



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – DOVER HIGH SCHOOL AND REGIONAL CTC MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Council Chambers, City Hall, 288 Central Ave, Dover, NH
Meeting Date:	Wednesday, June 10, 2020
Meeting Time:	4:00 P.M.

IN RESPONSE TO THE COVID-19 CORONAVIRUS, AND IN ACCORDANCE WITH RECOMMENDATIONS BY STATE AND FEDERAL HEALTH OFFICIALS LIMITING PUBLIC GATHERINGS, THE PUBLIC IS ENCOURAGED TO TEMPORARILY ACCESS PUBLIC MEETINGS REMOTELY, INCLUDING CABLE TELEVISION AND ONLINE STREAMING, AND SUBMIT COMMENTS FOR PUBLIC HEARINGS AND CITIZEN'S FORUM IN WRITING BY EMAIL: r.lafleur@dover.k12.nh.us OR POSTAL MAIL ADDRESSED TO: DHS JBC, 61 LOCUST STREET, SUITE 409, DOVER, NH 03820. THE PUBLIC MAY ALSO SUBMIT COMMENTS BY LEAVING A VOICE MESSAGE AT: 516-MEET (6338). PRECAUTIONS IN PUBLIC MEETING ROOMS WILL INCLUDE LIMITING THE NUMBER OF PEOPLE TO 10, THE USE OF OVERFLOW SPACE IF NECESSARY, AND THE REMOTE PARTICIPATION BY SOME BOARD MEMBERS.

1. Call to order and roll call
2. Citizen's Forum
3. Approval of Meeting Minutes from February 18, 2020
4. Manifest Approval
5. Inspectional Services/Certificate of Occupancy Update
6. Clerk of the Works Update
7. Gym Floor Update
8. Dugout Update
9. PC Letter of Recommendation
10. Committee Financial Report
11. Matters of Interest
12. Build next agenda and review action items
13. Adjournment

Citizens, residents of the City of Dover, property owners in the City of Dover, and/or designated representatives of recognized civic organizations or businesses located in the City of Dover and/or residents of sending school districts, are invited to all public meetings and shall be given an opportunity to speak. Time shall be set aside for citizen statements, Citizen's Forum, at all public meetings, unless a vote to the contrary is taken by Joint Building Committee.

Citizens shall identify themselves by name and address for the record; address comments to the presiding officer and the Board as a body and not individual members. Citizen's Forum will ensure citizens have the opportunity to speak to all other items on a meeting agenda and/or matters pertaining to the business of the Joint Building Committee. Statements shall be limited to five (5) minutes unless otherwise extended by the JBC chairperson, with the approval of the Joint Building Committee.

All citizens are permitted to place items on the agenda through written application to the Chair of the Joint Building Committee at least one week prior to the meeting date. Citizen items will require a formal motion and a second by seated members to bring the item to the floor for debate.



**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:	February 18, 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, February 18, 2020 at 4:40 p.m. in the Superintendent's Office at the McConnell Center. Present were Bob Carrier, Amanda Russell, Dennis Shanahan, Matt Severson and Mark Geuther. Sarah Greenshields was excused. Also present were PC Construction Representative Nick Rouleau, Clerk of the Works Stephanie Cartabona, Business Administrator Libby Simmons, Fire Chief Paul Haas and Fosters.
- II. CITIZEN'S FORUM:** No one addressed the JBC.
- III. APPROVE MEETING MINUTES FROM JANUARY 21, 2020:** Amanda Russell moved, Matt Severson seconded to approve the minutes listed above as presented. An oral **VOTE PASSED 5/0.**
- IV. APPROVE MANIFESTS:**
- Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC315 in the amount of \$3,482.54 to R.P. Schifiliti for partial payment for the third-party alarm review. A roll call **VOTE PASSED 5/0.**
- Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC316 in the amount of \$69,416.84 to Creative Office Pavilion for FFE. There will be another invoice for items not yet received. A roll call **VOTE PASSED 5/0.** These items were not in the original scope of the FFE.
- Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC317 in the amount of \$21,795.76 to HMFH Architects for professional services through January 31, 2020 (PSS#13). A roll call **VOTE PASSED 5/0.**
- V. REVIEW AND APPROVE NEW CHANGE ORDER PROPOSALS/LOG:**
- Amanda Russell moved, Matt Severson seconded to approve Owner's Change Order 0038 for a credit of \$2,028.00 for change orders approved at the last meeting. A roll call **VOTE PASSED 5/0.**
- Ms. Cartabona stated that she does not have an update to the change log at this time. She noted that she is not ready to bid out some of the items while the fire alarm solutions are still pending and added that administrators would determine priorities on the list. Ms. Cartabona will have fence bids put together soon so that the job is ready to start after school is out for the summer.
- VI. INSPECTIONAL SERVICES UPDATE:** Chief Haas updated the JBC on the fire alarm process stating they received a reply from the design team recently and are just starting to review the information and identify areas where his team needs to concentrate. The team has started the review of as-built vs design drawings. They will be reviewed with Mr. Schifiliti and will work as a team. Ms. Cartabona provided more detail on the issue with the alarms, which is in limited areas of the school. Modifications will most likely need to occur.
- VII. CLERK OF THE WORKS:** Ms. Cartabona stated that they met with Trane on site with engineers to discuss roof top units and the status of their performance. A follow up meeting determined that



