
JOINT SPECIAL SCHOOL BUILDING COMMITTEE
THURSDAY, APRIL 2, 2020
ONLINE / NASHUA CITY HALL AUDITORIUM

An online meeting of the JSSBC was held at Nashua City Hall on **Thursday, April 2, 2020**. Alderman Dowd called the meeting to order at **7:00 p.m.**

Present: Alderman Dowd, Alderwoman Wilshire, Alderwoman Klee, Alderwoman Harriott-Gathright, Ms. Raymond, Mr. Guarino, Ms. Bishop, Ms. Brown, Ms. Giglio

Also Present: Ms. Fitzpatrick, Mr. Donovan, Mr. Smith, Ms. Timmons, Mr. DuBois, Mr. Lee, Mr. Oullette

Everyone present stated why they were participating remotely, where they were, and that they were alone.

This meeting and Presentation can be watched in its entirety at:

<https://www.youtube.com/watch?v=YY5bo-GgmHo>

Handouts, Presentations & referenced materials can be accessed on the Minutes Page in "Attachments" link

Alderman Dowd

As Chair of the JSSBC I find that due to the State of Emergency declared by the Governor as a result of the Covid-19 Pandemic, and in accordance with the Governor's Emergency Order #12, pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporarily to this meeting, which was authorized pursuant to the Governor's order. However, in accordance with the emergency order I am confirming that we are using WebEx for this electronic meeting. All members of the JSSBC have the ability to communicate contemporarily during this meeting using this platform, and the public has the access to contemporarily listen with the phone number: 978-990-5298. The password is: 273974.

We previously gave notice to the public regarding information to this meeting, and the instructions have also been placed on the City Website providing a mechanism for the public to alert the body of this meeting. If you have a problem using that number and hearing us, you can text any of the Aldermen using, last name; first initial @Nashua.gov. In the event that the public is unable to access the meeting with that phone number I just gave you, and we are notified, then we will have to adjourn the meeting. Please note that all votes taken at this meeting will be done by roll call vote.

PREVIOUS MEETING MINUTES APPROVAL

Ms. Raymond moved to waive the reading of the JSSBC minutes of **Thursday, January 23, 2020**, accept them and place them on file. **So voted unanimously by roll call.**

REMARKS BY CHAIRMAN

Alderman Dowd

This is our first online meeting of the JSSBC. I'm glad you're all here, and I just wanted to mention that the middle school project has not slowed down. Mr. Smith and I approved some minor contracts to keep this thing going. One

was for MMI for additional borings at FMS in the road for \$5,100. At the temporary classroom for FMS we approved \$1,500 for the foundation. And then we approved \$10,000 to RFP Associates for the hazmat plans. If there are no objections, I'd like to ensure that everybody's okay with those. If anybody has any concerns, let me know right now. Seeing none, we'll go to Remarks by School Administration. Shawn?

REMARKS BY SCHOOL ADMINISTRATION (if requested)

Mr. Smith

I'll save those for when we get into the rest of the business.

Ms. Fitzpatrick

I've been in touch with the architects, and we do have meetings set up for the new building and for the architects to come and talk to the staff next week.

ITEMS FOR DISCUSSION AND APPROVAL OF INVOICES

Architect's Report - Harriman

Mr. Ouellette

I'll go through each school. Overall, the Covid-19 Pandemic did kind of shuffle things around a little bit for a moment. But we at Harriman are all on board and working remotely. We're making progress now that we're settled at home and are going full speed working remotely.

Read through update details, which can be watched at: <https://www.youtube.com/watch?v=YY5bo-GgmHo>

Alderman Dowd

As we go through this, we will be getting the various levels for approval, both from this committee and the City's Planning Department. The drawings will also reviewed to some degree by the full BOE and the School District, so that we're all on the same page. Mark did you want to add anything?

Mr. Lee

No, I think that covered it pretty well. And to your point Rick, we're going to do everything we possibly can, given the circumstances to share the design as we move forward. So that we're communicating with everyone and following up. I know that was part of the discussion we had when we began, to make sure we communicate and give everyone an opportunity to weigh in.

