

COMMITTEE ON JOINT SCHOOL BUILDINGS

JULY 22, 1996

6:30 PM

Chairman Tremblay called the meeting to order.

The Clerk called the roll.

Present: School Committee members Tremblay, Zebrowski, Healy
Ald. Clancy

Messrs.: R. Houle, S. Thomas, L. Bernard, R. MacKenzie

Chairman Tremblay addressed item 3 of the agenda:

Summer '96 School Capital Improvement Projects status report from Richard Houle, Director of Public Buildings Services.

Mr. Houle advised that the Hillside Elevator addition project was on track, the source of budget funds was from CDBG Funds earmarked for ADA compliance from 94, 95, and 96 balances. The total budget for the project was \$131, 437.00, the contract was for \$106,902.00 and there was a balance available of \$24,535.00 on this project. It was anticipated that change orders would amount to \$3,000.00. There was a contingency issue to be discussed so as not to have to come back to the Board and hold up the project.

Chairman Tremblay asked where the change orders were going to be.

Mr. Houle answered one had to do with site work, when they began excavating they ran into tree stumps, and in the basement level there was a problem with the concrete and a structural engineer had to be called in, and a piece of steel added for safety. The estimate was in the \$2,000.00 to \$4,000.00 range.

Chairman Tremblay asked who the structural engineer was.

Mr. Houle answered the architect was Tom Wallace and the engineer was John Jacobs.

Ald. Clancy asked who the contractor was.

Mr. Houle answered Jewett Construction.

Mr. Houle addressed the Hillside, Parkside and Southside Junior High School locker improvement projects. The demolition was complete at Parkside and Hillside, the concrete that was demolished had been repaired and the flooring was installed. The lockers were in the process of being shipped. Problems were not anticipated on this project. Some additional pieces had been added per the request of the principals, so if the projects were not absolutely complete before school opening they would require only minor work. The source of funding for the project was from a \$630,000.00 bond originally for improvements to Hillside and Southside. The locker contract was \$257,956.00 out of that was a \$10,800.00 contract for the architect.

Chairman Tremblay asked if that was beside the \$257,000.00.

Mr. Houle answered correct. There were two contracts included in the \$257,000.00, demolition and installation.

Ald. Clancy asked if the elevators at Hillside would be large enough to hold a gurney.

Mr. Houle answered no.

Ald. Clancy asked why not.

Mr. Houle answered because the ADA required an elevator of the size that was being constructed not one large enough to accommodate a gurney.

Ald. Clancy asked if the same architect would be utilized for the two projects.

Mr. Houle answered no.

Ald. Clancy asked if Dennis Mires did the Memorial High School floor.

Mr. Houle answered no, it was Tom Wallace.

Mr. Houle addressed the Central and West High Schools Heating and Ventilation projects. The construction was going along as anticipated, and it was expected that the classroom work would be completed by August 16, classroom heating would be operational by September 21. Phase one was the old building. The ventilation system would kick in on November 1, which was in addition to what they currently have. In this project the budget for the two schools was \$1,519,800.00 which did not include engineering, but was equal to the contract amount that the Board of Mayor and Aldermen approved along with the science lab contracts prior to funding being authorized by the City. There would be change orders, and \$48,000.00 was provided for in that contract amount as an allowance primarily for asbestos problems, so far about \$16,000.00 had been spent on asbestos problems. It was proposed to convert the auditorium which was in Phase two to hot water now as opposed to steam, because it was the only portion of steam heat remaining in West High School. There were some tunnels causing problems and it was felt the problem should be addressed immediately. The change order would be in the area of \$25,000.00 to bring the auditorium into Phase two in terms of the heat. The source of funding was from FY96 School Improvement Bond and FY97 School Improvement Bond.

Ald. Clancy asked would West High be all water, no steam? and what about Central?

Mr. Houle answered same thing, although the Practical Arts was hot water, and the only way to efficiently heat that hot water was by sending steam over to that building. There would be too much heat loss and require too large boilers to heat hot water in the boiler room which was in another building.

Chairman Tremblay asked what method the boilers were, gas, oil or electric.

Mr. Houle answered oil at both West and Central High Schools.

Chairman Tremblay asked Mr. Houle to address West High Science Labs project.

Mr. Houle stated the West High Science Labs were anticipated that the work would be done by school opening. The contractor would not be able to live up to his contract, and had been advised that regardless of what the school officials feel, it would not be tolerated because there was a Committee to report to who would not find it acceptable. There was a meeting scheduled next week to discuss alternate plans.

Ald. Clancy asked Mr. Houle to elaborate on that.

Mr. Houle answered the problem had to do with the casework being ordered, and the crunch had been the last three weeks while people were installing the sink cabinets, the electricians and plumbers needed to get in there also and there was not enough room for people to work. It was the contractor's problem and they were to have the work completed prior to the opening of school and be out of the building by that time.

Chairman Tremblay asked would everything be completed prior to school opening.

Mr. Houle answered the way it stood Thursday, the classrooms would be usable, but the labs would not. They had been advised that was not acceptable. He advised that the funding for the project was from FY96 and 97 School Improvement Bonds.

Mr. Houle addressed the West and Memorial High School locker room improvement projects. In addition to correcting the floors, improvements had been made to the coaches offices.

Chairman Tremblay commented that all the item were punchlist items, plus improvements. Was there anything that could have been avoided.

Mr. Houle answered we had used the new type floor in the toilet rooms at Jewett and Gossler, and it worked fine, but this time the contractor used a different product, and it did not work as well.

Chairman Tremblay stated she was still not clear and asked if anything that had

happened could have been avoided.

Mr. Houle answered in terms of the locker issue itself, if it had been made very clear that the architect was to work with instructions only from the principal there would not have been a problem, there had been too many people involved.

Chairman Tremblay stated maybe it was a matter of miscommunication.

Mr. Houle agreed, and added that the lead time was difficult, maybe the projects should be planned one year and implemented the next which would leave more time to look over the plans and make adjustments.

Brief discussion ensued regarding the material used for the floors.

Mr. Houle addressed the Central High School locker rooms project, advising the Committee that Tully had to decline the project due to an unexpected loss of key employees. He advised the Committee that Tennant/Wallace was available to do the project for \$31,800 and would provide \$1,000,000.00 professional liability insurance, but could not be capable of completing the contract documents any sooner than March 1997 which would mean it would not be bid until March. The Committee needed to decide whether it wanted to start the project with school in session or delay the project until the summer of 1997.

Chairman Tremblay asked what the timetable would be.

Mr. Houle answered he had a discussion with Dan Dilullo, who met with the principal to try to come up with a schedule, and had mentioned at the time the interest of the City in moving forward as soon as possible.

Chairman Tremblay stated she did not want Dennis Mires doing the project, and Tennant/Wallace had made good on past mistakes. She commented that they should not have construction of any kind going on during the school year.

Mr. Healy agreed that the project should not be done during the school year.

Discussion ensued regarding when to do the project.

Committee members agreed that the project should not be done during school.

Superintendent Bernard agreed the project should not be done during school.

Ald. Clancy commented that there seemed to be a shortage of architects.

Mr. Houle stated that was because some of the architects would bid only on large projects.

Ms. Zebrowski asked if it was possible to do portions of the project ahead of time, like the showers at Central.

Mr. Houle answered he did not think that was possible, that the project would have to be done all at once.

Ms. Zebrowski stated she would like to be sure that the funding for this project would still be available in March 1997.

Mr. MacKenzie answered the approval of the Committee would earmark the money, right now they did not know how much it would cost, but \$425,000.00 was available.

On motion of Mr. Healy, duly seconded by Ms. Zebrowski, it was voted to select Tennant/Wallace as architect for the project, at a contract price of \$31,800.00, with the project to be completed by September 1, 1997.

Ald. Clancy asked how they would explain to the principal that the locker rooms at Central would have to wait another year.

Mr. Bernard agreed to call and make an explanation.

Ald. Clancy suggested the Committee send notice to the Board of Mayor and Aldermen to inform them of the decision and the explanation by Tully.

Mr. Houle asked if they could go back to the Hillside Elevator Project for a moment to discuss contingency. The contract for that project was \$106,902.00 with a current available balance of \$24,535.00, with commitments to change orders in the approximate amount of \$3,000.00. He requested the Committee authorize up to \$6,000.00 for contingency on that project.

Chairman Tremblay asked what kind of contingencies were anticipated.

Mr. Houle answered two that he was aware of, foundation work and structural problems, and was guessing it would be around \$3,000.00 because they had not yet received an estimate.

Chairman Tremblay asked if \$6,000.00 would be enough to fix structural problems.

Mr. Houle answered he did not anticipate any other problems.

Ms. Zebrowski asked if there was a balance of funds set aside for those projects.

Mr. MacKenzie answered the money originally was available and the intent was if the City was going to build a new middle school, it should make some improvements to the existing junior high schools. The intent was to bring not necessarily the lockers but other improvements to the schools. It had been discussed with the principals and the Superintendent and one of the things that came out of that was to look into new technical education facilities.. They had toured new tech ed. facilities in Derry and it consisted of high-tech education, computer stations for drafting or electronics and a number of new technical educational skills. It would be worth looking into whether the junior high's could be upgraded.

Ms. Zebrowski asked would that be contingent on an addition to Parkside.

Mr. Bernard explained the tech ed. program and felt that by installing that system at the three junior highs, it would equalize the educational value with that of the new middle school. He felt that all three of the middle schools should get the tech ed. labs.

Chairman Tremblay felt they should get more information before earmarking money.

Mr. MacKenzie stated Frank Marinace had done these types of projects before, and could supply the Committee with preliminary estimates as to what design costs would be, and ballpark figures on what construction costs would be and maybe a little bit more of a package as to what that would entail, and then review them with the three school principals and bring it back to the Committee.

Ms. Zebrowski asked if the bulk of the funding would come out of School Capital Improvement.

Mr. MacKenzie answered if it was part of a package for a new tech ed. center it would be a bondable amount and could come out of the SCIP Program.

Chairman Tremblay asked when the package was put together could educational benefits be included so the committee will have an idea how this would affect our students and future workers.

On motion of Ald. Clancy, duly seconded by Mr. Healy, it was voted to have Frank Marinace explore the feasibility of providing technical education centers at the existing junior high schools.

Chairman Tremblay advised that a motion would be in order to approve the \$6,000.00 in contingency funds requested by Mr. Houle for the Hillside Junior High School Elevator Project.

On motion of Ms. Zebrowski, duly seconded by Mr. Healy, it was voted to approve \$6,000.00 in contingency funds for the project.

Mr. Houle advised that Mr. MacKenzie would like to address the Committee on behalf of the SCIP Committee, regarding contingency funding for a couple of projects that had no contingency.

Mr. MacKenzie stated in order to get the projects rolling this summer the Board of Mayor and Aldermen committed to a contract even though the funding was not yet there. That funding was now in process because the Board had approved the CIP

Budget, although it would not officially be adopted until the next meeting on August 6, 1996. At the time the Board committed to those contracts they did not commit to any contingency. In order to make sure that the projects were done in a timely manner, it would be appropriate to have some contingency for the two projects (Central and West Heating and Ventilation- Phase I, and West High School Science Labs) that could be handled at the staff level, either by PBS or the SCIP Committee, which was a staff level committee of himself, Dick Houle, Len Bernard, Armand Goudreault, and Kevin Clougherty. At this point it was requested for the Committee's concurrence to earmark some monies. There was money available for contingencies but the final amounts needed were not finalized. A smaller amount was expected for the Heating and Ventilation at Central and West. As Mr. Houle advised there was an allowance for asbestos removal, probably a contingency of \$10,000 additional would be sufficient, and a larger amount would be needed for the West Science Lab project, probably about \$30,000.00.

Mr. Houle stated that sounded about right, and reminded the Committee that these were rehabilitation projects, and sometimes unexpected problems could turn up.

Mr. MacKenzie stated \$30,000.00 for the West High Science Labs and \$10,000.00 for the Heating and Ventilation would be adequate and would come out of the 1997 SCIP Bond amount.

Chairman Tremblay asked if monies would be taken away from something else, commenting that everything was crucial.

Mr. MacKenzie answered his only question was how much the Central High Locker Rooms were really going to cost, and at this point \$425,000.00 was earmarked for the project, if that was the correct amount, then we would have the \$40,000.00 to cover these two contingencies with a little left over. So the \$40,000.00 would not be taken away from another project.

Ald. Clancy suggested rounding it off to \$50,000.00.

Mr. MacKenzie answered he felt \$40,000.00 would be adequate.

On motion of Ald. Clancy, duly seconded by Mr. Healy, it was voted to approve \$40,000.00 in contingency funds, \$30,000.00 for the West High Science Labs project and \$10,000.00 for the Central and West Heating and Ventilation Projects.

Mr. MacKenzie advised that the SCIP Committee would be meeting next Thursday and would follow this motion because they were the administrators of the SCIP funds.

Chairman Tremblay addressed item 4 of the agenda:

Communication from Richard Houle, Director of Public Buildings Services, submitting a School Building Capital Improvements Plan for consideration by the Committee.

Mr. Houle advised the Committee that included with tonight's agenda was a School Building Capital Improvements Plan that he would like to have the Committee comment on if they so desired. This list did not include grounds projects.

Chairman Tremblay asked Mr. Houle to consider the parking problem at West High School. There is no parking except for the faculty lot, would it be feasible to look into the old Naval Reserve lot.

Mr. MacKenzie answered the Naval Reserve property had been declared surplus by the Government, but due to regulations, one of them being it first be offered for homeless use, either by the City or other homeless providers. The City did submit a letter to the GASA, which handles properties for the Government, indicating that the City would be interested in the property for school purposes. There is a local group that would like to use the facility for homeless purposes. It was being reviewed by the government at this time.

Ms. Zebrowski asked if anything on the list was to be done this year.

Mr. Houle answered none. It was a planning list for future projects.

Mr. Healy asked who compiled the list.

Mr. Houle answered Public Buildings and the school principals.

Ms. Zebrowski asked if there was anything on the list that Mr. Houle would classify as a safety problem

Mr. Houle answered no.

Chairman Tremblay stated she felt when looking at the list, they should find out how much it would cost to the one project common to all schools, and the next year do the same.

Mr. Houle answered that could be done. One of the common items of concern was alarm systems, also computers.

Mr. Healy asked how the summer maintenance was going at the schools.

Mr. Houle answered as of the latest report, Bakersville, Gossler, Green Acres, Jewett, McDonough, and Smyth were all completed.

Chairman Tremblay addressed item 5 of the agenda:

Discussion relative to regular monthly meetings of the Committee on Joint School Buildings.

Chairman Tremblay advised that they needed to set up a regular meeting schedule.

Discussion ensued regarding possible days to meet.

On motion of Ald. Clancy, duly seconded by Ms. Zebrowski, it was decided to set up a schedule on the first Wednesday of each month, and hold the meeting at 6:30 p.m., at different schools.

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There being no further business to come before the Committee on Joint School Buildings, on motion of Mr. Healy, duly seconded by Ms. Zebrowski, it was voted to adjourn.

A True Record. Attest.


Clerk of Committee
