

TO: MEMBERS OF THE JOINT BUILDING COMMITTEE:
Co-Chairs: School Board Chairman Kent LaPage
City Councilor Joanne Grasso
City Council Members: Laura Pantelakos and Thomas Ferrini
School Board Members: John Lyons and Ann Walker
Citizen Member: Robert Iafolla
Ex Officio: W. Peter Torrey, Business Administrator
Also: John Bohenko, City Manager
David Holden, City Planning Department

FROM: W. Peter Torrey, Clerk for the Committee

DATE: August 25, 2004

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the PHS Conference Room on August 25, 2004 at 7:45 a.m. Attending were: City Council members: Co-Chair Grasso, City Councilors Laura Pantelakos and Thomas Ferrini; School Board members: Co-Chair LaPage and Ann Walker; Robert Iafolla and School Business Administrator W. Peter Torrey. Absent: School Board member John Lyons.

Bill DiBartolomeo, Clerk of the Works; Wes Bonney, Team Design; Wayne Blais, Hutter Construction and Assistant City Attorney, Suzanne Woodland.

1. Meeting Call to Order and Roll Call

Co-Chair LaPage called the meeting to order at 7:50 a.m.

2. Approval of Minutes

Motion: Co-Chair LaPage called for a motion to approve the minutes from the meeting of July 28, 2004. Co-Chair Grasso approved after an amendment to the minutes to state that she called the meeting to order as Co-Chair LaPage was absence. Mrs. Walker seconded. The motion was unanimously voted.

3. Correspondence

Mr. Torrey stated that *Certificate of Occupancy* was received for the weight training room and the electrical lab. He further stated that the Career Tech Center has received a building permit.

4. PHS – Project Status Report

Mr. DiBartolomeo reported on the status of the PHS construction and renovations:

1. Site work – Water line relocation is completed.
Demolition is 99% completed.
Paving for the access road and parking areas to start today.
2. Gym exterior is complete. Face brick at Unit C (existing two-story building) underway.
Window installation is 95% completed.
3. Interior metal studs for partitions are 95% completed in Unit C. Sheetrock is being hung.

4. Dining room/kitchen – ceramic tile work is 99% completed in dining area. Flooring is being installed in kitchen area. Wire for suspension ceiling is being installed.
5. Punch list items being completed – Water facets in chemistry area almost completed. Art rooms are completed. Installed sound gaskets on band/chorus doors - not 100% soundproof, but should help the situation. Spread loam on the bear spots, reseeded, dead trees and shrubs being replaced.

Mr. Torrey reported that juniper shrubbery will be planted to replace the washout areas where it is difficult to grow grass and too steep for lawn mowing. Mr. LaPage stated that there is a washout area near the athletic building. Mr. Torrey stated that this area is to be reloaded and reseeded with fencing to redefine the perimeter. It was suggested that crushed stones or the use of a ground cover to absorb the water, or curbing to divert the water could help the situation. Mr. Iafolia stated that the access road near the athletic building and the catch basin (and beyond) needed to be looked at for possible re-grading. He suggested possibly a drainage bench in the pavement with a gray cover would help the situation. Mr. Torrey stated that the catch basin would need to be cleaned out and re-graded.

Mr. Iafolia questioned when the cafeteria and kitchen areas would be completed. Mr. Blais stated that the dining room area is expected to be turned over for the first day of school. The kitchen and furnishings for the cafeteria would not be completed until sometime the beginning of November. Mr. Blais further stated that the trailers would all be moved out on August 26, 2004.

5. Old Business

Tech Center Update - Mr. Bonney stated that they have been meeting with Hutter weekly working on the Career Center budget. Mr. Bonney deferred to Mr. Blais from Hutter to present the budget and the *Guaranteed Maximum Price* (GMP). He further reported that he had a meeting with the local code officer to review egress issues, exit signage and clearly visible paths for exiting the school. Mr. Bonney further stated that he would bring to the construction meeting a plan to add additional doors to the band/chorus area to further provide soundproofing.

