
43	Adjustment for Harvey Construction, Change Order 008	-\$6,209.69	-\$6,209.69		Per JBC approval 5/8/2018
44	Adjustment for Harvey Construction, Change Order 010	-\$70,448.60	-\$70,448.60		Per JBC approval 5/22/2018
45	Harvey Construction Change Order 11, 12, 13 (Café reno, etc)	-\$133,846.34	-\$133,846.34		Per JBC approval 6/5/2018
46	Harvey Construction Change Order 013 (Electrical Room 161 Panel Relocation)	-\$7,134.94	-\$7,134.94		Per JBC approval 7/3/2018
47	Harvey Construction Change Order 014 (PCO#16, 17, 18, 19, 24)	-\$63,923.09	-\$63,923.09		Per JBC approval 7/17/2018
48	Harvey Construction Change Order 015 (Entr Emg Lighting; Backflow)	-\$1,656.46	-\$1,656.46		Per JBC approval 7/31/2018
49	Balance remaining for Desmarais Environmental Add'l Testing	-\$3,563.00	-\$3,563.00		Per JBC approval 7/31/2018
50	Optiv Security (POE+ Switches for outside cameras)	-\$5,230.90	-\$5,230.90		Per JBC approval 8/28/2018 (Bal from contingency)
51	Harvey Construction Change Order 016 (PCO#25,26,27,28,30,31,32,33)	-\$68,581.49	-\$68,581.49		Per JBC approval 9/25/2018
52	Kelley Brothers of New England, Cores	-\$3,494.40	-\$3,494.40		Per JBC approval 10/9/2018
53	Harvey Construction Change Order 017 (PCO#34, 35, 36, 37, 39, 40, 41)	-\$75,878.47	-\$75,878.47		Per JBC approval 11/6/2018
54	C&W Services , Post Construction Clean-up	-\$1,799.28	-\$1,799.28		Per JBC approval 11/6/2018 (credit back from Harvey PCCO#018)
55	Harvey Construction Change Order 018 (PCO#38,42,43,44,45,46,48,49)	\$29,043.21	\$29,043.21		Per JBC approval 11/20/2018
56	Harvey Construction Change Order 019 (PCO#50, 51)	-\$12,350.03	-\$12,350.03		Per JBC approval 1/15/2019
57	Placeholder for Harvey Construction PCO# 47 & #52	-\$1,514.29	-\$1,514.29		Per JBC approval 1/15/2019
	Subtotal	-\$159,911.23	-\$159,911.23	\$0.00	
Moveable Equipment (FFE)					
58	Harriman - FFE Design Fees	\$13,400.00	\$13,400.00		Per JBC approval 1/30/2018 (AIA Amend#2 signed 2/27/2018)
59	FFE Purchases (Creative Office, School Furnishings, Virco)	\$170,848.00	\$170,845.10		Per JBC approval 5/22/2018
	Subtotal	\$184,248.00	\$184,245.10	\$2.90	
Technology					
60	Optiv Security (WAPs)	\$24,734.48	\$24,734.48		Per JBC approval 5/22/2018
61	Pro AV Systems (Classroom audio equipment)	\$51,813.32	\$51,813.32		Per JBC approval 5/22/2018
62	Ockers (Projectors w/installation)	\$106,344.00	\$106,344.00		Per JBC Approval 6/5/2018
63	Optiv Security (POE+ Switches for outside cameras)	\$6,587.10	\$6,587.10		Per JBC approval 8/28/2018 (Bal from contingency)
	Subtotal	\$189,478.90	\$189,478.90	\$0.00	
64	Advertising / Legal	\$10,000.00	\$0.00		Maintain \$10K budget placeholder per JBC 4/10/2018
	Subtotal	\$10,000.00	\$0.00	\$10,000.00	
Energy Incentives/Rebates					
65	Eversource Lighting Rebate (2018 Calendar Year, Phasel)	\$0.00	-\$16,067.00		Pending receipt of reimbursement, approved by Eversource 12/18
	Subtotal	\$0.00	-\$16,067.00	\$0.00	
Total Project, as of date of this report					
		\$8,260,786.36	\$8,182,796.46	\$61,922.90	
Total Approved Appropriation		\$8,260,786.36	\$8,260,786.36		
Remaining Balance		\$0.00	\$77,989.90		
Contingency, GMP & Unobligated					
Owners Contingency		\$ (159,911)			
Unobligated Funds, Owner		\$ 77,990			
<i>Owners Contingency & Unobligated Funds</i>		<i>\$ (81,921)</i>			
Harvey Contingency (a/o 12/31/2018 invoice)		\$ 282,631			
Contingency & Unobligated Funds		\$ 200,710			