



**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.**