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programming needs adjustments. Trane has been on site and will be onsite for two additional meetings. GGD is appreciative that they can view issues remotely. She stated that the punch list is in good shape. Trane work that is currently occurring is covered by warranty.

Ms. Cartabona has not heard anything further about the ventilation issue in the animal science building. She believes there is improvement since she hasn't heard from the instructor.

The welding teacher has permission to purchase the diamond plate, but they haven't been purchased yet. The adaptors and oversight of students has received a great response.

The paint spray booth has been accepted by inspectional services.

Ms. Cartabona met with Ms. Danley and the Building Trades teacher about completing the dugouts and she asked that one of the dugouts be completed by the end of the school year to determine if completion of another one would be feasible by next fall. She will have a per dugout price for the next JBC meeting. The JBC should know by June if this option will work for both dugouts.

Mr. Shanahan asked about rainwater infiltration to which Ms. Cartabona responded that all is dry.

- VIII. COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the report stating that the \$50,000 tennis rebate is now included in the report. The change order log summary balance is \$108,830. A local firm will review design plan (completed in the classroom) for the round pen and a building permit will be requested. Mr. Geuther questioned the potential location for the round pen.

Mr. Severson questioned the ongoing traffic study for 108 and his hesitation to have multiple roundabouts.

IX. FINANCIAL STATUS UPDATE:

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

- X. MATTERS OF INTEREST:** Ms. Simmons stated that she has accepted a position with the City of Dover and leaving the School District. The committee stated their appreciation for her hard work on the project.

- XI. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The date of the next regular meeting will be determined later when needed.

- XII. ADJOURNMENT:** Matt Severson moved, Amanda Russell seconded to adjourn the meeting at 5:15 pm. An oral **VOTE PASSED 5/0.**

MAN. NO. CIPM#DHSCTC318		VENDOR VOUCHER MANIFEST			
DATE: 5/26/2020		SCHOOL DISTRICT SAU #11			
1. DATE	2. PAYEE NAME AND ADDRESS	3. FINANCE PO NO:	4. AMOUNT EXPENDED	5. AMOUNT OF CHECK	6. PROJECT NAME
1. 5/26/2020	R.M.S. Electric 15 Stephen James Rd Barrington, NH 03825				DHS/CTC Fac. Improv. FY: 2016
	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>		COMPLETE	\$ 1,493.28	10924
				\$ 1,493.28	
2. 5/26/2020	R.M.S. Electric 15 Stephen James Rd Barrington, NH 03825				DHS/CTC Fac. Improv. FY: 2016
	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>		COMPLETE	\$ 302.49	10925
				\$ 302.49	
Invoices #10924/10925, Installation of electrical cord reels, unistrut system above ceiling, outlets, existing equipment in culinary arts. Installation of 208V outlet for new bandsaw, install fuses and circuit breaker in woodshop. invoice reviewed by M. Brooks					
TOTALS				\$1,795.77	

TO THE TREASURER; PAYMENTS AUTHORIZED AND ORDERED
TO THE PERSONS LISTED ABOVE FOR THE SUMS INDICATED
IN COLUMN 5. AMOUNT OF CHECK AMOUNTING IN THE
AGGREGATE TO:

1,795.77

Superintendent of Schools or Business Administrator

Date

Robert Carrier, Deputy Mayor, JBC Chair

Date

R.M.S. Electric LLC

Mike Brooks

15 STEPHEN JAMES ROAD
BARRINGTON, NEW HAMPSHIRE 03825

(603) 664-2538

BILLING INVOICE

DATE: 4/3/20

INVOICE NUMBER: 10924

Customer:	Dover School Department McConnell Center 61 Locust Street, Suite 409 Dover, NH 03820	Job name/Location:	Dover High School (New) 25 Alumni Drive Dover, NH 03820
Phone:	603-516-6962	Phone:	603-516-6900

Terms: UPON RECEIPT

Description of Work

CULINARY ARTS

3/25/20 thru 3/27/20 Install (2) electrical cord reels on ceiling. Install unistrut system above ceiling, install (2) 20a GFI outlets next to cord reels. Remove existing equipment.

