

JOINT BUILDING COMMITTEE-MAPLE WOOD PROJECT

Date: December 3, 2018

Time: 1:00 p.m. start

Present: Councilor Marty Pepin, Councilor Marty Dumont, School Board Member Mark Richardson, Superintendent Robert Gadowski, Asst. Superintendent Lori Lane, Business Administrator Katie Krauss, Devin McNelly, Maple Wood Principal, Karl Ingoldsby, Facilities Director, Cris Solomon, Architect from Samyn-D'Elia Architects, P.A. Absent: School Board Member Tom McCallion

Pepin called the meeting to order at 1:00 PM. Lane thanked all members for coming by to pick up the three RFP packets on Friday. She stated that they want to do the interviews on Friday so are there some of the companies that you want to bring forward, none you want to bring forward? She asked what the general impressions were so that we can contact the ones we are going to bring forward.

Richardson stated that his number one choice is Bonnette, Page and Stone. He stated that they were the only ones that included the elevator in their timeline. He stated that he was impressed that Meridian had stolen a key guy from Bonnette, Page and Stone, Jans Wayne. He stated that if he is a key player it will be worthwhile to interview them also. He stated that they both meet that criteria of working with schools for the last five years. He stated that Milestone had not worked with a public school since 2007. Pepin stated that he had worked with Bonnette, Page and Stone when they did Idlehurst. He stated that Meridian was also very impressive. He stated that those are the two that he recommends. He stated that we have had Idlehurst for a while now so perhaps we can check and see if there were any issues after it had been built. He stated that he knew of a couple small issues but nothing major. Dumont stated that we had used Bonnette, Page and Stone for Idlehurst so there are a lot of good references for that. He stated that the only thing that jumped up in that project and bit us after a period of time was the landscaping. He stated that money was spent to plant grass but then it was a "green" school so we couldn't water the grass. He stated that the City Council got a lot of flak about how poorly the school looked because of that. He stated that we need to start looking at irrigating our properties because it is a piece of Somersworth that when visitors come through the City, they look at the landscaping. He stated that they had a greenhouse installed at the High School that was state of the art and we could not even have flowers around the schools. He stated when Chuck Ott was Superintendent he taught many of the students how to use racks, brooms and shovels on a Saturday. He stated when we do work on the schools we need to realize these are the face pieces of our City. He stated that the CTC was a good example where people that pay the taxes come into the building and are amazed and impressed. He stated that the timeline for this project seemed to be pretty variable and it goes all the way to 2020. He stated that he did not think they were looking at that long when the JBC first met. Solomon stated that he thinks there was some confusion with all three of the companies as to the timeline that they should present. He stated that the timeline will be what it's going to be. Krauss stated that in Milestones packet they have the Music Wing in Phase One which it's not. She stated they have it included with the entry. Gadowski

stated that he thinks an important question on Friday during the interviews will be a question about the timelines. He stated that we have all these different phases that we are talking about because the Middle School elevator is separate and it is kind of up in the air right now as to when it is going to be done, what the funding looks like and whether it is in next year's budget. He stated as far as the project itself goes we really need a company that will commit to starting the project and be well under way in the May, June, July timeframe with completion in August and understanding that all of a sudden you may have another million and half for the extended project. He stated he would like to ask the companies their flexibility as far as the project goes if we get the Building Aid.

Richardson stated that Bonnette, Page and Stone have a lot of jobs that they are juggling right now. Gadomski stated that they are a bigger company. Richardson stated when we are thinking about getting the subcontractors to do the work will they be available and if not, when will they be available? Gadomski stated that because Bonnette, Page and Stone is bigger he thought that they would have more subcontractors. He stated that Meridian is smaller and you may get more personal attention but he is not sure how flexible they will be with the timeline and tying up a portion of their crews on waiting to see if we get the Building Aid or not. He stated that Bonnette, Page and Stone and Meridian were the two companies that jumped out at him also. Pepin asked if we were in agreement to just interview two companies? Solomon asked if there was a reason not to interview all three? Dumont stated that he would not object to interviewing all three because not being trained in looking at these RFP's he did not feel there was any cohesiveness in the three proposals. He stated that the bond cost was very different in all three. He stated that with Meridian the cost was \$12,500 and Bonnette, Page and Stone it was \$6,500. He stated that you look at Milestone and they have it at \$24,000. Solomon stated that Milestone went above and beyond the others by presenting a full cost breakdown. He stated that Milestone was spot on and reassured us that we are right on budget. Dumont stated that the 2020 timeline became more realistic as he read over the RFPs. Gadomski stated that if we get the Building Aid it should be alright to do that piece of the construction while school is going on. Lane stated that one thing she did not like about Bonnette, Page and Stone is the number of typos in the proposal. She stated that if you cannot pay attention to detail on this how do you pay attention to detail on a project. She stated that last time they had even spelled Somersworth wrong. She stated that there were four or five places that they missed a detail or they had the wrong school. Dumont stated that in Meridian's packet they called us the Town of Somersworth. Lane stated that you want people to do their homework. She stated that she had not seen any of those types of things in Milestone's packet. Pepin asked if the JBC wanted to interview all three or just two? Dumont asked if each company would have an hour allocated to them? Lane stated we need to discuss this. She asked what the JBC would like to do to help make a decision. Lane stated that she needs to know that she can have a relationship with these people. She stated that "team" is so critical. She stated she wants to be sure that they are going to be the same people throughout the process. Gadomski stated that with only three companies on the table it makes sense to do all three. Solomon stated that at this phase of the game your schedule is unknown, the construction costs are unknown as we have not gone out for a hard bid yet so makes sense to do all three. He stated that all three CM's will give you the same product, it's just how we get there. Richardson stated that it was interesting to see the whole budget in the Milestone packet. Solomon stated that Milestone is what

