
**JOINT SPECIAL SCHOOL BUILDING COMMITTEE MEETING
MONDAY, OCTOBER 23, 2023
NHS NORTH BOARD ROOM**

A meeting of the Joint Special Building Committee was held at NHS North on Monday, October 23, 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. Giglio and Mr. Claffey

Also Present: Dr. Mario Andrade, Mr. Shawn Smith, Mr. Jaime Ouellette, Mr. Ken Lemarier, Mr. Matt Smith, and Mr. Brendon Arel

Also Present: Members of the Public, Channel 22 Videographer

PREVIOUS MEETING MINUTES APPROVAL – September 28, 2023

*Alderman Dowd moved to waive the reading of the JSSBC meeting minutes of September 28, 2023, accept them and place them on file. **Approved***

Chairman Report – Alderman Dowd

School Administration – Mr. Smith

Reminder that the dedication for Franklin Street School is scheduled for Friday, October 27th at 1:30 pm.

ARCHITECT'S REPORT – HARRIMAN – Mr. Jaime Ouellette

Brian S. McCarthy Middle School

Design Updates:

- Furniture Package Bidding Document Issuance - September 26, 2023
 - Addendum #1 – October 5, 2023
 - Addendum #2 – October 11, 2023
- Bids received – October 17, 2023
- Proposed install for Areas B, C, D - between May 1 to June 15, 2024
- Proposed install dates for Area A – between June 1 to July 1, 2024
- FFE owner budget - \$3,760,710.00

Furniture Bids received:

- New furniture selections –
 - As presented last month's JSSBC
 - Furniture selections have:
 - Proven durability, proven experience, proven service
- 5 bidders provided bids
 - Hertz Furniture (office in Hudson, NH)
 - WB Mason (office in Manchester, NH)
 - Creative Office Resources (office in Portland, ME)
 - Exterus (office in Portland, ME)
 - Lakeshore Learning (CA based, retail stores in Mass)

Bid Summary:

- Hertz Furniture
 - Bids offered for all products
 - No substitutions
 - Lowest qualified bid on specified products
- WB Mason
 - Bids offered for all products

- No substitutions
- Second lowest qualified bid on specified products
- Creative Office Resources
 - Bids offered for all products
 - No substitutions
 - Third lowest qualified bid on specified products
- Exterus
 - Bids offered for all products
 - No substitutions
 - Highest qualified bid on specified products
- Lakeshore Learning
 - No bid offered for 38-line items
 - Geared for Pre-K up to age 11
 - Substitutions not considered an equal (young student settings)
 - Incomplete bid - disqualified

Bid includes (see bid package):

- Classroom furniture (new student and staff - desks and chairs)
- Office furniture
- Café tables and chairs
- Appliances
- Shelving for storage areas
- Learning Commons furniture
- Student Commons furniture
- 1 new Art kiln

Bid does not include (for consideration from FFE and technology budgets):

- Teaching devices and equipment
- Student equipment
- Teaching equipment
- Electronic teaching, teacher, or student devices
- Unified Arts or Tech Ed/STEM equipment
- Kitchen equipment (provided by construction documents)
- Athletic equipment (some items provided by construction documents)
- Grounds equipment and tools

Alderman Timmons moved to approve the acquisition of the McCarthy Middle School furniture from Hertz Furniture of Hudson, NH, in the amount of \$1,572,969.06. So voted unanimously.