Work ordered by: Mike Brooks		Date completed: 3/27/2020		DUE BY: UPON RECEIPT	
				Tax:	\$0.00
				Total: ---->	\$1,493.28

R.M.S. Electric LLC

Mike Brooks

15 STEPHEN JAMES ROAD
BARRINGTON, NEW HAMPSHIRE 03825

(603) 664-2538

BILLING INVOICE

DATE: 4/3/20

INVOICE NUMBER: 10925

Customer:

Dover School Department
McConnell Center
61 Locust Street, Suite 409
Dover, NH 03820

Job name/Location:

Dover High School (New)
25 Alumni Drive
Dover, NH 03820

Phone:

603-516-6962

Phone:

603-516-6900

Terms: UPON RECEIPT

Description of Work

WOODSHOP BANDSAW

3/25/20 Install (1) 208V outlet for new bandsaw. Install fuses and circuit breaker.

DUE BY: UPON RECEIPT

Work ordered by:

Mike Brooks

Date completed:

3/25/2020

Tax:

\$0.00

Total: ----->

\$302.49

MAN. NO. CIPM#DHSCTC319DATE: 5/26/2020

VENDOR VOUCHER MANIFEST

SCHOOL DISTRICT SAU #11

1. DATE	2. PAYEE NAME AND ADDRESS	3. FINANCE PO NO:	4. AMOUNT EXPENDED	5. AMOUNT OF CHECK	6. PROJECT NAME
1. 5/26/2020	Creative Office Pavillion 15 Franklin St. Portland, ME 04101				
	<u>4016.1.600.46900.4725.07101.16.000.000.700</u>	201909946	COMPLETE	\$ 3,920.00	DHS/CTC Fac. Improv. FY: 2016
				\$ 3,920.00	143885
Invoice #143885 FFE-remaining balance for furniture that had not been received with other items.					
invoice reviewed by M. Brooks-furniture received					
TOTALS				\$3,920.00	

TO THE TREASURER; PAYMENTS AUTHORIZED AND ORDERED
TO THE PERSONS LISTED ABOVE FOR THE SUMS INDICATED
IN COLUMN 5. AMOUNT OF CHECK AMOUNTING IN THE
AGGREGATE TO:

3,920.00

*Superintendent of Schools or Business Administrator**Date*

*Robert Carrier, Deputy Mayor, JBC Chair**Date*

Purchase Order

Dover School District - SAU #11
61 Locust Street
McConnell Center Suite 409
Dover NH 03820

No. 201909946

All PO's expire 6-30-20

Send 2 copies of invoices

PO # must be on all documents

PO NOT VALID WITHOUT SUPERINTENDENT
OR

Mail invoices to above address

MSDS must accompany all products

BUSINESS ADMINISTRATOR'S SIGNATURE

P.O. Date: 07/04/2019

Questions ? Accounts Payable (603) 516-6800

Ext:

Account:

P.O. Issued To :

Ship To:

CREATIVE OFFICE PAVILION
15 FRANKLIN STREET
PORTLAND ME 04101

Dover High School
Attn: Driscoll Peter
25 Alumni Drive
Dover NH 03820
(603) 516-6900

Contact:

Location: S High School

Phone:

Fax:

Project: Undesignated

Req# 1910567

Reference:

Date Required: 07/19/2019

Award Number:

Line	Qty	Unit	Part#	Description	Account Number	Unit Price	Extended	Tax	Freight
1	51685.84	EA		FFE for DHS per Award No. HS-11-COP	4016.1.600.46900.4725.07101.16.000.000.700 Building Improvements	1.00	51,685.84	0.00	0.00

Approval Log

Approved By

Date

Notes

APPROVAL SIGNATURES:

Sub-Total: 51,685.84

Freight: 0.00

Tax: 0.00

Total Amount: 51,685.84

NOTES:

Order Via:

Mail

FILE COPY

Thursday, April 9, 2020

Page

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INVOICE

Invoice Number	143885
Invoice Date	01/15/2020
Sales Order No	101833
Customer Account	DOVER SCHOOL
Salesperson	Jay Nelson
Payment Due Date	01/25/2020
Terms	NET 10
Page	1 of 7

B I L L T O	Dover School District 61 Locust St Dover, NH 03820 ATTN: Purchasing 603-516-6800
Customer PO No: 201909946	

