

Approved Minutes  
TOWN OF GUILFORD  
Guilford High School Building Committee  
Minutes – February 24, 2015

**1. Call Meeting to order** A regular meeting of the Guilford High School Building Committee was held on Tuesday, February 24, 2015 and called to order at 7:00 p.m. at the GHS Library with Chairman Scott Pinckney presiding.

Present: Scott Pinckney, Larry Marcik, Barbara Casey  
Bill Mulligan, Mary Beeman, Scott Orenstein, Margaret Molnar-Ryan (7:15)  
Also Present: Richard Szczypek, TSKP  
Dan Hetzler, Brain Calvert – Fusco O&G  
Lawrence Rosati, Morganti  
Jason Beaudin  
Mike Ayles

**2. Approval of 1/13/2015 & 2/4/2015 Minutes:** Mrs. Beeman made a motion to approve the 1/13/2015 minutes, seconded by Mr. Pinckney. The minutes were approved 3-0-3. (Casey, Mulligan, Orenstein abstained) Mrs. Beeman made a motion to approve the minutes of 2/4/2015, seconded by Mr. Pinckney. The motion carried 4-0-2 (Casey, Orenstein abstained)

**3. Revisions to the agenda** none

**4. Project Managers Report**

**Transition Schedule-** Lawrence Rosati distributed the report to the committee. He distributed a transition form detailing the move from the old school to the new school. The items printed in black are the responsibility of GHS the items in red are the responsibility of O&G. Mrs. Casey asked for a better description of each item.

**Move Coordinator RFP** The move coordinator was discussed, Mr. Rosati distributed the scope of work. Margaret Molnar-Ryan or Bob Jacob have no comments to date. Mr. Rosati will follow up with them tomorrow. Mr. Pinckney asked that 7e. be added – FF&E receipt and installation oversight.

**Hot List** Mr. Rosati distributed the hot list to the committee. He stated that the prairie drop plugs is an ongoing discussion. Other items will be discussed tonight, Language Lab, Artificial Turf, Network Equipment. The lobby medallion has been resolved, it can be dropped from the schedule.

**5. School Administration Report** Jason Beaudin stated that Mr. Misenti would be coming to the meeting soon.

**a. Language Lab** The World language staff have made their recommendation on which language lab they prefer. They were all in favor of one.

**b. Repeater components** Mr. Pinckney asked Mr. Szczypek to send the list of components to Dr. Freeman to make sure everything is being taken care of. He further requested that Tactical come to the next meeting.

**c. Prairie Drop Plugs** Will be discussed under CM report

**6. CM Report:**

**a. Monthly Report** Dan Hetzler distributed the Monthly report. He reviewed the summary data information. He stated that there was a lot of changes in transferring money on this report. He stated that the CM contingency allowance is still \$251,000. The entry lobby display screen has been moved to TSKP. The display cases have been removed to save costs, steel posts will hold the screen on either side. Discussion followed. Fire rated paint and second floor concrete leveling are being negotiated. The Prairie seed plantings were discussed. The reduction in the scope is just a small area

to the left of the entrance. Milone and McBroom do not have a problem with the plan since the density is not being reduced. The committee would like to hear Cliff Gurnham's input from a maintenance standpoint. Also discussed was slab edge fire safing and fiber optic connections. Mr. Hetzler stated they are on schedule with a delivery date of June 1, 2015. Mr. Mulligan asked if the baseball fields are ready for the spring. Mr. Hetzler stated they are ready. The FF&E delivery date of May 19<sup>th</sup> was discussed. Mr. Hetzler stated they have met with Jeanette and she will be coordinating the FF&E delivery. Mr. Szczypek stated that the vendors are asking what the delivery date is, they had bid on May 19 to June 19. Mr. Hetzler feels that it would be better if there was no activity in the building until their work is completed. Mr. Szczypek stated that there will be contractors around while furniture is being delivered, the furniture can be damaged. Mr. Szczypek and Mr. Hetzler prefer July 1. Mr. Pinckney would prefer the administration work it out, but he prefers to make deliveries that will not impact Dan Hetzler. The offices and pods will be most affected. Mr. Pinckney would like to identify which rooms will need furniture first. Mr. Rosati will work with Dan Hetzler and TSKP.

**b. Procurement Log** Mr. Hetzler distributed a copy to the committee

**c. COR log** The committee received copies. Mr. Pinckney would like a clarification of categories, what completed, complete, & T&M indicate.

**d. DW Dexter** Mr. Calvert stated that one of their vendors went out of business. He asked for consideration on reduction of retainage to the contractors that are making up the work. Mrs. Casey asked how much money it would be. It would be \$234,195. Mr. Calvert stated they would only ask for some of that so they can pay out some of the smaller contractors. Mr. Pinckney stated he would like the architect and the PM to review the work. Mr. Calvert further stated that O&G staffing will need to be considered for the next two months. Mr. Pinckney further stated that there needs to be clarification as to where the money goes.

