

## COMMITTEE ON JOINT SCHOOL BUILDINGS

**February 25, 2003**

**6:45 PM**

Chairman Herbert called the meeting to order.

The Clerk called the roll.

Present: School Committee Members Herbert and Paradis, Aldermen Pinard and Garrity.

Absent: School Committee Member Beaudry and Alderman Thibault

Messrs: M. LaClaire, T. Clougherty

Chairman Herbert called Mr. Mike LaClaire forward to speak.

Mr. Mike LaClaire, 1743 Brown Avenue, Manchester stated:  
My questions are on Item 9 of the agenda. I am the PTA President for Highland Goffes Falls. I would like my comments today recorded verbatim. Like I said my comment...I really want to address Item 9 of the agenda. Do you want me to address that now or do you want to go through Items 1-8 first and when Item 9 comes up I can come back? That is fine with me.

Chairman Herbert replied no why don't you go ahead and tell us what you have on your mind and we can get that done.

Mr. LaClaire stated my first question is where is the budget for this Design Build finance and the calendar year that this process will be going through.

Chairman Herbert replied basically if you have questions...usually in the information session the public comes forward and make a statement about whatever concerns them. It is not a back and forth type of situation. I think to advise you the best way... if you have questions like that you should probably come and speak at the Building and Sites Committee of the School Board. If you put your questions in writing you can give them to your Alderman and School Board member. You can also address the full School Board as well. That would provide you the information that you desire as opposed to right now. I don't know what you are going to ask and if you are going to get into specifics we probably aren't prepared to answer those questions. What is it you would like to see? Is there something you would like to see in the Design Build that is not there?

Mr. LaClaire responded yes. I have not seen the whole Design Build process on what is going to be done and how much is going to be spent. I believe as it stands right now there is no plan for expansion at Highland as part of this Design Build.

Chairman Herbert replied correct. The only thing we have in the Design Build at this time is renovation of the high schools.

Mr. LaClaire stated a lot of my questions have to do with that. I just want to know the appropriate venue in which to express my concerns and ask questions. I understand that this is not the correct forum to have my questions answered.

Chairman Herbert replied you have some material there so I would bullet it and put your questions down and ask the staff administration. You could also come to the next School Building & Sites Committee meeting is. That gentleman right there, Tim Clougherty, is probably the most knowledgeable person in the City as to what is in the Design Build program. He would be a great resource if he has the time. The forum you are in right now is you said that you would like to see some expansion plans for Highland Goffes Falls in the Design Build and that would be a legitimate thing for you to say at this point in time. If you have a lot of information that you need answered, this is not the place for that.

Mr. LaClaire responded right I haven't had time to actually put these in any kind of order. I may have some questions here that you can answer but I did not get it organized enough.

Alderman Pinard asked do you have a particular school in mind.

Mr. LaClaire answered Highland Goffes Falls.

Alderman Pinard stated I think you should make an appointment with Tim Clougherty and he can give you all of the answers like the Chairman said.

Mr. LaClaire replied yes Mr. Clougherty was at our school meeting and gave a presentation but I did not hear it because I spent most of my time talking to School Committee Member Paradis. I do understand that there is no expansion plans currently for Highland.

School Committee Member Paradis stated we will be having our Building and Sites meeting on March 24. Could Mr. LaClaire be put on the agenda to speak so he could speak for more than two minutes or how could we do that if he wanted to present something about Highland Goffes Falls where he is affiliated with the PTA? Could he be put on the agenda for Building & Sites?

Chairman Herbert replied yes I don't see why not. He has legitimate concerns and we can address them. It is obviously going to take more than three minutes.

Mr. LaClaire stated I just heard about this meeting this afternoon so I just grabbed all of my stuff and came down here.

Alderman Garrity asked have you contacted your School Board member yet, Arthur Beaudry.

Mr. LaClaire answered yes. He is out of State for a few weeks.