T O	Dover Regional High School 25 Alumni Rd Dover, NH 03820 ATTN: Peter Driscoll 603-516-6900
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Line	Quantity	Catalog Number/Description	Unit Price	Extended Amount
2	1.00	Great Openings GKM5212--0666- 52.5" Wide Partial Modesty Panel TAG for Line Item: Tag TG: ANurse-A	0.00	0.00
3	1.00	Great Openings GKM4012--0666 40.5" Wide Partial Modesty Panel - For 42" return TAG for Line Item: Tag TG: ANurse-A	0.00	0.00
4	1.00	Great Openings MPBH01K--0666 Partial-Height Offset Bracket-Package of 1 For 42" return TAG for Line Item: Tag TG: ANurse-A	0.00	0.00
5	2.00	Great Openings GKM5212--0666 52.5" Wide Partial Modesty Panel - for 72"w D Peninsula TAG for Line Item: Tag TG: 04.DR.7296U-A	375.52	751.04
6	2.00	Great Openings GKM4312--0666 43" Wide Partial Height Modesty Panel for 42"w bridge TAG for Line Item: Tag TG: 04.DR.7296U-B	0.00	0.00
7	2.00	Great Openings MPBH01K--0666 Partial-Height Offset Bracket-Package of 1 for 42"w bridge TAG for Line Item: Tag TG: 04.DR.7296U-C	0.00	0.00
8	2.00	Great Openings GKM6812--0666 68" Wide Partial Modesty Panel for 72" Desk Shell TAG for Line Item: Tag TG: 04.DR.7296U-D	0.00	0.00
9	2.00	Great Openings GOL3001--0666 29" Panel Leg - Package of 1 for 72" Desk Shell TAG for Line Item: Tag TG: 04.DR.7296U-E	0.00	0.00
10	11.00	Great Openings GKM6212--0666 62" Wide Partial Modesty Panel for - 72"Side Extended Corner TAG for Line Item: Tag TG: 04.DR.7272AE-A	375.52	4,130.72

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Invoice Number	143885
Invoice Date	01/15/2020
Sales Order No	101833
Customer Account	DOVER SCHOOL
Salesperson	Joy Nelson
Payment Due Date	01/25/2020
Terms	NET 10
Page	2 of 7

Line	Quantity	Catalog Number/Description	Unit Price	Extended Amount
11	11.00	Great Openings GKM3812--0666 38" Wide Partial Modesty Panel for 42"Side Extended Corner TAG for Line Item: Tag TG: 04.DR.7272AE-B	0.00	0.00
12	11.00	Great Openings GKM2212 22.5"w Partial Modesty Panel for - 24"return TAG for Line Item: Tag TG: 04.DR.7272AE-C	0.00	0.00
13	11.00	Great Openings MPBH01K--0666 Partial-Height Offset Bracket-Package of 1 for- 24"return TAG for Line Item: Tag TG: 04.DR.7272AE-D	0.00	0.00
14	4.00	Great Openings GKM6212--0666 62" Wide Partial Modesty Panel for 72"Side Extended Corner TAG for Line Item: Tag TG: 04.DR.7272MJ-A	375.52	1,502.08
15	4.00	Great Openings GOL3001--0666 29" Panel Leg - Package of 1 for 72"Side Extended Corner TAG for Line Item: Tag TG: 04.DR.7272MJ-B	0.00	0.00
16	4.00	Great Openings GKM3812--0666 38" Wide Partial Modesty Panel for 48"Side Extended Corner TAG for Line Item: Tag TG: 04.DR.7272MJ-C	0.00	0.00
17	4.00	Great Openings GKM2212 22.5"w Partial Modesty Panel for 24"w return TAG for Line Item: Tag TG: 04.DR.7272MJ-D	0.00	0.00
18	4.00	Great Openings MPBH01K--0666 Partial-Height Offset Bracket-Package of 1 for 24"w return TAG for Line Item: Tag TG: 04.DR.7272MJ-E	0.00	0.00
19	1.00	Sit On It 5622YB1.A92--MC2-FABRIC--FG2-BOBBY-ANCHOR-Z2--B0-C15-- Focus, Midback, Mesh Back, Enhanced Synchro Tilt Cntrl, A92 Adjustable Arms TAG for Line Item: Tag TG: 03.CO.MB01.ADD	324.00	324.00
20	5.00	Sit On It 973B.USA122--FG4--TOR-SC8-FC2-C15-- Inflex, Upholstered Seat, Task, A122 Arm TAG for Line Item: Tag TG: 03.CT.0001.ADD	283.00	1,415.00
21	2.00	Great Openings CC2448P--0666-8826-58 NEUTRAL TWILL 24x48x29H Corner- Curved Edge-Partial Modesty	1,455.00	2,910.00

