
**JOINT SPECIAL SCHOOL BUILDING COMMITTEE MEETING
THURSDAY, JANUARY 26, 2023
NHS NORTH BOARD ROOM**

A meeting of the Joint Special Building Committee was held at NHS North on Thursday, January 26, 2023. Mr. Dowd called the meeting to order at 7:00 p.m.

Present: Mr. Dowd, Ms. Wilshire, Ms. Klee, Ms. Timmons, Mr. Sullivan, Ms. Raymond, Ms. Lamphier, Ms. Bishop, Ms. Giglio, and Mr. Claffey

Also Present: Mr. Shawn Smith, Dr. Mario Andrade, Mr. Jamie Ouellette, Mr. Ken Lemarier, Mr. Carl Dubois, Ms. Kathy Miskoe, and Mr. Matt Smith

Also Present: Members of the Public, Channel 99 Videographer

PREVIOUS MEETING MINUTES APPROVAL – December 15, 2022

*Mr. Dowd moved to waive the reading of the JSSBC meeting minutes of December 15, 2022, accept them and place them on file. **SO VOTED UNANIMOUSLY.***

Chairman Report – Alderman Dowd

We have full attendance – no quorum issue tonight.

School Administration – Shawn Smith

We have our February JSSBC meeting one week prior to Winter break.

ARCHITECT'S REPORT – HARRIMAN – Mr. Jamie Ouellette

Brian S. McCarthy Middle School – Continuing to review submittals and questions from the field, bi-weekly visits to the site, reviewing progress, and coordinating any questions that arise. Progress is going quite well. We are working on setting up a furniture kickoff meeting with school administration and the Elm Street principal in the next two weeks.

Pennichuck Middle School – Good news - we received a temp certificate of occupancy for the library area and they are starting to move some books into the Learning Commons. That basically opens up almost all the school. The last remaining area is the old learning commons where work is still ongoing (a couple more weeks). Progress is going well.

Birch Hill & Main Dunstable Schools – Ongoing design. We had issued a Progress Review before we issue construction documents at the beginning of February. We have had a couple of follow up meetings with school administration, as well as the principals and facilities staff, to talk about the final phasing for construction, getting the principals up to speed, and having a follow-up meeting with staff to bring them up to speed on what the project officially looks like and how they're going to be affected. We are considering having a follow-up meeting some evening to inform parents on what the school will look like, the full project scope, and how the safety of their children will be accounted for. This is all in planning stages - not officially there yet. We had a meeting with the city, the city code enforcement, fire marshal, planning, Alderman Dowd, Mr. Smith, and Mr. Connors from facilities, Harvey, and myself regarding the project status, approximate phasing, what the temporary classroom setups are going to look like so that the phasing will work. We did a similar thing through the middle school project and it was well received.

Franklin Street School – Work continues but progress has slowed as school is in session. Harriman has gone in and done some punch lists items. 55 Franklin Street has a few proposals/scope changes that are being requested for the project that will be reviewed tonight.

The first proposal is for an elevator modernization design. Previously, there was some proposal from Stanley to do elevator modernization (the original elevator that dates back to when the building was built). There are elements that are required to bring it up to code, i.e., electrical changes; the elevator pit needs a pump; other minor, modern design changes/improvements including architectural work; plumbing work; a lot of electrical work; sprinkler work; and some fire alarm devices. Harriman's proposal is to do the design work for the infrastructure so Stanley elevator

can come in and do their work to modernize the elevator. A proposal was submitted for \$7,800. We can start in approximately two weeks with the intent that the work will be done this summer.

Ms. Raymond questioned whether the elevator' functionality and safety? Harriman answered that the elevator has been inspected and is usable, but is not ADA compliant and needs upgrades.