Chairman Herbert stated I would make an effort to come to our meeting on March 24 and present your questions and maybe you could talk to the staff on the School side to get some background information. A lot of things you want to know may be answered by them. This Committee's primary responsibility is to oversee projects already in the works. In other words those once a project has been passed and funded, it is this Committee's responsibility to make sure that what was passed and funded actually happened. That is what the Joint School Buildings Committee is about. Now because Design Build is such a huge overarching group of projects, this Committee is trying to get an update as to where we stand and that is why Mr. Clougherty is giving an update on this agenda, even though Design Build is not a reality.

Mr. LaClaire stated you mentioned contracts.

Chairman Herbert replied well this Committee is going to have to oversee the entire project if it passes. That is what the State statute charges this Committee with. I understand there are some concerns you have about Highland Goffes Falls that are legitimate. We have actually discussed closing or opening new schools and decided that the Design Build project should move forward on the priority list. We couldn't get absolutely everything done. Design Build doesn't shut off all construction.

School Committee Member Paradis stated I did send down also the two volumes of the Parsons Brinckerhoff study and there is material in there on Highland Goffes Falls School.

Mr. LaClaire replied I saw some of it. It is a very thick document.

School Committee Member Paradis stated it is two volumes and I gave it to Paul and he was supposed to give it to Joyce Coll. She had wanted it and I believe she was going to try to get another copy from Mr. Aliberte or our superintendent who is on vacation also. I think we have some copies at the Administration building.

Chairman Herbert stated the Administration building has the Parsons Brinckerhoff study and they also have a copy of the Design Build proposal. Why don't we address Item 9 now while Mr. LaClaire is here?

#### Update on Design Build School Facility Improvement Project.

Mr. Tim Clougherty stated per your request I wanted to just give you a brief update on where we stand and the timeline for approval of the Design Build process. I understand that to be your intention. Correspondence was sent out on February 18, 2003, which I assume all of the Committee members and Board of Mayor and Aldermen members received. It was signed by the Mayor, Kevin Clougherty, Mike Ludwell and Frank Thomas, Director of Public Works. I am just going to give you a brief outline of what that is and exactly where we stand in the process. We received final proposals from both candidates on February 14. Those final proposals included costs associated with the high school additions and renovations, as well as all of the additions and renovations to middle schools and renovations to elementary schools. During the following week, actually on February 20, we interviewed both candidates at length right here in the Chambers. We are currently negotiating or setting up individual meetings relative to scope, and any qualifications that contractors may have proposed. We are also setting up meetings relative to the innovative financing methods to insure that we are on the same page with what is being proposed and that we fully understand the ramifications, shortcomings and advantages of the financing packages that are being put together. We are also looking at the forms of agreement, the actual forms of contract in anticipation of award of a contract. We are hoping to have those meetings complete by the middle of next week. At that time we are going to begin our small group briefings to the School Committee members and the Board of Mayor and Aldermen so that we can provide each of the Board members with more individual time to question what is contained in the proposals and how exactly we are going to go about executing the project both from a construction standpoint as well as from a financial standpoint. We hope to and fully anticipate making a recommendation for award right about that time. We are looking at sometime between the latter part of next week and the following week – within that one week stretch. The anticipated town tuition agreement decisions will happen between March 8 and March 14. Ballot votes in Bedford and Hooksett are scheduled for March 11. The ballot vote in Candia is scheduled for March 8 and Auburn is scheduled for March 14. At that point in time we will have a very clear idea of exactly the direction the tuition towns wish to move in. Soon thereafter we are going to schedule a joint meeting between the Board of Mayor and Aldermen and the Board of School Committee to update everyone on exactly what our final recommendations will be from a financial, construction and candidate perspective and hopefully we will know exactly where we stand with the tuition towns. The earliest date at which final approval for this

project could happen would be April 1 and that would be...if we scheduled the joint meeting for March 18 and followed that up with a subsequent meeting on April 1 for final approval of the project. The scheduling was developed to take advantage of the 2003 construction season. Both candidates have proposed starting in April of this year in order to take advantage of the summer this year. Needless to say, in the event that any of the towns do not approve the proposed tuition agreement we will be looking at a revised schedule for staff consideration and subsequent actions by the Board of Mayor and Aldermen and the Board of School Committee. That is basically where we stand at this point. If you have any questions, I would be happy to answer them.

