



**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 29, 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 29, 2019 at 4:00 p.m. in the Superintendent's Office at the McConnell Center. Present were Bob Carrier, Amanda Russell, Matt Severson and Dennis Shanahan. Sarah Greenshields and Mark Geuther were excused. Also present were PC Construction Representatives Garret Bertolini, Nick Rouleau, HMFH representatives Tina Stanislaski, Alan Pemstein, City Attorney Joshua Wyatt, Clerk of the Works Stephanie Cartabona, Business Administrator Libby Simmons, Fire Chief Paul Haas, DHS Principal Peter Driscoll, Superintendent Bill Harbron, Clerk of the Works Mike Brooks.
- II. CITIZEN'S FORUM:** No one addressed the committee.
- III. APPROVE MEETING MINUTES FROM AUGUST 6 AND AUGUST 15, 2019:** Amanda Russell moved, Dennis Shanahan seconded to approve the minutes listed above as presented. An oral **VOTE PASSED 4/0.**
- IV. APPROVE MANIFESTS:**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC279 in the amount of \$14,911.56 to HMFH Architects for professional services through July 31, 2019. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC280 in the amount of \$2,354.00 to Vernier Software & Technology for science equipment as part of FFE. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC281 in the amount of \$875.00 to Horizon Engineering for professional services through August 2, 2019. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC282 in the amount of \$1,240.23 to R.M.S. Electric for pre-engineering work and testing in the shop area. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC283 in the amount of \$737.23 to Sprague Flooring Covering for flooring at DHS Cosmetology space. 2019. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC284 in the amount of \$74,113.00 to PC Construction for construction services through July 31, 2019. A roll call **VOTE PASSED 4/0.**
- V. REVIEW AND APPROVE NEW CHANGE ORDER PROPOSALS/LOG:**
- Amanda Russell moved, Dennis Shanahan seconded to approve Owners Change Order 0030 in the amount of \$61,971.00. 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:	August 29, 2019
Meeting Time:	4:00 p.m.

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190377 ASI 45.1 Training Room 034A-Access Control Hardware in the amount of \$4,484.00 for furnishing and installation of additional access control hardware to exterior door 034A. A roll call **VOTE PASSED 4/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190399 RFI 853 Additional Concrete Sidewalk to North Softball Field in the amount of \$673.00 for furnishing and installation of additional concrete sidewalks for the North Softball field approach. A roll call **VOTE PASSED 4/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190404 RFI 856 Parking Lot Pavement Clarification in the amount of \$1,999.89 for work on the teacher parking lot area of refuge at the islands. A roll call **VOTE PASSED 4/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190409 PR 95 Irrigation Controller & Devices for a credit of \$1,576.00 due to changes in the softball field irrigation system controller. A roll call **VOTE PASSED 4/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190411 Horizon Engineering Associations Additional Costs for a credit of \$12,404.00 due to splitting of costs with PC Construction for Horizon Engineering work. A roll call **VOTE PASSED 4/0.**

Ms. Cartabona reviewed the Change Order Log with the JBC. She noted that items listed under "PC Not Pricing" are items that will not be completed by PC and the JBC can determine if they would like them completed at a later date. Fencing for both sides of Bellamy Road will be added to this list. The current bid for this is approximately \$36,000.00 which covers both sides of the street.

Ms. Cartabona discussed gym floor re-striping options with the JBC. The two options are to take a credit from PC and have the JBC take ownership for sanding and striping the gym floor or leave the project with PC to finish. In both cases, this would most likely happen no earlier than next summer. The JBC agreed to have the project remain with PC Construction with an expected completion date of next summer.

Mr. Shanahan asked about liquid asphalt cost escalation to which Ms. Cartabona responded there isn't a final figure yet since Daley Drive won't be completed until mid-September. She estimated the number is approximately \$32,000 without Daley Drive. There is \$40,000 allocated for this in the change order log.

