



JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Garrison School
Meeting Date:	Tuesday, August 27, 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 August 13, 2019
5. Approval of Change Orders/Review of Quotes
6. Manifest Approval
7. Harriman/Harvey Update
8. Site Lighting
9. Committee Financial Report
10. Ribbon Cutting Ceremony
11. Review Action Items and Build Agenda for next meeting
12. Matters of Interest
13. Adjournment



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr
Meeting Date:	Tuesday, August 13, 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, August 13, 2019 at 4:37 p.m. in the Superintendent's Conference Room in the McConnell Center by Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Karen Weston, Keith Holt, and Carolyn Mebert. Jan Nedelka arrived at 5:00 p.m. Steve Haight was excused. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representative Adam Reynolds, Superintendent Bill Harbron, Business Administrator Libby Simmons, Principal Beth Dunton, Clerk of the Works Stephanie Cartabona, C&W Manager Mike Brooks.

II. CITIZENS' FORUM: No one addressed the JBC.

III. APPROVAL OF AGENDA: Keith Holt moved, Karen Weston seconded to approve the agenda as presented. An oral **VOTE PASSED 4/0**.

IV. APPROVAL OF MEETING MINUTES FOR JULY 30: Keith Holt moved, Karen Weston seconded to approve meeting minutes of July 30, 2019 as amended. An oral **VOTE PASSED 4/0**. On page 3, "Mr. Dunton" should be changed to "Mr. Brooks".

V. APPROVAL OF CHANGE ORDERS: There were none to be approved at this meeting.

VI. MANIFEST APPROVAL: Keith Holt moved, Karen Weston seconded to approve GES111R to MacKinnon & Sons Excavating in the amount of \$2,025.00 for removal of basketball hoops, saw cut pavement & excavation for new hoops. This replaces GES111 which was approved at the last meeting with an incorrect amount. A roll call **VOTE PASSED 4/0**.

Keith Holt moved, Karen Weston seconded to approve GES112 to Tri-City Masonry for work related to the Garrison School parking lot in the amount of \$294.00. A roll call **VOTE PASSED 4/0**.

Keith Holt moved, Karen Weston seconded to approve GES113 to Harriman for professional services through July 31 in the amount of \$5,940.00. A roll call **VOTE PASSED 4/0**. This is the last final invoice from Harriman although Mr. Bisson assured the JBC that there would be representation from Harriman at remaining meetings.

VII. HARRIMAN/HARVEY UPDATE: Mr. Bisson stated that everything is pretty much complete except updating documents, manuals, drawings, etc. The JBC will need to decide where to keep these documents which will also be provided electronically. It was agreed that it makes sense to keep some at Garrison School and Mr. Brooks will have access to others. Most funds that need to be spent have been spent with the exception of paying for the electrician for the cabinet heater. Mr. Reynolds is hopeful the heater will be installed prior to the start of the school year. The stage pads were purchased for \$2,000 but will be installed at no additional cost. Operation and maintenance manuals are being assembled and will be sent to Harriman for review.



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prior to being given to the District. The final requisition for Harvey will be provided at the September 10 JBC meeting. Mr. Reynolds stated that there will be close to \$45,000 in savings from the GMP and he will know an exact figure in a few weeks.

Dr. Mebert asked about the location of as-builts to which it was determined they would remain in the school. Ms. Cartabona will talk with to Mr. Brooks and Siemens about training. The boiler room will need to be commissioned after Siemen's completes their work.

VIII. SITE LIGHTING: Ms. Cartabona will try to obtain information on this by Friday, August 23. Mr. Ciotti is authorized to approve work up to \$10,000.

IX. HEATER COST AND TIMELINE: Discussed earlier. Ms. Cartabona noted a change that was made regarding the heater and stated that it will be electronic and will have a thermostat with a local control. By using this type of heater, delivery will be expedited, and work will not be as intrusive. The cost is under the amount approved and approximately \$4,000 was saved. This heat will be used only for supplemental heat.

X. POTENTIAL ADDITIONAL IMPROVEMENTS: Potential items are audio visual improvements. Ms. Cartabona stated that she spoke with IT Director Christy Prosser who said that she thought the SAU had a short throw projector that may be able to be used and will look into it in order to save costs.

Ms. Cartabona contacted the person who will be able to do the stencils and will talk with her more about it. She has a great deal of experience and will be able to provide what is needed.

Concrete is being poured for the basketball hoops so will be complete for the beginning of the school year.

Ms. Dunton requested some additional furniture for the conference room to replace some chairs and table. It was determined that there could be a quick turnaround to order furniture items and Mr. Ciotti is able to approve up to \$10,000 for the purchase. There may be a 6-8-week time frame for delivery. If a current vendor is used, the bid process wouldn't be needed.

Mr. Brooks added that the items that facilities would like are large cost items and not appropriate for these funds. Ms. Dunton commented that the lot is working well so far after having had some heavy rain. Additionally, all concerns related to ADA compliance have been resolved.

