

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: August 20, 2003

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the Little Harbour Board Room on August 20, 2003 at 7:30 a.m. Attending were: City Council members Co-Chair Joanne Grasso, a City Councilor Laura Pantelakos, and William St. Laurent, School Board members Co-Chair LaPage, Carvel Tefft, and Nancy Novelline Clayburgh; Robert Iafolla and School Business Administrator W. Peter Torrey.

Also attending were Bill DiBartolomeo, Clerk of the Works, Daniel Bragg and Wes Bonney of Team Design, and Wayne Blais of Hutter Construction,.

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

Motion: Co-Chair LaPage called for a motion to approve the minutes from the meeting of July 16, 2003. Mr. St. Laurent moved. Mr. Iafolla seconded. The motion was unanimously voted.

3. PHS – Project Status Report

Mr. DiBartolomeo provided the committee with a project update. New Addition - Exterior: Masonry work continues and is 95% completed; siding started at the North face and is now 96% completed; and the EIFS (Exterior Insulation & Finish System) continues and is 95% completed. Interior: Wallboard partitions (metal studs and gypsum board) continues, as is the sanding and joint taping; painting has started on the third floor, Unit E, with approximately the first coat applied on 97% of the science area; mechanical and electrical work continues. Renovation of Existing Building: Demolition for the first phase is now 95% completed with only some selective items remaining; abatement work for the first phase is now completed and abatement subcontractors are no longer on site; auto shop area is completed with occupants starting to move back in; network administrator area is nearing completion (painting walls, installing ceiling suspension systems and prepping floors for tile); music area work is progressing with interior partitions being constructed (metal studs and gypsum wallboard); mechanical and electrical roughing continues.

Temporary barriers have been erected so as to separate the work areas from the school personnel. Mr. DiBartolomeo further reported that the City Building and Fire Department inspectors have been on site recently (with another walk through today) to insure safe egresses and to inspect all emergency systems.

Mr. DiBartolomeo wanted to commend the work completed in such a short period of time by Hutter and all of the subcontractors. Mr. DiBartolomeo further stated that the school staff has been very cooperative and helpful in checking systems and tracing wires. The quality of workmanship can be noted both on the surface and behind the walls. Mr. DiBartolomeo stated that while we will only notice the painted, finished surfaces, underneath are neatly bundled or spaced piping, conduit and wiring. Mr. DiBartolomeo stated that there could be over eighty people working on Saturdays. Mr. LaPage stated that during one of his routine Sunday visits he found a plumber prepping for the next days work. He further commended the diligence and quality of work being performed by Hutter and all of the subcontractors.

Mr. Blais stated that the auditorium floor is painted and is ready for the Hussey seats. Mr. Blais commended the school staff with their cooperation. He further stated that Mr. Ransdell has been extremely helpful and that he has offered various options in problem solving.

A discussion took place regarding the appearance of the shakes and clapboard siding. Mr. Bonney stated that by using a combination of the two sidings it breaks up the monotony on a very massive building. He further explained that the horizontal siding is located in all the bays where single hung windows are installed and shakes are used in all the bays where slider windows are hung. Mr. Bonney expressed that this was not a financial issue at all, but simply a means to blend and tie in the new addition with the old to give one cohesive building.

Mr. Iafolla questioned Mr. Blais as to whether or not the renovation would be ready for the start of school. Mr. Blais reassured the committee that there have been over one hundred and fifty workers diligently working to complete the renovations before the start of school. Once the renovations have been completed, these workers will go back to the three-story addition. Mr. Blais stated that this new addition would be finished by March 2004.

4. Old Business

- a. Auditorium – Mr. Bragg reported that there were two companies that sent in bids and one company that sent in a letter declining the opportunity to bid on the stage work and rigging bid. . The bids were reviewed with Donald Soule, our staging technical consultant. High Output Inc. came in with the low bid of \$99,827, and was invited to visit the PHS stage to review the existing conditions. Mr. Torrey distributed a cost estimate for the stage rigging project including the bid of \$99,827 and additional work for a total of \$115,580. Mr. Torrey explained that our original budget estimate was at \$140,000 for the stage rigging and curtain replacement project. Mr. Torrey further stated that the School Department had anticipated working on the stage rigging and had saved the money to do some of the work and would contribute this money to the project. Mrs. Clayburgh also stated that residual money from the auditorium fund raising efforts was earmarked to go to any staging work. Co-Chair Grasso stated that this project was not anticipated and not part of the guaranteed maximum price for the PHS project. Mr. Blais stated that this project would fall under Hutter's contingency account. Mrs. Clayburgh stated that with the completion of this project PHS would have a safer and a "state of the art" stage rigging as well as a new curtain and fire curtain.

Motion: Co-Chair LaPage called for a motion to authorize the acceptance of the High Output, Inc. bid of \$99,827 with additional work for stage rigging and other equipment not to exceed \$116,000. Mrs. Pantelakos moved. Mr. Iafolla seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Torrey reported that Hussey Seating has offered, at no cost to the Portsmouth School Department, 15-20 data connection seats to be installed in the 100-seat large group instructional room. A discussion took place regarding the electrical conduits necessary for these seats. Mr. Torrey would like to accept these seats from Hussey as long as the installation can be accommodated. Mr. Blais will contact Mr. Stokel for the seat drawings. It was agreed by the committee that this is a great “state of the art” technological addition to the PHS.

- b. Furniture Bids: Mr. Bragg stated that the bid packages are just about ready to go out to prospective bidders. Mr. Bragg stated that copies of the bid specifications would be reviewed with Mr. Ransdell and Mr. Torrey on August 22, 2003. The vendors should receive their packets within the next two weeks. Mr. Bragg further stated that included in the bidders packet will be a “phased in” delivery schedule. Bids would be accepted by the first of October with a 75-90 turn around for the delivery of the furniture. Discussion took place regarding the quality, the lifespan, and the timely delivery and setup of the furniture. Mr. DiBartolomeo stated that his experience with Team Design is that they deal only with the “top of the line” vendors.

5. New Business

- a. “Cost to Complete” – Mr. Blais reviewed the PHS construction budget with the JBC. Mr. Blais reported that \$11,363,948 has been spent to date with a balance to finish of \$18,686,052. Mr. Blais further stated that the construction contingency balance is approximately \$650,000 (after stage rigging has been deducted). Co-Chair LaPage suggested that the members of the JBC review this report and return with questions, if any, at the next JBC meeting in September. Mr. Torrey stated that the budget is on target and at or under budget. Co-Chair LaPage stated that he is pleased that some local companies have been subcontractors on this project. He further stated that by doing so we are giving back to the local community and helping to stimulate the local economy. Mr. Torrey indicated that the Portsmouth School Department and the City of Portsmouth has a quality partnership with Hutter Construction and Team Design. Mr. Blais stated that Hutter Construction’s motto is “Do it right the first time”.
- b. Energy Efficiency – Mr. Bragg provided a written updated report to the JBC of energy efficiency, sustainable building and safe building design. Mr. Bragg stated that the building has been designed to be a highly efficient building as demonstrated by our qualifying for PSNH rebates. Mr. Bragg further stated that by JBC authorizing the commissioning of the building insures and documents that building systems perform in accordance with design intent. Mr. Bragg stated that all energy efficiency goals have been met within the proposed educational specifications and established budget. Co-Chair LaPage stated that simply looking at the old boiler system vs. the new “state of the art” system is a good indication of the technological efficiencies.

6. Financials

Mr. Torrey presented the August financials for the PHS project. Mr. Torrey stated that the budget is currently on track and within budget.

Motion: Co-Chair LaPage called for a motion to authorize the payment of Manifest #59 in the total amount of \$1,916,171.13 for the Portsmouth High School project. Mrs. Pantelakos moved after properly vouched. Mrs. Clayburgh seconded. A roll call vote was taken. The motion was unanimously voted.

7. Next Meeting

The next meeting of the JBC has been scheduled for Wednesday, September 17, 2003 in the boardroom at Central Office at 7:30 a.m.

8. 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 8:58 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

WPT/vk