Alderman Dowd

Sara Marchand will be helping us expedite the approval process for FMA for everything going on. So that will go very well.

Ms. Brown

I'm curious how frequently we're going to be able to get together and get updated for that approval process. As we get closer to... especially the new building, are we going to get to weigh in before the drawings get too far along?

Alderman Dowd

Absolutely. Everyone will get a chance to look at things before we get to that point.

Mr. Oullette

Yes, we're working on how we're going to share plans. We can obviously send plans to anyone who wants to see them... digitally would be a great way to do that. We'd also like to meet another round with the teachers and share the discussions we had initially to get to this point at schematic design. We had meetings with them before where they made some suggestions of layouts, and things they'd like and not like and we've incorporated as much of that as we could in the drawings. So we'd like to come back and have another round with them, whether digitally or remotely and we can do go-to meetings and show our screens, and let people chime in and ask questions. That's definitely our intent, and with the BOE as well. Our intent is to keep everybody involved, ask questions and see what's going on.

Aldermen Dowd

The plans for FMS are quite large, but they can be sent electronically. But hard copies would be difficult.

Alderwoman Klee

I wouldn't want hard copies, but I'd like to be able to have them and seeing the meeting notes of what it was that the teachers that they met with found objectionable, and see if we can make those changes. As he was saying, I'd like to know what changes are being tweaked... as he said, some things may just not work for the school, so they're making changes. As the process goes on, I'd like to know what those changes are. So that when the public is asking is if we got this input or that input, we can turn around and say "yes" this is how it was designed... this didn't work for this reason, and these are the changes that were made. So I'd like to be brought into that process. We don't need to go to all those meeting that they're having with everybody, but if we can get some notes and ideas of what's going on, I would appreciate that.

Alderman Dowd

We will have notes from all of those meetings, and Jamie and Donna will make sure that they get out. And everybody on the Board will get a copy of the minutes. And any changes going forward will have to be approved by all of us.

Mr. Oullette

Yes, we can definitely share our programming meeting notes and the plans digitally, as Rick suggested. We can send things to Shawn, and then he can distribute things to everyone. I think that may be the best way... and Shawn please correct me if I'm wrong.

Mr. Smith

That sounds good to me.

Alderman Dowd

When we get to the construction drawings where they're actually giving them to Harvey to hire people, there won't be any changes made at that point.

Mr. Guarino

I would like the BOE to have buy in for the approval before the step you just mentioned... before anything goes out to bid. I think at some point we should have the BOE give some official okay to the process. I think that would be important.

Alderman Dowd

Yes. We're certainly going to get the input of the full Board, and Heather can make sure that happens. The actual vote on any changes is made at this Committee. Trish, did you have anything else?

Alderwoman Klee

No, other than to say that I think Alderwoman Harriott-Gathright is still having some issues coming in and out. And adding to the other comment I made, I don't want to make any more work for anyone but seeing as we're getting the handouts now, I think sending us as much information as possible digitally, is truly important. That makes it easier for us to make decisions, as well as to talk to the public.

Alderman Dowd

So as we go along... and Jamie, correct me if I'm wrong, we'll probably have stacks of drawings, but they'll be drawings that can be shared that will give you a better picture of what's actually happening. So we will find a way to make sure everybody has access.

Alderwoman Klee

And at the next meeting, if we're going to have some kind of plans or something, we've always been given a presentation and I know when we did the BOA meeting we had the whole presentation up on the screen. And if that's at all possible, that would be great.

Alderman Dowd

It is possible to do that, and there's nothing we have to share about that tonight. We needed the meeting tonight mostly to approve invoices for both Harriman and Harvey so they can continue their work. So if there's nothing else from Harriman... Carl?

