

TO: MEMBERS OF THE JOINT BUILDING COMMITTEE

Co-Chairs: Dexter Legg- School Board
Chris Dwyer-City Councilor
City Council Members: Jerry Hejtmanek, Eric Spear
School Board Members: Leslie Stevens, Lisa Sweet
Citizen Members: Ernie Carrier, MaryAnn List, Peter Middleton
Ex Officio: Stephen Bartlett, Business Administrator
Also: John Bohenko, City Manager
Ed McDonough, Superintendent
John Stokel, Middle School Principal

FROM: Stephen Bartlett, Clerk for the Committee

DATE: May 5, 2010

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the Portsmouth Public Library, Levenson Room. Attending were School Board Members: Dexter Legg, Leslie Stevens, Lisa Sweet, City Council Members: Chris Dwyer, Eric Spear, Jerry Hejtmanek, Citizen Members: Ernie Carrier, MaryAnn List, and Peter Middleton.

Also attending were: Stephen Bartlett, Business Administrator, Clerk for the Committee, City Manager John Bohenko, Superintendent Edward McDonough, and Middle School Principal John Stokel.

Attending guests: Assistant City Attorney Woodland, Mr. Jim LaPosta/JCJ Architects and Mr. Chad Weathers, Mr. Joe McCoy/Gilbane Building Company

Meeting Call to Order

Mr. Legg called the regular meeting #13 of the JBC to order at 7:19pm.

Roll Call

Mr. Bartlett took roll call.

MOTION:

Ms. Stevens made a motion to accept April 20, 2010 minutes as presented.

Ms. Dwyer seconded the motion.

The motion passed unanimously.

Public Comment:

None.

Correspondence

None.

Old Business

5a) Review of Comments from 4/28/10 presentation meeting.

Mr. Legg reported that it was a good turn out with encouraging comments. It will be available on the website for viewing.

New Business

6a) Consideration and Approval of Clerk of the Works

Mr. Dan Hartrey has been nominated for this position. City Manager Bohenko stated that Mr. Hartrey has worked on projects in Portsmouth before with great success. Mr. Hartrey would be the clerk of the works at 50% until July 1, 2010, at which point he will be at 100% for the balance of the project.

MOTION:

Mr. Legg made a motion to approve Mr. Dan Hartrey as Clerk of the Works for the Portsmouth Middle School project.

Ms. Sweet seconded the motion.

The motion passed unanimously.

MOTION:

Mr. Carrier made a second motion for support services, pro-rated at 20% of Ms. Poulin's time (at a yearly cost of approximately \$10,000.00).

Mrs. Stevens seconded the motion.

The motion passed unanimously.

6b) Consideration and Approval of Construction Management Contract

Assistant City Attorney Woodland gave an update on the Gilbane contract. The construction manager at risk has three (3) guaranteed maximum prices for:

- 1) Artificial turf at the Portsmouth High School
- 2) Wentworth School field
- 3) Renovation/Expansion of the Portsmouth Middle School

The pre-construction service is capped at \$60,000.00 and the construction management fee will be 1.1% of work completed. A savings clause is included in the contract: 15% of any savings made by Gilbane for material costs, etc. will go back to Gilbane.

MOTION:

Mr. Carrier made a motion to accept the Construction Management contract, pending approval of the schedule.

Ms. Sweet seconded the motion.

The motion passed unanimously.

6c) Consideration and Approval of Schematic Design

This was tabled until the May 19, 2010 meeting because further details need to be completed.

Mr. LaPosta/JCJ gave an update and handed out the schematic design booklet. Several clarifications were discussed:

- When approving the schematic design you are only approving the drawing and design intent, not the small details (carpets, colors, etc.) at this point
- Floor plan, level 3, grade 6 classroom is labeled "science", it should be labeled "science/math" classroom.

7a) Consideration and Approval of Manifest

Mr. Bartlett presented the manifest in the amount of \$75,677.11 representing 100% JCJ schematic design and 100% land survey.

MOTION:

Ms. Stevens made a motion to approve the manifest in the amount of \$75,677.11.

Ms. Sweet seconded the motion.

The motion passed unanimously.

Mr. Bartlett stated that research was conducted at City of Portsmouth archives and no Phase 1 Hazardous Assessment is on file for the interior of the Wentworth building. He received a quote from Scott Lawson Group for \$7690.00 to conduct the necessary assessment.

MOTION:

Mr. Hejtmanek made a motion to approve \$7690.00 for Scott Lawson Group to conduct assessment of asbestos/lead/hazardous materials.

Mr. Carrier seconded the motion.

The motion passed unanimously.

Future Agenda Items:

- Update on website
- Approval of schematic design
- Phasing plan update

Adjournment

Meeting was adjourned at 8:03 pm.

Respectfully submitted,

Stephen Bartlett, Clerk for the Committee