



**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:	July 23, 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 23, 2019 at 4:32 p.m. in the Superintendent's Office at the McConnell Center. Present were Bob Carrier, Sarah Greenshields, Mark Geuther and Dennis Shanahan. Amanda Russell and Matt Severson were excused. Also present were PC Construction Representatives Garret Bertolini, Nick Rouleau, HMFH representatives Alan Pemstein and Tina Stanislaski, City Attorney Joshua Wyatt, Clerk of the Works Stephanie Parsons, Business Administrator Libby Simmons, Fire Chief Paul Haas, DHS Principal Peter Driscoll.

II. CITIZEN'S FORUM: No one addressed the committee. Mr. Bertolini introduced Nick Rouleau who replaced Ellen Brooks as project engineer.

III. APPROVE MEETING MINUTES FROM JULY 9, 2019: Sarah Greenshields moved, Dennis Shanahan seconded to approve the minutes of July 9 as amended. An oral **VOTE PASSED 4/0**.

Ms. Stanislaski asked that a record note be added stating that the 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:

Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC269 in the amount of \$31,092.60 to HMFH Architects for professional services through June 30, 2019. A roll call **VOTE PASSED 4/0**.

Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC270 in the amount of \$26,405.04 to Clean Harbors Environmental Services for removal of tank and oil. A roll call **VOTE PASSED 4/0**.

Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC271 in the amount of \$1,272.00 to Carolina Biological Supply Company for science equipment. A roll call **VOTE PASSED 4/0**.

Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC272 in the amount of \$624.00 to VWR International LLC for science equipment. A roll call **VOTE PASSED 4/0**.

Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC273 in the amount of \$10,342.00 to Vernier Software and Technology for science equipment. A roll call **VOTE PASSED 4/0**.

Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC274 in the amount of \$672,487.00 to PC Construction for construction services through June 30, 2019. A roll call **VOTE PASSED 4/0**.



**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:	July 23, 2019
Meeting Time:	4:30 p.m.

Dennis Shanahan moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC275 in the amount of \$822.08 to Eversource for disconnection and removal of light pole. Work completed on 3/19/19. A roll call **VOTE PASSED 4/0**.

V. REVIEW AND APPROVE NEW CHANGE ORDER PROPOSALS/LOG:

Dennis Shanahan moved, Sarah Greenshields seconded to approve Owners Change Order 0028 in the amount of \$697,689.25. A roll call **VOTE PASSED 4/0**.

Dennis Shanahan moved, Sarah Greenshields seconded to approve Change Order 190305 PR-48R Auto Collision Wash Bay in the amount of \$25,322.00. A roll call **VOTE PASSED 4/0**.

Dennis Shanahan moved, Sarah Greenshields seconded to approve Change Order 190361 PR-67 Softball Field Revisions in the amount of \$19,595.00 for change in backstops and fence, additional sidewalk to the fields. A roll call **VOTE PASSED 4/0**.

This will not impact the schedule since they have the materials.

Ms. Parsons noted that all unsubmitted items hopefully have an estimated cost greater than the actual costs.

Change Order 190362 was pulled until the next meeting.

Dennis Shanahan moved, Sarah Greenshields seconded to approve Change Order 190396 Dugout Pad Revisions in the amount of \$4,073.00 for increase in size to allow for future storage space. A roll call **VOTE PASSED 4/0**.

Dennis Shanahan moved, Sarah Greenshields seconded to approve Change Order 190397 Dugout Conduit at Softball Fields in the amount of \$8,174.00. Power is not included in the proposal. A roll call **VOTE PASSED 4/0**.

Ms. Parsons informed the JBC of the unsuitable materials in the parking lots. It had previously been an issue in one parking lot and now seems to be an issue in four lots. SUR has had to cutout completed pavement and excavate as deep as 4 feet to get to a suitable location. She is unsure of the cost, but it could be a large number and will need to be completed.

Mr. Carrier stated his frustration with the situation noting that this should have been discovered during assessment. Ms. Parsons will share reports from Nobis and others with the JBC when she receives them and added that this is a preliminary conversation.

