



**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:	January 21, 2020
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 Tuesday, January 21, 2020 at 4:10 p.m. in the Superintendent's Office at the McConnell Center. Present were Bob Carrier, Amanda Russell, Dennis Shanahan, and Mark Geuther. Matt Severson arrived at 4:20 p.m. Also present were PC Construction Representative Nick Rouleau, Clerk of the Works Stephanie Cartabona, Business Administrator Libby Simmons, DHS Principal Peter Driscoll, Superintendent Bill Harbron, Facilities Director Mike Brooks, Fire Chief Paul Haas, CTC Director Lisa Danley, HMFH representative Tina Stanislaski.
- II. CITIZEN'S FORUM:** No one addressed the JBC.
- III. APPROVE MEETING MINUTES FROM DECEMBER 3, 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#DHSCTC311 in the amount of \$314.73 to HMFH for professional services through December 31, 2019. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC312 in the amount of \$1,410.00 to R.M.S. Electric, LLC for installation of new pedestal outlets in the cosmetology classroom. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC313 in the amount of \$1,939.40 to Airgas USA, LLC for aluminum suction nozzles with magnetic mounting for heavy smoke for welding program. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC314 in the amount of \$192,949.00 to PC Construction for construction services through December 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 Owner's Change Order 0036 for a credit of \$1,014.00 for an allowance that was carried by PC Construction for additional tasks to be tracked and billed on a time and materials basis. These funds were not spent from that allowance. A roll call **VOTE PASSED 4/0.**
- Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190231.2 in the amount of \$4,461.68. A roll call **VOTE PASSED 4/0.** This was a revision to correct a contract error.
- Mike Ciance from Nobis participated in the conversation on PSS13 via conference call. He clarified the issue for the JBC regarding unanticipated/out-of-scope efforts by Nobis. Additional information



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provided included a detailed breakdown of the time spent by NOBIS to resolve several time-critical issues.

Amanda Russell moved, Dennis Shanahan seconded to approve PSS13 in the amount of \$21,795.76. A roll call **VOTE PASSED 5/0.**

There is no update on the Change Order Log.

- VI. INSPECTIONAL SERVICES UPDATE:** Chief Haas stated that the fire alarms remain the largest issue. They checked every device over the holiday break, and they are awaiting an updated set of as-built plans that accurately shows what devices are installed. Ms. Jalbert will be at the school on Wednesday to make sure area of refuge communication issues have been resolved. Kitchen exhaust fan work has been completed. Fire alarm issues are still critical. It was agreed that work should be completed concurrently with the third-party assessment. This would may make the assessment more of a verification if the as-builts drawings reveal the ability to improve the audibility of the fire alarms in a few locations. All agreed that the third-party assessment is still needed since there are questions.

Ms. Cartabona stated that she believes they are getting closer to resolution and the drawings are most important now.

- VII. CLERK OF THE WORKS:** Ms. Cartabona stated she received the final commissioning report from Horizon. They found there were some open-ended items that Mr. Brooks would most likely need to deal with as the seasons change. Mr. Brooks voiced some valid concerns with how some of the roof top units were responding. All parties met and shared control system programming screen shots. A report was discussed, and it was discovered that there were some programming issues which will be addressed by Trane. Ms. Cartabona asked Trane for the cost to add to a tablet so that Mr. Brooks can access equipment. The plan of action will include Trane addressing and responding to the entire report. The group is meeting again on January 30. All are committed to making progress and finding resolution. Mr. Brooks receives multiple calls on issues.

Ms. Cartabona stated that even though the system has been functioning for three seasons, this is really the first real transitional season to cold weather. Mr. Brooks and Mr. Driscoll commented on the issues of heating the alternative gym and the auditorium and the reason that heating can be inconsistent in these areas.

Mr. Carrier asked about the status of the solar panels to which Mr. Brooks responded that he doesn't deal directly with them, but ReVision resolves any issues that arise.

The solar panel information display is still not in place although Dr. Harbron stated that he sent the links to the person who handles the School District website.

Mr. Brooks stated his belief that Asst. City Manager Chris Parker is working on the display. The screen is already in the possession of the school, but a location to mount the TV has yet to be



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determined. Mr. Brooks and Bob from RMS will be able to install after a location is determined. Mr. Driscoll felt that the wall near the office may be a good location.

Ms. Cartabona will work with Mr. Driscoll on this and contact Mr. Parker for details.

Mr. Carrier asked if roof leaks had all been fixed. Mr. Brooks stated that he believes they have all been fixed. Ms. Cartabona summarized the roof leak history. Mr. Rouleau added that it was difficult to find leaks with all the solar panels covering the roof. Overall, the leaks were minor in nature and did not result in any damage to the school.

Ms. Cartabona confirmed that the hinges were completed, and quotes would be obtained for fencing.

Mr. Geuther asked if the solar panels affected the roof warranty to which Ms. Cartabona responded that ReVision brought manufacturers back for inspection after installation, so the warranty remained intact and continues to be in full force. There also have not been any charges for the repairs.

VIII. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the report stating that there is \$71,845 in contingency and after tonight's approvals, it will decrease to \$51,064. This amount does not include the tennis grant funds. Ms. Simmons will contact Mr. Pemstein to determine if he has a date of delivery of those funds. They will go to the JBC after the School Board approves in February.

Amanda Russell moved, Dennis Shanahan seconded to moved \$7,771.51 from Clerk of the Works funds to contingency. A roll call **VOTE PASSED 5/0.**

There is still \$100,000 in a round pen fund and \$44,000 in FFE. Ms. Danley stated that engineering students will design a model for the pen, and it will be started after the ground thaws and costs are determined.

Mr. Carrier asked Ms. Cartabona if she foresaw any surprises to which she responded that she didn't think so but is still somewhat concerned with the fire alarms.

Mr. Rouleau added that he is getting warranty information together.

Amanda Russell moved, Dennis Shanahan seconded to approval the financial status report. An oral **VOTE PASSED 5/0.**

IX. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS: The next regular meeting will be determined after invoices are received. Fire alarm status will be discussed. Mr. Shanahan requested a more detailed review of the "PC Not Pricing" portion of the change order log at the next meeting.

A requirement of the JBC is that a meeting shall be held monthly.

Mr. Carrier stated that there may be funds available for a "like" project from the Garrison JBC. Ms. Cartabona added that the GES JBC is still reviewing lights for the Shaw's Lane parking lot which would be at an additional cost to the GES project.



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- X. ADJOURNMENT:** Amanda Russell moved, Matt Severson seconded to adjourn the meeting at 5:24 pm. An oral **VOTE PASSED 5/0.**