Mr. Ciotti asked if the JBC should consider a wall for the parking lot since it's a large lot. The committee discussed options for the parking lot to ensure that it is safe for students and not damaging to the pavement, while allowing for snow removal and weekend use. Ms. Dunton confirmed that there are no cars on the lot/recess area during the day. There are pros and cons to all resolutions.



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Mr. Holt summarized stating the JBC is interested in using stones with something between the two openings to limit/prohibit traffic. Ms. Cartabona will look into it. A decision is needed at the next meeting. The fire department will need to approve the plan.

XI. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the report. She is unsure of the amount of an invoice from the City. Ms. Cartabona didn't believe it wouldn't be too high. Most items will be closed out soon.

It was determined that the heater was paid for by the JBC under PCO #53 which was the intention of the JBC since there are funds available.

XII. FINANCIAL AND STATUS UPDATE: Karen Weston moved, Jan Nedelka seconded to approve the financial and status update. A roll call **VOTE PASSED 5/0.**

XIII. PROJECT CLOSE OUT PROCESS: The project can be closed out after all bills have been paid. There will be a resolution to disband the JBC after this and remaining funds are transferred to the CIP to be used for like-projects.

XIV. RIBBON CUTTING CEREMONY: Ms. Dunton summarized the progress. There will be cake and cupcakes, along with mugs for teachers, pencils for students. She believes the cost will be under \$1,200.00. The JBC agreed that they would like to recognize teachers for their patience and flexibility with this project.

Jan Nedelka moved, Keith Holt seconded to appropriate up to \$3,000 for purchasing supplies for the ribbon cutting ceremony. A roll call **VOTE PASSED 5/0.**

Ms. Dunton shared a draft of the plaque with the JBC. Harriman will order the plaque and the costs will be shared between Harvey and Harriman.

XV. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include financials, manifests, change orders, site lighting, ribbon cutting. The next meeting is August 27 at Garrison School.

XVI. MATTERS OF INTEREST: None

XVII. ADJOURNMENT: Carolyn Mebert moved, Karen Weston seconded to adjourn the meeting at 6:10 pm. An oral **VOTE PASSED 5/0.**

*The first 30 minutes of this meeting were not audio recorded due to a technical issue.

Quote

Ship to:
Stephanie Parsons

ATTN: Garrison School
 271 Mast Rd
 Dover, NH 03820

Description	QTY	Rate	Amount
Peavey Escort 5000	1	\$ 899.99	\$ 899.99
10% school discount	1	-\$ 89.99	-\$ 89.99
			\$ 0.00
* Complimentary Escort Stand will be included.	1	\$ 0.00	\$ 0.00
			\$ 0.00
Subtotal			\$ 810.00
Sales Tax charged by vendor:			\$ 0.00
Shipping			\$ 0.00
Total			\$ 810.00

Notes:
 10% school discount
 FREE SHIPPING
 2-5 business days once order is placed



17A Executive Drive
Hudson, NH 03051
Ph: (603)882-9418

www.schoolfurnishings.com
Orders@schoolfurnishings.com

QUOTE

Date: 8/16/2019

Quote # 17-15811

Garrison Elementary School

50 Garrison Road

Dover, NH 03820

Attn: Stephanie Parsons

**NOTE: FREIGHT AND
INSTALLATION INCLUDED**

**PRICES GOOD FOR 30 DAYS
AND FOR QUANTITIES SHOWN**

***CHANGES IN QUANTITY WILL
REQUIRE NEW QUOTE***

Item	Description	Qty	Unit Price	Total
Cafeteria - OPT1	AmTab MSBR604 Mobile Bench Round Table 60" Round w 4 benches 29"	20	\$1,425.80	\$28,516.00
Cafeteria - OPT2	AmTab MBE10 Mobile Bench Table Elliptical	20	\$1,559.00	\$31,180.00
Conferenc e Chairs	Allseating 90088-WA-BKN-ION-LH-KD-F-OSTORM Entail, Mesh Midback, Basic Synchro tilt w arm Black mesh; black frame; FOSTORM	10	\$272.00	\$2,720.00
ConfTabl e	Global Furniture GCT10WRX2 48x120x29 (choice of edge) Standard Laminate Rectangular, Racetrack, or Boat top with slab base	1	\$812.31	\$812.31
ConfTabl e- ALT1	Global Furniture GCT10WRX2 48x120x29 (choice of edge) Standard Laminate Rectangular, Racetrack, or Boat top with slab base	1	\$812.31	\$812.31
ConfTabl e-ALT2	Global Furniture GCT10WB 48x120x29 (choice of edge) Standard Laminate Rectangular, Racetrack, or Boat top with 2 Leg base	1	\$1,104.81	\$1,104.81
ConfTabl e-ALT3	Global Furniture GCT10WBA 48x120x29 (choice of edge) Standard Laminate Rectangular, Racetrack, or Boat top with arch base	1	\$1,030.00	\$1,030.00