CONSTRUCTION MANAGER'S REPORT – HARVEY – Mr. Ken Lemarier & Brendon Arel

Brian S. McCarthy Middle School

- Earthwork & site package - Area B & D retaining walls – on-going
 - Sidewalk at Buckmeadow Rd. – complete October 2023
 - Final grades around Areas B & C – on-going
 - Misc. exterior concrete– on-going
- Building envelope – exterior A and B - complete
 - Windows, curtainwall & sunshades – on-going
 - Masonry veneer & siding – on-going
- Building C – interior AHU connections – on-going
 - Final cleaning – on-going
 - Punch list – November 2023

- Building B – interior AHU connections – on-going
 - Miscellaneous finishes touch-up – on-going
 - Final cleaning – on-going
- Building D – interior AHU connections – on-going
 - Miscellaneous finishes (paint, ceilings, millwork) – on-going
 - M/E/P finishes - in progress
- Building A – main entrance / learning commons / cafeteria / gymnasium / unified arts – interior
 - M/E/P/FP rough-in – on-going
 - Café & a2 ceilings – on-going
 - Kitchen/stage/café drywall & sheathing – in progress
 - Prime/1st coat paint – in progress
 - Gymnasium basketball equipment – November 2023

Birch Hill and Main Dunstable Elementary Schools – Brendon Arel

Phase #1

- Toilets/teachers' lounge (1st floor)
 - Temporary certificate of occupancy – complete October 2023
- Phase #1 – cafeteria/toilets/teachers' lounge (1st floor)
 - Finishes at storefront (EEI fin-tube installation) – Christmas vacation week
 - Window shades – Christmas vacation week
 - Misc. specialties – Christmas vacation week
 - Punchlist & misc. touch-ups – January 2023
- Toilet room 252a (1st floor)
 - Scheduled completion – November 2023

Phase #2 - 4th Grade/K (BHES) & 3rd Grade/K (MDES)

- Upper level (4th grade & 3rd grade) in-wall inspections – complete
 - Drywall/masonry & finishing - complete
 - M/E/P/FP rough-in & inspections (EEI) – on-going
 - Doors, frames & hardware – on-going
 - Prime & first coat of paint – complete
 - Ceilings & M/E/P/FP finishes – on-going
- Lower level (Kindergarten)
 - In-wall inspections – complete
 - Drywall/masonry & finishing - complete
 - M/E/P/FP rough-in & inspections (EEI) – on-going
 - Doors, frames & hardware – on-going
 - Prime & first coat of paint – on-going
 - Rigging of mechanical equipment – on-going
- Scheduled completion
 - Punch-list (early February/late January 2023)
 - February break 2023

Phase #1 – Gymnasium

- Gymnasium rooftop unit – complete

Phase #2 – 4th Grade/K (BHES) & 3rd Grade/K (MDES)

- Rooftop mechanical equipment – complete
 - mechanical equipment connections – on-going
- Masonry sill demolition – complete

- Storefront demolition & replacement – on-going (1-2 weeks)
- Exterior door replacements – on-going
- Upcoming:
 - Pre-cast sill installation
 - Millwork, & perimeter fin-tube radiation (EEI) – temp heat
 - Lockers & cubbies
 - Misc. finishes (paint, flooring, ceilings)

EEI – Matt Smith

For this phase, the two schools have four of these large units. One serves the lower level, one serves the upper level, it takes a full day to get the riggers to get them into the buildings. We did get the first one in Birch Hill and the second will come on October 30. Main Dunstable will get theirs the very next day on the 31st. By the end of the month, we should have all four air handler units into place. We are getting all the ductwork installed and insulated so Harvey to start closing this area up and moving on. We had a busy weekend in October where we installed two large rooftop units on the gymnasium roofs at both schools. We no longer have to run off of the temporary fans. On the top of the classroom wing, we were able to get the condensing units that correlate with the interior air handler units and get it flowing up onto the roof. Things are moving along nicely.

PCOs & PCCOs

Main Dunstable Elementary School

PCCO #003 – New Storefronts and pre-cast sills

Ms. Lamphier moved to approve PCCO #003 for new storefronts and pre-cast sills in lieu of retrofit for Main Dunstable Elementary School in the amount of \$47,034.32. So voted unanimously.

Birch Hill Elementary School

PCCO #003 – New Storefronts and pre-cast sills

Alderwoman Timmons moved to approve PCCO #003 for new storefronts and pre-cast sills in lieu of retrofit for Birch Hill Elementary School in the amount of \$47,034.32. So voted unanimously.

