



**DOVER SCHOOL
DISTRICT**

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

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	Thursday, May 2, 2019
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 Thursday, May 2, 2019 at 4:33 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Amanda Russell, Dennis Shanahan, and Mark Geuther. Sarah Greenshields and Matt Severson were excused. Also present were PC Construction Representative Ellen Brooks, HMFH representatives Laura Wernick and Tina Stanislaski, Fire Chief Eric Hagman, DHS Principal Peter Driscoll, Clerk of the Works Stephanie Parsons, C & W Services Manager Mike Brooks, Business Administrator Libby Simmons, Superintendent Bill Harbron.
- II. CITIZEN'S FORUM:** No one addressed the committee.
- III. APPROVE MEETING MINUTES FROM APRIL 16, 2019:** Amanda Russell moved, Dennis Shanahan seconded to approve the minutes of April 16 as presented. An oral **VOTE PASSED 4/0**.
- IV. APPROVE MANIFESTS:**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC246 in the amount of \$4,800.00 to Horizon Engineering Associates for professional services from March 2-March 29, 2019. A roll call **VOTE PASSED 4/0**. Payment of \$16,320.00 for additional time for commissioning services will be discussed at the next JBC meeting.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC247 in the amount of \$113,369.52 to HMFH Architects for professional services through March 31, 2019 and for Hazardous Materials Monitoring Services. A roll call **VOTE PASSED 4/0**.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC248 in the amount of \$700.05 to School Furnishings for unit top filling for library shelving. A roll call **VOTE PASSED 4/0**.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC249 in the amount of \$283.15 to Maple Flooring Manufacturing Association, Inc for the final payment for DHS gymnasium floor inspection. A roll call **VOTE PASSED 4/0**. Ms. Parsons will request copies of receipts for items included in this payment.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC250 in the amount of \$629,362.00 to PC Construction for construction services through April 30, 2019. \$298,019 of retainage was released with this payment. A roll call **VOTE PASSED 4/0**.
- V. REVIEW AND APPROVE NEW CHANGE ORDER PROPOSALS/LOG:**
- Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 191017 RFI-808 AS Lights-Out Test Clarification in the amount of \$1,583.00. A roll call **VOTE PASSED 4/0**. More light was needed in the animal science area and inspectional services is agreeable with the change.



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Ms. Parsons reviewed the change order log and stated priorities include collision wash bays and CTC sinks.

She also discussed batting cages and believes that the price given by PC won't go much lower. She will ask Mr. Bertolini to provide itemization and will include with current change requests.

The turf field credit change request will be coming to the JBC. At this time, PC's assumption is that it is canceled and not deferred. Mr. Geuther asked that the amount owed to the turf supplier be included in the breakdown. The cost to cancel has been reported as \$16,654.

The Metro review is scheduled for May 7. Ms. Parsons will report at the next JBC meeting what they will be looking to move forward.

Ms. Parsons stated that anything related to dust collection is on hold pending overall review with inspectional services and instructors. The requests may ultimately go away depending on discussions. UPS for phone system and air filtration may also be eliminated from the list.

The granite treads at the entry will remain and a potential credit will be eliminated.

VI. PROPOSAL REQUEST APPROVALS:

Ms. Parsons stated that she doesn't have additional requests but wanted to be sure that the JBC was aware that there may be additional fees from PC if work for additional items goes beyond August. This would include additional tennis courts, possibly baseball drainage and concrete dugouts. She shared her concern that they may not be able to find a contractor for the dugouts in the time frame. Ms. Stanislaski noted that they could have someone besides PC do them on a separate contract at a later date. Ms. Brooks commented that the intention is for PC to complete this summer.

Athletic Director Peter Wotton has assembled a list of items that could be included on a list of athletic enhancements from savings from the turf field. Ms. Parsons will share the list with HMFH and include on the agenda for the next meeting.

FENCE INFORMATION: The quotes for the fence included in agenda materials would include replacing fencing at the side of the animal science building and continue to the gate/ticket booth and then around the corner. The current double gates will be changed to a sliding gate. The other fence will be on the other side of Bellamy road near the lacrosse fields. All agreed that fence replacement would be beneficial, but they need to wait to decide until they have a better idea of other financial needs or obligations. Ms. Parsons will find out a drop-dead date for fence installation by August. This item will be re-visited at the next meeting.

JBC members agreed that the ticket booth is an eye sore and should be considered for replacement, if needed.

VII. PC/HMFH UPDATE: Ms. Brooks stated that PC worked on the punch list over April break. The demolition of the old high school has been completed. SUR is onsite and working to backfill and



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bring everything to sub grade. A retaining wall was poured at the front entry and the flagpole will be installed soon. SUR is starting work on underground utilities soon. Abatement was completed on budget. The old barn will be demolished soon. The exterior punch list will progress more as the weather improves. Much of it is included as part of Phase II.

- VIII. COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the report. The remaining contingency is \$582,729 after today's meeting. Ms. Parsons stated there are still unknown costs for some items. There have been \$2,702,188.50 in approved owners change order which doesn't include today's or last meeting's change orders.

Fire Chief Hagman discussed the recent fire drill and issues that need to be resolved.

Ms. Parsons will contact the vendor of the round pen to determine what is needed and a potential cost.

The CTE doesn't have money remaining in their FFE account, although the high school has money remaining for items needed.

Mr. Shanahan summarized that they should know more at the next meeting regarding costs since they hope to have tennis court cost info, turf credit, fence info. Ms. Parsons will bring detailed information so that the JBC has a better idea of their financial status. The goal for the next meeting would be to have a good beginning plan for an athletic upgrade.

Mr. Carrier commented that the bleachers, field and track should be added to the capital improvement plan to which Ms. Simmons responded that the bleachers are already on the list.

Amanda Russell moved, Dennis Shanahan seconded to move \$2,591.62 from project design contingency to owner's contingency at Ms. Simmons request. A roll call **VOTE PASSED 4/0**.

- IX. MATTERS OF INTEREST:** Ms. Russell stated that there are many ruts in the freshly raked dirt in the back of the school by the track and training room where people are driving and parking. Mr. Driscoll stated that they will be locking the gate to Bellamy Road and adding additional signage. Workers will also be done soon which will eliminate some of the parking issues.

Mr. Carrier commented that he has heard that audio is a problem in the auditorium. Ms. Russell felt that it was probably user error since she has witnessed it being too loud. Mr. Driscoll agreed and commented that they will be receiving additional training and he feels the biggest issue has been the ability to use the wireless microphones that came over from the old high school.

- X. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The next regular meeting is scheduled for Tuesday, May 14 at 4:30 pm in the Superintendent's Conference Room in the McConnell Center. Items to include Horizon payment, batting cage change order and back up, Peter Wotton's wish list, fence.



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- XI. ADJOURNMENT:** Amanda Russell moved, Dennis Shanahan seconded to adjourn the meeting at 5:50 pm. An oral **VOTE PASSED 4/0.**