Terms:

Net 30 Days

F.O.B - Destination

Estimated Shipping Date:

Accepted By: _____ Date: _____ Salesperson: Dano Anderson



QUOTE

17A Executive Drive
Hudson, NH 03051
Ph: (603)882-9418

www.schoolfurnishings.com
Orders@schoolfurnishings.com

Date: 8/16/2019

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REQUIRE NEW QUOTE***

Item	Description	Qty	Unit Price	Total
Staff Chairs	Allseating 77054-WA-BK-7BK-FA-F-OHUN Inertia Mesh Back, Side, Standard w arms black mesh; black frame	12	\$184.16	\$2,209.92
Staff Tbls	Global Furniture GCT5B 30"x60" Table Standard Laminate 2 Leg Base	2	\$599.75	\$1,199.50
StaffTbls- ALT	Amtab LT305D 30"x60" Table Standard Laminate with Dyna Rock Edge	2	\$521.40	\$1,042.80
Grand Total				\$70,627.65

Terms:

Net 30 Days

F.O.B - Destination

Estimated Shipping Date:

Accepted By: _____ Date: _____ Salesperson: Dano Anderson



Pro AV Systems
AUDIO VISUAL TECHNOLOGIES

Sales

Design

Install

275 Billerica Rd.
Suite 3
Chelmsford, MA 01824
978-692-5111
www.proavsi.com

Prepared by: Jeff Parlin

Number: 190814JP1
Modified: 8/14/2019
Revision: 0

Contract:

Pricing Valid for 30 Days

Dover NH School District - SAU 11

Garrison Elementary School
50 Garrison Road
Dover, NH 03820
(603) 516-6752

Attention:

Beth Dunton
b.dunton@dover.k12.nh.us

Garrison Gym

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consent of Pro AV Systems, Inc.*



All Electrical and Network infrastructure to be provided by others unless otherwise noted.

Video System

1	Chief CMA110W 8" (203 mm) Ceiling Plate, White	\$55.37
1	Chief CMS0305W 3-5' Adjustable Extension Column - White	\$133.54
1	Chief PG4AW Large Venue Projector Guard, White	\$1,014.60
1	Chief VCMUW Heavy Duty Universal Projector Mount, White	\$389.23
1	Crestron Electronics HD-MD-200-C-1G-E-W DM Lite – HD Scaling Auto-Switcher & HDMI® over CATx Extender 200 w/Wall Plate Transmitter, White	\$806.92 *
1	C2G-Cables To Go 41363 3FT Ultra Flexible High Speed HDMI Cable with Low Profile Connectors	\$14.18
1	C2G-Cables To Go DB9 (F) RS232 10FT DB9 F/F Serial RS232 Cable - Black	\$6.07
1	Da-Lite 70281 Large Cosmopolitan Electrol, Wide 16:10, 110" x 176" or 208" Diagonal, Matte White	\$2,661.60
1	Epson Corporation Pro L1500UH EPSON Pro L1500UH Projector, White, WUXGA, 12000 Lumens	\$13,169.00
1	Pro AV Systems Unistrut Miscellaneous Unistrut and Accessories	\$85.00

Video System Total: \$18,315.26

Audio System

2	Community Professional Loudspeakers ENT220W Two-Way Compact Column Point Source Loudspeaker - White	\$2,266.00
1	Powersoft DUECANALI 1604 2-Channel Power Amplifier for Lo-Z and Hi-Z transducers	\$1,428.00
1	Shure SLX124/85/SM58-G4 Includes SLX4 Diversity Receiver, SLX1 Bodypack Transmitter, Mciroflex WL185 Cardioid Lavalier Microphone, SLX2/SMA58 Handheld Transmitter with SM58 Microphone	\$842.67
2	Shure UA850 50 FT UHF Remote Antenna Extension Cable, BNC-BNC, TRG8X/U type	\$198.00
2	Shure UA864US Wall-Mounted Wideband Antenna	\$797.34

Audio System Total: \$5,532.01

Rack Equipment

1	Middle Atlantic D2 2 RU (3 1/2") Drawer, Black Brushed and Anodized	\$152.69
1	Middle Atlantic DWR-10-17PD 10SP/17D WALLRACK W/PLEXI DR	\$601.89
5	Middle Atlantic EB1 1SP FLANGED ECONO BLANK	\$40.70
1	Middle Atlantic PD-915R 9OUT,15A,RCKMNT POWER CENTER	\$112.64
1	Middle Atlantic U1V 1SP VENTED UTILITY SHELF	\$41.40
2	Shure UABIAST-US In-line Adapter, Supplies 12V DC bias Power over Coaxial BNC Cable, Includes PS24US, For use with UA834WB Antenna Amplifier, UA864US Wall Mount Antenna, UA874US Active Directional Antenna	\$146.66

