



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Rm, McConnell Center
Meeting Date:	Tuesday, July 9, 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 Tuesday, July 9, 2019 at 4:32 p.m. in the Superintendent's Office at the McConnell Center. Present were Bob Carrier, Amanda Russell, Sarah Greenshields, Matt Severson, Mark Geuther and Dennis Shanahan. Also present were PC Construction Representatives Garret Bertolini, Ellen Brooks, PC Vice President Eve Norris, HMFH representatives Alan Pemstein and Tina Stanislaski, Inspectional Services Representative Jim Maxfield, City Attorney Joshua Wyatt, Clerk of the Works Stephanie Parsons, Business Administrator Libby Simmons, C&W Services Manager Mike Brooks, DHS Principal Peter Driscoll.
- II. CITIZEN'S FORUM:** No one addressed the committee.
- III. APPROVE MEETING MINUTES FROM JUNE 20 and JUNE 25, 2019:** Amanda Russell moved, Dennis Shanahan seconded to approve the minutes of June 20 and June 25 as presented. An oral **VOTE PASSED 6/0**. **Record Note:** Drainage was not eliminated due to value engineering. The design was based on how the fields were designed and Nobis felt confident that this would be sufficient.
- IV. APPROVE MANIFESTS:**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC264 in the amount of \$763.53 to Global Equipment Co. for FFE items. A roll call **VOTE PASSED 6/0**.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC265 in the amount of \$2,210.58 to School Furnishings for FFE purchases. A roll call **VOTE PASSED 6/0**.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC266 in the amount of \$539.32 to R.M.S. Electric installation of GFI outlets and raising of light fixtures. A roll call **VOTE PASSED 6/0**. Ms. Simmons noted that this will come from contingency since funds for this are not encumbered.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC267 in the amount of \$1,030.00 to WS Dennison Cabinets for FFE purchases. A roll call **VOTE PASSED 6/0**.
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC268 in the amount of \$3,586.05 to R.W. Gillespie for materials testing through June 30, 2019. A roll call **VOTE PASSED 6/0**.
- V. REVIEW AND APPROVE NEW CHANGE ORDER PROPOSALS/LOG:**
- Most of the change orders below have been noted in previous change order logs as "Submitted" or "Comments for Review". These previous change orders have been extensively discussed, and a solution in the best interest of all parties has been reached, allowing these issues to be resolved at this meeting.



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Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190080R4 ASI-21.11R FEC Locations in the amount of \$37,707.00. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190098 ASI-061 Alt PE Wall Configuration Update in the amount of \$2,055.00. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190154.1 Marker Board Reconciliation in the amount of \$3,706.00. A roll call **VOTE PASSED 6/0.** There are 4-7 marker boards remaining that will be placed in other areas in the school. A document showing the reduced cost will be provided at the next JBC meeting.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 1900180R1 RFI-572R1 Safety Shower and Mixing Valves in the amount of \$2,833.00. A roll call **VOTE PASSED 6/0.**

Mr. Geuther noted that the committee needs to review cover letters more carefully.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190200 RFI-633 Soffit Outside 127B in the amount of \$786.00. A roll call **VOTE PASSED 6/0.**

Mr. Shanahan and other members of the JBC expressed frustration with the communication and coordination between HMFH and PC Construction.

Ms. Parsons added that it is difficult to determine status and details of change orders that are very old.

Mr. Pemstein noted that there were issues with Metro Walls, and they didn't want to pay until after meeting with them.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190217 Town Square Ceiling Paint Revisions in the amount of \$9,020.00. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190260 RFI-742 Additional Borrowed Lights in the amount of \$2,367.50. A roll call **VOTE PASSED 6/0.** A new signature page that reflects reduced costs agreed to by PC Construction will be provided to the JBC.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190286 Electrical Changes-Design/Code Requirements in the amount of \$27,171.00. A roll call **VOTE PASSED 6/0.** Ms. Parsons is optimistic that after overdue items have been resolved, Griffin will finish tasks and changes.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190301 RFI-701 Radiant Heat Balancing Valves in the amount of \$5,662.50. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190311 ASI-133 Dust Collection FA Connection in the amount of \$3,353.00. A roll call **VOTE PASSED 6/0.**



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Mr. Maxfield provided input and explanation stating that the dust collection system is continuously being monitored during use, but a connection to the Fire Alarm Control Panel is unnecessary. The system is properly configured to provide the required safety attributes.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190321 PR-052 Water Distillers in the amount of \$17,230.50. A roll call **VOTE PASSED 6/0**.

Ms. Greenshields was excused from the meeting from 5:40-5:45 pm.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190322 PR-053 Mat Hoist in the amount of \$6,865.00. A roll call **VOTE PASSED 4/1 (Severson Opposed)**.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190340 PR Wet Area Training Room in the amount of \$12,962.00. A roll call **VOTE PASSED 6/0**. It was determined that the previous space was not functional.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190369 RFI-690R1 Additional Duct Smoke and Fire Dampers in the amount of \$16,805.00. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190378 PR-90 Drainage at Athletic Fields in the amount of \$420,751.00. A roll call **VOTE PASSED 6/0**.

Ms. Parsons summarized the drainage change order noting that it will add 23 days to the project, although the extra time needed for the tennis courts, backstop design, unsuitable soil in the teacher's parking lot, trough drainage and geotextile fabric is inclusive of the 23 days.