INVOICE APPROVAL DONE

- a. Allied Universal Invoices, Total \$10,141.98
 - i. Invoice #IN1-910311453, \$1,545.41 – Franklin Street
 - ii. Invoice #IN1-910311455, \$5,896.57– Franklin Street
 - iii. Invoice #IN1-910311456, \$2,700.00 – Franklin Street
- b. Clean-O-Rama
 - i. Invoice #434492, \$4,610.76 – Brian S. McCarthy
- c. ENE Security
 - i. Invoice #56432, \$58,670.40 – Birch Hill
- d. Energy Efficient Invoices, Total \$1,579,499.64
 - i. Application #7, \$782,179.47 – Birch Hill
 - ii. Application #7, \$797,320.17 – Main Dunstable
- e. John Turner Consulting
 - i. Invoice #2307069-03, \$3,789.28 – Birch Hill
- f. Harriman Invoices, Total \$63,163.33

- i. Invoice #2309008, \$47,002.37 – Brian S. McCarthy Middle School
 - ii. Invoice #2309009, \$10,748.02 – Franklin Street
 - iii. Invoice #2309011, \$2,704.31 – Birch Hill
 - iv. Invoice #2309012, \$2,708.63 – Main Dunstable
- g. Harvey Invoices, Total \$1,536,576.94
 - i. 2019-006, Invoice #22, \$947,112.28 – Brian S. McCarthy Middle School
 - ii. 2022-008, Invoice #19, \$133,632.66 – Franklin Street
 - iii. 2022-021, Invoice #6, \$232,996.52 – Birch Hill
 - iv. 2022-020, Invoice #6, \$222,835.48 – Main Dunstable
- h. Hayner/Swanson, Inc.
 - i. Invoice #20814, \$1,837.45 – Brian S. McCarthy Middle School
- i. Page Street Storage Invoices, Total \$200.00
 - i. Invoice #293039, \$105.00 – Birch Hill
 - ii. Invoice #293621, \$95.00 – Main Dunstable
- j. Pasek
 - i. Invoice #ACR/265-32990, \$13,712.00 – Birch Hill/Main Dunstable
- k. Turner Group – The H.L. Turner Group
 - i. Invoice #27842, \$2,377.50 – Security Upgrade Project
- l. Turner Group - Turner Building Science & Design, LLC
 - i. Invoice #7246, \$6,153.08 – Brian S. McCarthy
- m. Vanesse & Associates
 - i. Invoice #44003, \$1,005.73 – PMS

Franklin Street Invoices: \$154,522.66
 Middle School Project Invoices: \$1,006,715.94
 Birch Hill/Main Dunstable Invoices: \$2,117,116.26
 Security Vestibule: \$2,377.50
Total Invoices: \$3,281,738.09

Ms. Giglio moved to approve the invoices in the following order Franklin Street Invoices: \$154,522.66; Middle School Project Invoices: \$1,006,715.94; Birch Hill/Main Dunstable Invoices: \$2,117,116.26; Security Vestibule Project: \$2,377.50, for total invoices to be paid: \$3,281,738.09. So voted unanimously.

COMMENTS BY COMMITTEE MEMBERS

Alderman Dowd: The two crosswalks at Pennichuck have been an issue. When the students push the first button, it is stopping the people on Manchester Street before the kids even got to Manchester Street so we're going to make those separate which will improve the traffic flow on Manchester Street. We are also working on evaluating the parent entrance and the bus entrance and a possible reversal of the two. We will keep the JSSBC informed.

Dr. Andrade: We will want to be cognizant of the addition of 100 students for next year and how that may add to the drop-off/pick-up pattern.

Alderwoman Wilshire moved to adjourn. So voted unanimously at 7:53 pm.

Submitted by Tara C. Kinsella