Rack Equipment Total: \$1,095.98

Services

300	Audio Cable 22/2 Shielded Plenum 22/2 Shielded Cabling - 22 AWG 2 Conductor Bare Copper, Shielded, Plenum	\$77.01
150	CAT6-SH HDBaseT - Plenum Cat6 Shielded Cabling - 23 AWG 4 Pair, Bare Copper Conductor, Shielded, Plenum	\$148.03 *
1	HDMI 15FT HDMI Breakout Cable	\$35.00
10	Hellermann Tyton TSR2FW-14 Surface Splice Cover, 1.25"W - Office White	\$40.00
3	Hellermann Tyton TSR2FW-25-1 Surface 90 Degree Flat Elbow Cover, 1.25"W, 1" Bend Radius - Office White	\$15.00
10	Hellermann Tyton TSR2FW-8A Surface Raceway - One Piece, 1.25"W, 75"H, 8 ft Long with Adhesive - Office White Comes in 8' Sticks	\$190.00
1	Pro AV Systems Engineering Systems Engineering Design & Documentation	\$170.00
1	Pro AV Systems Installation Installation Services Of Complete System.	\$5,760.00
1	Pro AV Systems Lift Rental Lift Rental Specific to Project - Add in Details Here	\$500.00
1	Pro AV Systems Rack Building AV Rack Assembly	\$340.00
1	Pro AV Systems Shipping Shipping/Freight Costs	\$295.00



300	Speaker Wire 14/2 Plenum	\$114.00
	14/2 Cabling - 14 AWG 2 Conductor Bare Copper, Plenum	

Services Total:	\$7,684.04
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Project Subtotal:	\$32,627.29
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Project Summary

Equipment:	\$26,357.29
Engineering Labor:	\$170.00
Installation Labor:	\$6,100.00
Grand Total:	\$32,627.29

Payment Schedule	Amount	Due Date
Contract Award	\$8,156.82	
Equipment Ordered (NET 30)	\$16,313.65	
Upon Completion (NET 30)	\$8,156.82	

Acceptance:

I hereby state that I am an authorized representative to approve the purchase and acceptance of the items quoted in the attached documentation along with the above payment terms.

Name:

Title:

Signature:

Date:



PRO AV SYSTEMS RESPONSIBILITIES: *The following items are required by Pro AV Systems:*

1. Pro AV Systems will install all equipment in accordance with the manufacturers' specifications, national and local regulation ordinances and codes, including all OSHA guidelines. Unless specifically stated, all work will be performed during the normal working hours of Monday through Friday, between 8:00AM and 5:00PM, except for recognized holidays.
2. Pro AV Systems staff and contractors will conduct themselves in a professional, courteous manner, maintaining a clean- cut appearance and acceptable dress. All Pro AV Systems staff is expected to check in and out with you or an assigned contact at the beginning and end of the workday.
3. Pro AV Systems staff will maintain a clean and safe work environment. All unused materials, containers, tools and equipment will be removed whenever possible. Pro AV Systems will take precautions to protect all floors, walls, windows and other surfaces from stains, marring or other damage.
4. Pro AV Systems cannot be responsible for the operation, performance or warranty of equipment outside this contract. Pro AV Systems does not warrant that equipment supplied by others can be connected or will function properly except as specified by the project documentation.
5. Pro AV Systems will provide customer with all operation manuals and warranty documents.
6. Pro AV Systems will acquire, assemble, deliver and test all specified equipment and components to provide you with a fully functional system.

CUSTOMER RESPONSIBILITIES: *The following items are required by the Customer:*

1. Customer to provide a 120 VAC circuit to all specified equipment locations. These circuits should not be "shared" with other items, such as lighting, phone systems, etc.
2. Customer to provide all computer equipment and peripheral cables (mouse and keyboard cables), designated as OFE or "provided by others" if required.
3. Pro AV Systems strongly recommends that all electrical circuits supplying power to the system originate from the same power panel and phase. Pro AV Systems will take precautions to prevent hum or distortions created by ground differential, electromagnetic or electrostatic fields and to supply adequate ventilation to all equipment as specified by the manufacturer. Pro AV Systems will notify you of any hum or distortions beyond our control caused by interference with the building structure, electrical or existing equipment and advise you of the alternatives to alleviate the problem. Pro AV Systems will advise you of any unsatisfactory operating condition due to temperature, humidity, ventilation, mechanical structure or other safety concern.
4. Pro AV Systems assumes no responsibility for, and will not perform any work related to, electrical wiring (120 VAC and above).
5. Any additional work not listed in the original scope of work (per customer RFP) will require a Change Order.

TERMS & CONDITIONS:

Section 1 – Proposal Description

1.A. Proposal Description - The project description and specific work to be performed by Pro AV Systems is contained in the document and from herein referred to as the Proposal.

