

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: April 5, 2006

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the PHS Conference Room on April 5, 2006. Attending were: City Council members: Co-Chair Joanne Grasso, Thomas Ferrini and Laura Pantelakos; School Board Members: Co-Chair Kent LaPage and Ann Walker; Citizen Member Robert Iafolla and Clerk for the Committee W. Peter Torrey. Absent: John Lyons

Also attending: Stephen Bartlett, Business Administrator, Ken Linchey, Maintenance Supervisor, Wes Bonney of Team Design, Wayne Blais and Scott French of Hutter Construction and Stephen Zdravec, Assistant Superintendent of Schools (Acting Principal PHS).

1. Meeting Call to Order and Roll Call

Co-Chair LaPage called the regular meeting (#77) of the JBC to order at 7:45 a.m.

Co-Chair LaPage introduced Mr. Stephen Zdravec, Assistant Superintendent of Schools and Acting Principal for PHS.

Mrs. Pantelakos wanted to state for the record that Team Design has done a great job on the High School/Dondero/New Franklin projects and a great job on the review of the Middle School. Mrs. Pantelakos further stated that if other City Councilors would read *all* the JBC minutes they would also realize what an asset Team Design has been to the City of Portsmouth. Co-Chair LaPage further expressed his thanks to Team Design who has performed above and beyond what was asked for with respect to the High School/Dondero/New Franklin projects and looks forward to future projects.

2. Approval of Minutes

Motion: Co-Chair LaPage called for a motion to approve the minutes from the meeting of January 25, 2006. Mrs. Pantelakos moved. Mrs. Walker seconded. The motion was favorably voted.

3. Old Business

PHS Parking Lot Drainage Plan – Mr. Torrey stated that at the January 25, 2006 meeting, the JBC authorized Team Design to work with Appledore Engineering for a complete study, in an amount not to exceed \$5,000, of the drainage system from the parking lot through the athletic field (south west corner of the parking lot near the Community Field Building). Mr. Torrey distributed drawings of the proposed solution. Mr. Iafolla stated that there was a torrential northeaster on the day that the sub-committee met with Team Design, Hutter Construction and Appledore Engineering. The heavy rain demonstrated the problems associated with the poor drainage in this area. Mr. Blais stated that there is over one acre of pavement that dumps water onto the fields. The proposal would furnish and install two catch basins and related piping near the Community Field Building per sketches completed by Appledore Engineering. The work includes constructing a mountable berm, repaving, and loam/seed. Mr. Blais stated that this diverted water would enter an existing catch basin adjacent to the track and discharge to the closed drainage system under the football field. The design also provides an overflow drain should the closed drainage system back up. This will improve the existing drainage situation in the area of the access road to the play fields and the existing soccer field. Co-Chair LaPage stated that correcting this drainage would be a preventative measure, as well as a cost savings by saving the fields from erosion. Mr. Iafolla stated that in 1990 the fields were re-done and the school ran out of money to finish the job and left the field hockey and soccer fields two feet lower than the rest of the fields. Prior to building the new Community Field Building all parking lot water flowed down into a catch basin in the football field, which directed all water to the other side onto the access road. Mr. Iafolla further noted that the design by Appledore and Team Design essentially solved two problems (drainage ditch overflow and erosion). Mr. Torrey stated that the cost estimate for this proposed solution would be \$14,544.00.

Motion: Co-Chair LaPage called for a motion to accept the proposal from Team Design and Hutter Construction for the drainage system to include: furnish and install two catch basins and related piping near the Community Field Building, includes the constructing of a mountable berm, repaving, and loam and seed for an amount not to exceed \$14,544.00. Mr. Ferrini moved. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

Other Supplemental Projects Update:

Handicap Access – to be installed today (April 5, 2006). All parts are on-site and within the budget of \$14,000.

Music Room Sound Door – Completed and within the budget of \$2,000.

Air Handler Controls – Completed and within the budget of \$16,200.

Maintenance Building – 95% completed. Shelving needs to be built and the building needs to be painted. To be completed this week and is within the budget of \$17,500.

Drinking Fountains – To be installed next week and is within the budget of \$2,000.

Parking Lot Drainage – As discussed above. Engineering within the budget of \$5,000 and the construction within the budget of \$14,544.

The Supplemental Projects listed above totals \$71,244.

All supplemental projects are within the Board's requested areas and are able to be accomplished within the scope of the remaining funds available. Mr. Blais stated that the drainage structure materials have been ordered and work will begin in two weeks and should be completed before school resumes after the April vacation. Mrs. Grasso stated that there have been numerous items that were unbudgeted and completed with the project because of cost savings through Hutter Construction and Team Design (Community Field Building, gym floor, four extra classrooms, commissioning process, granite curbing around main entrance and parking areas, air conditioning, auditorium stage re-built with new curtains and safety systems, stage rigging and controls replaced, new Project Adventure area, practice field re-done, auditorium seating replaced, and many other items).

Mrs. Grasso further stated that this project plus all the unbudgeted items still allowed the project to stay within budget.

Mr. Torrey stated that the cost for the new high school and the new Career-Tech Center will cost the taxpayers **\$16.2 dollars** out of the \$40.5 million dollars (\$36 million bond for PHS and \$4.5 grant from State of NH for the Career-Tech Center). Mr. Torrey further reported that we received 55% school building aid for the high school project. He further explained that the original bond was for \$38 million (\$36 million for PHS and \$2 million for the New Franklin/Dondero Schools). This money could only be used for the original intent.

Project Closeout to Date - Mr. Torrey described the closeout process as a very technical process that involves documentation to be filed with the Portsmouth School Department. Mr. Blais stated that Team Design has a checklist of the major components for the closeout process, which has currently been completed. There are some issues, which involve warranty items (window and roof warranty issues) that will be addressed and corrected. Mr. Blais stated that two sets of fifteen owners manuals and as-builts have been turned to Mr. Linchey. Mr. Linchey stated that there were five electrical and four plumbing manuals. Mr. Torrey stated that the punch list has been an ongoing process as the building was occupied in phases. Mr. Blais stated that as punch list items have come up they have been dealt with and that all punch list items have been resolved to date. He further stated that although the assurances and technical pieces have been completed, the final closeout of the project couldn't occur until the supplemental items have been completed and there is a final financial report and narrative. Mr. Torrey stated that we have done everything that we have been authorized to do and now the question, "What to do with the remaining funds of approximately \$70,000?" Mr. Bonney stated that a change order is necessary to reflect all money appropriated to the supplemental items. Mr. Torrey stated that his financial report reflects the shifting of funds to the contingency fund and then to the appropriate line items to pay for the approved supplemental projects.

Motion: Co-Chair LaPage called for a motion to authorize that the budgetary shifts to put money into the appropriate line items to allow \$71,244 for the supplemental projects. Mrs. Pantelakos moved. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

Mrs. Grasso questioned where the commissioning process stands. Mr. Torrey reported that the commissioning process is essentially completed, training has been completed and they have submitted their final report to Mr. Linchey in book form as well as on CD's. Mr. Torrey further noted that the commissioning obligation from this point on would be as a resource for Mr. Linchey. Although they cannot operate our systems remotely, they can call them up on their computer and read the operation of our systems at their site and help diagnosis problems or situations.

4. New Business

AHU (Air-handling unit) Transportation Costs – Mr. Linchey reported that there are two AHU's stored at a riggers site in Auburn, ME that belong to the School Department. These two units (#10 & #12) were leftover as a result of a redesign of the Vocational area. Mr. Linchey explained that in order to avoid storage costs of \$160 per month, he would request that these two units be shipped to the high school for use at a later time or sold. A crane would be necessary to off-load them (4 hour minimum cost). The total cost for the transportation and off-loading of these two air-handling units would be \$1,200.

Motion: Co-Chair LaPage called for a motion to fund the transportation of the two air handling units to the high school in an amount not-to-exceed \$1,200. Mrs. Grasso moved. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

PHS Concession Building – Sewer Hook-Up Proposal – Mr. Torrey explained that as part of the engineering completed for the drainage project, as described above, a separate estimate to install and connect the proposed sewer/drain from the PHS Concession Building to the existing sewer line in front of the Community Field Building. If this is completed as part of the drainage project considerable mobilization costs will be avoided and a single repaving of the whole adjacent access way can be accomplished. The estimated cost exclusive of the ejector pumps installation if done concurrently with the drainage work is estimated to be \$7,697. Mr. Bartlett stated that this proposal was presented at the March 28<sup>th</sup> School Board meeting and that the Board approved having the JBC fund this project from the project proceeds.

Motion: Co-Chair LaPage called for a motion to approve funding the sewer hookup from the PHS Concession Building to the Community Field Building in an amount estimated at \$7,697. A roll call vote was taken. The motion was unanimously voted.

Co-Chair LaPage stated that the Booster Clubs have raised between \$14,000 and \$15,000 to rebuild/renovate the snack shack. He further explained that \$6,000 of that money was donated by the Portsmouth/Rye Air Field.

Mr. Iafolla stated that adding the \$1,200 and the \$7,697 to the previously approved supplemental list would bring the unencumbered balance to approximately \$70,000. These unaccounted for funds need to keep with the adherence of the JBC statutes as educationally specified.

Motion: Co-Chair LaPage called for a motion to defer to the School Board as to where the educational needs priorities are for the remaining \$70,000. Mr. Iafolla moved. Mr. Ferrini seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Iafolla stated that if you spoke to one hundred random Joint Building Committees, ninety-nine would say at the end of their process, “What we are **not** going to do” versus Portsmouth saying, “What are we going to do with the remaining funds”?

Mr. Iafolla made a suggestion that we get pricing to change the football field to a three-season facility with the use of *Sports Turf*. This field could accommodate all sport teams and not worry about a growing season. Mrs. Pantelakos remarked that this would be a great cost savings for the care of this field. Mr. Iafolla stated that the fields at PHS are over used and

that there will eventually be a huge cost to redo the field in four to five years. The fields need to develop a strong turf before they are used. Mr. Torrey stated that Exeter has used *Sports Turf* and are very happy with it.

Motion: Co-Chair LaPage called for a motion to request Hutter Construction to bring back the cost for the football field to convert to *Sports Turf* and to report back to the JBC at the next meeting. Mr. Iafolla moved. Mrs. Walker seconded. The motion was favorably voted.

5. Financial

Mr. Torrey reported that with the completion and payment of the supplemental projects that there will be approximately \$70,000 in remaining funds. Mr. Torrey further stated that there is still \$75,000 being held for retainage.

Motion: Co-Chair LaPage called for a motion to authorize the payment of Manifest #113 in the total amount of \$21,200.00 for the Portsmouth High School main project. Mr. Iafolla moved after properly vouched. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

Motion: Co-Chair LaPage called for a motion to authorize the payment of Manifest #114 in the total amount of \$2,955.52 for the Career Tech Center. Mrs. Pantelakos moved after properly vouched. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

6. Next Meeting

The next meeting of the JBC has been scheduled for Monday, May 1, 2006 in the conference room at PHS at 7:45 a.m.

7. Adjournment

Motion: Co-Chair LaPage called for a motion that the meeting be adjourned. Mr. Iafolla moved. Mrs. Walker seconded. The motion was unanimously voted. The meeting was adjourned at 8:55 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

WPT/vk