North Branch is trying to be. He stated that Milestone is a stand out front runner in their field. He stated that Milestone gets a lot of repeat jobs with the private schools. Richardson asked what Solomon's feeling on the "green" piece part is. Solomon stated that it comes down to how we design it. He stated that Milestone has worked with a lot of private schools with this. He stated all three are great firms. Pepin asked how many of these firms had Solomon worked with? Solomon stated that he had worked with them all. Richardson stated that one thing that is impressive is that they have all worked with a whole bunch of people. He stated it was interesting to see because every architect has a different perspective. Lane stated that Meridian worked on the Gorham project which was a very challenging project. Pepin stated that he had been impressed with all the challenges they faced in that project. Richardson asked if it makes a difference that Bonnette, Page and Stone's bonding is so much higher? Solomon stated that they do more work so they can bond more. Richardson asked if it makes a difference to the JBC? Solomon stated they will only bond on the work that they do. Dumont stated that the limits for Bonnette, Page and Stone are better than the other two because their financials are that much stronger. He stated that the market is not as liberal as it was several years ago. He asked why they are paying permit fees for this project? Pepin stated that it is up to the City Council to waive them. Dumont stated that they were included in the proposals. Pepin stated that even though they were included they can be waived. Dumont made a motion seconded by Richardson to interview all three companies. VOTE: motion passed, unanimously. Pepin asked what the timeframe would be for interviews? Lane stated that we can do Friday starting at 9:00. Pepin stated that when they did this for Idlehurst School they had the interview, then asked questions and then had about 15 minutes amongst themselves to discuss the company. Lane asked what the JBC would be looking for from them? She asked if the JBC was looking for a 20-minute presentation and then 20 minutes or so to ask questions? She stated she wanted this to be helpful to the JBC members so that they can make a decision. Richardson asked if there have been subcontractors that we have not had a good relationship with is there a way of saying that we have to approve subcontractors? Solomon stated that this would be a good question to ask but you do have the right to choose the subcontractor. He stated that they will default to the lowest bidder. He stated that you should have approval because they are working on your building. Lane stated that it seems in the past North Branch had given the JBC a spreadsheet of subcontractors and then Lucier went through and crossed out ones he did not want. Solomon stated that there are subcontractors that you may have used over and over again and you want them on the list. Pepin stated that Meridian put in their proposal that they wanted to use local subcontractors when possible. Dumont stated that they have a policy to do as much for the local community as possible. Solomon stated that you need to discuss how you are going to advertise to the local community. Lane stated she would schedule interviews for 9:00, 10:00 and 11:00. She stated that she can say to the companies that these are the list of questions that the JBC would like answered in your presentation. Dumont stated that we need to have them coordinate their fee schedule. He stated that in looking at the fees in each proposal it was hard to interpret. He stated that the fact that the Music Room is in upfront in one proposal and not in the other two. He stated that we don't have the money yet but it is there. Krauss stated that the Music Room cannot be started upfront because we will not get the Building Aid unless it is started after July 1. Dumont stated that he thinks it would be good to get the questions to the

three companies so they can answer them in their presentation. He stated that he likes open ended questions like “what has been your most challenging job?” Richardson stated that question encompasses all the things that you don’t expect to find and you do. He stated that he thinks he read in all three proposals if there is an under bid the money goes back into the budget. Solomon stated that is in there because there are some contractors that will give you half the money back. Richardson stated another question would be “when something comes in over budget, what do you cut to come back into balance?” He stated things like the asbestos abatement at the High School are an example of this and we are still dealing with. Dumont stated that when they were doing the CTC construction the contingency fund saved us. Lane stated it did save them but if they had known where they were at in the process and budget they could have done some things differently. She stated they wanted to redo the walk out front of the CTC but we had not budgeted for it and knew it would cost around \$25,000. She stated that they could have done it. She stated that there are a lot of decisions that have to be made and how will these companies best advise us and respond to our needs. Gadomski stated that some of this comes down to the responsibility of the Clerk of the Works. He stated if the Clerk of the Works is there daily and has a good relationship with the firm doing the construction you would know if you had some things coming in cheaper so that you can add some things to the project. Solomon stated that you should be able to ask the CM where we are in the budget. He stated that you want to keep the full contingency until you are out of the ground and the foundation is capped off because all of the unknowns are done at that point. He stated that you need up to date full reporting financially each week. Richardson stated he thinks they need weekly updating. Gadomski stated that the thing with this project is you have two different phases and if you save in Phase One there may be some pieces in Phase Two you can afford. Solomon stated that you are getting a reimbursement on the secure entry so it pays to spend the full budget there. Richardson stated that this would be a good question to ask regarding the financial reporting throughout the timeline. Solomon stated also to ask what contingency they recommend. Dumont stated they could make it more or less but he would not favor less. Gadomski stated that he keeps coming back to the schedule because he would hate to have a firm get in and get going on Phase One and not be ready almost immediately in July and August to kick into Phase Two. He stated if we get lucky with the money we probably won’t know until late May or early June when the construction firm will be already well under way. He stated he would hate to have a gap of one to two months before they can reorganize their crew to finish off Phase Two. Krauss stated that Bonnette, Page and Stone carries the project all the way into 2020. Solomon stated that you may want to ask how they can roll with a fast-track project. Gadomski stated it needs to be without slowing down the first phase. Dumont stated that if they started the Phase One site prep work and there was a savings, what would be wrong with starting the site prep work for Phase 2? Solomon stated you cannot touch Phase Two until July. Krauss stated if you do, they will not reimburse the money. She stated that the Building Aid is based on the whole entire project. Gadomski stated this is why the schedule is important. Dumont stated that Phase One is only supposed to be the roof and the secure entrance. Solomon stated that if there is confusion with the JBC you can understand the confusion with the companies. He stated that the only thing they will be able to start is the secure entry. He stated that we will know in January if we are on the list for approval from the State for the remaining project. He stated if they say

no, you are not getting Building Aid, we will start with the entry, the roof and the mechanicals. He stated if we think the money will be available we can only start the main entry. He stated we cannot do the roof or the mechanicals till July 1. Dumont stated that it is not the fact that the City is not giving you the money for the roof, it is the fact that the State has included it in the Building Aid. Solomon stated that we are using that money to pay the 60%/40% on the first part of the project. Krauss stated that we are only eligible for Building Aid if it is the complete project. Gadomski stated that if we are off the list as of January 15th it will be an easy decision. He stated if we are still on the list, it's not a definite that you are going to get it. He stated we will be on the list but have to wait until June. Krauss asked if all of the companies were interested in this job even if it may only be Phase One? Solomon stated that this may be something that we want to bring up in the interviews. He stated that from a staffing point of view on their side, it is a nightmare. Gadomski stated that for Bonnette, Page and Stone this is not a big project. Lane stated that there are a few questions about disruptions and we may want to ask them these. Solomon stated that you need to also consider the security of the job site. Gadomski stated that there should not be a lot of disruptions with Phase One. Solomon stated that with Phase Two they would have to do a temporary entrance. Krauss stated that there would be a disruption with busses coming in to drop off. Solomon stated the end product will be the same but it is the getting there that will be painful. Dumont asked if there should be a standard as to weekend and night work? Solomon stated that they tend to shy away from it because it costs more money. He stated that you may want to ask how you would phase construction to limit school disturbance. Dumont asked what the penalties were on completion times? Solomon stated that you should not put penalties on because if you impose a penalty you will have to provide them with an incentive. He stated that it has to work both ways. Gadomski stated that this is not a big project to them and they should be able to hit it on the nose. Solomon stated that you need to ask how the preconstruction costs and services will unfold. He stated that they need those numbers to make sure the design fits. Ingoldsby asked if there had been any testing done at Maple Wood? He stated that we have no idea if there is asbestos in the roof. Solomon stated that we were told that the building is clean. He stated that there should be a binder that says that. Ingoldsby stated that he will do some investigating to see. Pepin stated that the roofs are original roofs. Dumont stated that the ground composition is muck and peat. He stated that they originally designed Maple wood to be multi floor structure but could not because the ground could not support it. Lane stated that she will set up the interviews and get all the questions together. Krauss asked if the interviews would be done at the SAU Conference Room? Sullivan stated that the Idlehurst interviews were held at the City Hall Chambers. Pepin agreed. Dumont booked City Hall Chambers for the interviews. Solomon stated that they have been developing their schematic drawings for the continued estimating. Gadomski stated that Lane will be going to the State School Board on December 13th. He stated that there are five projects on the list that total \$16 million. He stated that we are third on the list. He stated that at the meeting of the State School Board they are going to approve the list. He stated that then on January 15 they will make a decision to move forward for funding. He stated that usually there is \$50 million budgeted for Building Aid. He stated there will be 19 million left for the 5 projects presently on the list. He stated if they fund Building Aid as they have done in the past there is a good chance we will get it, but who knows.

Lane asked if there was a reason for this group to reconvene before the holiday?

Gadomski stated that we should make a decision on Friday after the interviews as to who we want to choose.

Dumont made a motion seconded by Richardson to adjourn. VOTE: motion passed, unanimously. The meeting ended at 2:10.

Melinda Sullivan
JBC Secretary