1.B. Proposal Documents - All work covered by this Proposal shall be contained in the Proposal documents including any special provisions, specifications, drawings, addenda, change orders, written interpretations and written orders. Work not covered by contract documents will not be required unless required by reasonable inference as being necessary to produce the intended result. The costs associated with any related work or materials, including, but not limited to electrical, drywall, painting, cabinets etc. are not included unless specifically documented in the Proposal.

1.C. Proposal Changes - The owner may order changes, additions or modifications without invalidating the contract. Such changes must be in writing and signed by the owner. Pro AV Systems will provide the owner in writing the amount of additional costs or reductions resulting from changes ordered within 15 working days unless this requirement is waived in writing by owner. Change Orders shall be paid in full upon acceptance of change and shall not alter the contract's payment schedule. In the case of product unavailability or discontinuation, Pro AV Systems reserves the right to substitute equipment of equal or better quality with owner approval. Pro AV Systems will be held blameless in the case of product unavailability or

discontinuation.

Section 2 – General Facility Conditions

2.A. Room Availability - Rooms in which installation is occurring should be made available for the exclusive use of Pro AV Systems during the day(s) of scheduled installation. The room will be available during normal working hours (M-F, 8:00am-5:00pm) in eight (8) continuous hour segments. Any delay in schedule that is due to limited access or client usage that results in a return trip by the technician(s) will be subject to an additional expense charge.

2.B. Electrical Outlets and Pathways - Before audiovisual equipment is installed, the customer will need to provide the following requirements: electrical outlets, floor boxes, conduits and core drills in areas according to specification. Additionally, all power runs are to be clean and properly grounded. All electrical work pertaining to the audiovisual system will need to run on one phase and be installed to code (NEC). Pro AV Systems is not responsible for installing any conduit, floor boxes, trenches or other appurtenances associated with high voltage (120vac and over) equipment.

2.C. Structural Vibrations - Ceiling, walls and floors as well as all other building structures that support audiovisual equipment are to be vibration free. At an additional cost, dampening devices can be made available if needed.

2.D. Furniture – Furniture is to be removed prior to construction. If certain furniture cannot be removed, then it will need to be covered and protected sufficiently by the customer.

2.E. Ceiling Tiles – The customer is to provide extra ceiling tiles of the same pattern and patch number in any room where suspended ceiling tiles are already installed. Ceiling tiles are assumed to be either 2'x2' or 2'x4' in dimension. Other tile sizes may require additional cost for mounting solutions in the form of a change order.

2.F. Merchandise Ownership & Storage – The customer is to provide extra ceiling tiles of the same pattern and patch number in any room where suspended ceiling tiles are already installed in the event of accidental damage or installation requirement. Ceiling tiles are assumed to be either 2'x2' or 2'x4' in dimension. Other tile sizes may require additional cost for mounting solutions in the form of a change order.

2.G. Exclusion – The following items are not covered under this agreement and may be subject to additional costs:

1. Acts of Nature: Such as water damage and/or damages caused by fire
2. System abuse or misuse that is determined by Pro AV Systems.
3. User errors – Problems caused by unacceptable connection of equipment, determined by Pro AV Systems.
4. Shipping – Expedited shipping for accelerated time lines or repaired parts.
5. Accessories – Hardware, software and/or accessories not provided or sold by Pro AV Systems.

Section 3 – Existing Equipment

3.A. Documentation – When integrating and/or installing pre-existing equipment into a new system, the customer is asked to provide any documentation that may be required to complete a proper installation. This may include any available source control code or drawings.

3.B. Good Working Order – Pro AV Systems is not responsible for any damage of existing hardware/equipment. The project may be delayed, or a change order may be required if any defective material is found.

3.C. Customer Hardware and Software - Pro AV Systems will not load software of any kind on the customers' computer. Unless stated otherwise, the customer is responsible for all Internet connectivity and computer hardware. In addition, the customer is responsible for the installation of computer software and drivers, all LAN provisioning, switches, network connections, and routers. Customer is required to install all operating systems and systems integration that is needed to run the installed interactive or other hardware devices and display equipment.

3.D. Owner Furnished Equipment – If owner is providing equipment (OFE) that Pro AV Systems is required to install, configure and/or control in order to provide a functional system, Pro AV Systems reserves the right to charge additional labor hours if the OFE equipment does not perform as originally specified at the time of Proposal acceptance or according to the manufacturer specification.

Section 4 – Schedule, Payments and Business Terms

4.A. Delays and Postponements – Regarding schedule completion of the job, time is of the essence. If Pro AV Systems is delayed at any time in the process of the work by owner change orders, construction delays, delivery delays, fire, project postponement, unavoidable casualties and/or other causes beyond the control of Pro AV Systems, the completion schedule for the Proposal shall be extended at a minimum by the same amount of the time caused by the delay.

4.B. Right of Revision – Pro AV Systems has the right to revise this proposal if information was gained from site visits and other sources that were not available at the time this proposal was created.

