

TO: MEMBERS OF THE JOINT BUILDING COMMITTEE:
Co-Chairs: School Board Chairman Kent LaPage
City Councilor Joanne Grasso
City Council Members: Laura Pantelakos and William St. Laurent
School Board Members: Nancy Novelline Clayburgh and Carvel Tefft
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 17, 2002

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the Little Harbour Board Room on April 17, 2002 at 7:30 a.m. Attending were: School Board Chairman Kent LaPage, City Council members Joanne Grasso, Laura Pantelakos and William St. Laurent, School Board members Nancy Novelline Clayburgh and Carvel Tefft, Robert Iafolla and School Business Administrator W. Peter Torrey.

Also attending were Superintendent of Schools Lyonel Tracy, John Lyons, Harold Whitehouse, City Attorney Robert Sullivan, Dan Bisson, Jim Delisle and Daniel Bragg of Team Design, Gary Bertram and Wayne Blais of Hutter Construction, and PHS Principal Rick Gremlitz.

1. Meeting Call to Order and Role Call

Co-chair LaPage called the meeting to order at 7:35 a.m.

2. Approval of Minutes of March 20, 2002

Motion: Co-chair LaPage called for a motion that the minutes of the March 20, 2002 meeting are accepted. Mr. St. Laurent moved, Co-Chair Grasso seconded.

3. New Franklin Project Update

Co-chair LaPage stated that the groundbreaking ceremony held on April 5, 2002 was a success and thanked the groundbreaking committee for their work. Co-chair LaPage further commended the groundbreaking committee for integrating children from both the New Franklin School as well as the redistricted children from Dondero School. Co-chair Grasso also thanked Dr. Tracy and Mr. Torrey for their work on the groundbreaking committee as well as appreciation to Team Design and Hutter Construction for providing the hard hats and shovels.

Mr. Sullivan, City Attorney, reported that the New Franklin construction contract with Hutter Construction Company has been completed with all the necessary signatures. The original contract was turned over to Mr. Torrey for safekeeping. Mr. Sullivan further indicated that as a result of settling the New Franklin construction contract, some insurance issues that were raised would need to be resolved when the high school construction project contract is negotiated.

Mr. Torrey stated that the New Franklin construction progress is going very well. Mr. Bragg of Team Design reported that the walls are up and that the slab is in. Mr. Blais of Hutter Construction stated that they are on schedule with the steel work to begin on Monday, April 22, 2002. Mr. Blais further stated that it is anticipated that the roofing will begin next week as well.

4. PHS Project

Mr. Torrey reported that, at the last JBC meeting, the JBC authorized Team Design, Hutter and administration to meet to determine the *Scope of Work*. The JBC further authorized Team Design to meet with administration to review the PHS design for educational specifications as well as budget review. Mr. Torrey stated that both charges have been accomplished. Co-chair LaPage stated that a meeting was held on April 11, 2002 with Mr. Torrey to review the outcome of those meetings with himself and Co-chair Grasso.

Mr. Bonney of Team Design reported that the *Scope of Work* was reviewed with Hutter. Mr. Bonney further stated that, as a result of the meeting with Hutter, additional items, which had not been included in the original *Scope of Work*, were determined. Mr. Bonney distributed this list, which totaled an additional \$780,000 to the members of the JBC. Mr. Bonney further indicated that items identified during the review process, which have adjusted or clarified the *Scope of Work*, have been recapped in the review package (distributed to the JBC members), and shall form the bases for understanding the *Scope of Work*.

Mr. Bertram of Hutter Construction stated that some of these additional items were from changes to the plans, which he did not have knowledge of. Mr. Bertram further stated, for example, that he had not included the replacement of existing doors. Mr. Bertram further indicated that additional or new items that increased the budget of \$30,019,607 (12/3/01 budget plus Athletic Building) to \$31,159,447 include increase Food Service equipment (+\$150,000), radon system added (+\$23,750), 60" pipe replacement (+\$167,910), waterline from property line to street (+\$55,000), additional piles and concrete work at Athletic Building (+\$30,000), corridor porcelain tile (+\$300,010), enhanced vinyl tile (+\$30,378), skylights (+\$29,080), refinish gym and stage floors (+\$42,025), handicap lift (+\$20,000), vehicle lifts (+\$30,000), operable partition (+\$10,000) and increased scope of work in Industrial Arts area (+\$200,000). Mr. Bertram stated as a result of the meeting with Team Design and the review of the *Scope of the Project* and the Hutter Construction estimate, that the budget pricing of \$31,791,628.00 was confirmed. Mr. Bertram stated that this review increased as well as decreased some subcontractor budget pricing items. Mr. Bertram further stated that he stands behind his budget of March 15, 2002 of \$31,791,628.00 and that this would include the \$1M contingency. All items totaling the \$780,000 would also be included in the budget number of \$31,791,628.00. Mr. Bertram stated that Team Design and Hutter Construction are in complete agreement with the *Scope of Work*.

A discussion took place by the members of the JBC regarding the proposed construction budget number being \$2M higher than the construction budget last agreed to by the JBC. Co-chair LaPage stated that the difference between working with Construction Management and General Construction is when there is budget savings (i.e. subcontractor bids end up lower than budgeted amount) money is put back into the budget and can be spent on add-ons through Construction Management. With General Construction there would not be any money coming back into the budget. The reverse would also be true with Construction Management if the budget goes over the GMP than Construction Management has to absorb that cost whereas in General Construction the City/School would need to make up the difference. Mr. Torrey used the New Franklin Project as an example of bids coming in lower and using construction savings. With the savings being realized on masonry, sprinklering can be added into the overall construction budget of \$1.5M. It was the overall decision by the JBC that anticipating construction savings on the PHS project to accept the \$31,791,628.00, as the GMP would need more discussion.

A discussion took place by the JBC regarding the implications in delaying the project. Mrs. Pantelakos stated that the more time that goes by in accepting a GMP, the construction costs go up causing the GMP to increase. Mr. Iafolla stated that the construction industry is quite volatile currently. Co-chair LaPage further stated that everything is on hold at PHS (no tree cutting, the athletic building would not be moved, etc.). Co-chair LaPage stated that Team Design is continuing with the final plans, which will be completed by the end of July.

Motion: Mr. Tefft called for a motion that the JBC does not accept the GMP estimate from Hutter today and that the JBC go into executive session no later than May 1, 2002 to meet with counsel. Co-chair Grasso moved, Mr. St. Laurent seconded. A roll call vote was taken. The motion was unanimously voted.

It was the decision of the JBC to meet with counsel on Wednesday, April 24, 2002 at 7:30 a.m. in the Board Room at Little Harbour School. Co-chair LaPage would like Lyonel and Peter to develop an educational narrative that would indicate items we cannot do without.

5. Financial

Mr. Torrey submitted manifest #22 (NF) for approval in the amount of \$152,148.00. This manifest represents payment to Team Design in the amount of \$6,048.00 (2 billings in the amount of \$3,024.00 each) for a progress billing and payment to Hutter Construction in the amount of \$146,100.00 for billing per the interim construction management agreement.

Motion: Co-chair LaPage called for a motion to approve manifest #22 in the amount of \$152,148.00. Co-chair Grasso moved after properly vouched. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Torrey submitted manifest #23 (PHS) for approval in the amount of \$351,101.50. This manifest represents payment to Team Design in the amount of \$348,600.00 for a progress billing as per contract and payment to Scott Lawson Group in the amount of \$2,501.50 for a final payment for the second phase of encapsulation and project management, report and analytical services.

Motion: Co-chair LaPage called for a motion to approve manifest #23 in the amount of \$351,101.50. Co-chair Grasso moved after properly vouched. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Torrey reported to the committee that he attended a meeting at the Department of Education in Concord with Ted Jankowski, Deputy City Manager to discuss building aid. Mr. Torrey stated that when a bond payment is made than the building aid will begin.

6. Next Meeting

Non-Public Meeting with Mr. Robert Sullivan, City Counsel - Wednesday, April 24, 2002 at 7:30 a.m. in the Little Harbour School Board Room.

The next regular meeting of the JBC has been scheduled for Wednesday, May 1, 2002 at 7:30 a.m. in the Little Harbour School Board Room.

7. Adjournment

Motion: Co-chair LaPage called for a motion that the meeting be adjourned. Mr. St. Laurent moved, Co-chair Grasso seconded. The motion was unanimously voted. The meeting was adjourned at 9:10 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

/vk