## **7. Architect's Report**

**a. Plaque Review** A PDF has been sent around, discussion followed.

**b. Technology bid results** Network switching, which was bid twice. Mr. Mulligan made a motion to authorize the Town Purchasing Department to issue purchase orders to the four bidders identified in the Executive Summary prepared by Kohler Ronan dated February 20, 2015 as follows:  
RFP# 2-1415 Network Switching, The Ergonomic Group \$236,015.00,  
RFP#3-1415 Wireless Equipment, The Walker Group, \$97,298.81  
RFP#4-1415 Telephone System, Carousel Industries \$71,760.00  
RFP#16-1415 Infra Components, Versatile Communications \$15,662.00, seconded by Mrs. Casey. The motion carried 6-0

**c. Review delivery for FF&E** Will wait for direction from Dan and Lawrence.

**d. Authorize purchase of CNC machine, Language Lab equipment, Hydraulic Shear**  
The utility hook up cost has not been received for the CNC machine. Mr. Mulligan made a motion to authorize the Town purchasing Department to issue a purchase order for a CNC machine from Trident Machine Tools, Inc. in the amount of \$60,551.36, per Trident's bid September 9, 2014, seconded by Mrs. Casey. The motion carried unanimously. Language Lab presentations were made and the decision on the part of the group that did the review recommend Chester Technical services Inc. Mrs. Casey made a motion to authorize the Town Purchasing Dept. to issue a purchase order to Chester Technical services, Inc, in the amount of \$7,495.00 per their bid on October 2, 2014., seconded by Mr. Mulligan. The motion carried unanimously. There were no bids on the Hydraulic Shear when it first went out to bid. The committee asked Mr. Szczypek to go back out to bid and he received three bids the best one coming from American Machine Tools Corp. The order of magnitude was \$20,159. 00 for a comparable Shear plus freight, setup and onsite training. There is also a need for a hookup.

**e. Add Phases 4 of 4 for new Communication and Security Equipment** Mr. Szczypek would like to further discuss adding a Phase 4 to go back to the state to get approval. This would

include emergency equipment and security items and additional technologies. The committee discussed Phase 3 with Mr. Szczypek.

### **8. Subcommittee Liaisons reports**

**Communications** LHF is questioning the copper siding on the gymnasium. Why brick was not chosen. A Young man wants to make a sculpture out of 400 lockers that will be taken out of the school and put on the school property. Mr. Misenti already told the student that it was not possible. This is an issue for the administration to be handle. Mrs. Beeman further discussed comments/

#### **Budget & Bills**

CES #29 \$2,941.50

NH Register \$819.00

NH Register \$819.00

NH Register \$819.00

NH Register \$819.00

NH Register \$819.00

Ciulia & Donofrio \$1,254.38

Ciulla & Donofrio \$381.10

Mrs. Casey made a motion to approve the bills, seconded by Mr. Pinckney. The motion carried unanimously.

TSKP #39, \$34,501.84 Mrs. Casey made a motion to approve, seconded by Mrs Beeman. The motion carried unanimously

Fusco O&G #31, \$2,407,967.56 Mrs. Beeman made a motion to approve, seconded by Mrs. Casey The motion carried unanimously

#### **Change Order** Mr. Marcik presented the following:

COR 164R \$8,924

COR 173 \$5,564

COR 174 \$2,200

COR 175 \$1,962

COR 179 \$16,740

COR 172 \$32,357

COR 180 \$3,746

COR 182 \$5,547

COR 184 \$1,832

COR 186 \$21,323

COR 187 \$8,007

Mrs. Beeman made a motion to approve, seconded by Mrs. Casey. The motion carried unanimously.

CDA 62 \$19,597

CDA 63 \$7,372

CDA 64 \$680

CDA 65 \$3,608

CDA 66 \$1,980

CDA 68 \$6,466

Mrs. Casey made a motion to approve, seconded by Ms. Molnar-Ryan. The motion carried unanimously.

CDA for staffing, Mr. Pinckney stated that TSKP recommended everything come out of Owners contingency with one exception which has been broken into three.

COR #0188 \$38,417.00 Mr. Pinckney made a motion to approve COR 188 in the amount of \$38,417.00 to be funded from Owners contingency expressly subject to a full reservation and without

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waiver of the Town contractual and other legal rights, seconded by Mr. Mulligan. The motion approved unanimously

The CM has certain obligations and responsibilities under the contract and the Town has certain rights under the contract. The town has disputed COR 188 and by approving COR 188 it is not the Town's intention to waive its rights under the contract. The CM, in its December 11, 2014 correspondence to this committee makes various statements about the project and the administration of the project that the Town and this Building Committee wholeheartedly disagree with. We are focused on completing this job, on time and on budget, but there will come a time when we will review the performance of those whom we pay for services on this project and the services covered by this COR will be part of that review.

CDA#70 Mr. Pinckney made a motion to approve \$112,077.00 seconded by Mrs. Casey. The motion carried unanimously.

CDA #69 During discussion it was noted that this was to be approved on a month to month basis. This CDA covers the time period to July 1. Mr. Hetzler stated this authorizes their CM contingency but this is going to be voted on month to month. The monthly cost is \$14,964.60. Mr. Hetzler stated it would be approved for February and March. Mrs. Casey made a motion to allow the chairman to approve the appropriate amount not to exceed \$45,000, seconded by Ms. Molnar-Ryan. This would take this through April 30. The motion carried unanimously.

**9. Old Business** Artificial Turf, this item needs to be moved on the timeline for a design with costs. BOE & BOS have to weigh in on this decision. Mr. Hetzler stated the deadline for a decision is April 15.

**10. New Business**

**11. Executive Session** Mr. Pinckney made a motion to move into executive session to discuss contract issues at 9:49 p.m. Mrs. Beeman seconded the motion and it was carried unanimously. A motion was made and seconded to move out of executive session and resume the regular meeting. The regular meeting resumed at 10:04 p.m. No action was taken in executive session.

**12. Next Meeting Agenda Review** The GHSBC will meet Tuesday, March 10 at 7:00 p.m. in the GHS library. QAQC review and Artificial Turf Field will be added to the agenda.

**13. Adjournment** There being no further business to discuss, Mrs. Beeman made a motion to adjourn the meeting at 10:04 p.m. Mr. Marcik seconded the motion and it was carried unanimously.

Respectfully submitted,  
Laurie Kelley  
Recording Secretary