

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

1. Call meeting to order A regular meeting of the Guilford High School Building Committee was held on Tuesday, March 24, 2015 and called to order at 7:00 p.m. at the GHS Library with Vice-Chairman Barbara Casey presiding.

Present: Scott Pinckney (7:40) Mary Beeman, Guido Petra, Todd Williams
Bill Mulligan, Scott Orenstein, Margaret Molnar-Ryan, Bob Jacob, Barbara Casey
Also Present: Richard Szczypek, TSKP
Dan Hetzler
Lawrence Rosati, Morganti
Dr. Freeman, Mr. Misenti

2. Approval of 3/10/2015 Minutes: Mrs. Beeman made a motion to approve the 3/10/15 minutes, seconded by Mr. Mulligan. The minutes were approved 6-0-1 (Williams abstained)

3. Revisions to the agenda

4. Architect's Report

a. Artificial Turf Mr. Szczypek stated they have looked at the artificial turf that was proposed, Milone and McBroom have done a report on their findings. There was some concern about water run off, but that does not seem to be an issue.

5. Project Managers Report

Hot List - Lawrence Rosati distributed the report to the committee. The transition schedule and the move manager were discussed. He stated that Dan Hetzler is working on the state change orders. May of 2015 would be the date that Tai Soo Kim would be authorized to proceed with the design phase of the artificial turf. PCT is scheduled for 4/15/15. Mr. Mulligan stated that the specifications are being prepared to allow the GHSBC to go off of the bid list. We need PCT approval to proceed. The science building update will be reported under the School Administration report. GHSBC needs to execute a PO with a salvage and removal vendor through the move manager by mid April. Mr. Misenti stated that the staff is expecting boxes right after the spring break. The move manager needs to get on board as soon as possible. Mr. Mulligan stated 3000 boxes were on the list and would be the responsibility of the move manager. There would also be a dumpster on site. Mr. Misenti clarified that the movers will be moving all the fragile items that have to be moved. Mrs. Casey stated the move manager would be able to answer all of these concerns. Mr. Mulligan stated that if the move manager is not on board by April 7, the BC can address some of the issues. Lawrence Rosati can get guidance from the move manager.

6. School Administration Report

a. Review of the list of Repeater components to be bid in IT bid Dr. Freeman stated the revised proposal is not completed yet.

b. Science building utility update An updated list has been sent. March 21 is the date for bidding. There is a schedule of renovations being looked at, with a completion of renovations proposed for October 21, 2015.

c. Advise PCT date for phase 4 There will be a meeting on April 15, 2015.

d. Status of Fiber tech – Dr. Freeman has been informed by Kevin that a BC purchase order was delivered today.

The new granite shield has been delivered and it is a very impressive piece.

Budget on saving the memorabilia was discussed. They are making every effort to save the Sibley painting. There are funding concerns, but hoping to be able to maintain the painting. The BOE does not have room in their budget to save the painting. Mr. Mulligan stated originally it was anticipated that the Sibley transfer would fall under the front entry budget. The front entry display screen has jumped to \$45,000 so this will now be over budget by \$9000. The estimate to move the Sibley is \$9140. The shields have been digitized at no cost to the committee. There are local historians that are focused on the history of the community that would like to see the Sibley saved. Mr. Jacob made a motion to commit the funds needed in the amount of \$9140, seconded by Mr. Mulligan. Mr. Petra asked if insurance for the workmen is included. Mr. Mulligan stated there is no insurance on the piece. It will be mounted in the hall of the science wing. Mr. Jacob asked if it is determined that it cannot be removed, or if it breaks apart while taking it down, can 50% be paid? The BC is concerned with some of the unknowns. Mr. Jacob withdrew his motion pending further information on the contract. Mr. Mulligan withdrew his second to the motion. Dr. Freeman will try and get some answers to the committees concerns.

7. Architects Report

a. Artificial Turf

b. **Canopy design issue has been resolved.** Revised shop drawing have all been forwarded to the CM. The egress plan to exit people in the building through the front entrance is the reason for the change. There is a plan in place from June 1 until June 20 to have limited use of the space. There will be a limited number of staff reporting over the summer. Mrs. Beeman asked about the custodial change over. Mr. Hetzler stated that once he does the final clean, then the town allows people to use the building.

c. **Snow Plan** There was a meeting that was held with Milone and McBroom about making an adjustment in the landscape plan to accommodate plowing and piles of snow. The parking lot and bus loop areas are areas of concern. Cliff Gurnham recalls that landscaping 15 feet from the edge of the pavement and three cherry trees from the orchard can be moved. The main drive is the main point since there are barriers that prohibit cars from parking in that area. Mr. Mulligan stated that this information was asked for a while back and should have been included in the original plan. Mr. Szczypek stated that during earlier meetings this was discussed and there were no issues. Mr. Mulligan asked for the minutes from those meetings.

d. **BIM as-built model of changes.** The committee asked what they are obligated to provide. Mr. Szczypek stated the CM is obligated by a document that is referred to as-built in a Rebit file for plumbing, HVAC and fire protection only. The architectural and structural model is not updated. The program records sketches on Rebit, the MEPS are overlaid on outdated backgrounds. Mr. Szczypek does not know if this data is necessary for future maintenance. This should be discussed with Cliff Gurnham to decide if it is necessary. A decision does not need to be made on this right away.

Mr. Szczypek asked about the method of adding minor items in the FF&E purchase orders. The goggle cases in the shop are no longer available. The new style is not large enough so another one is being added at a cost of \$675.00. Mr. Mulligan stated that the purchasing procedures would still be in effect. Adding additional pieces of the same item is not an issue. Mr. Pinckney made a motion to approve a supplement of \$675 to add the eye goggle cases, seconded by Mr. Jacob. The motion carried unanimously.

8. CM Report:

a. **Monthly Report** Dan Hetzler distributed the Monthly report. Page 47 of the report has an additional Schedule/Procurement Issues: Mr. Pinckney asked if these are items that will not be ready on June 1. Mr. Hetzler stated that the C of O will not be issued until May of 2016. Every project is issued a Temporary C of O instead. It is called a partial C of O with a list of criteria that needs to be completed by a certain date. They would be items that are incomplete in the building. There will be a

temporary C of O that will be ready by June 1. The Dust enclosure was discussed, Mr. Hetzler stated that there are issues with it. Another round of shop drawings are necessary, then fabrication drawings, and then installation which should go until June 15. The front entry canopy will be completed by June 10. The wood ceilings are being released later in the overall project schedule. Substantially complete means that the owner has beneficial use of the building. May 26 is the start of the furniture delivery date with a four week plan. Mr. Mulligan stated that the committee is being informed but the formal pressure on the subs that is not being shown to the committee. The front entry canopy can be constructed with lifts so it can be completed before the December of 2015 original date. The fire marshal has some issues with the gas and electric next to each other. Changes were made, the box that houses electricity is a little smaller and another box will house the gas. Change order is being submitted.

b. QAQC – BIM 360 update was not sent off since the master files were not updated. It will be sent out when it is complete. CES has a number of items on their report that need to be addressed.

c. Review asbuilt expectation

d. Schedule – Rich Page has given Mr. Hetzler a response, he has not forwarded it yet.

9. Subcommittee /Liaisons reports

a. Communications . Mrs. Beeman and Mrs. Casey met with new LHF president and vice president, and GHSBC Liaison Connie Stone. The purpose of the meeting was to get them up to speed with the project. They would like to see money spent on additional trees. They are also concerned about the unattractive foul poles planned for the softball fields. Mrs. Beeman and Mrs. Casey stated that the foul poles are installed according to athletic guidelines and a decision to plant additional trees is dependent upon the balance available in our contingency as well as the state of the area to be planted following re-grading of the south and east borders. Equal attention must be paid to our neighbors on Schoolside and New England Road. They were advised to attend the meetings.

b. Budget & Bills

Mr. Mulligan presented the following bills for payment:

L Kelley \$346.50

CES \$1,961.00

NH Register \$767.00

Morganti \$19,565.56

TSKP \$46,700.97

Mr. Pinckney a motion to approve the bills as presented, seconded by Mrs. Beeman. The motion carried unanimously.

O&F Fusco \$3,696,305.51 81% complete.

Mr. Mulligan made a motion to approve, seconded by Mr. Jacob. The motion carried unanimously.

Mr. Mulligan made a motion to authorize \$22,100. for fiber tech Ms. Casey made a motion to approve, seconded by Mr. Jacob. The motion carried unanimously.

Budget – Mr. Mulligan reviewed the changes from last month. He stated that there are primary changes in the place holder budget amount, TSKP administration fees, moving and storage expenses have increased to \$200,000. We are currently are on schedule and within budget.

c. Change Order

COR 150 \$16,790

COR 151R \$4238

COR 199R \$3244

COR 200 \$1,059

Mrs. Beeman made a motion to approve the COR's as presented, seconded by Mr. Pinckney. The motion carried unanimously.

CDA 79 2,912.00

CDA 80 14,300

CDA 81 \$2,162

CDA 82 \$45,000

Mr. Orenstein asked what the limit is for CDA's since this has exceeded the amount.

Mr. Mulligan made a motion to approve the CDA's as presented, seconded by Mr. Jacob. The motion carried unanimously.

COR 198 \$46,835.00 Mr. Hetzler stated that they have changed the scope, they have had to change the display cases on either side of the screen. The screen was never proposed at \$10,000. There is no projector in this quote. It is in the technology budget. The mirror is also not included in this, and should also be in the technology bid. Mr. Pinckney made a motion to approve the full package of \$46,835.00, seconded by Mrs. Beeman. The motion carried unanimously.

COR 167R \$45,246.00 Mr. Pinckney made a motion to approve, seconded by Mrs. Casey. The motion carried 8-0-1 Orenstein abstained

COR 38R \$95,174.00 Irrigation Main Connection. CT water initial offer was to include all the work needed to get the job done. They offered products as well as reduced connection fees. The materials invoice is not actually funded by Richards, the money would be refunded back. Mr. Pinckney made a motion to approve, seconded by Mr. Jacob. The motion carried 8-0-1 Orenstein abstained

11. Old Business

12. New Business

13. Executive Session Mr. Pinckney made a motion to move into executive session at 9:23 p.m. to discuss contractual negotiations. Mr. Jacob seconded the motion and it was carried unanimously. The building committee members were present. A motion was made and seconded to move out of executive session and resume the regular meeting. The regular meeting resumed at 10:15 p.m.

14. Next Meeting Agenda Review The GHSBC will meet Tuesday, March 31, 2015, April 4, 2015 and April 21, 2015 at 7:00 p.m. in the GHS library pending confirmation of location.

15. Adjournment There being no further business to discuss, Mrs. Beeman made a motion to adjourn the meeting at 9:48 p.m. Mr. Mulligan seconded the motion and it was carried unanimously.

Respectfully submitted,

Laurie Kelley

Recording Secretary