Mr. Bertolini stated that this didn't appear until the actual paving started. He added that the parking lots should be fine after issues are resolved.

VI. PROPOSAL REQUEST APPROVALS: None

VII. INSTRUCTIONAL SERVICES UPDATE: Ms. Parsons reviewed the inspectional services lists provided by inspectors with the JBC. She added that there is still a great deal of work in August.



**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:	July 23, 2019
Meeting Time:	4:30 p.m.

Mr. Carrier stressed that everything needs to be code compliant. The items on the list need to be completed for certificate of occupancy. Some will be at an additional cost. Chief Haas noted that there needs to be daily communication to complete the items on the list.

Ms. Greenshields recommended photographing issues so that items aren't missed. She also stated her preference for one document with all lists. Ms. Parsons responded that they have been working toward that, but it is difficult for one person since all are different areas of expertise.

Ms. Parsons noted that progress is being made.

Mr. Shanahan added that many items on the list have been completed or have a solution.

Ms. Jalbert has been provided with a packet of materials to review that address some concerns. Ms. Parsons is hopeful that this will help her to address some items.

Since Ms. Jalbert performs annual inspections of all of the schools, Ms. Greenshields asked if some of the items could wait until annual inspections. It was determined that some of the items had waited since last year.

Mr. Carrier expressed frustration with the inspection process and stated that there should be a meeting to include the City Manager and Superintendent to resolve this. The list of items has continued to grow due to assumptions.

Ms. Greenshields noted that construction has increased greatly in Dover and the inspection staff hasn't grown. She would be in favor of a central person to coordinate the process. Ms. Parsons noted that another option would be if all information is located in a central location, it may also may it easier. All people involved would be able to see updates and information all areas of the project. Ms. Greenshields added that there may be software for this purpose. Ms. Parsons noted that PC is doing their part in scheduling Inspectional Services when needed.

Ms. Parsons updated the JBC on a situation involving the roof and standing water and the impasse with Inspectional Services. GGD states they have met code requirements, but unable to obtain sign off on the issue. Ms. Parsons highlighted this as an example of additional time spent on the project.

VIII. PC/HMFH UPDATE: Mr. Bertolini added to the information above stating that some of the code related items have changed to change orders. He is concerned with the timeline and inability to obtain resources within the short amount of time left in the project.

Ms. Stanislaski stated there may be a way to obtain a conditional certificate of occupancy. Ms. Parsons reminded that the JBC still needed to be able to fund the items needing attention.

IX. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the report. She estimated that they have \$8,539.00 available. Ms. Parson summarized the items on the "Unsubmitted" page that don't have dollar amounts associated with them. Ms. Stanislaski asked if the JBC would consider building dugouts as designed and then supplement them at a later date. This way, they would have



**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:	July 23, 2019
Meeting Time:	4:30 p.m.

something. It was determined that this may not seem equitable since this is for a girls' dugout and they should have something similar to the boys' dugout.

Mr. Carrier asked Ms. Stanislaski to send him a complete drawing of the total dugout structure. He would like to know the costs for labor and materials separately. Mr. Bertolini will supply him with the numbers.

Ms. Greenshields mentioned the possibility of a recycled shipping container as an option. She will look into it and provide more information if possible.

Ms. Stanislaski again noted that it would be beneficial for GGD to have access to the system, but it is understood why the IT department doesn't want to provide this.

Ms. Parsons continued to review other items on the "unsubmitted" list.

- X. MATTERS OF INTEREST:** Dr. Harbron stated that Principal Driscoll and Ms. Danley need to be able to focus on education when school begins and not on construction issues.
- XI. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The next regular meeting is scheduled for Tuesday, August 6 at 4:30 pm at the Superintendent's Conference Room at the McConnell Center.
- XII. ADJOURNMENT:** Sarah Greenshields moved, Dennis Shanahan seconded to adjourn the meeting at 6:43 pm. An oral **VOTE PASSED 4/0.**