

TO: MEMBERS OF THE JOINT BUILDING COMMITTEE:
Co-Chairs: School Board Chairman Kent LaPage
City Councilor William Wagner
City Council Members: Assistant Mayor Noele Clews and Councilor Joanne Grasso
School Board Members: Ken Muske and Nancy Novelline Clayburgh
Citizen Member: Robert Iafolla
Ex Officio: W. Peter Torrey, Business Administrator
Also: John Bohenko, City Manager
Cindy Hayden, Community Development

FROM: W. Peter Torrey, Clerk for the Committee

DATE: November 13, 2001

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the Little Harbour Boardroom on November 7, 2001 at 8:00 A.M. Attending were School Board Chairman Kent LaPage, Assistant Mayor Noele Clews, City Councilor Joanne Grasso, School Board member Nancy Novelline Clayburgh, Robert Iafolla, and School Business Administrator W. Peter Torrey. Absent: City Councilor William Wagner and School Board member Ken Muske.

Also attending were Wes Bonney, and Dan Bisson of Team Design, Gary Bertram and Wayne Blais of Hutter Construction, Jesse DeConto of the Portsmouth Herald, Dave Cohen, PHS Principal Rick Gremlitz, David Holden of the City of Portsmouth Planning Department, and Andy Lane and Chris Shumway of Rist-Frost-Shumway.

1. Meeting Call to Order and Role Call

Chair LaPage called the meeting to order at 8:00 A.M.

2. Time of Meetings, Elected Officials to JBC, Letter from Ned Raynolds

Chair LaPage asked the committee members if the meeting time for future meetings could take place at 7:30 A.M. instead of 8:00 A.M. All were in agreement to this change.

Chair LaPage further stated that there are three officials (one School Board member and two City Councilors) that would need to be replaced on the JBC due to the recent elections. The three officials are School Board member Ken Muske, City Councilor William Wagner and Assistant Mayor Noele Clews. Chair LaPage noted that these three officials would stay on the committee until the new officials are sworn in sometime during the first two weeks of January 2002. Chair LaPage will have further discussions with the Mayor regarding the replacement of the committee members.

Chair LaPage distributed an informational letter from Ned Raynolds regarding alternative energy. Chair LaPage stated that the committee can review this information during the meeting and, if any member wishes a discussion regarding this information, the Chair will recognize them at a later time during the meeting.

3. Approval of Minutes of October 3, 2001

Motion: Chair LaPage called for a motion that the minutes of the October 3, 2001 meeting are accepted. Mrs. Clews moved, Mrs. Clayburgh seconded. The motion was unanimously voted.

4. PHS Project Report - Team Design

Mr. Bonney introduced Daniel Bragg of Team Design as a project manager for the PHS renovation and construction project. Mr. Bonney stated that as a follow-up from the last JBC worksession, a HVAC discussion took place with Gary Bertram of Hutter Construction Corporation regarding five different pricing scenarios for air-conditioning the PHS. Granite State Plumbing and Heating assisted Mr. Bertram in putting the numbers together for the scenarios. Mr. Bertram stressed the sensitive nature of the financial information put together at his request by Granite State Plumbing and Heating confidential as this sub-contractor intends to participate in the bid process. Chair LaPage questioned the bidding process. Mr. Hutter stated that the mechanical plans and specifications would be developed by Rist-Frost and go out to bid to mechanical contractors. A lumpsum price would include all of the mechanical equipment, ductwork, controls, installation, balancing, etc. The line item for the mechanical portion on Hutter's budget on August 1st of \$6,350,000. A discussion took place regarding a City understanding for hiring local contractors and suppliers (City first, State, then outside). Mr. Bonney stated that local suppliers should fax a *letter of interest* to Team Design and this information would be forwarded to the people invited to bid. Mr. Bertram stated that a budget number of \$6,860,000 has been developed as the cost of the base project (\$2.00 a square foot more than Hutter's original estimated budget or \$626,000 more). Mr. Bertram reviewed the five alternatives with the committee for air conditioning in addition to what is already included in the cost of the base project (the administration areas, the auditorium, the stage, the dining room/cafeteria, the library, and the computer labs which equals approximately 25% of the total building).

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| 1. Cost to add air conditioning to the PHS gymnasium: | \$ 110, 000 |
| 2. Provide ductwork for the entire building (new and existing) to prepare for possible future air conditioning: | \$ 420,000 |
| 3. Completely air conditioning, ductwork and including <u>everything</u> (this includes #1 & #2), right now: | \$1,280,000 |
| 4. Only plan for future, ductwork for the classroom wings: | \$ 198,000 |
| 5. To provide, in addition to alternate #4, to add air conditioning now for the classroom wings: | \$ 377,000 |
| \$198,000 plus \$179,000 | |

Increase all numbers by 20% to cover the electrical and miscellaneous expenses (structure to hold cooling towers). These are budget numbers based on discussions from our last meeting and not on design drawings. Chair LaPage informed the committee that a decision needs to be made on one of the alternatives so that Team Design can go forward with the design. Mrs. Clayburgh asked if any of the alternatives are in the budget currently. Chair LaPage stated that they are not and are in addition to the construction estimate. Chair LaPage asked if the ductwork for heating throughout the building would be able to accommodate air conditioning. Mr. Hutter stated that the heating ductwork is smaller and that if air conditioning ductwork is decided upon, Team Design will need to adjust their drawings to accommodate the space for the larger ductwork. Mr. Shumway from Rist-Frost Shumway stated that the airflow requirement becomes more substantial to provide mechanical cooling to a space than if only ventilating for code and indoor air quality. A discussion took place regarding which alternative to go with. Mr. Shumway stated that the chiller unit could be modular to allow future air-conditioned areas. Mrs. Clews stated that it would be most economical to go with a building that is fully air-conditioned with the exception of the Voc/Tech which could be fitted with a roof top unit. Mr. Gremlitz clarified that there are two classroom rooms in the voc/tech area that are heavily computer-based. Mr. Bonney stated that those classrooms are already configured in for air conditioning.