- VI. PROPOSAL REQUEST APPROVALS:** Ms. Cartabona stated her concern with parking on the back access road behind the fields. She provided options for trying to restrict parking in that area since it is a fire access road. The JBC agreed that cars parked illegally would be ticketed and towed, and there will be additional striping. The area would be sufficiently marked with this information. The cause of this issue is more parents than students. Ms. Cartabona will obtain pricing for striping the area.



**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 29, 2019
Meeting Time:	4:00 p.m.

- VII. INSTRUCTIONAL SERVICES UPDATE:** Chief Haas stated that they are not where they hoped to be, but the major concerns have been addressed and completed. The goal is to have a signed certificate of occupancy by October 11. Inspectional Services is in the process of updating the list of issues. Ms. Cartabona feels that they are in a good place for electrical, plumbing and mechanical work.

Chief Haas stated that fires lanes are most frustrating issue going forward.

- VIII. PC/HMFH UPDATE:** Mr. Bertolini stated that field work is continuing. The last pieces of sidewalk are being installed, as well as fence fabric for tennis courts. Tennis court fencing posts have been straightened.

Ms. Cartabona updated the JBC on the tennis court paving sequence stating that ultimately, everything turned out well.

All agreed that school opening went more smoothly than last year.

Mr. Carrier asked Mr. Bertolini about the lights in the cosmetology area to which Mr. Bertolini responded that Griffin has stated that they have the replacement parts and are scheduled to be installed as soon as possible. This issue has been discussed for a year, with numerous responses from Griffin Electric that the lights will be corrected shortly. The issue is with Griffin and not PC.

Mr. Carrier stated that he is working aggressively on the dugouts and believes a solution will be found soon. The slabs will be poured within a few days.

Mr. Carrier commented that he had been told that outlets didn't work in the wall separating the Town Square from the mezzanine. It was determined that they have previously worked, and it may be that the breaker is not turned on due to other ongoing work. Ms. Cartabona will look into this.

Benches were discussed and it was noted that the plaques have not been ordered yet. Benches are still able to be moved since they have not been bolted yet.

Wireless is working well, and a password is provided to guests as needed.

The animal science odor was discussed. Dr. Harbron and Mr. Driscoll stated their belief that there is some odor near the mock ambulance training area. Ms. Cartabona commented that she felt there isn't a smell in the classroom area, although there is an odor in the barn area. She will talk with the instructor about it and is optimistic there will be improvement. The ventilation system has been balanced by engineering and may have corrected the problem. Ms. Cartabona will check now that the animals have returned. Warranties will be voided if exhaust fans are installed.

Shelving has been installed in the training room.

Ventilation in the welding area has not changed. Ms. Cartabona will discuss workaround options with the welding teacher and CTC Director. She understands that it's a priority and the design team may need to participate in the conversation. Ms. Stanislaski contacted GGD to look at the issue.



**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 29, 2019
Meeting Time:	4:00 p.m.

Mr. Pemstein commented that the roof top units were almost complete a few weeks ago and there are some parts that aren't functioning properly. Mr. Bertolini added that they were being addressed today and believes the issues are minor.

- IX. COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the report. Final reimbursements from the state have been reviewed and should be received soon. The round pen money is still unknown, and Ms. Simmons will contact the State about potential uses for the funds. She will confirm the balance for the project at the next meeting.
- X. FINANCIAL AND STATUS UPDATE:** Amanda Russell moved, Matt Severson seconded to approve the financial and status update. An oral **VOTE PASSED 4/0**.
- XI. MATTERS OF INTEREST:** The committee reviewed the final rendering of the dedication plaque.
- XII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The next regular meeting is scheduled for Tuesday, September 17 at 4:30 pm at the Superintendent's Conference Room at the McConnell Center. The solar array ribbon cutting ceremony is Thursday, September 19 at 4:00 pm.
- XIII. ADJOURNMENT:** Amanda Russell moved, Matt Severson seconded to adjourn the meeting at 5:21 pm. An oral **VOTE PASSED 4/0**.