



**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:	August 15, 2019
Meeting Time:	4:00 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, August 15, 2019 at 4:00 p.m. in the Superintendent's Office at the McConnell Center. Present were Bob Carrier, Amanda Russell, Mark Geuther and Dennis Shanahan. Sarah Greenshields and Matt Severson were excused. Also present were Clerk of the Works Stephanie Cartabona, Business Administrator Libby Simmons, DHS Principal Peter Driscoll, Superintendent Bill Harbron, C&W Manager Mike Brooks.
- II. CITIZEN'S FORUM:** No one addressed the committee
- III. SOFTBALL INFIELD MIX ISSUE:** Ms. Cartabona presented renderings of a baseball and a softball field highlighting the differences. She summarized the issue stating that Mr. Wotton requested a softball field be built, noting there is no grass infield in a softball field. There were many clarifications to the type of field needed by the District in the past and Mr. Wotton reiterated that there should not be grass in the infield of the softball field. The landscape architect interpreted the infield as only the bases. Because of this, the area from the base line to the dugout, is currently scheduled to be loam and grass. When this was discovered, work was stopped, although the loam was moved, and infield mix moved to appropriate fields due to paving. Ms. Cartabona continued to explain that the loam and seed area needs to be exchanged for infield mix. Options for the JBC to review included a 2-inch and a 4-inch thickness. PC felt that 2 inches would be sufficient, but others believed 4 inches would be more beneficial.
- Ms. Russell commented that someone other than the JBC cover the costs for this since baseball vs. softball fields had been discussed earlier. This issue is seen to be a design error and Ms. Cartabona commented that it may have been caught earlier if a submittal had been provided. Additional infield mix would still have been needed regardless, but the process could have been evaluated. The current options are to accept grass or pay the additional charge. The 4-inch thickness is \$29,640.32 and the 2-inch thickness is \$20,444.32.
- Mr. Shanahan noted that they could take the credit and try and obtain a better price to which Ms. Cartabona responded that this is time sensitive and after today, PC and SUR will start asking for an additional daily rate. Ms. Cartabona noted that this is work that would have had to be paid for and SUR is only charging for sand, compaction and infield mix.
- PC is asking for \$1,366.00 in administration costs since they had to stop other work to take care of this. The JBC felt that the approval of the \$1,366.00 should be conditional, pending a review of the actual costs to PC.
- Before voting on this change order, JBC members discussed available funds for the project. Ms. Simmons reviewed financial information stating that she had moved some funds and the project was now in "the black", but if this change order is approved, the project would go in "the red".
- The \$100,000 allocated for the Round Pen was discussed and it was decided that the purpose of this money will be investigated to determine if it can be used for anything other than CTC items and if it can only be used for CTC items, can the intended use only be the Round Pen. \$13.5 million was



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spent on the CTC, as agreed upon, so some of the money allocated may be available. Ms. Simmons speculated that new drawings for a Round Pen would be required if changes are made. CTC Director Lisa Danley has stated that the need for a round pen has changed and something similar to a pole barn with a half fence may be a better option. Mr. Carrier suggested local contractors construct the round pen if possible.

Mr. Brooks discussed the infield mix being used for the project.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190402.1 Infield Mix Topdressing Material Credit and Additional Infield Mix per SK14L (4-inch option) with conditional approval of the \$1,366.00 fee to PC Construction. A roll call **VOTE PASSED 4/0**.

Mr. Carrier stated that there still may be the possibility of transfer of funds from the Garrison project. Ms. Cartabona summarized some potential remaining costs for the project.

- IV. MATTERS OF INTEREST:** Mr. Shanahan asked for Certificate of Occupancy updates. Ms. Cartabona stated that Inspectional Services is concerned about the timely completion of inspections of top of wall firestopping. They are not finding anything that is new work, only things that may have been an oversight. The other area that is of concern is the firewall between the CTC labs and the classroom space. Metro Walls did not build it to the particular detail to which it should have been built. Alternate details have been reviewed and not found to be compliant. Becoming compliant is not an additional cost to the JBC. PC will most likely need to continue some work after the start of the school year. PC's plan is to have CTC and all of top of wall conditions complete and inspected by August 23.

City of Dover Inspectional Services has continued to make this project a priority and will inspect anything as needed.

Ms. Cartabona added that if those most critical items are completed, Inspectional Services will most likely work with the JBC on other issues.

Mr. Carrier stated his concern for project funding. The only funds remaining for the project would be Round Pen funds if usable, FFE remaining funds, possibly transfer from City for catch basin and GES remaining funds. Mr. Driscoll asked to keep some of the FFE funds available in case needed due to enrollment.

Ms. Simmons commented that there may be additional funds up to \$12,000 available that are reserved for Horizon Engineering depending on the final bill.

Ms. Cartabona reminded the JBC that \$40,000 is still reserved for the dugouts which is in addition to whatever the credit is offered by PC. She noted that her preference would be for them to be built at a total cost not to exceed \$40,000.

- V. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The meeting scheduled for Tuesday, August 20 was canceled and rescheduled for Thursday, August 29 at 4:00 pm in the Superintendent's Conference Room at the McConnell Center.



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- VI. ADJOURNMENT:** Amanda Russell moved, Mark Geuther seconded to adjourn the meeting at 4:45 pm. An oral **VOTE PASSED 4/0.**