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Page	3 of 7

Line	Quantity	Catalog Number/Description	Unit Price	Extended Amount
		TAG for Line Item: Tag TG: 04.DO.7884A		
22	2.00	Great Openings RT2436P--0666-8826-58 NEUTRAL TWILL 36Wx24Dx29H-Partial Modesty-Return Left Handed TAG for Line Item: Tag TG: 04.DO.7884B	0.00	0.00
23	2.00	Great Openings RT2430P--0666-8826-58 NEUTRAL TWILL 30Wx24Dx29H-Partial Modesty-Return Left Handed TAG for Line Item: Tag TG: 04.DO.7884C	0.00	0.00
24	2.00	Great Openings EL-3011--0666-A Work Surface Supporting, B/B/F, 27-3/4Hx21-7/8Dx15-1/4W TAG for Line Item: Tag TG: 04.DO.7884D	0.00	0.00
25	2.00	Great Openings EL-3009--0666-A Work Surface Supporting, F/F, 27-3/4Hx21-7/8Dx15-1/4W TAG for Line Item: Tag TG: 04.DO.7884E	0.00	0.00
26	2.00	Great Openings GCV0004--0666 Panel Leg Cover with Grommets, Package of 4 TAG for Line Item: Tag TG: 04.DO.7884F	0.00	0.00
28	3.00	Great Openings MOD5411P--0666 Perf Pattern Floating Mod Panel 54"Wx11"Hx2"D For 66" WS TAG for Line Item: Tag TG: 04.DT.2454A	0.00	0.00
29	1.00	Great Openings PD3072P--8826-58 NEUTRAL TWILL-0666 30x72x30x29H "D" Peninsula-Partial Modesty TAG for Line Item: Tag TG: 04.DR.7296U-A	1,239.00	1,239.00
30	1.00	Great Openings BR2442P--8826-58 NEUTRAL TWILL 42Wx24Dx29H-Partial Modesty Bridge TAG for Line Item: Tag TG: 04.DR.7296U-B	0.00	0.00
31	1.00	Great Openings DK2472P--8826-58 NEUTRAL TWILL-0666 72Wx24Dx29H-Partial Modesty-Desk Shell TAG for Line Item: Tag TG: 04.DR.7296U-C	0.00	0.00
32	1.00	Great Openings GCN0004--0666 Panel Leg Cover without Grommets, Package of 4 TAG for Line Item: Tag TG: 04.DR.7296U-D	0.00	0.00
33	1.00	Great Openings EL-3011--0666-A Work Surface Supporting, B/B/F, 27-3/4Hx21-7/8Dx15-1/4W	0.00	0.00

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Page	4 of 7

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		TAG for Line Item: Tag TG: 04.DR.7296U-E		
34	1.00	Great Openings EL-3009--0666-A Work Surface Supporting, F/F, 27-3/4Hx21-7/8Dx15-1/4W TAG for Line Item: Tag TG: 04.DR.7296U-F	0.00	0.00
35	3.00	Great Openings EL-2011--0666-A Mobile, B/B/F, 26-7/8Hx18-7/8Dx15-1/4W TAG for Line Item: Tag TG: 04.DT.2454-B	0.00	0.00
37	6.00	Great Openings GBS3628--0666 36Wx13-3/8Dx27-3/4H 2-High Square Bookcase-1 Adjustable Shelf TAG for Line Item: Tag TG: 05.BK.0236	219.00	1,314.00
38	1.00	Great Openings GBS3666--0666 36Wx13-3/8Dx65-7/8H 5-High Square Bookcase-4 Adjustable Shelves TAG for Line Item: Tag TG: 05.BK.0536	325.00	325.00
39	3.00	Great Openings RG-C401--0666-A Trace Lat File, 2 Drw, 36Wx18-1/4Dx28-3/8H TAG for Line Item: Tag TG: 05.FL.0236	319.00	957.00
40	4.00	Great Openings RG-D103--0666-A Trace Lat File, 4 Drw, 36Wx18-1/4Dx51-3/8H TAG for Line Item: Tag TG: 05.FL.0436	639.00	2,556.00
41	3.00	Great Openings RG-D404--0666-A Trace Lat File, 5 Drw, 36Wx18-1/4Dx65-7/8H top flipper door stows over-the-top revealing roll out shelf TAG for Line Item: Tag TG: 05.FL.0536	609.00	1,827.00
42	8.00	Great Openings EL-2009--0666-A Mobile, F/F, 26-7/8H x 18-7/8D x 15-1/4W TAG for Line Item: Tag TG: 05.FP.FF18	153.00	1,224.00
43	5.00	Great Openings RG-C702--0666-A Trace Lat File, 3 Drw, 36Wx18-1/4Dx39-7/8H TAG for Line Item: Tag TG: 05.FL.0336	412.00	2,060.00
44	2.00	Great Openings GBS3652--0666 36Wx13-3/8Dx51-3/8H 4-High Square Bookcase-3 Adjustable Shelves TAG for Line Item: Tag TG: 05.BK.0436	269.00	538.00

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Salesperson	Joy Nelson
Payment Due Date	01/25/2020
Terms	NET 10
Page	5 of 7