Tech Center Budget – Mr. Blais stated that the Career Tech Center budget has been reviewed in order to assess that there is no duplication of the original design. He also stated that he has reviewed bids with the sub-contractors thoroughly to maximize the use (and reuse) of materials that have already been purchased for the high school project. The GMP for the Career Tech Center is \$3,844,588. This figure is for additional work beyond the scope of the original high school project where there were renovations to the Career Tech Center prior to State funding for a new Regional Career Tech Center. Mr. Torrey further explained that Hutter had reported that the initial construction cost overage estimates were at approximately \$380,000. After a thorough review by Hutter, this amount was reduced to a little over \$100,000. Mr. Torrey explained that this amount would be covered by using funds from the furniture, fixtures, and equipment budget (FF & E). Mr. Torrey explained to the JBC that \$137,317 would be taken out of the FF & E budget; moving \$102,317 to the construction line item and \$35,000 into the owners contingency. To ensure the construction of the center FF

& E items such as TV production equipment and furnishings are put on *hold* until this program can be fully developed.

Mr. Torrey presented a budget summary combining both the high school project and the Career Tech Center project. Mr. Torrey explained that the combined budget totals \$40,500,000 (\$36 million bond project plus \$4.5 million State funded). There will be no additional impact to the taxpayers of Portsmouth as the State grant is for \$4.5 million with a \$1.5 million local match, which has already been spent on renovations to the Career Tech Center in the \$36 million bond project.

Motion: Co-Chair called for a motion that the JBC accept \$3,844,588 as the GMP price from Hutter Construction for the Career Tech Center construction. Co-Chair Grasso moved. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Iafolla verified, for the record, that there is \$380,000 in owners contingency for the combined projects; \$200,000 in construction contingency for the Career Center; and \$140,000 in construction contingency for the PHS main project. Mr. Iafolla further clarified that there is a current completion of \$26,800,000 out of the total construction costs of \$33,900,000.

Motion: Co-Chair LaPage called for a motion to accept the new adjusted full GMP of \$33,894,588 for construction costs. Mr. Iafolla moved. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

6. Financials

Mr. Torrey stated that he has prepared a request to the State for reimbursement of \$250,000 for expenditures for the Career Tech Center to date (not including Manifest #76). Mr. Torrey explained the July and August financial reports to the members of the JBC. After discussion, it was decided that the JBC would like to continue to view a combined financial report and not two separate financial reports.

Mr. Torrey explained that there was an amount to Hutter on Manifest #73 that was reduced by Hutter from \$661,061.70 to \$557,509.50. Mr. Blais explained that he found discrepancies on both the electrical and mechanical bills. These sub-contractors had included work on the Career Tech Center but have agreed that they will re-submit their bills once the Career Tech Center budget is approved.

Motion: Co-Chair Grasso called for a motion to authorize the payment of Manifest #75 in the total amount of \$915,249.41 for the Portsmouth High School project. Mrs. Pantelakos moved after properly vouched. Mr. Iafolla seconded. A roll call vote was taken. The motion was unanimously voted.

Motion: Co-Chair Grasso called for a motion to authorize the payment of Manifest #76 in the total amount of \$104,130.00 for the Portsmouth High School project. Co-Chair Grasso moved after properly vouched. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

Co-Chair Grasso made a request to Mr. Bonney to see the site and floor plan for the Career Tech Center.

7. Next Meeting

The next meeting of the JBC has been scheduled for Wednesday, September 22, 2004 in the conference room at PHS at 7:45 a.m.

8. Adjournment

Motion: Co-Chair LaPage called for a motion that the meeting be adjourned. Mr. Iafolla moved. Mrs. Pantelakos seconded. The motion was unanimously voted. The meeting was adjourned at 8:40 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

WPT/vk