Kathy Miskoe of Harvey Construction clarified that the elevator upgrades were included in the original budget for Franklin Street (\$100,000 allowance). Stanley originally came back with a very large proposal but it was reviewed in detail to tackle the most important and required fixes which total \$150,000, roughly. We did a \$0 PCO that approved moving escalation funds for the elevator renovation. We have construction funds to the tune of about \$50,000 available to make the upgrade changes that need to be designed (i.e., adding a door, maybe an electrical panel) as were described by Harriman.

Alderwoman Klee verified that Harvey has the budget reserved for elevator repairs and the proposal is for design work by Harriman only.

The second design proposal is for the kitchen upgrade design. This proposal includes architectural, structural, plumbing, sprinkler, mechanical and electrical design to provide a small kitchen on the third floor which is currently a pantry space. Kittredge is the kitchen supply vendor. They've done an initial layout with the school district and they've also done a proposed hood equipment quote. This proposal request is for design services to have the actual kitchen built from our design documents. We would meet with the health department and review plans with them prior to the construction starting and meet when they come in to inspect. We would also do code research to make sure that the kitchen layout and construction fits the space. The scope is \$32,000 and a \$500 reimbursable that is used for travel, postage, printing, which would be reimbursed if not used completely. The total proposal is \$32,500. Alderman Dowd reminded the BOE members that the kitchen equipment going into the kitchen will be provided by Food Services, not out of this project.

The final Harriman proposal is for a limited structural investigation on some spalling concrete happening on the first floor (basement looking up) in the vestibule area. We were sent some images to ask if we would come and do an investigation. The scope of work here is for a structural engineer to perform a site visit, review those findings and make recommendations for repair, develop sketches for repair instructions, and provide a summary report presenting the results. The fee for the work proposed is \$6,800. They can start that within a couple of weeks of acceptance. The first question will be "Is the space safe". It does not appear that anything is in jeopardy prior to the official investigation of the space.

MS. RAYMOND MOVED TO AUTHORIZE THE JSSBC TO PROVIDE THIS WORK TO HARRIMAN ASSOCIATES IN THE AMOUNT OF \$6,800.00.

SO VOTED UNANIMOUSLY.

MS. TIMMONS MOVED TO APPROVE AN AWARD TO HARRIMAN ASSOCIATES FOR KITCHEN RENOVATION DESIGN IN THE AMOUNT OF \$32,500.

Alderman Sullivan clarified the funding paths for the kitchen renovation, including that the District Food Service will fund the kitchen equipment. Mr. Smith indicated that the Board of Ed approved in its annual capital projects, deferred maintenance money to take care of the actual construction equaling \$150,000 for the kitchen work.

SO VOTED UNANIMOUSLY.

MS. GIGLIO MOVED TO AWARD THE SERVICES FOR THE RENOVATIONS TO THE ELEVATOR MODERNIZATION DESIGN TO HARRIMAN ASSOCIATES IN THE AMOUNT OF \$7,800.00.

SO VOTED UNANIMOUSLY.

CONSTRUCTION MANAGER'S REPORT – HARVEY – Mr. Ken Lemarier & Kathy MiskoeBrian S. McCarthy Middle School –

A new temporarily project sign will be up during construction, hopefully next week, that has the new school logo and school colors. A little more window dressing for everybody passing by the job site. All of the site work, utility development, and parking areas have been developed and base-paving complete. Work continues on the athletic fields (temperature dependent). We have to stay away from it if the frost gets too deep, but we've been very lucky thus far this winter which will help us in the spring to establish the growing period for the grass. We are working with Jamie's team at Harriman to add additional drainage beneath the athletic fields at both baseball fields and around the track. We have permanent power to the building for construction; Eversource has installed the new poles that run up to the site. Again, the building sequences always building C, B, D, and then A.

Building C: All the exterior framing, sheathing and the air vapor barriers are complete, all of the operable windows have been installed. Now we can start to install the framing and tactile panels, i.e., those concrete-looking facade rainscreen (March). Moving inside of Area C, progress has taken place with the mechanical, electrical, plumbing and fire protection rough-in, all the framing and drywall and painting (first prime and first coat) has been completed on the first floor and the overhead MEP is in progress right now. Cabinets will be going in shortly on one floor and then we have bare steel in Area A so you'll be able to see the different stages of each level.

Building B: Exterior framing, sheathing and air vapor barrier are in progress with a target completion in the next month. Interior framing is also in progress and building B.

Building D: All the spray fireproofing will be complete tomorrow and the exterior framing is also in place.

Building A: We are weather dependent on the rest of the slabs on grade. The weather hasn't really been cooperative the last few weeks, but we will continue to work on this when weather allows. Also, when the weather permits, Building A's exterior framing, sheathing, and roofing will continue.

The job site trailer has moved from the Medallion Court area to the DiAntonio Drive area.

Pennichuck Middle School – We did receive the temporary certificate of occupancy for the Learning Commons which allows the school to move into the space. They're planning on opening up the new library sometime next week. Mr. Smith's team has been working hard trying to get all the books moved into the space and all the new furniture setup.

Now that the end of the project is nearing, general HVAC commissioning of the project will start which shakes out any loose ends. A third-party inspector is brought in to review the existing equipment and the new equipment to make sure that it's running efficiently per the Harriman specifications. As we demobilize on site, a number of additional items (both in-scope and out-of-scope) will be addressed in the springtime, weather permitting. The perimeter edge metal on the roof will be done; new electronic site sign where the school can have the graphics and the announcements for the students and patrons walking onto the site will be installed when the weather breaks; miscellaneous landscaping; any plantings or trees that didn't make it through the winter; and miscellaneous punch list items. Although the project overall is complete, Harvey will still have a presence there. The last area in the project that will be wrapping up is the computer ELL area (old library). We are essentially complete in there, the flooring has been installed and next week, all the mechanical equipment will be started up for the final inspections. If all passes, we can turn that over in February to the school.

Franklin Street School – The exterior handrails are in and work is nearing completion on the basement level. The next move is to take over the first floor and start renovating and doing the abatement of the first floor over February vacation. A punch list will take place this week. Inspections with the building department occurred this week and the trades completed their work and had their sign offs received from the building department. This morning, there was a fire alarm test and all went well. The next move is getting the temporary CO that includes the basement level so the staff can move down to the basement. After the abatement on the first floor during the February vacation week, we will hit it hard and try to get it done for April break so that we can then switch up to the third floor. It is a complex plan in motion for the next seven months to try to get it done.

EEI - Franklin Street is coming towards the end for us. EEI received the final inspections on the lower level for mechanical and electrical. We are getting into some punch list items. Harriman was out and did a walkthrough so we got a couple items on that. The commissioning will occur and we will make sure all the systems are working as they were designed. We will then do some customer training on how to use and maintain the existing or the new equipment and then we're going to be pulling off site. We will disappear until springtime and then we'll roll into doing the window part of our scope. The equipment for the dehumidification and cooling hasn't been started up yet, but all the equipment is waiting and ready. April break, we'll have them come back and get that started up.

PCOs & PCCOs

Fairgrounds Middle School

PCCO #008 – FMS: Return of project savings

This is the last and final item for Fairgrounds. This is a prime contract change order (PCCO) #008 for contract reconciliation where we return any project savings back to the school district to officially close out the project. In the case of Fairgrounds, there were various upgrades that were required to be done, we utilized bio savings and project budget to take care of those items for the district. This PCCO #008 is giving a project savings back to the district for \$123,902.64.

Clarification: Money returned to the project stays within the middle school project because it's part of the bonded funds for all three schools. It's not going anywhere other than rest of the project.

MS. RAYMOND MOVED TO APPROVE PCCO #008 FOR THE RETURN OF FUNDS FOR FAIRGROUNDS MIDDLE SCHOOL IN THE AMOUNT OF \$-123,902.64 (CREDIT).

SO VOTED UNANIMOUSLY.

Pennichuck Middle School

PCCO #012 – PMS: Six (6) additional bleacher seats

ALDERWOMAN WILSHIRE MOVED TO APPROVE PCCO #012 FOR ADDITIONAL BLEACHERS FOR PENNICHUCK MIDDLE SCHOOL IN THE AMOUNT OF \$87,655.73.

SO VOTED UNANIMOUSLY.

Franklin Street School

PCO #026 – Firestop Existing Penetrations - Franklin Street

Expand the firestop allowance that we had put in place with the existing building. We are firestopping and protecting penetrations through fire rated walls throughout the building even existing penetrations which wasn't anticipated. PCO #026 was \$32,020.50; approved by Chairman Dowd's signature.

PCO #027 – Roof Edge Details Credit – Franklin Street

MS. RAYMOND MOVED TO APPROVE PCO #027 FOR RETURN OF FUNDS FOR FRANKLIN STREET SCHOOL IN THE AMOUNT OF \$-4,100.00 (CREDIT).

SO VOTED UNANIMOUSLY.

PCO #028 – Wallpaper Removal – Franklin Street

Remove wallpaper from an office in the basement level. This was an existing condition that was not accounted for. The wallpaper was peeling and could not be covered up. We took it down and needed to prep the wall to receive paint. PCO #028 was \$2,177.39 approved by Chairman Dowd's signature.

PCO #029 – Locust Street Gate Hardware – Franklin Street

Replace the fence gate on the local street side of the school. This is related to the fire department request for the egress from the new stair towers that come out. PCO #029 was \$3,709.04; approved by Chairman Dowd's signature.

PCO #030 – Upgrade Fire Alarm Panel – Franklin Street

The fire alarm system is fully functional as installed, everything is working fine. We have done the renovations on the second floor and the basement floor, but as we change the wall layouts on first and third and continue with the project, the existing fire alarm panel doesn't have enough spaces in it for some added devices. Effectively, it is too small and it can't be expanded so the panel needs to be replaced. It hopefully will be switched out over February vacation, and then we'll have it available to finish the first floor. PCO #030 is for \$9,242.19; approved by Chairman Dowd's signature.

PCO #031 – Pump Room Door – Franklin Street

Addition of a door to the sewage ejector pump room. We replaced the sewage ejector pumps in the same location, but the control panel doesn't fit in that old room. The pump room is accessed through a conference room with a dead-end corner in it. We're able to put the control panel outside of the pump room, effectively in the corner of the conference room, but a add a door that makes the pump room larger. PCO #031 is for \$2,288.40; approved by Chairman Dowd's signature.

PCO #032 – Reallocate Budget for Extended Supervision – Franklin Street

We're reallocating \$100,000 of the escalation funds to cover added Harvey supervision time due to schedule changes. Originally, we were going to be on site two summers and gone in the middle and instead were there in the middle. We were fortunate to have escalation funds that we haven't had to use. We're requesting that the escalation allowance be reduced, and then money moved to the supervision, line item in our budget.

MS. RAYMOND MOVED TO APPROVE PCO #032, MOVING MONEY FROM ONE LINE ITEM TO ANOTHER FOR EXTENDED SUPERVISION FOR HARVEY CONSTRUCTION FOR FRANKLIN STREET SCHOOL IN THE AMOUNT OF \$0 (NET ZERO).

SO VOTED UNANIMOUSLY.

PCO #033 – Added Sidewalk – Franklin Street

Adding a piece of sidewalk outside of the egress stair tower on the playground side. The cost to do it in the winter was at least \$3,000 more; we're hoping to do it around April break or when the weather's warmer and there's no snow on the ground. The fire department has not objected as they see us making progress with all of these things, whether it be fire stopping or getting the gate ordered. They've done their inspections, as I mentioned this morning, so it's not been an issue. We'll get the sidewalk taken care of in the spring.

MS. GIGLIO MOVED TO APPROVE PCO #033 FOR ADDED SIDEWALK FOR FRANKLIN STREET SCHOOL IN THE AMOUNT OF \$6,350.74.

SO VOTED UNANIMOUSLY.

PCCO #008 – Franklin Street

ALDERWOMAN WILSHIRE MOVED TO APPROVE PCCO #008 FOR FRANKLIN STREET SCHOOL IN THE AMOUNT OF \$42,694.

SO VOTED UNANIMOUSLY.

INVOICE APPROVAL

- a. Greenlight Interactive
 - i. \$2,500.00 – Brian S. McCarthy Middle School
- b. Harriman Invoices, Total \$138,275.56
 - i. #2212045, \$22,008.34 – Brian S. McCarthy Middle School

- ii. #2212046, \$13,098.63 – PMS
- iii. #2212050, \$51,523.23 – Birch Hill
- iv. #2212051, \$51,645.36 – Main Dunstable
- c. Harvey Invoices, Total \$3,211,823.02
 - i. 2020-003, Invoice #21, \$26,994.53 – FMS
 - ii. 2021-001, Invoice #22, \$522,918.63 – PMS
 - iii. 2019-006, Invoice #13, \$2,661,909.86 – Brian S. McCarthy Middle School
 - iv. 2022-008, Invoice #10, \$164,472.97 – Franklin Street
- d. Hayner/Swanson, Inc., Total \$2,345.00
 - i. #19985 \$1,500.00 – Brian S. McCarthy Middle School
 - ii. #19986 \$845.00 – Brian S. McCarthy Middle School
- e. Hertz Furniture, Total \$12,216.14
 - i. #686771, \$6,159.24 – PMS
 - ii. #686399, \$6,056.90 - FMS
- f. John Turner Consulting, Total \$12,060.00
 - i. #2207050-08 \$8,000.00 – Brian S. McCarthy Middle School
 - ii. #2207050-09 \$4,060.00 – Brian S. McCarthy Middle School
- g. Turner Group, Total \$17,167.56
 - i. #7158, \$9,244.56
 - \$5,948.45 – PMS
 - \$3,296.11 – Brian S. McCarthy Middle School
 - ii. #27236, \$7,923.00 – Security Vestibule Project
- h. Vanasse and Associates
 - i. #42120, \$474.90
- i. Energy Credits
 - i. Liberty Utilities, \$-4,144.20 – PMS
 - ii. Eversource, \$-28,968.22 – PMS
 - iii. Eversource, \$-9,492.12 – Franklin Street

Franklin Street Invoices: \$164,472.97
 Middle School Project Invoices: \$3,285,770.59
 Birch Hill/Main Dunstable Invoices: \$103,168.59
 Security Vestibule Project Invoices: \$7,923.00
Total Invoices: \$3,561,335.15

MS. TIMMON MOVED TO APPROVE THE INVOICES IN THE FOLLOWING ORDER FRANKLIN STREET INVOICES \$164,472.97; THE MIDDLE SCHOOL PROJECT INVOICES FOR \$3,285,707.59; THE BIRCH HILL/MAIN DUNSTABLE INVOICES FOR \$103,168.59; AND FOR THE NEW SECURITY VESTIBULE PROJECT INVOICES \$7,923.00 FOR TOTAL INVOICES OF \$3,561,335.15.

SO VOTED UNANIMOUSLY.

COMMENTS BY COMMITTEE MEMBERS

Alderman Sullivan reported zero (0) complaints. Thanked the committee.

Ms. Giglio thanked everyone for the work progress month to month.

Alderman Dowd reviewed all projects and future meetings coming up.

Mr. Smith informed the committee of energy infrastructure grants focused on energy efficient programs for Ledge Street, Dr. Crisp and Fairgrounds Elementary schools. Questions were asked surrounding the addition of charging stations at the new school.

Ms. Timmons moved to adjourn. So voted unanimously at 8:28 p.m.
Submitted by Tara C. Kinsella