Mr. Shanahan asked if there are any unsubmitted change orders that could add time to the project to which Ms. Parson replied that not to the best of her knowledge at this time.

Mr. Carrier noted that the cost changed from the last meeting which was due to preliminary numbers supplied by Nobis at that time.

This doesn't invoke liquidated damages.

Ms. Parsons commented that all remaining tasks will be prioritized based on their need.

The softball field drainage change order is all-inclusive of work needed to properly construct the fields and was sent to the City Engineer for review who stated his belief that this is reasonable for change order work.

Ms. Russell reiterated that drainage unplanned for athletic fields is unacceptable. Ms. Stanislaski explained that Nobis had explained that they would evaluate after the building was demolished since it was removed as value engineering. Mr. Geuther commented that Nobis was not proactive and did not re-evaluate after the building was down. Ms. Parsons responded that Mike Sciance from Nobis and Laura Wernick attended the last meeting and said the cost of drainage wasn't carried due to the



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budget. Ms. Stanislaski added that it was Nobis' decision to not include softball field drainage, considering the removal of drainage as a value engineering reduction. This removal of drainage was not initiated by the JBC. Ms. Russell stated her assumption that drainage would be included. She added that it was feasible that the additional cost of the drainage could have been offset by reductions in other construction costs, and additionally the \$102,000 cost of contract extension could have been completely avoided.

Mr. Bertolini justified the additional costs for the extra time after Mr. Geuther commented that he didn't understand the need for additional supervision.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190381 Irrigation Sleeve at Front Entrance in the amount of \$1,538.00. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190383 Unsuitable Material Teacher's Parking Lot in the amount of \$20,299.00. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190387 PR-82 Auto Collision Electrical Panel Protection in the amount of \$1,170.00. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190393 PR-89 Tennis Court Revisions in the amount of \$20,532.00. A roll call **VOTE PASSED 6/0**.

Ms. Parson explained that this is sidewalk and gate revisions after review with the US Tennis Association (USTA). We are still awaiting communication from USTA for possible grant funding. Mr. Pemstein added that much of the cost is from the need to relocate an existing catch basin and repair damaged piping associated with the catch basin. The change order also includes that fencing and grading changes would be made at no additional costs.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 191020 RFI-807 Barn EBU Fixtures in the amount of \$3,275.00. A roll call **VOTE PASSED 6/0**. The cost includes two people for a total of 16 hours.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 191021 RFI-825 Animal Science Balancing in the amount of \$868.00. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Dennis Shanahan seconded to approved Geotextile fabric to be placed under tennis courts in the amount of \$15,407.00. A roll call **VOTE PASSED 6/0**. With this approval SUR can prep the area and the tennis contractor will be able to remain on schedule. If not, there could be a two-week delay.

JBC members will review the change order log summary at their convenience.

VI. PROPOSAL REQUEST APPROVALS: None

VII. FIELD DRAINAGE: Discussed in change order section.



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- VIII. ATHLETIC IMPROVEMENTS:** Ms. Parsons recommended a design for athletic improvements that can be completed at a later date.
- IX. PC/HMFH UPDATE:** Mr. Bertolini stated that PC can move forward now on many tasks due to the approval of change orders.
- Mr. Severson asked for an update on solar. Ms. Parson summarized that Eversource is complete. ReVision is working with Inspectional Services to close out inspection. The City will need to sign documents before it is online. Fencing is scheduled to be installed. Roof repairs that were a result of ReVision are completed. Progress is being made. Mr. Shanahan asked about the data display. Ms. Parson responded that ReVision has a link. A display is still necessary in the entry. Ms. Greenshields contacted ReVision and they will furnish a monitor.
- X. COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the report. She recommended reducing the HMFH travel, postage and printing line by \$16,000 leaving \$7,500. She recommended reducing the Synthetic Turf Field line by \$15,000. This will provide an additional \$31,064 to contingency.
- Amanda Russell moved, Dennis Shanahan seconded to reduce the encumber lines as recommended by Ms. Simmons and move to contingency. An oral **VOTE PASSED 6/0**.
- Tonight's action provides a net increase of \$79,202.00 to the contingency, notwithstanding change orders approved at tonight's meeting. Ms. Simmons will perform a detailed review of actions from this meeting and provide an updated number for the next meeting.
- PC will work closely with SUR and the tennis court subcontractor to make sure that issues don't occur with the site.
- XI. MATTERS OF INTEREST:** Dugouts are still being priced and there is a placeholder of \$85,000 above the \$40,000 for the costs. PC will provide a price for a pad. Mr. Bertolini commented that the JBC may obtain a better price for the structure in the fall since most contractors are busy at this time.
- Mr. Shanahan commented that there are seven items on the list without a cost. Many of the items are small. Ms. Parsons agreed, but stated that she is unsure as to what is needed in the culinary kitchen to improve ventilation, but she knows that there will need to be changes in the culinary kitchen and a brainstorming session may be needed for ideas.
- XII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The next regular meeting is scheduled for Tuesday, July 23 at 4:30 pm at the Superintendent's Conference Room at the McConnell Center.
- XIII. ADJOURNMENT:** Sarah Greenshields moved, Amanda Russell seconded to adjourn the meeting at 7:00 pm. An oral **VOTE PASSED 6/0**.