

TO: MEMBERS OF THE JOINT BUILDING COMMITTEE:
Co-Chairs: School Board Chairman Kent LaPage
City Councilor Joanne Grasso
City Council Members: Laura Pantelakos and Thomas Ferrini
School Board Members: John Lyons and Ann Walker
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 19, 2005

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the PHS Conference Room on January 19, 2005. Attending were: City Council members: Co-Chair Joanne Grasso and City Councilor Laura Pantelakos; School Board member Ann Walker; Robert Iafolla and School Business Administrator W. Peter Torrey.

Absent: School Board members; Co-Chair Kent LaPage and John Lyons, and City Councilor Thomas Ferrini.

Also attending: Forrest Ransdell, PHS Principal, Wes Bonney of Team Design, Wayne Blais of Hutter Construction, and Bill DiBartolomeo, Clerk-of-the-Works.

1. Meeting Call to Order and Roll Call

Co-Chair Grasso called the regular meeting of the JBC to order at 7:50 a.m.

2. Approval of Minutes

Motion: Co-Chair Grasso called for a motion to approve the minutes from the meeting of December 15, 2004. Mr. Iafolla moved. Mrs. Walker seconded. The motion was unanimously voted.

Correspondence

Mr. Torrey reported to the JBC that communication has taken place with Mark Grey of the Sanborn Regional School District regarding "cost sharing" Mr. DiBartolomeo's time as Clerk-of-the-Works for both school projects. Mr. Torrey stated that Mr. DiBartolomeo would receive 100% salary and benefits through June 30, 2005. From July 1, 2005 on, Sanborn Regional will be responsible for 100% of his salary and benefits with the Portsmouth School Department being billed by Sanborn Regional for any time spent on the Portsmouth project. From January 1, 2005 through June 30, 2005, Mr. DiBartolomeo will keep track of his hours and submit a time slip weekly. Sanborn Regional will be billed for the hours spent on their building project. Mr. DiBartolomeo stated that his time would be split roughly 50/50. Mr. Torrey explained that he spoke to the finance department at

Portsmouth City Hall and it was explained that the reimbursement by Sanborn Regional could be applied back to the Portsmouth project as re-cooping of costs.

Motion: Co-Chair Grasso called for a motion to suspend the rules and take the agenda out-of-order. Mrs. Pantelakos moved. Mrs. Walker seconded. The motion was unanimously voted.

3. Financial

Mr. Torrey presented the January financial report in both a combined version as well as separated for both the main project and the Career Center. Mr. Torrey further reported that the budget is on target and within the scope of the budget.

Motion: Co-Chair Grasso called for a motion to authorize the payment of Manifest #87 in the total amount of \$187,639.59 for the Portsmouth High School main project. Mrs. Walker moved after properly vouched. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

Motion: Co-Chair Grasso called for a motion to authorize the payment of Manifest #88 in the total amount of \$418,980.60 for the Career Center. Mrs. Pantelakos moved after properly vouched. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Blais stated that the PHS projects would all be completed by August 2005.

Mr. Torrey further stated that with the approval of manifest #85 (at the December meeting), the architectural services for the main project have been paid in full. Mr. Torrey further stated that this is a milestone that he wanted the JBC to realize.

Co-Chair Grasso also stated that the JBC has been meeting since May 23, 2000. Today's meeting represents meeting number sixty-five. Mr. Torrey noted that the School Board initially started talking about a new high school in 1996/97.

4. Old Business

Mr. Torrey reported that the replacement of the PHS gym floor was discussed at the January 11, 2005 School Board meeting. The School Board members were in support of this replacement and that as this was in the original project budget but put on hold until the end of the project. The School Board was very pleased that there is money within the budget to support this replacement. Mr. Blais stated that he spoke to American Sport Floors and needed to increase the cost by \$10,000 representing a price escalation. The cost to replace the gym floor will be \$260,000. Mr. Blais stressed that timing and commitment was needed as soon as possible as American Sport Floors has committed to a project for Exeter for this summer as well. Mr. Blais stated that American Sport Floors stated that both projects can be accomplished this summer as long as they have a commitment before the end of February. Mr. Blais explained that the original budget had \$30,000 for the refinishing of the floors, which can be applied to this expense. This money was put into the contingency when this project was put on hold. Mr. Blais stated that the gym would be turned over to American