Construction Manager's Report - Harvey**Mr. DuBois**

We completed our schematic design estimate based on the documents that we received. And I'm pleased to report that we came in slightly under our original concept budget that we put together. So that's good news. We are gearing up, and I've been shuffling up some people around here to get through April and into early May. We also assisted Mr. Smith trying to come up with a number for portable classrooms, which he'll be presenting to you later on. And we're starting to look at a phasing plan for PMS, and have been tweeting the phasing plan for FMS.

Alderman Dowd

For those who don't know, because of not being able to use the gymnasiums in the middle schools, we need portables to be able to shuffle students around so they can do their work, if they're there next year.

INVOICE APPROVAL**Mr. Smith**

There are a number of financial reports in your package. These are the invoices for tonight:

For Harvey Construction:

#20-003, \$5,000.00 (Phase 1);

For Harriman:

#2001117, \$22,348.45 (FMS)

#2001118, \$16,319.46 (PMS)

#2001151, \$9,214.08 (New MS)

#2002044, \$59,891.52 (New MS)

#2002046, \$48,914.18 (FMS)

#2002047, \$32,563.60 (PMS)

For Hayner Swanson:

#16517, \$16,059.45 (FMS)

Mr. Smith

And we recommend that you approve all those invoices.

**ALDERMAN DOWD MOVED TO APPROVE THE FOLLOWING INVOICES, TO:
HARVEY CONSTRUCTION FOR \$5,000; HARRIMAN A&E FOR \$189,251.29; AND
HAYNER SWANSON FOR \$16,059.45.**

SO VOTED UNANIMOUSLY BY ROLL CALL.

RFP – Commissioning Services

Mr. Smith

Commissioning is something we've done on every project I've worked on since being here. They provide another set of eyes and ears for the architect, construction manager and for us. They're engineers in their own right. We're not only commission the mechanical systems, but also the building envelope which is essentially the roof and the walls. So that's kind of what the process is, and there's a one page explanation in your packet. We sent the RFP out, received 7 bids, and the results are in a spreadsheet in your packet. *Reviewed the spreadsheet data*

So RFS and Turner are both good firms, and we felt that Turner was a little bit stronger in the bidding envelope, and that was pretty much a unanimous recommendation from our subcommittee.

Alderman Dowd

We usually try to pick firms that are local to Nashua if they meet all the criteria. Those two firms are pretty close, but we highly recommend that we go with Turner.

**MR. GUARINO MOVED TO AWARD THE COMMISSIONING CONTRACT TO TURNER
BUILDING SCIENCE & DESIGN, IN AN AMOUNT NOT TO EXCEED \$272,000.**

SO VOTED UNANIMOUSLY BY ROLL CALL.

FMS – Williams Scotsman Lease Agreement

Mr. Smith

As Carl DuBois mentioned earlier, we need swing space at FMS because the project will be started this summer, but then continuing into the school year. And we're working in classroom wings, and need to put those classrooms somewhere. We don't have the gym available to us because that space is a state requirement. Harvey Construction did the bulk of the work in getting the quotes. We have a need for 2 portable classroom buildings, and each building has 2 classrooms; so that's 4 classrooms. The first building is \$89,274.72 and the second one is \$88,333.56. Both of these buildings will have handicapped ramps going up to the front and an emergency egress at the back. We alluded earlier to the foundation plan, which is how these things will be attached and mounted. They will have electricity and plumbing in them, so the restroom and other things will be active... pretty much everything you have in a regular school will be in there... intercoms, and whatever. So our recommendation is to award both those contracts to Williams Scotsman, Inc. in those 2 amounts that I mentioned.

Alderman Dowd

When we put portable classrooms in, we have to adhere to many stringent state and city requirements relevant to how secure they are, water connections, electricity, etc. It's not just like driving up a motor home and parking it. We need these at FMS, and they're in the budget.

ALDERWOMAN WILSHIRE MOVED TO AWARD THE PORTABLE CLASSROOM LEASE FOR FAIRGROUNDS MIDDLE SCHOOL, TO WILLIAMS SCOTSMAN, INC.