Chair LaPage recommended that a future discussion should take place regarding windows and security. Windows that open allowing fresh air into the classroom is great but a security risk.

Mrs. Clayburgh stated that a future discussion should take place regarding fund-raising. The JBC members were all in agreement and felt that a discussion regarding fund-raising should take place as the project's budget is fine-tuned after bids have been received.

Motion: Co-Chair LaPage called for a motion to accept the base concept and alternative add-ons 1, 4 and 5. Air conditioning to the PHS gymnasium and all new classrooms. Excluded would be air conditioning to the new locker rooms and to the new small entrance area. Mr. lafolla moved. Mrs. Clews seconded. A roll call vote was taken. The motion was unanimously accepted.

A meeting/worksessions have been scheduled for:

1. Wednesday, November 14th at 8:00 a.m. PHS Room 106 with Appledore Engineering, Team Design, Hutter Construction, and administration regarding site issues;
2. Thursday, November 15th at 7:00 p.m. regarding New Franklin with the City Planning Board for plan approval;
3. Monday, November 19th at 1:00 p.m. at PHS Room 106 for PHS data/Technology input with Team and Ed Stokel; and,
4. Tuesday, November 27th at 1:00 p.m. at PHS Room 106 for PHS department heads regarding the plan review. JBC members have been invited to attend.

5. Financial

Mr. Torrey reviewed the 10/30/01 financial report with the committee. Mr. Torrey submitted manifest #8 (PHS) for approval in the amount of \$96,319.87 for payment to Team Design for a progress billing of \$63,964.37 and Project Adventure for \$32,355.50.

Correction of manifest #8 (to be clarified at the next meeting): Total amount of approval should have been \$33,535.55 for payment to Team Design for a progress billing of \$1,180.05 and Project Adventure for 50% payment of base contract for \$32,355.50.

Motion: Chair LaPage called for a motion to approve manifest #8 in the amount of \$96,319.87. Mrs. Clews moved after properly vouched. Mrs. Grasso seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Torrey submitted manifest #9 (NF) for approval in the amount of \$50,376.50 for payment to Team Design for a progress payment of \$39,150.00 and two payments to Scott Lawson Group totaling \$11,226.50 for indoor air quality assessment at New Franklin School.

Motion: Chair LaPage called for a motion to approve manifest #9 in the amount of \$50,376.50. Mrs. Clews moved after properly vouched. Mrs. Grasso seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Torrey indicated that manifest #10 has to be reviewed further with Team Design before presentation for payment.

Mr. lafolla indicated that the JBC meetings are running well over the one-hour timeframe and stated that the meetings should possibly take place two times per month. After discussion by the JBC it was decided to schedule the next meeting on December 5, 2001 at 7:30 a.m. with meetings twice a month to begin after that due to the Thanksgiving holiday.

Co-Chair LaPage and Mrs. Clews left the meeting at 9:15 a.m. The gavel was handed over to Mrs. Clayburgh. Mr. Torrey noted that there is no longer a quorum and no issues could be discussed that required official votes.

Mr. Bonney asked if the City has signed off on the building permit for Project Adventure. Mr. Torrey stated that there are two minor items that have to be completed - Appledore site plans needs to be stamped and there is a slight change in the notation on it. Also, the building inspector has requested design renderings of the structures to be built by Project Adventure. Once those two items are completed, Mr. Holden stated that it would be all set. Mr. Holden stated that it would not be necessary to have a conditional use and the plan was redesigned so that it matches any restrictions that might have been placed on the property and therefore, no issues to look into.

6. NF school Progress Update

Mr. Bonney stated that the New Franklin site plan is being presented for approval on Thursday, November 15th at 7:00 p.m. to the City Planning Board. Mr. Torrey stated that if all goes well on November 15th there would be an approved building permit by the Planning Board. Mr. Torrey indicated that next an approved budget would then be needed. Mr. Holden stated that the building plans need to be submitted to the building inspector.

Mr. Hutter indicated that there is a new set of civil engineering drawings and when reviewed by Hutter, and assuming the City is still going to bring the water line through, then we are within budget. Mr. Bonney showed the site plan indicating the location of the new parking. Mrs. Clayburgh questioned whether the building would be ready on schedule. Mr. Hutter indicated that they are planning to start around February 1, 2002 and the building should be completed by September 2002.

7. Other

Mr. Iafolla questioned Team Design as to outside storage at PHS. Mr. Bisson indicated that temporary construction storage would be on site to move furnishings out of an area. Mr. Holden indicated that this would be labeled as part of the construction process. Mr. Iafolla stated that this building could be built during the New Franklin construction.

8. Next Meeting

The next meeting of the JBC has been scheduled for Wednesday, December 5, 2001 at 7:30 a.m.

9. Adjournment

Motion: Mrs. Clayburgh called for a motion that the meeting be adjourned. Mrs. Grasso moved. Mr. Iafolla seconded. The motion was unanimously voted. The meeting was adjourned at 9:25 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

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