Chairman Herbert asked so if all goes well on April 1 you will probably have a recommendation for the Aldermen in reference to them giving approval or disapproval on the proposal. Is that what the April 1 vote would be?

Mr. Clougherty answered the April 1 date is the second...I am not sure exactly what the terminology is but I believe it is the second reading of the bond or the bond resolution approval. Any financing of this magnitude requires a two meeting approval process. The first would be the first reading and the second would be the resolution of that agreement. Our optimistic schedule calls for that joint meeting on March 18 and then we would introduce the financing for the formal first reading approval on March 18. The subsequent meeting would happen on April 1.

Chairman Herbert asked so it has to come back for a second reading.

Alderman Garrity asked it goes to a third and final reading does it not.

Ms. Lisa Thibault replied no a bond resolution lays over for one meeting.

Chairman Herbert asked when would they take a final vote.

Ms. Thibault answered at the second meeting they would actually enroll the resolution.

Chairman Herbert stated so April 1 is the drop-dead date if everything goes well. The other thing I have a question on is prior to all of the...you are going to have the one-on-one sessions with the Aldermen who can ask specific questions and that is going to happen at the end of next week or the subsequent week?

Mr. Clougherty replied yes most likely. That is what we are anticipating at this time.

Chairman Herbert asked in the second week of March are you coming to the Aldermen for some sort of a consensus vote. Is the City going to be on record prior to the vote of the towns or is that not going to happen?

Mr. Clougherty replied not that I am aware of.

Chairman Herbert asked so we are not asking the Aldermen anything until after the towns have voted.

Mr. Clougherty answered nothing other than the vote that was already taken on June 13 by your School Committee that voted in favor of ratifying the tuition agreement.

Chairman Herbert stated right we are on record.

Alderman Garrity asked, Tim, before you started talking about April 1 you said you were going to award the bids to the contractor...

Mr. Clougherty interjected no. We would be making a recommendation for award. Essentially we will have negotiations finalized and understand what our contractual terms are and we will understand our financial vehicles and exactly how the project is being financed – what type of bonding we will be using, what our revenues will be. We will also have a keen understanding of any of the qualifications the contractors have put forth in their proposals. We will understand the pitfalls associated with those. We will make sure that the contractors are aware of exactly what our scope is and if there are any gray areas. Once we have outlined all of those things and we are comfortable with our scope, our financing and our agreement we will choose one of the candidates and make a recommendation for that award. We are not going to be making a formal recommendation at that time to any of the Boards but it is kind of a courtesy to these contractors to let them know look when we are moving forward you are the contractor that we are going to be recommending for award.

Alderman Garrity asked when you come to the Board of Mayor and Aldermen on April 1 or the meeting before that we will know who has won the bid and what the scope of services is and the dollar amount.

Mr. Clougherty answered that is correct. Barring any small nuisances with the finance or the scope of things we are hoping to have that recommendation available for our small group meetings as well.

Alderman Garrity asked with those small group meetings and the meeting on March 18 are we going to have a couple of different options of financing or are we going to have something that is going to say this is how we are going to pay for it. My point is I don't want to go to these small meetings when I don't know how we are going to pay for it yet.

Mr. Clougherty answered we will know how we are going to pay for it when we sit down with you at those meetings.

Alderman Pinard asked Tim what is the actual cost. What is the amount of money we are looking for? How many millions are we looking for?

Mr. Clougherty answered we haven't made that information public yet because we are still negotiating with the two candidates.

Alderman Pinard asked are you able to tell us who the two finalists are.

Mr. Clougherty answered Gilbane is one of the finalists as well as Cole Partners.

Alderman Pinard asked these meetings that you are going to have are they going to be jointly with the School Board or separately and how far along have you gone with the Building and Sites Committee. Do they know more about what is going on then we do? I feel that I have been left in the dark on a lot of this stuff that is going on.

Mr. Clougherty answered I know that we do have approval for the entire program from the Building and Sites Committee. The renovations are based, as we talked about, on the Phase I Parsons Brinckerhoff study and we also brought forth the recommendations for the additions both to the middle schools and to the high schools.

Alderman Pinard asked has this ever been brought to the Aldermen.

Mr. Clougherty answered no.

Alderman Pinard stated this is what I don't get. We have two Committees and yet one Committee knows more than the other and you expect the Aldermen to vote on something when we don't have the whole picture.

Mr. Clougherty replied we have brought it forth to the Aldermen. I don't mean to say that we haven't presented it to the Aldermen but it is the Building and Sites Committee of the School Board that through State statute is required to approve the plans for moving forward with the project.

Alderman Pinard stated I understand that but this Committee right here, we are supposed to oversee this thing when it starts and I think that this Committee from the beginning of the discussion should have been on track with everything that is going on.

Chairman Herbert stated actually, Alderman Pinard, this is the first update...I mean you are hearing information today that the School Committee hasn't heard. Frankly other than the individual meetings that we had on the tuition agreements about a month ago with the Aldermen...we had one session already on the Design Build. Maybe you weren't able to attend one of those meetings.

Alderman Pinard replied everything I know is hearsay from different people. Now you just brought up another point, the tuition towns. Are we waiting for a decision from these towns as to whether they are going out on their own before we make a decision?

Mr. Clougherty responded at this point we are, yes, because the tuition towns have a direct effect on the revenues associated with the tuition as well as the capacities that we need to build out to.

Alderman Pinard asked so when that happens with the timetable that you have given us and the towns are having their meetings in March this is going to give us like one week to make a decision on millions of dollars. Is that what you are telling us?

Mr. Clougherty answered no that is not what I am telling you.

Alderman Pinard asked so we are waiting for the towns to make a decision before we make our own decision.

Mr. Clougherty replied none of the plans that we are going to be presenting have materially changed from what we presented last January. We are still moving forward with additions to the three high schools, additions to Hillside and Southside middle schools and renovations to the elementary schools. This is the same plan that we have talked about since the Design Build concept germinated back in December of 2001. What we are going to be doing is providing you with very specific numbers during that time period around the beginning of March. From that

point we will be not waiting for the tuition towns but there will be a period of time when the tuition towns will be making their decisions on whether they will ratify the agreements with Manchester and subsequent to that we will be looking for approval for the overall plan by the Board of Mayor and Aldermen.

Alderman Pinard asked regardless of the towns going on their own we are moving forward with the plan.

Mr. Clougherty answered no. That is not the case whatsoever. If the towns back up...

Alderman Pinard interjected so the picture changes as we talk.

Mr. Clougherty answered the picture could very well change if one of the tuition towns decides not to elect the agreement.

Alderman Pinard stated it is tough decision on your part and I realize that.

Chairman Herbert replied just to point out the date is April 1 if everything goes as expected but if one of the towns, especially Hooksett or Bedford, pull out then they have to go back to the drawing board and reduce the scope of the project, the expansion part anyway. The April 1 vote is assuming that the tuition towns will approve the contract.

Alderman Pinard asked so we are living in the world of assuming. How much money has the School District or the City put into this so far? We must have spent a lot of money to come up with all of these plans. Do you have any idea how much has been spent?

Mr. Clougherty answered I don't have an exact accounting of those numbers with me but I do have it in my office and I would be happy to provide it to you.

Chairman Herbert stated I think between the enrollment figures and Parsons Brinckerhoff it probably comes to over \$300,000 and that is over the last four years. Now you have as part of the Design Build project...we own the proposals.

Alderman Pinard stated I think the taxpayers should know what is going on and where the money is being spent. That is why I asked the question.

Chairman Herbert stated I am very surprised that you are not better informed about this and if you haven't been it is our fault. We did have a round of individual

presentations and you may have been on vacation. In a week and a half you will be invited again and then you will get final proposals that have been negotiated with the winner at which time you along with the rest of the Board will know what will come to fruition in the event that all of the tuition towns agree. If one or more don't, then as we said that April 1 date is not going to be pertinent because they are going to have to rework it. If all goes according to plan, April 1 is the date and by that time you will have had one very intimate session to ask anything you want to ask and you will also have a joint meeting with the School Board and Aldermen.

Alderman Pinard asked so I will be well informed by the time it is over.

Chairman Herbert answered by the time it is over I am assuming you will have every question you have got answered very specifically.

Alderman Pinard stated I think that a lot of people are asking questions on what they read in the paper. I missed that one particular meeting. I am glad that I am asking these questions and I am glad that I am getting some of the answers and we will go from here.

Chairman Herbert stated on the School Board side we had a presentation with the full Board and also at the Building and Sites Committee.

Mr. Clougherty replied I made a presentation to the full Board back in January to gain further consensus or continued consensus on the direction we were moving in with the high schools.

Alderman Garrity stated as an Alderman I think it is imperative that before we go to these small group discussions that the entire Board of Mayor and Aldermen get a copy of the tuition agreement. I certainly understand that it is at the purview of the School Board but when we are talking 10 year outs and 5 year outs or whatever it is, I know that myself as an Alderman and many other Alderman have not seen a copy of the tuition agreement yet.

Chairman Herbert asked Mr. Henry Aliberte to make sure that the tuition agreement is sent over to the City Clerk's Office for distribution to all of the Aldermen. I was unaware that the Aldermen didn't have a copy.

Mr. Aliberte answered that he would do that.

Alderman Garrity stated again I certainly understand that it is the School Board's responsibility on the tuition agreement but it would help us judge the financial liability of the expansion of the schools and things of that nature.

Chairman Herbert asked didn't we have a meeting where you guys asked a lot of questions.

Mr. Clougherty replied we did have a joint meeting here in the Chambers relative to the tuition agreement.

Alderman Garrity responded that wasn't a completed agreement. It was still in draft form. A copy of the completed agreement would be helpful.

Chairman Herbert addressed Item 3 of the agenda:

Minutes of a meeting held January 28, 2003.

On motion of Alderman Pinard, duly seconded by School Committee Member Paradis, it was voted to accept the minutes from January 28, 2003.

Chairman Herbert addressed Item 4 of the agenda:

NORESCO Performance Contract –

a) Project Financial Report (attached)

Mr. Clougherty stated I didn't provide anything along with the agenda for this item but we have been bantering about with this contract for probably the better part of three years at this point. Based on the level of improvements that we are going to be doing to the schools, particularly with the HVAC systems and/or air quality, it is very pertinent to the NORESKO arrangement so we have kind of taken a step back before we actually recommend execution of the contract pending the outcome of the Design Build. It is on the back burner right now but we anticipate making a recommendation within the next couple of months.

Chairman Herbert asked if we have \$70 million of infrastructure improvements it might impact this contract.

Mr. Clougherty answered it will most definitely impact the NORESKO contract.

Alderman Garrity asked the School District is still seeing savings from what has been done with NORESKO already right.

Mr. Clougherty answered that is correct. The savings are realized and they will continue to be realized from the energy efficiency measures. The contract that we are talking about has to do with maintenance of the facility management system. With the Design Build agreement a significant expansion to the facility

management system will be undertaken so it will obviously have some direct ramifications to this contract. We want to make sure that we are on solid ground.

Alderman Garrity asked so we are going to see NORESO on the agenda for years to come. Is that what you are telling us?

Mr. Clougherty answered not necessarily. The contract isn't executed and we have actually sat down and talked with them about the potential for not moving forward with future years of the contract and the ramifications to either party.

Alderman Garrity asked so we are not taking any action on this.

Chairman Herbert replied no.

Chairman Herbert addressed Item 5 of the agenda:

Roofing Projects – Manchester Schools –

- a) Project Financial Report (attached); and
- b) Consultant's Status Reports (attached).

Mr. Clougherty stated at this point in time we are complete with all of the reroofing projects that we had undertaken this year. The last one to get wrapped up was the Central High School Practical Arts roof. Ancillary to that was the replacement of the greenhouse on the James Building and the adjacent roofed area. We had some significant lead-time so at the greenhouse it finally came in during January and was installed so I am happy to report that that project is 100% complete and I have it completely signed off as well.

Chairman Herbert asked do you need a vote from us on any of these projects.

Mr. Clougherty replied I would like you to take a vote to accept the reports and to accept the project.

School Committee Member Paradis stated Bill Weber who is the Clerk of the Works for us, he is in all of our projects or practically all of them, Tim. Is he involved in most of them?

Mr. Clougherty replied he is not in all of them but he is in a lot of them.

School Committee Member Paradis asked was he the gentleman who did the McLaughlin School also.

Mr. Clougherty answered yes.

School Committee Member Paradis asked the masonry waterproofing for \$7,800 underneath Central Practical Arts, is that for the steps. Waterproofing masonry?

Mr. Clougherty answered that was for the north elevation of the elevated area for the fly grid for the Practical Arts building.

School Committee Member Paradis asked what is that. How do you waterproof masonry? I have never heard of that and that is why I am curious.

Mr. Clougherty answered it is a spray on type of application that basically prevents water from infiltrating into the brick. Because of the age of the brick it can become saturated with water over time.

On motion of Alderman Pinard, duly seconded by School Committee Member Paradis, it was voted to accept the project financial and consultant's status reports.

Chairman Herbert addressed Item 6 of the agenda:

Bakersville Kindergarten Addition & Electrical Improvements –

- a) Project Financial Report (attached); and
- b) Architect's Status Report (attached).

Mr. Clougherty stated we are continuing to wrap up punchlist items at Bakersville. We should be wrapped up with the formal construction site punchlist items this week and we are anticipating 100% completion of the project as soon as weather cooperates with us. There are some landscaping items that need to be addressed and paving items. At this time, the project is essentially 98% complete.

McDonough Kindergarten Addition –

- a) Project Financial Report (attached), and
- b) Architect's Status Report (attached).

Mr. Clougherty stated we should be wrapped up 100% this week. Again, with the exception of landscaping and paving items. I was told that the final floor should be placed today but I did not have a chance to verify that and that was the last major item to wrap up there. We will be going through a punchlist generation process establishing a substantial completion date and following through with those punchlist items over the next month or two.

Chairman Herbert asked is everything on schedule.

Mr. Clougherty answered we are about two weeks behind schedule there but it hasn't affected or disrupted the school operations. I believe Mr. DiBenedetto's intention is to occupy at the end of March.

School Committee Member Paradis stated I was looking at Page 6 under McDonough. Under furnishings, the playground equipment, the \$9,662, is that put out there yet or is that going out there this spring?

Mr. Clougherty replied that is actually being stored right now at the distributor's warehouse. The exact same piece of equipment if you wanted to see it is currently installed at Bakersville.

On motion of Alderman Pinard, duly seconded by School Committee Member Herbert, it was voted to accept the project financial and consultant's reports.

Chairman Herbert addressed Item 7 of the agenda:

Memorial High School Media Center –

- a) Project Financial Report (attached); and
- b) Architect's Status Report (attached).

Chairman Herbert stated we were there the other day and it is very nice.

Mr. Clougherty replied as I am sure everybody is aware we have opened the Media Center for student use. We are substantially complete. We are currently going through punchlist items. We are waiting for the spring to complete landscaping and finish up the areas that were disturbed along the Eastern side of the building. I would like to make a note that due to the accelerated time frame in which we put the agenda together I did not have the opportunity to review the financials. I know that there is a mistake in the financial report here and I will provide you with an update for next month's meeting that more accurately represents our contingency. Some of the items that you don't see there right now that we still have to pay for would be...there are going to be some computers that are going to be bought for general use in the library and there is also some furniture that is going to be outstanding and there are a couple of change orders that need to be executed. It is not up-to-date at this point but will be for final completion of the project.

School Committee Member Paradis asked are those the computers for the library itself or the back room, the other room.

Mr. Clougherty answered the small room is no longer a computer room. We have made a computer lab in the general circulation space of the library now. I am not sure what the intended use of the computers is.

School Committee Member Paradis asked do you have an amount approximately.

Mr. Clougherty answered the cost for the computers is roughly \$25,000.

School Committee Member Paradis stated it is a beautiful media center. My three children who graduated from Memorial would have loved it. Going from 60 to now a capacity of 200 they can hold in there approximately...that is what they said.

Mr. Clougherty replied I am not sure exactly what the previous capacity was.

There being no further business, on motion of Alderman Garrity, duly seconded by Alderman Pinard, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee