

COMMITTEE ON JOINT SCHOOL BUILDINGS

May 26, 1999

6:00 PM

Chairman Higgins called the meeting to order.

The Clerk called the roll.

Present: Aldermen Klock (late), Pinard, Girard, School Committee Members Herbert, Healy, Higgins

Messrs: K. Sheppard, F. Marinace, R. MacKenzie, D. O'Shea, R. Johnson, D. Dill

Chairman Higgins stated in the interest of time I want to go through my agenda and the things that were for your information were part of this packet. You have all the information we need.

Chairman Higgins addressed Item 5 of the agenda:

Northwest Elementary

On motion of Alderman Girard, duly seconded by School Committee Member Herbert, it was voted to approve the gym floor bid award.

Chairman Higgins addressed Item 6 of the agenda:

Henry J. McLaughlin Jr. Middle School

Chairman Higgins asked, Kevin, do you know if they spent the equipment money yet.

Mr. Sheppard answered the School Department is still in the process of purchasing equipment.

Chairman Higgins asked have you spent the money for equipment at McLaughlin.

Mr. O'Shea answered no. Some of the reasons why we haven't are that we didn't want to move forward and expend it on some of the technological things. For example, copy machines. There is no sense in putting in a copy machine until you have a full staff in there. The other thing is the copy machines have changed now so that they are better than the digital copiers. The other thing is, as far as the technology, as far as the computers, there is no sense in outfitting all of the classrooms because as you know computer technology changes and the longer we wait actually the more money we save. We will be trying to complete that this year.

Chairman Higgins asked is there a time limit on that.

Mr. Sheppard answered no and Mr. MacKenzie can probably speak a little better on that but there is a bond and it does get carried over.

Mr. MacKenzie stated we will be carrying over the project. We have to go back to the BMA on June 30 in order to carry it over, but again large projects like that we can carry over. Eventually, we would like to close out the project.

Alderman Girard stated we allegedly got really good prices on this equipment when we went out to bid. My concern is that if we don't buy it we are going to lose those prices and ultimately have to spend more money. Did anyone take this into account? I, for one, will be really unhappy if someone comes back to the Board of Aldermen and says we need more money to outfit the new middle school because we didn't buy the stuff when we should have.

Mr. O'Shea replied the first thing is that I didn't bid the equipment. It was bid by your architect. He could answer that question much better. The only portions we had were the technology and equipment.

Alderman Girard stated but you are responsible for buying all of the equipment with the bids that were developed by the architect, correct.

Mr. O'Shea replied no.

Mr. Marinace stated we bid just about everything you need for that school.

Alderman Girard asked so you are buying it.

Mr. Marinace answered it was already bought when the project was done.

Alderman Girard asked what hasn't been bought.

Chairman Higgins answered the office equipment, computers and things like that. There was like \$28,000.

Mr. O'Shea stated the School Administration was responsible for loose equipment and furnishings with a balance of \$18,607 and Tech Ed systems with \$11,178 and Computer Systems with \$39,900. By rough calculations, we have between \$68,000 and \$70,000 and that is for office and technology as I said.

Alderman Girard stated just as long as you don't have to come back for more because we held up on the purchases.

Mr. O'Shea replied that is just for technological reasons and if I can explain further if you buy computers and the computers are sitting there without people using them, you only have a small window of guarantee on a computer so that if you let it sit there and then a year or two later people go and use it, the warranty has run out and you own a junk piece of equipment.

Alderman Girard asked, Mr. Sheppard, are we all set with the punch list items over there. We don't have any more leaking roofs or anything like that?

Mr. Sheppard answered there are always warranty items coming up on a weekly or monthly basis, but all of the major problems have been solved. One issue was the brown water and the hot water. They are actually going to fly up the manufacturer. I am not too sure how it was resolved but they were going to test the hot water heater. The issues are being resolved as they come up.

Chairman Higgins asked do you still have job meetings on Thursdays.

Mr. Sheppard answered no. We meet on a monthly basis with the principal and the contractor to go through some of the warranty items.

Mr. Johnson stated I hope you all received my memo. This item was placed on the agenda a few years ago over at the McLaughlin Middle School the tennis courts were taken down as part of the site work of the building expansion. As I understand, \$40,000 was earmarked to construct tennis courts at Memorial. We wanted to hold off until we had enough money to construct six courts, which is what is really needed at high schools. Presently over at Memorial they have no courts at all. This is to just orient you. This is the high school, Jewett Street, Weston Road, the existing track facility and down below the soccer field. They don't have any tennis courts there. They had used the courts over at Green Acres and they also used courts throughout the City like Prouts Park and Highland Goffs Falls. Last summer, we also eliminated the courts at Highland Goffs Falls as part

of the site improvements that were done there. They were in pretty poor disrepair and since they really weren't used by the elementary kids, we decided to take them out because they needed more parking. The proposal over at Memorial is to put the courts on the north end of the building which would be right down on this end here. South Porter Street is out in this area. The junior high is here and you have a steep grade that comes up and then there is a length of property between the north end of the Industrial Art wing over toward Southside. We are able to, again here is Southside and here is Memorial, the Highway Department constructed a new additional parking lot on this end just about a year ago and we are able to fit six courts right in onto the property line. We put the project out to bid about a month ago. They came in and we had really good prices on the bids to construct the six courts. In addition to the courts, we are doing some retaining walls, some additional walks, benches; we are going to be doing a landscape brim along the street. We had a community meeting with the abutting neighbors back in March. They were concerned with some of the improvements that have happened and once the parking lot went in they wanted to see some additional landscaping so I think it will be a nice project. The funds that are being utilized, in addition to the \$27,500, which we have a balance of in the funds from the McLaughlin Middle School, the other funds are coming through a CIP expedited project for school recreational facilities. We were asked to come back to the Committee just to update you and PBS has those funds. We just need approval from you to issue those. We would like to get going. We would like to start the construction once school is closed so we would like to get the contract signed.

School Committee Member Healy asked are these courts going to be illuminated.

Mr. Johnson answered no, they will not. None of our tennis courts in the City are illuminated. Some of the concerns here are you have residential right on this side and this abutting property so that was one of the concerns from the neighbors. Some of our courts used to be illuminated and because the cost for energy and lighting went up so much we were not able to target a group that could help pay for those. A lot of our ballfields that are lit, the leagues actually pay for those lights or we have fields at some of our Enterprise areas.

Alderman Klock stated I know that some illumination you can put like quarters in or what have you for X amount of time. Have you looked into that at all?

Mr. Johnson replied we have seen some of that. I think here the issue would be the residential neighborhood. I think if we had a site that was a little further removed from residential homes that might be an appropriate thing where you could actually have coin vending to activate the lights. I know some municipalities do have that but on this project our budget didn't allow for that. I think illumination here would be another \$30,000 or \$40,000. The primary use is

for the physical education program at Memorial and for the tennis team. We have had a program trying to get the courts right at the school. As a side note, we are doing the work over at West Memorial right now and six new courts will be going in there as part of that overall recreational expansion. We are trying to get the courts right there at the school so they can be used by physical education and the tennis teams and they will be open to the general public when it is not being used by the school.

Chairman Higgins asked are you asking us for release of the funds or to approve the bid. What is it you want us to vote on?

Mr. Johnson answered I think we just need approval to release the funds. That is what PBS said.

On motion of Alderman Pinard, duly seconded by Alderman Girard, it was voted to release \$27,500 to the Parks & Recreation Department for the tennis courts at Memorial.

Chairman Higgins addressed Item 4 of the agenda:

Parkside Addition

Mr. Sheppard stated one item that didn't make the agenda, as part of this project is we are trying to move all of the furniture out of the school and we have three quotes on that. They are part of the packet that the City Clerk handed out. That would be the third thing to vote on.

Chairman Higgins asked does it concern you that there is such a big difference between the low bid and the next one.

Mr. Sheppard answered it did concern us and we sat down with the gentleman with Ray the Mover today and discussed the bid with them. He feels very confident about the bid. Obviously some of the other companies don't do the type of moving that he does. His company has done some work in Bedford at their schools. He feels comfortable with this number and we would like to move forward with that.

Alderman Girard moved the item for discussion. Alderman Pinard duly seconded the motion.

Alderman Klock asked where is the furniture going to be moved to.

Mr. Sheppard answered he is going to provide box trailers that will be located on the site for several months.

Alderman Girard asked where is the money coming from for this.

Mr. Sheppard answered the Parkside school budget or this year's CIP, FY2000 CIP.

Alderman Girard stated when we were overseeing the middle school at McLaughlin we were frequently faced with situations where we had change orders or we got into situations where we had to pick between a sprinkler system and fences and security systems and all kinds of fun stuff. If we allocate money, I understand that you want to expedite the project, but if we allocate money towards this moving and storage, at some point in time are you going to come back to this Committee looking for funds or are we going to have to cut this project back and not do something that perhaps we would like to do because we are doing this storage.

Mr. Sheppard replied these are actually separate funds from the middle school addition. The middle school addition and I don't know what it was last year or the previous year's CIP, but this is this year's FY2000 CIP numbers. Actually we had a SCIP Committee meeting this afternoon to discuss these projects. We have taken in the bids and we feel comfortable. This project has nothing to do, I guess, with the addition. It is a separate project.

Alderman Girard asked is it part of the asbestos project.

Mr. Sheppard answered that is right.

Alderman Girard asked it has nothing to do with the addition.

Mr. Sheppard answered only in the fact that this project was warranted because of what happened when the Fire Marshall came down.

Alderman Girard asked you are comfortable, Mr. MacKenzie, that we are going to have enough funds to handle the addition and to do this storage thing.

Mr. MacKenzie answered yes. The bids were a little bit better than expected. Overall, the SCIP projects here at extremely tight given the things that came up very late in the budget process but if it is going to make the contractor's work easier to move the stuff out, he is going to get done quicker and that is going to save us money.

Alderman Klock stated you mentioned that everything was going to be moved into box trailers. Are they waterproof, etc.?

Mr. Sheppard replied yes. The contractor has to provide typical insurance that is recommended by the City. \$1 million liability to protect the equipment.

Chairman Higgins asked do they provide insurance certificates with the bid.

Mr. Sheppard answered once we sign a contract with them they will provide that to us.

On motion of Alderman Girard, duly seconded by Alderman Pinard, it was voted to approve the bid for removal and storage of the furniture at Parkside.

Chairman Higgins stated lets go back to the Life Safety Bid award which we decided the low bidder was Brookstone Builders. All of these contractors were prequalified, right?

Mr. Sheppard replied right.

Chairman Higgins stated this is one that we haven't worked with before. I recognize the two other contracts, but not this one.

Mr. Sheppard stated in the prequalification process we do check their qualifications. I know that Mr. Marinace has spoken with Bonnett, Page & Stone and they feel comfortable working with this contractor.

On motion of Alderman Pinard, duly seconded by Alderman Girard, it was voted to approve the bid.

Chairman Higgins addressed the asbestos abatement bid. Because the low bidder didn't meet the contract requirements, you have to go to the next lowest bid?

Mr. Sheppard answered right. We had to disqualify the low bidder.

Chairman Higgins asked so the next person automatically becomes the low bidder.

Mr. Sheppard stated there is a letter attached but the bottom line is that there was information that was supposed to be provided with the bid like time-frame, scope of work, their plan of action, but the biggest thing is that their insurance company wasn't licensed to do business in the State of NH which they contest and they said

they are going to prove, but I haven't seen anything to date. There are, however, still other items to disqualify them.

Chairman Higgins stated there are some really strict requirements on asbestos abatement.

Mr. Sheppard stated MARCOR actually has done the hallway of the school already earlier this year. We had gotten quotes for that work and we were very satisfied with them.

On motion of Alderman Girard, duly seconded by Alderman Pinard, it was voted to award the bid to MARCOR.

Chairman Higgins addressed Item 8 of the agenda:

Memorial High School Science Lab & Other Improvements

Mr. Sheppard stated there were some items that came in from the architect since the agendas went out. Two possible change orders (items passed out). There are two change orders. The data wiring we are looking for \$4,425. Where I am new to this project, I guess I am not too sure where the funding is. The architect is telling me that there is \$32,000 credit from somewhere but I am going to further investigate that. I wanted to bring this before the Committee to get their approval so we can figure out exactly where the money needs to come from.

Chairman Higgins asked how come Fred Matuszewski isn't here if you have two change orders and these are recommendations from him. I honestly don't feel comfortable presenting this for a vote but if somebody wants to move on it.

Alderman Girard moved to table this item. Alderman Pinard duly seconded the motion.

Alderman Girard asked is this an emergency.

Mr. Sheppard answered like I said I am unfamiliar with it. I spoke to the architect, Fred, and asked him about funding by phone. He seemed to throw his hands up in the air. He is the one who mentioned this \$32,000 credit. That is fine if you want to table it and then try to resolve it later.

Chairman Higgins stated we need more information on that.

Mr. Sheppard asked if this is time sensitive, would it be possible to do a phone poll.

Chairman Higgins answered I don't feel comfortable voting on this tonight. If the Committee is okay with it, a phone poll is fine.

Mr. Sheppard stated I understand because I can't even explain it, but I wanted to bring it to your attention. The other one is the asbestos abatement. That is pretty straight forward. In removing some of the casework, there is some asbestos in the tile work. They have a quote.

Chairman Higgins asked is this time sensitive.

Mr. Sheppard answered this one is.

Alderman Girard asked are you saying they found asbestos.

Mr. Sheppard answered there is asbestos. It was expected.

Chairman Higgins asked if you expected it, what exactly is this change order.

Mr. Sheppard answered abatement for the asbestos tile. To clean out and get rid of the asbestos tiles that were disturbed during construction.

Chairman Higgins asked why wasn't that part of the original scope of services.

Mr. Sheppard answered my understanding since we have taken over or are helping to oversee this, is that asbestos abatement in the past has sometimes come out of PBS's budget and it was our opinion that it really should be charged to the project so that you have a true project cost. I asked Harvey Construction to provide a quote or a number for asbestos abatement.

Alderman Girard asked if there is an asbestos abatement fund available through PBS...

Mr. Sheppard interjected that is part of the problem. You are probably familiar with the problems they have had in the past with the budget. I guess there is only a few thousand dollars available and then it gets into the maintenance fund.

Alderman Girard asked do we have anything in the maintenance fund.

Mr. Sheppard asked for asbestos abatement or just in general. I think \$320,000 was approved in this year's budget or for FY2000.

Alderman Girard asked do we have anything for FY99.

Mr. Sheppard answered no.

Alderman Girard asked so we don't have any more in the annual maintenance fund.

Mr. Sheppard replied I can't answer that. All I can say is that PBS has come back to the Board and asked that \$65,000 be taken out of contingency to try and bring annual maintenance to the end of the year. The money is very tight.

Alderman Girard asked and there is no money in asbestos abatement. They have no more money in that account?

Mr. Sheppard answered no.

On motion of Alderman Girard, duly seconded by School Committee Member Herbert, it was voted to approve the change order for the asbestos abatement.

Chairman Higgins asked is there anything else at Memorial that you need us to vote on.

Mr. Sheppard answered no but there is something else at Parkside. I asked Mr. Marinace to be here because there are some addendum items that he needs to address.

Alderman Girard asked if we could save Parkside for last.

Chairman Higgins addressed Item 9 of the agenda:

ADA Accessibility/School Elevators
McDonough School Elevator/ADA Improvements
Webster School Elevator/ADA Improvements

Mr. Sheppard stated Fred Matuszewski is recommending awarding this contract in the amount of \$172,384.

Chairman Higgins asked whose budget is this coming out of. Is there an ADA budget?

Mr. Sheppard answered there is a group called ACCESS Manchester and through the CIP process this year they were allocated \$430,000 and this project was referred to that group.

Alderman Pinard asked is the ADA thing going to be ready for the opening of school.

Mr. Sheppard answered yes.

On motion of Alderman Pinard, duly seconded by Alderman Klock, it was voted to approve ADA accessibility/elevator project for McDonough School.

Alderman Girard asked it is coming from those ACCESS Manchester funds, correct.

Mr. Sheppard answered correct and that has been verified.

Chairman Higgins asked is that the only elevator we are doing.

Mr. Sheppard answered this year, yes. They have asked us at Webster School, and that estimate was about \$300,000 so they didn't have the money to move forward with that one this year. What they have asked us to do is to take a look at providing temporary access and possibly putting a handicapped parking spot in the school yard somewhere and putting a handicap ramp down and have access into the door and then put a lift along the rails of the stairwell.

Chairman Higgins stated it costs about \$2,500 for that.

Mr. Sheppard replied right and Fred Matuszewski is looking at that. One of the problems is the stairwell, but we are investigating that as part of these ACCESS Manchester funds.

Chairman Higgins addressed Item 10 of the agenda:

Central/West Heat & Ventilation Improvements

Mr. Sheppard stated bids were received on this project awhile ago but the original budget estimates for this project were \$825,000 and the sole bidder, Meridian Construction, came in at \$999,309. Since that time, Mr. David Dill who is here from WV Engineering and myself sat down with the contractor and tried to negotiate prices. This is a phased project and there are items that we could maybe put off to a following year. David can probably go into that a little bit further. We brought it down by another \$154,000 to \$844,000. I believe at the last Joint School Buildings Committee we talked about air conditioning in the Administration area and possibly the Tech Ed area if that gets built this year. David has provided an estimate for that work that wasn't part of the bid. The total contract cost would be \$875,435.56. At the SCIP meeting today, we discussed that number and I believe we are in concurrence to move forward with that \$875,000.

Chairman Higgins asked so you are going to find the additional \$50,000.

Mr. Sheppard answered right.

Alderman Girard asked where.

Mr. Sheppard stated what happened is the Parkside bids came in very well and miscellaneous bids that came in for Parkside were actually about \$130,000 less than expected. We are able to still accomplish all of this year's projects with the extra money that we saved in Parkside we were able to put some towards this project.

Alderman Pinard moved the item for discussion. Alderman Girard duly seconded the motion.

Alderman Girard asked how much money did we originally have allocated for this.

Mr. Sheppard answered \$825,000.

Alderman Girard stated and the only contract that bid was \$175,000 high.

Mr. Sheppard replied yes, approximately \$175,000.

Alderman Girard stated well we didn't get them down, we took those projects and rolled them into a future project.

Mr. Sheppard replied exactly. He was willing to work with us as far as the work but he stayed with his numbers. As I said, the \$154,000 is a reduction in the work scope of the project.

Alderman Girard asked why didn't we try a second round of bids on this. It seems to me that we never have. They have been the only contractor bidding on this all along?

Mr. Dill responded the last two bid sessions, yes. There were three or four prequalified firms and we had several of those firms express interest in continuing to have representation at the walk through for the project. I got a phone call the day before that one of the firms would be dropping out.

Alderman Girard stated he went over by about 20% here. The bids were 20% over estimate. Why is that? Did Meridian know it was the only game?

Mr. Sheppard answered no, Meridian didn't know that they were the only game in town. We expected additional bids.

Mr. Dill stated the numbers that we used for budget preparation, it is my understanding, were based on the alternate prices for the last round of bidding last year. It has been a tight market out there. I did an analysis on each one of the different alternates and the prices came in at 50% above what was happening last year. I think there is some inflation that is taking place there. Beyond that, that is the bidding market right now.

Alderman Girard stated so we are also looking to add \$40,000 worth of projects that were not identified before.

Mr. Dill replied from my perspective that is correct.

Alderman Girard asked why are these being identified now and added to a project that already came in \$175,000 over estimate.

Mr. Sheppard answered because this project is a heating and ventilation work project, this year when I got involved with this project I sat down with Mr. Brennan and Mr. Baines to discuss the project so I had their viewpoint of the project and I believe and like I said it was discussed at the last Joint School Building Committee, Mr. Baines was always under the understanding that there would be air conditioning because Memorial got air conditioning in their office area. He wanted it as part of this project so I asked Mr. Dill for a price on that. It seemed to make sense to us where they are year round in the office area, to include the air conditioning. The second part of that is in the Tech Ed area. That still needs to go before the School Board for approval.

Chairman Higgins stated this is the question that you (Alderman Girard) asked at the last meeting. You wanted the prices.

Alderman Girard replied no, the question at the last meeting was not about these projects, it was about buying furniture for some rooms in one section of the building that was affected by the heating and ventilation and Mr. Baines came and said I thought furniture was part of the heating and ventilation project. That is what we talked about at the last meeting.