4.C. Freight - Shipment fees are ground service only. If the customer requires expedited shipping, the additional fees will be prepaid and added to invoice(s).



4.D. Labor – Labor rates are quoted as regular rates that are non-prevailing wage rates and non-union rates. A change order can be processed for a job that requires the technician to be paid prevailing wage rates or require a union technician(s) to account for the difference in labor expenses.

4.E. Project Initiation Terms and Payments – Payment term details are described in the Proposal. A customer purchase order or signed proposal is required to begin the project. Invoices will be issued according to the terms outlined in the Proposal. For jobs requiring initial deposits, such deposit is due upon receipt of first invoice and no product will be ordered until the required deposit payment is received. All further invoice billing is due Net (30). Owner agrees that the terms outlined in these Contract Terms and Conditions take precedence over any other terms issued such as those that may be issued as part of a customer Purchase Order.

4.F. Credit Card Payments – Please note there will be a processing fee of 3.25% for payments made by credit card.

Section 5 – Warranty and Other

5.A. Warranty – Pro AV Systems warrants installed systems for a period of 90 days from date of acceptance or first beneficial use. During this time, Pro AV Systems will correct any problems at no charge. After the initial 90-day period, any additional service needs will be billed at the current service rate. To provide comprehensive coverage, Pro AV Systems offers extended warranty packages on all installed systems at an additional charge. All warranties do not cover misuse or abuse of the system components or issues caused by owner furnished equipment and interconnected systems provided by others. Interconnected systems include but are not limited to building network infrastructure, telephony (VOIP servers), fire alarms, paging, lighting, security, electrical systems and software. In the event that any of these systems are found to negatively effect the AV system performance, Pro AV Systems shall charge standard service rates on a time and materials basis (minimum 2 hours).

Extended Warranty Package

Pro Care – This warranty covers any and all defects or issues that your system could incur under normal use during the stated warranty period. This includes but is not limited to programming defects, hardware failures, workmanship, warranty processing and exchanges, and any labor required to restore the system to operational order. Hardware warranty replacements are based upon standard manufacturer warranties and replacement policies. Standard ground shipping is included. Standard response times apply.

5.B. Force Majeure – Neither Pro AV Systems or the customer will be responsible for delays that are outside the control of either parties, listed below:

1. Acts of Civil/Military Authorities
2. Floods/Fires/Epidemics or any other acts of God
3. Governmental Rules/Regulations
4. War/Riots
5. Delays in transportation
6. Shortages in raw materials/other products
7. Labor Disputes

5.C. Hours – All services will be provided during normal business hours unless otherwise specified in the proposal: Monday-Friday, 8:00am-5:00pm. National and State Holidays are excluded.

5.D. Suspension of Service Right – If the customer's payment(s) is past due, Pro AV Systems reserves the right to discontinue and/or modify any current or future service either temporarily or permanently.

5.E. Limitation of Liability – Pro AV Systems will not be responsible for any damages from delay of delivery, loss of revenue, data business or goodwill. Pro AV Systems will not be liable for any claim that arose more than one (1) year prior to the institution of suit therein.

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	Harvey Construction Change Order 020 (PCO#47, 52)	\$1,514.29	\$1,514.29		Per JBC approval 1/29/2019
17	Harvey Construction Change Order 021 (PCO#53, 55)	\$18,266.05	\$18,266.05		Per JBC approval 3/12/2019
18	Harvey Construction Change Order 022 (PCO#56, 57, 58, 59)	\$28,298.52	\$28,298.52		Per JBC approval 3/26/2019
19	Harvey Construction Change Order 023 (PCO#60, 61)	\$1,796.41	\$1,796.41		Per JBC approval 5/21/2019
		\$7,065,208.99	\$7,065,208.99		
	Subtotal	\$7,095,952.99	\$7,095,952.99	\$0.00	
20	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	
21	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	
22	D.M. Burns Security-relocate rear hallway keypad & motion detectors	\$3,835.00	\$3,835.00		Per JBC approval 1/29/2019; 3/26/2019
		\$3,835.00	\$3,835.00	\$0.00	
Architect / Engineer Services					
23	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		
24	Harriman Architects, Phase I Design (Lump Sum)	\$495,000.00	\$495,000.00		Per JBC approval 1/31/2017
25	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		
26	Harriman Architects, Phase I Design (Reimbursables)	\$10,000.00	\$10,000.00		Per JBC approval 1/31/2017; \$20K transferred to contingency 6/18/19
		\$10,000.00	\$10,000.00		
	Subtotal	\$780,522.00	\$780,522.00	\$0.00	
Survey & Soils					
27	John Turner Consulting, Geotechnical Investigation (COMPLETE)	\$7,000.00	\$7,000.00		Per JBC approval 3/28/2017
28	Titcomb Associates, Topo/Boundary Field Survey (COMPLETE)	\$9,100.00	\$9,100.00		Per JBC approval 2/14/2017
29	Titcomb Associates, Wetland Delineation (COMPLETE)	\$2,000.00	\$2,000.00		Per JBC approval 4/13/2017
30	Balance remaining in estimated budget	\$36,900.00	\$0.00		Budget Only
		\$55,000.00	\$18,100.00	\$36,900.00	
	Subtotal	\$55,000.00	\$18,100.00	\$36,900.00	
Construction Testing					
31	Desmarais Environmental, Industrial Hygiene (COMPLETE)	\$1,960.00	\$1,960.00		Per 8/23/2017 proposal
32	S.W. Cole, Construction Materials Testing (COMPLETE)	\$3,325.00	\$3,325.00		Per JBC approval 1/3/2018, Add'l funds of \$125 approved 3/26/2019
33	John L. Carter Sprinkler, MIC Testing (COMPLETE)	\$2,370.00	\$2,370.00		Per JBC approval 8/15/2017
34	Desmarais Environmental, Abatement (Lump Sum) (COMPLETE)	\$13,000.00	\$13,000.00		Per JBC approval 12/19/2017
35	Desmarais Environmental, Abatement (Add'l fees) (COMPLETE)	\$9,501.00	\$9,501.00		Per JBC approval 4/10/2018; 5/8/2018, 1/29/2019
36	Desmarais Environmental, Abatement (Add'l fees) (COMPLETE)	\$13,840.00	\$13,840.00		Per JBC approval 7/31/2018
37	Moisture Testing, concrete floors (conducted by ACC for HCC)	\$2,200.00	\$0.00		Invoice(s) pending
		\$46,196.00	\$43,996.00	\$2,200.00	
	Subtotal	\$46,196.00	\$43,996.00	\$2,200.00	

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

		Budget	Actual Contract Amount	Net Amount	
Commissioning Agent Services					
38	Horizon Engineering Associates	\$50,000.00	\$37,180.00		Per JBC approval 1/12/2018
	Subtotal	\$50,000.00	\$37,180.00	\$12,820.00	
Clerk of Works					
39	Michael Brooks/Stephanie Parsons	\$15,000.00	\$15,000.00		Budget Only; \$20K transferred to contingency 6/18/19
	Subtotal	\$15,000.00	\$15,000.00	\$0.00	
Contingency & Miscellaneous Costs					
40	Project Contingency	\$356,560.00	\$356,560.00		Budget Only, add \$20K from Harriman & \$20K from C.O.W. 6/18/19
41	Adjustment for Harvey Construction, Change Order 001	-\$83,118.64	-\$83,118.64		Net amount needed for CO#1 (HVAC)
42	Adjustment for Harriman A/E Reimbursables	-\$24,536.00	-\$24,536.00		Per JBC approval 4/10/2018
43	Adjustment for Harvey Construction, Change Order 005	-\$5,684.00	-\$5,684.00		Per JBC approval 4/10/2018
44	Transfer from Permitting Fees Budget	\$75,000.00	\$75,000.00		Transfer per JBC 4/10/2018
45	Transfer from Advertising/Legal Budget	\$45,000.00	\$45,000.00		Transfer per JBC 4/10/2018
46	Adjustment for Harvey Construction, Change Order 006	-\$56,544.82	-\$56,544.82		Per JBC approval 4/24/2018
47	Adjustment for Harvey Construction, Change Order 008	-\$6,209.69	-\$6,209.69		Per JBC approval 5/8/2018
48	Adjustment for Harvey Construction, Change Order 010	-\$70,448.60	-\$70,448.60		Per JBC approval 5/22/2018
49	Harvey Construction Change Order 11, 12, 13 (Café reno, etc)	-\$133,846.34	-\$133,846.34		Per JBC approval 6/5/2018
50	Harvey Construction Change Order 013 (Electrical Room 161 Panel Relocation)	-\$7,134.94	-\$7,134.94		Per JBC approval 7/3/2018
51	Harvey Construction Change Order 014 (PCO#16, 17, 18, 19, 24)	-\$63,923.09	-\$63,923.09		Per JBC approval 7/17/2018
52	Harvey Construction Change Order 015 (Entr Emg Lighting; Backflow)	-\$1,656.46	-\$1,656.46		Per JBC approval 7/31/2018
53	Balance remaining for Desmarais Environmental Add'l Testing	-\$6,071.00	-\$6,071.00		Per JBC approval 7/31/2018, 1/29/2019
54	Optiv Security (POE+ Switches for outside cameras)	-\$5,230.90	-\$5,230.90		Per JBC approval 8/28/2018 (Bal from contingency)
55	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
56	Kelley Brothers of New England, Cores	-\$3,494.40	-\$3,494.40		Per JBC approval 10/9/2018
57	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
58	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)
59	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
60	Harvey Construction Change Order 019 (PCO#50, 51)	-\$12,350.03	-\$12,350.03		Per JBC approval 1/15/2019
61	Harvey Construction Change Order 020 (PCO#47, 52)	-\$1,514.29	-\$1,514.29		Per JBC approval 1/29/2019
62	D.M. Burns Security-relocate rear hallway keypad & motion detectors	-\$3,835.00	-\$3,835.00		Per JBC approval 1/29/2019; 3/26/2019
63	Harvey Construction Change Order 021 (PCO#53, 55)	-\$18,266.05	-\$18,266.05		Per JBC approval 3/12/2019
64	Optiv Security (replacement of damaged switch during construction)	-\$2,620.32	-\$2,620.32		Per JBC approval 2/12/2019
65	Harvey Construction Change Order 023 (PCO#60, 61)	-\$1,796.41	-\$1,796.41		Per JBC approval 5/21/2019
66	Harvey Construction Change Order 022 (PCO#56, 57, 58, 59)	-\$28,298.52	-\$28,298.52		Per JBC approval 3/26/2019
67	S.W. Cole, Construction Materials Testing - steel testing	-\$125.00	-\$125.00		Per JBC approval 3/26/2019, add'l funds approved steel testing
68	Siemens - Control Systems Upgrade	-\$20,648.95	-\$20,648.95		Per JBC approval 6/18/2019
69	Site Improvements (paving, drainage, etc)	-\$125,000.00	-\$125,000.00		Per JBC approval 6/18/2019
	Subtotal	-\$323,009.48	-\$323,009.48	\$0.00	
Moveable Equipment (FFE)					
70	Harriman - FFE Design Fees	\$13,400.00	\$13,400.00		Per JBC approval 1/30/2018 (AIA Amend#2 signed 2/27/2018)
71	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					
72	Optiv Security (WAPs)	\$24,734.48	\$24,734.48		Per JBC approval 5/22/2018
73	Pro AV Systems (Classroom audio equipment)	\$51,813.32	\$51,813.32		Per JBC approval 5/22/2018
74	Ockers (Projectors w/installation)	\$106,344.00	\$106,344.00		Per JBC Approval 6/5/2018
75	Optiv Security (POE+ Switches for outside cameras)	\$6,587.10	\$6,587.10		Per JBC approval 8/28/2018 (Bal from contingency)
76	Optiv Security (replacement of damaged switch during construction)	\$2,620.32	\$2,620.32		Per JBC approval 2/12/2019
	Subtotal	\$192,099.22	\$192,099.22	\$0.00	

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

		Budget	Actual Contract Amount	Net Amount	
77	Advertising / Legal	\$7,000.00	\$0.00		Maintain \$10K budget placeholder per JBC 4/10/2018
78	Ribbon Cutting Ceremony	\$3,000.00	\$3,000.00		Per JBC approval 8/13/2019
	Subtotal	\$10,000.00	\$3,000.00	\$7,000.00	
	Site Improvements				
79	Mackinnon & Sons Excavating (labor)	\$10,605.00	\$10,605.00		Per JBC approval 6/18/2019 (adjusted 8/9/19 per invoices rec'd)
80	Continental Paving, Inc (supply)	\$100,000.00	\$100,000.00		Per JBC approval 6/18/2019 (per quote plus added contingency)
81	Brox Industries, Inc (stone & loam carried by MacKinnon & Sons)	\$1,475.76	\$1,475.76		Per invoices received to date (7/25/2019)
82	City of Dover - drainage structures, pipe & incidentals	\$12,919.24	\$12,919.24		Per JBC approval 6/18/2019 (reduced for Brox, Mackinnon invoices)
	Subtotal	\$125,000.00	\$125,000.00	\$0.00	
	Control System Upgrades				
83	Siemens - Control Systems Upgrade	\$20,648.95	\$20,648.95		Per JBC approval 6/18/2019
	Subtotal	\$20,648.95	\$20,648.95	\$0.00	
	Energy Incentives/Rebates				
84	Eversource Lighting Rebate (2018 Calendar Year, Phase I)	\$0.00	-\$16,067.00		Rebate received/processed 1/25/2019
85	Public School Infrastructure Grant for CCTV system	\$0.00	-\$42,000.00		Reimbursement from the state rec'd 4/24/2019
	Subtotal	\$0.00	-\$58,067.00	\$58,067.00	
	Total Project, as of date of this report	\$8,260,786.36	\$8,143,796.46	\$116,989.90	
	Total Approved Appropriation	\$8,260,786.36	\$8,260,786.36	-\$323,009	Owners Contingency
	Remaining Balance, unobligated	\$0.00	\$116,989.90	\$116,990	Unobligated Funds, Owner
				-\$206,020	Owners Contingency & Unobligated Funds
				\$269,479	Harvey Contingency (a/o 6/30/2019 invoice)
				\$40,000	GMP (estimate) released to project per Harvey, 8/20/2019*
				\$103,460	ESTIMATED Contingency & Unobligated Funds
					*Adam estimates between \$40K-\$45K in savings. Final invoice will be submitted in Sept.