Ms. Brown

I was wondering if Ms. Fitzpatrick or anyone from the district has been contacted... It seems like the intent of these buildings was to replace physical education, so I want to make sure we can use that make sure we can use that within our state curriculum.

Ms. Fitzpatrick

My understanding is that the modules are going to be used for academic classrooms, so we'll still have access to the gym. That's why the construction company won't have the ability to use that gym space.

Ms. Raymond

Can you refresh my recollection... how long do we expect to be using these portables?

Mr. Oullette

I think it would be for just next year, and I'm not even sure it would be the whole year. I think it's an 11-13 month construction period, so it would be close to the next year. But maybe Carl could help me out.

Mr. DuBois

It's a 12-month lease. So we'll have them out there for 12 months.

Alderwoman Klee

I've always had an issue with the security of the portables at PMS and keeping our students safe.

Alderman Dowd

Carl, do you want to handle that?

Mr. DuBois

Let me start with FMS. When they're installed, my goal will be to fence those off so that there's no access from anybody outside. And then as I said earlier, we're starting to look at the phasing plan on PMS. My goal would be, if we could build the additions and create the swing space that we need, and leave the portables where they are and space out the addition for the proposed library for a little later... I'm trying to see if we can work it out where we don't need any portables at PMS. We're not there yet, but we're taking a hard look at that. That's my goal. I'll report more on that as we go along, but that's the way I'm looking at it right now.

ALDERWOMAN WILSHIRE MOVED TO AWARD THE PORTABLE CLASSROOM LEASE FOR FAIRGROUNDS MIDDLE SCHOOL, TO WILLIAMS SCOTSMAN, INC. IN THE AMOUNTS OF \$89,274.72 AND \$88,333.56.

SO VOTED UNANIMOUSLY BY ROLL CALL.

Enrollment Projection Overview

Mr. Donovan

These are the projections that we received from the Nashua Regional Planning Group. There's 3 different methods that they used, which are somewhat alike. They're all showing slight decreases in the number of students, which over the last few years we've seen in these studies. Historically, the enrollment studies tend to exaggerate slightly.

They're making estimates... they certainly don't know how many children are going to be born next year, or how many are people are going to move in versus how many people are going to move out. But based on historical trends, that's what they put together.

Ms. Raymond

I'm just wondering if all of the new construction and the new apartments that have been constructed in Nashua, were taking into consideration in any of these. I know the construction that's already happened in the Dr. Crisp area... they're rapidly filling their school. And so now looking at the Henry Hanger building and a couple other sites, has any of that been incorporated into this projection?

Mr. Donovan

Yes, if there was a building permit taken out, it would be included. If the permit had not yet been taken out, which I don't think some of them have, then that wouldn't be included.

Alderman Dowd

Right, so there are a few buildings that wouldn't be included. But we've found over the years that these projections were pretty close to what we currently had. They vary by a few students one way or another. Sometimes a little over or a little under, but not enough to modify a school.

Ms. Raymond

Okay, thank you.

Budget Overview

Mr. Smith

I believe we've already covered that with the sheets we provided in your packet. And it all totals up to what was previously approved by the Aldermen.

Alderman Dowd

Okay. By the way I did get a question from a member of the public, asking if we're still going to do the Middle School Project, because of the taxes going up so much. So just to reiterate on the bonding... the payment for the bonds over the course of every year is kept pretty level. Mr. Fredette makes sure of that. So no matter how many projects we have, the payment amount that comes out of the budget is pretty much level. And the two high schools are coming off. So it stays level... he keeps it that way.

COMMENTS BY COMMITTEE MEMBERS

Alderwoman Wilshire

This is a little tongue-in-cheek, but this Covid-19 virus is going to cause for a lot of births, so maybe these numbers will be going up.

Alderman Dowd

There's a lot of construction going on, and again the numbers are probably going to pretty much stay the same. I know that realtors and developers are buying land as fast as they can.

Alderwoman Wilshire moved to adjourn. **So voted at 7:57 p.m.**

Submitted by Jacki Waters