

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: January 22, 2003

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the Little Harbour Board Room on January 22, 2003 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 Carvel Tefft and Nancy Novelline Clayburgh; Robert Iafolla and School Business Administrator W. Peter Torrey.

Also attending were Rick Gremlitz, PHS Principal, Bill DiBartolomeo, Clerk of the Works, Daniel Bragg and Wes Bonney of Team Design, Steve McPherson of Scott Lawson, Gary Bertram and Wayne Blais of Hutter Construction.

1. Meeting Call to Order and Role Call

Co-Chair Grasso called the meeting to order at 7:40 a.m.

2. Approval of Minutes

Motion: Co-Chair LaPage called for a motion to approve the minutes of the December 18, 2002 meeting. Mr. St. Laurent moved. Mrs. Pantelakos seconded. The motion was unanimously voted.

Co-Chair LaPage suggested that a copy of the minutes from each meeting be sent to each school for posting.

3. Correspondence

Co-Chair Grasso read a letter from Ms. Dryen Robertson to the JBC regarding the awareness of the visually impaired at PHS with respect to the new construction.

Motion: Co-Chair LaPage called for a motion to place this letter on file. Co-Chair Grasso moved, Mrs. Pantelakos seconded. The motion was unanimously voted.

As a follow up to the December 18, 2002 meeting, Mr. Bragg presented a sample of the stair treads and raisers to be used at PHS. Mr. Bragg stated that these stair treads would have a caution strip permanently imbedded. Mr. Bragg further stated that this type of stair tread would be easily replaced and would last much longer than what is currently being used.

4. PHS – Project Status Report

Mr. DiBartolomeo reported that a walk-thru took place at the Community Field Building on January 21, 2003. He further reported that the only remaining items to be completed at the Community Field Building were the installation of the snow/rain diverters (above the entrance doors) and the painting of the overhead door. These two items will be completed during warmer weather in the spring. Mr.

DiBartolomeo further stated that a remaining shower stall door would be installed this week. The mechanical systems are running just fine and that the Fire Department checked the exterior door to be sure that the door fire alarm was working. Mr. DiBartolomeo further stated that landscaping would be completed in the spring.

Mr. DiBartolomeo stated that the main PHS building foundation is 95% completed, the leveling plates, which the columns sit on, are 85% completed, grading and compacting of the sub-base (for the slab on the ground) at Unit A (boiler room) is complete, and all upper slab work is completed (plumbing). Mr. DiBartolomeo further stated that the masonry work on Unit A would begin during the end of this week or the beginning of next week. The foundation drains and the waterproofing, dampproofing systems are 80% completed. Mr. DiBartolomeo further stated that the drainage systems would be wrapped with a filtered paper. The structural steel is being fabricated and Mr. DiBartolomeo has notified Gillespie to set up a schedule to perform certification and inspections of the steel. Mr. DiBartolomeo further indicated that the removal of hazardous materials at the chorus room has been completed.

Mr. DiBartolomeo stated that the cold weather has not been holding back the progress and that Hutter has been terrific with providing tents and heat to keep the work progressing. The ground is heated before pouring concrete. Mr. DiBartolomeo further stated that many hours have gone into the removing of snow and setting the tents back up when collapsed due to the weight of snow. Mr. Blais stated that construction is on schedule with the projected opening of the new wing scheduled for February 15, 2004.

Mr. DiBartolomeo stated that he maintains daily notes plus a diary of changes. The daily notes are submitted monthly to the Business Administrator and to Team Design. Mr. Torrey added that there are weekly construction meeting minutes kept as well.

5. Old Business

Glass Stairwell Enclosures

As a follow-up to the December JBC meeting, Mr. Blais researched stairwell products similar to the "FireLite" ceramic-type glazing product for use as an alternative to the wire glass. Mr. Bragg stated that there is another product, "Pyrostop", a tempered glass with gel between layers of glass. This is a clear product, which hardens when hot. It is an impact resistant product and it meets the one-hour fire rating requirements. Mr. Hopley informed Team Design, at a recent meeting, that the future building codes would eliminate the use of wire glass for K-12 schools. Mr. Torrey stated that wire glass meets the fire rating, but when broken shards of glass are produced thus, causing a potential safety hazard. It was agreed by the committee that these alternative products would be much more acceptable, meeting both the fire rating as well as the impact safety rating. Mr. Bragg stated that Hutter would need to run the numbers for the budget, as this was an alternate product on the original bid specifications. Mr. Blais stated that the cost would be an approximate increase of \$22,000 (addressing just the stairwell issue). Hutter will report back at the next meeting with the budgetary numbers. Co-Chair LaPage stated that, not only are the alternatives a better product than the wire glass (safety-wise) but, because it is clear and looks like regular glass, esthetically it will look better.

Initial Color Palate

Mr. Bragg displayed a new color rendition of the new PHS to the committee. Mr. Bonney explained that the peeked roof (an actual sloped, metal panel screening) on the gymnasium contains the air-handling units and serves to hide these mechanicals. Mr. Bragg brought the color palate used for the Community Field House for duplication on the PHS construction. Mr. Blais stated that a brick panel would be delivered to the site so that it can be leaned against the current building to match the brick color to the current building. Mr. Blais further stated that a mock-up panel would be built as more material samples are submitted. He further indicated that the EIFS (Exterior Insulation Finishing Systems) and siding have not been bid on and that there are two to three contractors interested in

bidding on this portion of the project. Mr. Blais stated that the mock-up panel should tentatively be on site during the end of February. Mr. Torrey suggested that Team Design attend the School Board and City Council meetings in March to present the PHS visual concept.

Mr. Iafolla explained that EIFS is a product that is attached to the wall and that the siding is integrated with it. EIFS has a stucco-type finish.

Sub-Contractor List

Mr. Blais distributed the sub-contractor list for work that has been contracted to date for a total of \$18,397,702. Mr. Blais stated that all major items have been bought out. Mr. Blais further stated that pricing is needed for the overhead doors and that there are a few specialty items (i.e. flagpole) that have not been determined yet. Mr. Blais noted that Novel Iron Works bid of \$1,187,000 is below the original budget of \$1,200,000 due to budget revision changes.

Project Completion and Financial Closeout-Elementary Projects

Mr. Torrey provided a financial review of both elementary school projects that are completed. Mr. Torrey stated that currently, the combined Dondero and New Franklin expended JBC funding total is \$1,979,989. The approved funding total for these two projects is \$2,000,000. Mr. Torrey further indicated that, at this point, there are no remaining unpaid obligations or expenditures in either of these two projects. The JBC, at some point, must authorize the financial closeout of these two projects and essentially say the projects, with respect to the approved funding, are complete. Mr. Torrey stated that once closeout is determined he is obligated to send a final financial report to both the City and the State. If closeout were determined now, the JBC would return \$20,011 to the City. Mr. Torrey further indicated that at the November 20, 2002 meeting of the JBC, two additional spending requests were presented but tabled until the January meeting. This was done to determine if there were any lingering expenditures that might come to the surface relating to the direct construction costs. As indicated above, this has not happened and there are no other lingering construction costs remaining.

Motion: Mrs. Pantelakos moved to remove the tabled issues from the November 20, 2002 meeting. Co-Chair Grasso seconded. The motion was six in favor. Mr. St. Laurent opposed.

A discussion took place by the JBC regarding the procedure for the determination of the closeout of the elementary school projects.

Mr. Torrey reviewed the two spending requests for New Franklin School from the November 20, 2002 meeting. These items include sound equipment to allow public address in the cafeteria and cable TV drops throughout the school. Mr. Torrey further noted that there are two additional items, which could be considered part of the New Franklin project. These two items include additional library shelving and improvements, repairs and upgrades to the existing mechanicals/ventilators per Risk-Frost HVAC evaluation report. Co-Chair LaPage supported the need for all of these items as part of the elementary school projects. Co-Chair LaPage felt that improvements to the air exchange/air quality at New Franklin would completely revitalize the school. He further stated that there is a need for a school-wide sound system for announcements to reach all students and staff in the event of an emergency. Mr. St. Laurent stated his concerns that these items would not be part of the intent of the bonding funds.

Motion: Mrs. Pantelakos moved to authorize the expenditure of the four items presented by Mr. Torrey totaling \$20,011 and the financial closeout of the elementary school projects. Co-Chair Grasso seconded. (Tabled pending Board action)

Mr. Iafolla stated that the closeout of a project would need to go before the School Board for acceptance of 100% completeness. Mr. Iafolla further stated that, after a presentation to the School

Board, the School Board would need to make a ruling on the acceptance of the buildings with respect to the renovation projects.

Motion to Table: Mr. Iafolla moved to table the above motion until a response is received from the School Board as to whether or not the projects are accepted as 100% completed. Mrs. Clayburgh seconded. The motion was unanimously voted.

6. New Business

Scott Lawson Group, Ltd

Mr. Torrey stated that a proposal has been received from Scott Lawson Group, Ltd with respect to the hazardous waste removal at PHS. Mr. Torrey further indicated that this proposal is for the remainder of the project and would include all hazardous waste removal, engineering services, administration and oversight throughout the remainder of the project. Mr. Torrey stated that the proposed estimated project total is between \$72,000 and \$82,000. Mr. McPherson of the Scott Lawson Group stated that he would be working with Hutter Construction to set up a schedule of asbestos abatement. Mr. McPherson further stated that the bid process for abatement contractors would take place in February and that he would report back to the JBC by the March meeting with the results and budgetary information.

Motion: Co-Chair LaPage called for a motion to approve the proposal as presented by Scott Lawson Group, Ltd. Mr. Iafolla moved. Mr. St. Laurent seconded. The motion was unanimously voted.

7. Auditorium Seating Fundraising

Mrs. Clayburgh reported that the Auditorium Seating Fundraising Committee is organizing a fundraising cocktail in May for \$50.00 per ticket. Mrs. Clayburgh further explained that for an additional \$150.00 ticket holders would get a seat. Mr. Torrey reported that 47 seats have been purchased to date.

8. Financial

Mr. Torrey distributed the financial report for December. Mr. Iafolla stated that the new financial report format is very easy to understand and commended Mr. Torrey.

Motion: Co-Chair LaPage called for a motion to authorize the payment of Manifest #50 in the total amount of \$454,292.50 for the Portsmouth High School project. Mrs. Clayburgh moved after properly vouched. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

9. Next Meeting

The next meeting of the JBC has been scheduled for Wednesday, February 19, 2003 in the Little Harbour School Board Room at 7:30 a.m.

10. Adjournment

Motion: Co-Chair LaPage called for a motion that the meeting be adjourned. Mr. Iafolla moved, Mr. St. Laurent 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