

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, Ann Walker
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
Dan Hartrey, Clerk-of-the-Works

FROM: Stephen Bartlett, Clerk for the Committee

DATE: December 1, 2010

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the LHS Conference Room on December 1, 2010. Attending were School Board Members: Dexter Legg, Leslie Stevens, Ann Walker, 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, Clerk of the Works Dan Hartrey, and Middle School Principal John Stokel.

Attending guests: Doug Roberts (JCJ), Lisa DeStefano (DA), Andrew Prochniak, Joe McCoy (Gilbane)

Meeting Call to Order

Ms. Dwyer called the regular meeting #26 of the JBC to order.

Roll Call

Mr. Bartlett took roll call.

MOTION:

Ms. Walker made a motion to accept minutes as presented.

Mr. Spear seconded the motion.

The motion passed unanimously.

Public Comment:

None

Correspondence

Mr. Bartlett presented a letter from Mr. Taintor to the City Manager regarding the positive vote of the Planning Board's November 18th meeting listing six (6) stipulations.

Old Business

6a) Parrott Avenue Update- Mr. Roberts reported:

- Have received Planning Board approval and expressed his gratitude to City Staff for all their assistance.
- There was a meeting/presentation by Cisco Systems attended by Mr. Stokel, Mr. Bartlett, Mr. Lotz, Ms. Birrell, Mr. Linchy, and Mr. Kerwin from Vanderweil Technology Services Group. Next Thursday a debriefing meeting will take place to validate the technical infrastructure and hardware plan Mr. Kerwin has proposed.
- 100% construction documents were completed and downloaded by Gilbane.
- Next Thursday there will be a meeting with Portsmouth Fire Department prior to submitting plans to the State Fire Marshall's office.

Mr. Legg suggested including the School Board technical committee members in the discussion. Mr. Bartlett pointed out that both Ms. Birrell and Mr. Lotz are members of that committee.

Mr. Roberts reported the results of the request to address issues associated with the design and size of the generator that would be needed to equip the new building as an emergency shelter. A shelter designation would change the building occupancy category from a level III to a level IV, a change that would include a redesign to a much more expensive building. The generator would increase from 350kw to 1500kw, a cost increase of approximately \$750,000 and require a sound containment structure approximately 41 ft. long.

The JBC reached consensus that the project could not support the cost increases.

At the request of Mr. Bohenko, Mr. Roberts will provide supporting documentation of the increased costs associated with a shelter designation.

6b) Granite Street Field Update- Ms. DeStefano (DA) reported she had a site visit with Mr. Bartlett, Mr. Hartrey and Mr. Anderson from VHB.

- Foundation is in for the building.
- Utilities should be completed by December 15, 2010.
- Saturday work may be requested to make up for weather delay.

6c) Consideration and Approval of the Value Management List will be discussed at the December 15, 2010 meeting. Any questions prior to the meeting should be sent to Mr. Bartlett.

6d) Consideration and Approval of Interdisciplinary Document Review and Building Envelope Review Proposal- Mr. Prochniak (Gilbane) discussed the quality control process and noted the service typically yields a 7 to 1 return on investment due to avoiding potential change orders. In answer to a question from Mr. Legg, Mr. Roberts stated that the review could lead to design changes, which are an added service from JCJ. Mr. Middleton and Mr. Carrier confirmed the positive aspect of this service.

MOTION:

Mr. Middleton made a motion to approve the proposal at a cost of \$50,000.
Mr. Hejtmanek seconded the motion.
The motion passed unanimously.

7a) Role of the Clerk of the Works and Communication Protocol- Mr. Bartlett noted that he feels more secure knowing that Mr. Hartrey is on board part time and has been overseeing the Granite Street project. In March he will need additional time on Parrott Avenue when we break ground there. Discussion regarding when to have Mr. Hartrey on site full time followed with starting dates ranging from January 1, 2011 to March 1, 2011. Mr. Bohenko noted that the initial agreement was for Mr. Hartrey to be full-time as of July 1, 2011. If the JBC confirms that Mr. Hartrey needs to be full-time as of March 1, 2011 then the City will need to relocate Mr. Hartrey and make the transition earlier. JBC members subsequently indicated that they would like Mr. Hartrey to start full time on March 1, 2010. Mr. Legg asked JBC members to continue to utilize Mr. Bartlett as the main conduit for questions and information.

7b) Consideration and Approval of FF&E Consultant Proposal- Mr. Roberts discussed the Furniture, Fixture, and Equipment draft document which defined: Initial Information, FF&E Services, Additional Services, Owner's Responsibilities, Compensation, Special Terms and Conditions. Samples were presented to JBC members for review. Mr. Legg mentioned that the JBC members should have further discussion on the contract negotiations at the next non-meeting with counsel. Mr. Bohenko asked if the total budget amount was \$2.3 million. Mr. Bartlett confirmed the amount and noted that the state reimbursement is on \$2.3 million, which includes the design and consulting work.

7c) Consideration and Approval of Technology Consultant Proposal- Mr. Roberts reported that JBC has approved the infrastructure portion and approval is now needed for the equipment portion. This service is being provided by Vanderweil Technology Services Group in the amount of \$30,360.00 (\$26,400 Vanderweil + \$3960 JCJ).

MOTION:

Ms. Dwyer made a motion to approve Vanderweil Technology Services Group's proposal for technology consultant services for a total of \$30,600.00, pending successful legal review.
Mr. Carrier seconded the motion.
The motion passed unanimously.

7d) Consideration and Approval of R.W. Gillespie Testing Proposal- Mr. Hartrey discussed the proposal between the City and R.W.Gillespie for Geotechnical Consulting Services during construction in the not to exceed amount of \$16,495.00.

MOTION:

Mr. Spear made a motion to accept the Geotechnical Consulting Services; not to exceed \$16,495.00, pending successful legal review.

Mr. Carrier seconded the motion.

The motion passed unanimously.

7e) Consideration and Approval of PSNH Prepayment for Services- Mr. Hartrey discussed the invoice for the relocation of an existing PSNH pole and an existing service transformer at Granite Street for \$6,868.20.

MOTION:

Ms. Dwyer made a motion to approve the PSNH invoice for \$6,868.20.

Mr. Hejtmanek seconded the motion.

The motion passed unanimously.

7f) Discussion of Alternates for Blue Fabric and Sign Fonts- Mr. Roberts presented:

- A new fabric color choice. JBC members agreed (4 to 3) on the new fabric color option.
- The sign font vote will take place once shop drawings are presented and discussed.
- The stage curtain, which will only be visible during performances, was discussed. JCJ presented a new green color option. JBC members were all in favor for the new green color.

Mr. Roberts noted that JCJ Architects Inc. has changed their name to JCJ Architecture Inc. PC.

7g) Mr. Bartlett reviewed the Masonry Contract for the Granite Street Project. It has been recommended by Gilbane and approved by Mr. Middleton, Mr. Carrier, and Mr. Hartrey. No vote is needed from JBC because it is part of GMP #2, which was previously approved.

8) Financial Report was presented by Mr. Bartlett.

9) Consideration and Approval of Manifest- Mr. Bartlett presented a manifest in the amount of \$18,196.70.

MOTION:

Mr. Spear made a motion to accept the manifest in the amount of \$18,196.70

Ms. Dwyer seconded the motion

The motion passed unanimously.

Future Agenda Items:

- Tech update
- Schedule update
- CHPS committee update
- Section 106 memo of understanding
- VHB on-site archeological services during site work
- 5:45 non-meeting

Adjournment

The meeting adjourned at 9:10 pm.

Respectfully submitted,

Stephen Bartlett, Clerk for the Committee