Sport Floors the day after graduation and that it would take six weeks before it would be back in service. Mr. Ransdell emphasized that the gym needs to be back in service by August 15, 2005. Mr. Torrey stated that at the last meeting, he identified approximately \$140,000 of potential items that would finance this floor replacement (FF & E, Administrative and Contingency, Construction Budget areas, PSNH rebate, money from an old vocational construction fund, and auditorium seat sales). Mr. Iafolla stated that the JBC should vote for adjustments in the overall project budget before releasing Mr. Torrey to access other sources of funding. He further stated that the JBC has done its fiduciary responsibility to stay within the project funding.

Motion: Co-Chair Grasso called for a motion to submit a temporary change order to reduce \$140,000 from the site work as well as trim work in the drafting lab (refer to Team Design letter dated December 14, 2004) and move to the gym floor replacement line item. Mr. Iafolla moved. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

Motion: Co-Chair Grasso called for a motion to submit a temporary change order to reduce the FF & E line item by \$120,000 and transfer to the gym floor replacement line item. Mr. Iafolla moved. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

Motion: Co-Chair Grasso called for a motion to direct Mr. Torrey, prior to the next JBC meeting, to research all sources of available funding, further budget reductions, and report back to the JBC at the next meeting. Mr. Iafolla moved. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Ransdell indicated that there were some FF & E items that have not been purchased yet.

PHS Dedication – Co-Chair Grasso stated that there is a PHS dedication being planned for Sunday, April 17, 2005 at 2:00 p.m. Co-Chair Grasso stated that there would be parents, students, former students, school board members, former school board members and City representatives being invited to this dedication. Further, there would be students available to direct tours of the school. It was asked that Hutter Construction have all items on the “punch list” taken care of before the dedication. Mr. DiBartolomeo stated that the area around the library entrance has already been reseeded and the dead trees and shrubs have been replaced. Co-Chair Grasso asked if Mr. Torrey could put together a history of the construction and renovation projects to present at the dedication. Co-Chair Grasso further requested of the JBC names of individuals to invite to the dedication.

5. PHS Project Status Report

Mr. DiBartolomeo reported on the status of the PHS building projects.

- The “punch list” items are being worked on continuously.
- Additional interior signs were installed.
- Hutter is working in the Career Tech area.
- Welding shop benches were shipped and should be delivered within the next few days.

- Garage door will be installed after the roof has been installed.
- Tile work being completed in the “older” corridors.
- Most of work has been completed on the main PHS project.

Mr. DiBartolomeo stated that the Hutter Construction workers have been very respectful and cordial while working around students and teachers.

Mr. Torrey stated that the brickwork completed in the Career Tech area has opened up the area to look quite spacious and is a great addition to the building. Mrs. Pantelakos noted that she has not received any complaints regarding this project. Co-Chair Grasso stated that this project has been at or under budget throughout the building process with money left over to complete some items put on hold. Mr. Iafolla stated that the first proposal for this project was at \$42 million with an added \$4.5 million for a Career Tech Center gives us a \$48 million educational facility for \$36 million. Mr. Iafolla stated that this project has gone very smoothly and commended Team Design, Hutter Construction, Mr. DiBartolomeo, and the JBC for their dedication. Mr. Bonney stated that he has worked with a number of committees and that this JBC has done an excellent job and is to be praised. Mr. Torrey further stated that the State of NH has funded \$25 million of the overall PHS project.

6. New Business

Mr. Torrey reported that a check in the amount of \$2,692,061.27 has been received from the State of NH for the Career Tech Center. This money represents submittals for reimbursement from July through November 2004.

7. Adjournment

Motion: Co-Chair Grasso called for a motion that the meeting be adjourned. Mr. Iafolla moved. Mrs. Walker seconded. The motion was unanimously voted. The meeting was adjourned at 8:30 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

WPT/vk