Line	Quantity	Catalog Number/Description	Unit Price	Extended Amount
45	2.00	Great Openings CG-46F3--A-0666 36Wx18-1/4Dx77-3/8H Double Door Storage Cabinet (5 Adjustable Shelves) TAG for Line Item: Tag TG: 05.SC.3666	590.00	1,180.00
46	1.00	Phoenix Benchline PRODUCT--- 30x60 Wheel Barrel 34"H Table, w/2 Casters, Lower H-Frame TAG for Line Item: Tag TG: 06.TA30PH-ADD	960.00	960.00
47	4.00	Phoenix Benchline PRODUCT--- 30x60 Art Lower H-Frame Table TAG for Line Item: Tag TG: 06.TA.36LH-ADD	563.00	2,252.00
48	1.00	Screenflex FSL607-- Display Partition, 7 Panels TAG for Line Item: Tag TG: 09.AR.DP01-ADD	1,245.00	1,245.00
49	1.00	COP Freight FREIGHT ScreenFlex	0.00	0.00
50	1.00	Material Installations NH INSTALLATION Installation Per Sales Instruction TAG for Line Item: Tag TG: 09.MS.0014-ADD	8,210.00	8,210.00
51	3.00	Surfaceworks FDC.R.CUST.EB----- Freedom Training C-Leg Fixed Rectangle 24x54 Table TAG for Line Item: Tag TG: 04.DT.2454-ADD	649.00	1,947.00
52	1.00	Surfaceworks TTE.R.3660.EB---- Elements Rectangular 36x60 Table Table TAG for Line Item: Tag TG: 04.TB.3660-ADD	319.00	319.00
53	1.00	Surfaceworks TTE.R.3672.EB---- Elements Rectangular 36x72 Table TAG for Line Item: Tag TG: 04.TB.3672-ADD	339.00	339.00
54	1.00	Surfaceworks TT2A.S.CUST.EBR---- Ashby 24X24X18 Table TAG for Line Item: Tag TG: 04.TL.2424-Add	386.00	386.00
55	4.00	Surfaceworks ACBF.D.54.WD1---- Behemoth Fixed height Table TAG for Line Item: Tag TG: 06.LT.0054-ADD	835.00	3,340.00
56	16.00		116.00	1,856.00

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Invoice Date	01/15/2020
Sales Order No	101833
Customer Account	DOVER SCHOOL
Salesperson	Joy Nelson
Payment Due Date	01/25/2020
Terms	NET 10
Page	6 of 7

Line	Quantity	Catalog Number/Description	Unit Price	Extended Amount
		VS America 31400--- PantoSwing LuPo Chair 18"SH TAG for Line Item: Tag TG: 01.CH.VS18		
57	4.00	VS America 2409--- Uno-M Single Student, Desk w/2 Hooks TAG for Line Item: Tag TG: 01.DK.3025	168.00	672.00
58	10.00	VS America 2409--- Uno-M Single Student, Desk w/2 Hooks TAG for Line Item: Tag TG: 01.DK.6023	225.00	2,250.00
59	10.00	VS America 3428--- LuPo Student Stool w/Back TAG for Line Item: Tag TG: 01.SF.VS01	167.00	1,670.00
60	5.00	VS America 2405--- Uno-M Steel Table 130x50cm TAG for Line Item: Tag TG: 01.DK.5122	208.00	1,040.00
61	1.00	VS America 1008 S--- EuroLine 182cm x91cm (72"x36") TAG for Line Item: Tag TG: 04.TB.3672	519.00	519.00
62	1.00	COP Freight FREIGHT Phoenix	0.00	0.00
63	1.00	Sit On It MISC Tariff Surcharge	0.00	0.00

Sub-Total : \$51,257.84

Paid : \$47,337.84

Balance Due: \$3,920.00

CREATIVE OFFICE PAVILION
One Design Center Place
Suite 734
Boston, MA 02210
Phone 617-956-4100
Fax 617-426-6541
www.creativeofficepavilion.com

INVOICE

Invoice Number	143885
Invoice Date	01/15/2020
Sales Order No	101833
Customer Account	DOVER SCHOOL
Salesperson	Joy Nelson
Payment Due Date	01/25/2020
Terms	NET 10
Page	7 of 7

REMIT TO:

Creative Office Pavilion
One Design Center Place
Suite 734
Boston, MA 02210
Contact ar@cop-inc.com to inquire about ACH or wire payments.

For any questions regarding this order, please contact your Customer Care Rep:
Ayana Price at 617-348-3230 (ayana.price@cop-inc.com).

DHS & CTC

Building discrepancies plan to final approval

Green font identifies what is understood to be District related item

Revised 10/29/19, 5/29/20, 6/5/20

This list includes is a separate list of items for Building, Fire, Electrical and Plumbing Inspectors.