Mr. Sheppard stated what we could do is probably eliminate the Tech Ed A/C number as part of this because the Tech Ed still needs to go out to bid and it is not an approved project from the School Board yet. That could be made part of that project, I believe.

Chairman Higgins stated the reason this came up now is they phased this. They did certain types of work in Phase I and there wasn't enough money...it was like several million dollars to do everything and we didn't have the money so what the decision was, was to phase it in. It was supposed to be done in either two or three phases but because of money, this is like Phase 5 and it is going to be ongoing.

Alderman Girard stated, Madame Chair, I am well aware of this project and the phasing. I was sitting in the Mayor's Office when this project got started and I understand it but my concern is this and it is not just with this project but we see this all the time in this Committee. I don't know why it continues to happen but we start these projects whether it is a new school, an addition, heating and ventilation work and it seems that at almost every meeting we are presented with "oops" we forgot a computer room or "oops" we forgot an air conditioning project, or "oops" we thought we were supposed to get furniture and you know what, there is never an "oops" in the direction of the project costing less. What I am wondering is and I realize, Mr. Sheppard that you are new to this entire process and I am not laying this at your feet, but I guess I would throw out to the members of this Committee and the members of the staff that serve this Committee why is it that every time we walk into these projects we have \$18,000 or \$20,000 or \$40,000 things that people just didn't think of when we were laying these projects out. Enough is enough. I don't think there has been a meeting yet of this Committee where we haven't dealt with something like this.

Chairman Higgins stated I think that is the nature of the beast. When you are doing rehab, these things come up all the time.

Alderman Girard stated these are things that people are either trying to get after the fact or that should have been considered as an original part of the project.

Chairman Higgins replied I disagree and I think we should keep this in as part of this package so that at least we know and it is not an "oops" as part of another project. I don't think we can vote on the part that hasn't gone to the School Board yet. That is off the table.

Mr. Sheppard stated I think my boss, Frank Thomas, addressed at the last meeting something very similar to this. One of the things, if the Highway Department continues to be involved in this project, is we will meet with the School Department and principals earlier on in the phases and identify these projects. Like I said, obviously Mr. Baines was under the understanding that air conditioning was in there. If we had met earlier, we probably would have identified that earlier in the project. Hopefully, we are going to alleviate some of those problems.

Alderman Pinard asked how many phases before this project is done.

Mr. Dill answered I believe that if the City continues to fund the project at about \$1 million a year as they have in the past it will go on until the year 2001.

Chairman Higgins stated we did have a schedule I believe.

Mr. Dill stated I have a copy of the schedule for both schools and all the pieces. It is our recommendation in terms of how things would work from an engineering standpoint. I think it is important for this Committee and other people in the City to understand that we approach this project from what makes sense for us and we are not aware of all of the other issues and we submit that only as a recommendation, not as what should happen. You do have other priorities that I know you have to factor in. It is a complex web of decisions that we recognize that you need to make.

School Committee Member Herbert asked the \$50,000 is going to come from where.

Mr. Sheppard answered the SCIP Committee's FY2000 bond funding.

School Committee Member Herbert asked how does that fit into the scheme of things. Is that a stretch?

Mr. Sheppard answered it is not \$50,000 anymore. The Committee wants to reduce it by \$11,000 so it will be about \$38,000 or \$39,000.

Alderman Klock asked why is it going down.

Mr. Sheppard replied because of the Tech Ed area.

School Committee Herbert stated I am trying to get a feel for...this \$1 million figure, when that came in you were not allowed to go to \$1 million. Is this a lack of money situation or is this a situation where the amount of money associated with these projects was at X level and we came in at Y but we can only spend X unless we get money from elsewhere? I am trying to get a feel for this. Are we delaying and deferring and arguing because we just don't have money in the bank or is this arguing over why are we doing all of this? I don't have a feel for that right now.

Mr. MacKenzie replied a difference of \$50,000 is relatively speaking a fairly modest amount. It is about 7% of the total project. That is a change that recognizes the difficult contract period that we are in. It is difficult to get contractors at good prices. It is tough and we recognize that. We are also stuck because we have a limited amount of money this year, \$3.375 million, and several key projects were sprung on us at the last minute. Northwest School roof and the safety improvements here at Parkside. We had to scramble at the last minute to keep all of the projects going. It is fortunate that the reason we put this into a general pool of money, the SCIP, is that if we had not done in this case we would not be starting the Northwest project this year and we would not be doing the ventilation project because we would not have time to go through the process of reallocating the money. I am not happy about the increased prices. It is a little bit of a stretch to get it done but we rely on the Highway Department to go in and negotiate it to the point where they think it is the best value to the City. In this case they brought it down considerably, but it is still higher than the original estimate.

School Committee Member Herbert stated there are some items here that were cut out and they are relatively small dollar figures. I noticed the comments next to them. The reason I ask is this a money thing or not is that...

Mr. Sheppard stated the ones with the N are the ones that the engineer, David Dill, did not recommend cutting out. The ones with the Y are the ones he does recommend cutting.

School Committee Member Herbert stated there is an actual list of the items and I want to get at that.

Mr. Sheppard stated there were recommendations made by the contractor and the engineer as to what areas possibly could be cut. The engineer and the contract came back with prices as to if you eliminate this part of the project this year, this is how much money you would save. David reviewed that and his recommendations are there.

School Committee Member Herbert stated specifically, \$1,825 for the piping, I would prefer that this work should be done but I don't know if that is not an option.

Chairman Higgins replied he is recommending no, that we do go with that and do this.

School Committee Member Herbert asked then I have it backwards.

Chairman Higgins answered yes. Here is what he is recommending and he gives the reason. That stuff was worth the \$155,000. It can be put off to another year.

Mr. Sheppard stated what should be brought to the Committee's attention is you can see the largest cut is in the wrestling room. One of the reasons that was recommended was that a group at West High School is trying to renovate that area and we think it is best to hold off and coordinate the work with them.

Chairman Higgins replied they still need to come back to this Committee with financing.

Alderman Klock stated we haven't passed this year's budget and you are already taking money out of the SCIP budget.

Mr. MacKenzie replied given the critical time frame, the bond projects have been expedited.

Alderman Girard withdrew his second to the motion.

Alderman Pinard moved to approve this project with the exception of the Tech Ed portion. School Committee Member Herbert duly seconded the motion.

School Committee Member Healy asked does that mean you are going to be sending the Tech Ed information to the Board of School Committee and then once that gets approved, where is that going to go.

Chairman Higgins replied it is my understanding that it will be part of that particular project and then we will have to find funds to take care of that.

Mr. Sheppard stated I apologize. I made a mistake. In the Tech Ed area I thought that it was an approved project. That was my mistake. It is not an approved project and that was discussed at the SCIP meeting. If it is to be identified as a project, it needs to go back to the School Board.

Alderman Klock asked why did you (Alderman Girard) withdraw your second.

Alderman Girard answered because I want to be recorded as opposed to the air conditioning of the office area.

Alderman Klock asked why.

Alderman Girard answered simply because it is the only way that I have to continue to make the point that I am tired of these “oops, I forgot” type of things coming to this Committee. People should sit down and get these things straight. \$19,000 for air conditioning and an \$18,000 computer room. The list goes on and on and on with things that people forgot to include in projects like this and enough is enough.

Chairman Higgins called for a vote. The motion carried with Alderman Girard being duly recorded in opposition.

Chairman Higgins addressed Item 12 of the agenda:

Project Approval Policy

Chairman Higgins stated we didn't vote on it because we didn't have everything that we needed at the last meeting and this is the policy before you. What it actually turns out to be is kind of like a lien affidavit almost.

Mr. Sheppard stated it is the contractor releasing and saying that there are no liens on the project. He will sign off and then other people will sign of.

Chairman Higgins stated right he is saying that all of his sub-contractors have been paid or he takes full responsibility and the City is not involved. Then everybody is going to sign-off. The Clerk of the Works, the Public Works Director, the School Superintendent that has jurisdiction over that particular building, the architect, Mr. O'Shea and finally the school principal. Does the Building Department ever look at these things or are they just part of the process?

Alderman Girard stated the City is not subject to its own ordinances.

Mr. MacKenzie replied they are not necessarily subject to their own building codes, but the Building Department does review it as they go along to make sure that all City codes are met. They would not typically sign-off though.

On motion of Alderman Girard, duly seconded by Alderman Klock, it was voted to approve the new Certificate of Completion form.

Chairman Higgins stated this was the form that was devised to take care of our projects so from now on anything that comes before us that is ready to close won't be closed until this is signed-off and that will be part of the package.

School Committee Member Healy asked is there a place on there that perhaps the Chairman of this Committee could sign-off as well so it is not coming before us as already signed-off and we are really not aware of it. You or someone on the Committee might want to address it before it actually gets signed off on.

Chairman Higgins answered I think it is part of a vote. When we vote on it, that is the Committee's sign-off. We vote as a Committee to close a project so by voting on it we sign off on it.

Chairman Higgins stated we will go back to Parkside now.

Mr. Sheppard stated we are on 4B of the Agenda from the City Clerk, Line 25.

Chairman Higgins asked why are you calling this an amendment. Why is this a contract amendment as opposed to just a change order? I am looking at the first part.

Mr. Marinace answered it is all part and parcel.

Mr. Sheppard stated as part of this work, as someone mentioned earlier, there are changes during construction that you can run into. Some areas obviously are overlooked. I am sure that Frank tries to be perfect but it is tough to be that way. Frank could probably go through each one of these individually and explain to the Committee the necessity for them.

Mr. Marinace asked do you want to talk about the amendments first. These are amendments to our contract. The first two you have already approved. The next amendment, 4/27/99, that is the Room 214B, the redesign of the computer room. That was in something you already approved. Amendment 5/13/99, emergency lighting, this building that we are in, the old building, doesn't meet code as far as emergency lighting goes. It is not even close and the Fire Department and building inspector in walking through said you really need to bring this building up to code as far as emergency lighting. I got a quote from our engineers to redesign the whole emergency lighting in this building for \$3,000. We should probably do that. That is an amendment that needs to be approved.

Chairman Higgins asked how much money do you think we are talking about.

Mr. Marinace answered to do the project, something less than \$10,000 or \$15,000. It should be less than that.

Chairman Higgins asked, Mr. MacKenzie, where are we going to get the money for this or is that part of the \$750,000.