- 1) Accessibility report shall be received, reviewed and approved. Provide accessibility certification for accessibility for DHS and Animal Science campus for Phase II. Open 5/29/20.
- 2) Commissioning of all HVAC/VAV equipment, receive, review and approve reports. General Systems and Materials commissioning. Provide required scope of work for RTU controls. Meeting on Dec. 3 w/ HFMH, PC Siemens etc. Review final balancing reports for the campus. Indoor ambient temperatures vary throughout the structure.
- 3) School to provide crowd management plans and documentation. DHS- 5/1/19 Stephanie, Driscoll 8/6/19. Open 10/29/19 DHS. RJ working w/ Waldron. 5/29/20 Waldron gave to Cathy.

CTC

- 4) Clarify the design plans for welding sink or determine if this remains part of project 1/30/19 design. 10/29/19 unknown.
- 5) The temperature of the paint booth appears to be cold. The decrease in ambient temperature appears to be directly related to the exterior temperature. Also occurs in wash bay. 1/30/19- design. 10/29/19, 6/5/20 status unknown.
- 6) Barn Missing AED. Has not been there from the start. Must be installed or covered ASAP

Dover High School Electrical list of discrepancies

Revised 9/6/19, 5/29/20

- 1) Fish tank room needs GFCI (IN HOUSE ISSUE) gone for summer 2019. Remains open 5/29/20
- 2) Building lighting control system is not functioning throughout. 4/26/19 move to WJGE-PC- Ianello walk- need input from DHS. Unknown 5/29/20.
- 3) The issue with the ceiling recessed lighting dog run remains unresolved and only addressed to the point the Responsible charge has indicated the luminaire manufacturer agrees the trims are not made for the installed surface. Remains open 5/29/20.
- 4) During the failure of the medium voltage switch it was noticed the disconnect signage was not permanently installed as the temporary signage was gone. Open 4/10/20.
- 5) A means to install temporary cable to the Storm switch of generator shall be determined. Open 5/29/20.

Dover High School Plumbing/Mechanical list of discrepancies

Revision date: 9/6/19

- 1) Chemical systems are being installed (outside contractor) providing a shut off after the vacuum breaker creating a cross connection. 2009 IPC Section 608 **Protection of Potable water supply**. The chemical systems cannot be installed in this fashion. Mike Brooks removed these and spoke to outside contractor about not installing additional. (devices will not function without the shut off, shut offs were being removed), (submittal of new design required by installing company and engineer). (No re-insp. requested) (2-11-19 not corrected) **Re-connected incorrectly without inspection (2-11-19) (3-6-19 not corrected) (5-30-19, not corrected) (8-6-19 not corrected, not confirmed no re-insp. request) Open 9/6/19

- 2) Flexible duct used in a concealed area above the ceiling for dryer venting, it must be solid until below ceiling grid. 2009 IMC 504.6.3 **Transition ducts**. NETA will have this corrected by the end of the day 8.17.18 (I will re-insp., ceiling to be removed and a ladder available) (Confirmed) (2-11-19)
- 3) ~~Acid vents through the roof are not protected from UV according to the Manufacturer's installation instructions. The piping has been exposed and the color of the piping is fading. Please contact the Manufacturer for instructions. (No insp. requests.)~~ (2-11-19 corrected) Coated black. (8-6-19, still require labeling)

Dover High School Fire and Life Safety list of discrepancies

Revised 9/6/19, 10/29/19, 4/21/20, 6/5/20

- 1) Fire alarm must be resolved. Some items-Increase dB Salon or add relay for equipment shut down, welding, building trades, wood shop, engineering. 15 dB for 60 sec. in corridors add intelligibility, two overloaded circuits, EVAC or Mass Notification. Some re installed devices do not appear to be reinstalled correctly. Autobody storage, smoke detector not secure. Open 6/5/20.
- 2) Dust evacuation system not reviewed or approved and then system to be completed. Partially completed DHS to develop policy. Provide safety protocol for system. Open 10/29/19. System is out of commission a lot. Incomplete 4/21/20
- 3) 207 C penetrations throughout wall. Rm 257 open floor penetrations
- 4) Label the kitchen suppression pulls, culinary kitchen label pull with hood 1 and hood 2
- 5) Bags on sprinklers of spray booth need to be changed when filters are changed. This needs to be included in the O and M Manual. DHS to provide plan. Open 10/29/19 DHS
- 6) ~~Table and chairs when set up impede egress in cafeteria.~~ Designer to provide DHS with required egress widths 8/6/19. Unknown 10/29/19. Place of Assembly Permits for in school and after hour uses. 10/29/19 Open DHS
- 6) Provide crowd manager training and documentation-who performs crowd management during non-school event. DHS 8/6/19, Open 10/29/19, open 4/21/20.
- 7) Battery backup for phone lines was not 90 minutes
- 8) Data penetrations where noted through floors in various data closets.
- 9) ~~There appears to be an item missing regarding emergency protocol during a medical emergency. Please provide information for the emergency plan to cover this aspect of the emergency plan. Please provide gas shutoff protocols for labs and location of keys.~~
- 10) Door mag pulling out of wall at door 108- 4/21/20
- 11) Several area of refuge communication systems were not functioning. Party line for all AOR
- 12) 211 Electrical room-no permanent sign
- 13) In boys bathroom missing escutcheon @253 horn/strobe not secure
- 14) Fire door at 241 door mag is pulling out of the wall and horn/strobe is not secure
- 15) Horn/strobe by bathroom at 248D missing screw and in girls bathrooms
- 16) Chem 231/232 broken electrical panel cover
- 17) Fire doors at guidance do not close and latch
- 18) 109B Terminate unused fire alarm wires in junction box
- 19) Dedicated electrical room outside admin suite-fix smoke penetrations
- 20) Horn/Strobe at guidance not secure in hallway
- 21) Boys bathroom @124A, horn/strobe not secure and sprinkler head may have been leaking
- 22) 140B opening in smoke barrier
- 23) Cy03 door damaged at the top
- 24) Culinary Kitchen cafe has exit into kitchen, cannot exit through kitchen
- 25) Rm 12 painted sprinkler escutcheon
- 26) By electrical 230E escutcheon painted

27) From Inspection of 11/5/2019

Dust collection not functioning

Kiln hood installed, appears to be a sprinkler obstruction



Stove top and hood installed in special education suite 116 Stove top with no safety controls



Second exit from marketing classroom is locked. Exit goes into school store



Broken pull station at door A-06



MDF room has penetrations questions and boxes

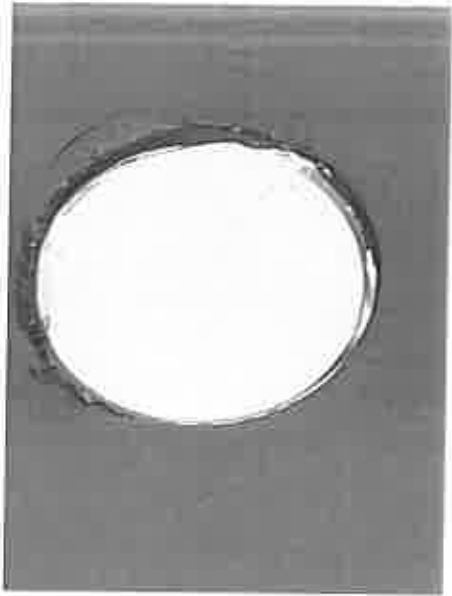


Dust collection system not in service due to trouble 1 and 4



Trainers office, light not secure in ceiling grid. Maybe missing parts





Rm 12 painted sprinkler escutcheon
By electrical 230E escutcheon painted

DHS items to finalize

- 1) Bags on sprinklers of spray booth need to be changed when filters are changed. This needs to be included in the O and M Manual. DHS to provide plan. Open 10/29/19 DHS.
- 2) Dust evacuation system not reviewed or approved and then system to be completed. Partially completed DHS to develop policy. Open 10/29/19. System is out of commission a lot. Incomplete 4/21/20.
- 3) Barn Missing AED. Has not been there from the start of school.
- 4) ~~Building lighting control system is not functioning throughout.~~ 4/26/19 move to WJGE-PC- Ianello walk- need input from DHS. Open 10/29/19 need update DHS. 5/29/20 DHS to inform.
- 5) School to provide crowd management plans and documentation. DHS- 5/1/19 Stephanie Driscoll 8/6/19. Open 10/29/19 DHS. RJ working w/ Waldron 5/29/20. Provide crowd manager training and documentation-who performs crowd management during non-school event. DHS 8/6/19, Open 10/29/19, open 4/21/20.
- 6) Fish Room - Fish tank in classroom needs GFCI (IN HOUSE ISSUE) gone for summer 2019. Remains open 5/29/20.
- 7) ~~Table and chairs when set up impede egress in cafeteria.~~ Designer to provide DHS with required egress widths 8/6/19. Unknown 10/29/19.
- 8) Provide crowd manager training and documentation-who performs crowd management during non-school event. DHS 8/6/19, Open 10/29/19, open 4/21/20.
- 9) There appears to be an item missing regarding emergency protocol during a medical emergency. Please provide information for the emergency plan to cover this aspect of the emergency plan. Please provide gas shutoff protocols for labs and location of keys.
- 10) Second exit from marketing classroom is locked. Exit goes into school store



- 11) Kiln hood installed, appears to be a sprinkler obstruction



12) Stove top and hood installed in special education suite