Mr. MacKenzie answered there is a small amount of contingency for this project and there may be enough at the time. If not, we will have to look at the balance from the other asbestos abatement contract.

Chairman Higgins asked it is something that we have to do.

Mr. Sheppard answered right and there is a contingency in the existing Parkside addition and that is why Mr. Marinace is making an amendment to that. In that contract, Bonnett, Page & Stone is doing some light safety work in this building, the fire alarm system I believe, in this building. There is contingency in that and I believe that the intent may be to have Bonnett, Page & Stone do that work under a change order.

Chairman Higgins stated just so everybody understands this is an amendment to the architect's contract to design these items. That is not the cost of the project, but what it is going to cost to design it. Do we want to go line by line for approval?

Mr. Sheppard replied it is up to the Committee.

The Committee decided to do them all together as one motion.

Mr. Marinace addressed Line 25. With Bonnett, Page & Stone, Change Order #1 is already done. I was just trying to document everything. Change Order #2 is what we are talking about now. We have a credit under an allowance from the general contract. The general contract had a \$50,000 allowance in it, in their bid, for computer cabling and connections and equipment. We decided after numerous meetings to split it. Let the general contract do some of the work and give the rest of the money, the \$23,785, back to the School Administration to let them put in the computer equipment and wiring. That is a credit on the Bonnet, Page & Stone contract. Adding speakers and phones in three offices. The School Administration felt that was a safety and security thing. If you remember, in the addition we have three new offices. They now want those offices to have the capability of speakers on all phones so anyone can pick up a phone and call out. Those offices were not really planned for that, but as it is turning out they are going to become important offices so that is recommended. Eliminate conduit, \$3,800. We have a credit to eliminate putting the fire alarm wiring in conduit in the addition, no, that is in this building. The Fire Department agreed that if we used plenum rated cable we wouldn't need to put that cable in conduit and we could save \$3,800 by doing that. That is a good thing to take a credit on.

School Committee Member Herbert asked what kind of cable is it.

Mr. Marinace answered plenum rated. It is just a fire rated cable.

School Committee Member Herbert asked is it just regular electric cable.

Mr. Marinace answered it is fire alarm cable for the fire alarm system. Casework credit Room 214B of \$1,166 what that was is when we converted that room to a computer room we took out some of the casework that is in a regular classroom. That has already been approved but is going to go in as a change order. Magnetic holders, when the Fire Department came through they checked all these stairwells. There are four stairwells in the building and there are weights holding the doors open all the time. It is not required by code to have those doors on magnetic holders but they strongly recommended it and in doing that they let us bargain with other things.

Chairman Higgins asked that isn't part of the code.

Mr. Marinace answered no; magnetic holders are not part of the code anywhere. Closers might be part of the code but not magnetic holders. Those doors right now are wedged open all the time.

Alderman Girard asked what did you get for this bargain.

Mr. Marinace answered we got rid of the fire rated ceiling.

Chairman Higgins asked why would you want to get rid of a fire rated ceiling in a school.

Mr. Marinace answered you don't need it by code.

Mr. Sheppard stated from what I understand there is going to be a sprinkler system up above and the ceiling basically needs to be smoke proof so any smoke that gets into that ceiling won't get down below. I am not too sure about the difference between a fire rated ceiling and a regular ceiling.

Mr. Marinace stated there is a slight difference. A fire rated ceiling grid is double steel. The steel is folded over twice. The tile is pretty much the same except one is UL fire rated. We saved some money by not putting in a fire rated ceiling. There is always a bargaining session. There is code interpretation and if we put a fire rated ceiling we were hoping to get by without sprinklers and without a few other things. If you put the wiring in conduit, you can get by without this, etc.

Chairman Higgins asked because the Fire Department came in and said you will have a sprinkler system and we couldn't get out of that.

Mr. Marinace answered right. What we were doing was we were bargaining some of this stuff back and forth. We said, okay, we will put magnetic holders on all the stairwell doors because it is a good idea and the doors are always wedged open. We gave on that but they said that we could change the ceiling to a non-rated ceiling. You won't see the difference and we got a credit of \$1,940 for that.

Alderman Girard stated I don't know that I am necessarily the best bargain hunter but if you spend \$4,700 on magnetic holds and save \$1,940 on the fire rated ceiling, I don't see that we got the best of that bargain.

Mr. Marinace replied it is not a candy store. We are determining what is best for the project. We don't have to put in magnetic holders, but they could make us come back and plug up every hole above the corridor ceiling that is there. They are not making us do that. First they wanted us to do that. There are holes everywhere where they put in wiring, etc. through this bargaining session, if we put magnetic holders that improves the safety of the exits. The whole object here is to get the kids out of the building and if that will improve things by putting in magnetic holders where the doors close in case there is a fire, they are not so picky with other things. They could come through and with a fine tooth comb find so many things in this building that you don't even want to talk about it. You can say that the building is grandfathered, but no building is grandfathered. If there is a life-threatening situation, the Fire Marshall can come in and make you do things. I think we are getting pretty well there and we are really improving the safety of the building is what we are doing with the sprinklers, magnetic holders and so forth. The elevator card access, actually I sent you an actual number. I sent you a revised page on this. It is down a little bit from that. Let's go with it. I can't remember the exact number, but it is lower. I guess this was requested by your ACCESS Committee to not have a key elevator that we usually have where you put a key in to turn the elevator on. They want a proximity reader card like you have at the front doors of McLaughlin so someone doesn't have to take a key and use it.

Chairman Higgins asked so that will be assigned right.

Mr. Marinace answered yes.

Chairman Higgins asked would the computer be reading it so you know who is using it, what time they used it, etc.

Mr. Marinace answered I don't think this is all going to be connected to a computer. That computer set-up is a lot more money than this. I think this is just where a card is flashed in front of the elevator and it unlocks.

Alderman Girard asked is ACCESS Manchester paying for that.

Mr. Sheppard answered it is part of the McDonough School equipment and elevator very similar to this. Fred Matuszewski and Frank Marinace have talked about whether this is part of ACCESS Manchester's ADA compliance for these projects.

Alderman Girard asked McDonough doesn't have an elevator now, I mean McLaughlin.

Mr. Sheppard stated no, McDonough.

Alderman Girard asked can they pay for that, ACCESS Manchester.

Mr. Sheppard answered I can ask the Committee.

Mr. MacKenzie answered just a comment that all of the ACCESS Manchester funds actually come through our shop. They are HUD and CDBG funds. It would cost probably 10 times that amount just to go through all of the paperwork to do the environmental reviews, the wage rates and all of the other requirements that HUD funds trigger. I would not recommend it.

Alderman Girard asked what about the card access.

Mr. MacKenzie answered any physical change that you are using Federal funds for, you have to follow all of the Federal requirements and there is an incredible amount. None of the rest of this project is federally funded in any way and we try not to mix it unless we have to.

Mr. Marinace stated \$5,000 is an estimate. The price did come in a bit lower than that. If you approve not to exceed \$5,000, you will be covered. The Room 214B electrical and air conditioning, you already approved that. That was part of the summary but we had to put in a change order. That is a budget number. I haven't got a price for that but we won't go over that.

Chairman Higgins asked so the total amount with the pluses and minuses or that just leaves us a balance of \$2,000 in the project or the Bonnett, Page & Stone contract.

Mr. Sheppard answered this change order, if you look at it and add the contract price plus Change Order #1, this change order actually reduces the contract by about \$6,000.

Chairman Higgins asked for an explanation of the \$2,000 balance. No, that is not \$2,000.

Mr. Marinace answered that balance is Bonnet, Page & Stone's new contract amount. That is all that is.

On motion of Alderman Girard, duly seconded by Alderman Klock it was voted to approve the change orders.

Alderman Girard stated I have two things that I have talked to Mr. MacKenzie about. So that this Committee knows, the CIP Committee of the Board of Aldermen took an action to give \$25,000 to the West High Fitness Center Project to help them collect that money. That got lost in communication somewhere and I tried tracking it down and found out that the Clerk did not communicate that to the SCIP Committee and Mr. MacKenzie is now in possession of that communication and I wanted to ask whether or not he had been able to identify funds to follow through on the Committee's action.

Mr. MacKenzie replied we did review that today at the SCIP meeting. We recognize that it would be a fairly significant matching situation. I think they are looking for roughly five times that amount for the total budget cost, however, the SCIP bond monies this year are extremely tight so what we suggested was there are several different bond projects going on at West High School. We felt that if there was a balance in any of those projects up to \$25,000, that we would suggest that be matched against whatever it is.

Alderman Girard asked is that likely, Mr. MacKenzie.

Mr. MacKenzie answered I think it is possible. You just never know which contingencies you may get back. I would say it is possible. If it comes down to it and they are still stuck, certainly, I don't have a timetable for their project but it looks like it is going to take awhile longer for them to fundraise. If we can get to the next fiscal year, that would be a good opportunity.

Alderman Girard asked are there any SCIP cash dollars in FY2000 or FY99 that we could use.

Mr. MacKenzie answered the only potential source is the \$1 million that is geared towards improvement of all the schools. We could look at that but we haven't finalized that at this point. We talked about that today and we talked about some of the real important safety issues facing the schools and we have to move ahead of the safety issues. We talked about the Hillside floor for example and all of the fire safety issues in the schools but that is an option to come out of the cash. We may want to wait until we knew how much money was available in that SCIP account.

Alderman Girard stated my other item was that at the last meeting of this Committee I believe we requested the School Administration forward information regarding the computer facilities at Hillside, Southside and Parkside after we were told that Parkside had an inferior facility. I don't know about you, but I haven't received anything from the School Administration about those facilities.

Chairman Higgins asked do you have something for us, Mr. O'Shea.

Mr. O'Shea answered no, I do not. That is in Mr. Brennan's area. I will check back with him.

Chairman Higgins asked can you get back to me on that, please, just so we know where it is at.

Mr. O'Shea answered yes.

Alderman Pinard stated Mr. Wade asked me to tell you that he is sorry he could not be here tonight because of a situation that happened today and he is at the School Board to resolve this problem. The second thing he asked me to ask you, Frank, is are you on a timetable here for the school opening.

Mr. Marinace replied we are on schedule.

There being no further business to come before the Committee, on motion of Alderman Pinard, duly seconded by Alderman Girard, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee