

**Keene Middle School Building Committee
34 West Street, Keene, NH
Meeting of Wednesday, November 17, 2010 11:00 A.M.**

Committee Members Present:

Elizabeth Coppola, Co-Chair, Neil Donegan, William Gurney, Tom Remillard, Dotty Frazier, Richard Beard, Robert Gaughan, Chris Coates

Others in Attendance:

Frank Marinace of Marinace Architects, William Sudsbury, Clerk of the Works, Carl Panza, Keene School Board member and Chris Carreira, Director of Technology, Paul Ssheuring of WKBK

Ms. Coppola called the meeting to order at 11:03 a.m.

1. Approve Minutes of October 20, 2010

Mr. Donegan moved and Mr. Coates seconded that the minutes of October 20, 2010 be approved. The vote on the motion passed.

2. Technology Update

Mr. Carreira stated his need for an estimated date of the move into the SAU building. Mr. Donegan explained that MacMillan has agreed to July 20, 2011. Mr. Carreira notified the Committee that ordering of the new technology equipment will begin at the beginning of January 2011 and deliveries will begin at the end of March. The technicians will need approximately three months preparation time. He also expressed a need for a secure location to store and assemble the new equipment. Discussion ensued. Mr. Gurney will contact the City of Keene regarding use of one of its sites located in Marlborough. Ms. Coppola inquired about the staffing needs for installation of the new equipment. Mr. Carreira reported that additional staff will be required and there is an allowance in the budget for additional costs. Mr. Donegan questioned whether Mr. Carreira feels \$840,000 is enough money to cover the technology needs and if this figure includes the SAU building. Mr. Carreira does believe it is enough money and explained that the SAU building has a separate budget of \$15,000 and they'll be moving most of what they already have. Mr. Coates asked if the new systems will include Reverse 911. Mr. Carreira informed the Committee that the entire district will be AlertNow next year.

3. Budget Update

Mr. Marinace distributed an updated budget as of 11-17-10 and reviewed it with the Committee.

Mr. Marinace explained change estimates regarding lighting at the loading dock, irrigation at the soccer/ballfield/ additional clip angles at roof blocking and steel lintels at louver openings. Discussion ensued. Mr. Donegan moved and Mr. Coates seconded, that change estimates #80, #90, #91 and #101 totaling \$58,460 are approved. The vote on the motion passed.

Mr. Marinace explained that Equipment increased and Contingency was reduced by \$320,000 due to computer systems and Smart Boards approved at the last meeting.

In regards to the Administrative costs, Mr. Marinace requested that the Committee approve an increase to Materials Testing by \$50,000 for additional anticipated costs and reduce Printing by \$10,000 for a lack of need. Mr. Donegan moved and Mr. Coates seconded, to approve the requests as presented by Mr. Marinace. The vote on the motion passed.

As the Maple Ave Sidewalk Construction will not be charged to this project, \$165,000 was removed from Contingency.

In response to an inquiry from Mr. Donegan, Mr. Marinace explained that some items included in the New Keene Middle School Budget are related to the SAU building project (i.e. Materials Testing) and will be adjusted in the next New KMS budget update.

4. Project Schedule Update

Mr. Marinace explained that the general contractor has not submitted a revised schedule as the district requested. However, he has received a verbal agreement that the office area completion date will be the same as the classroom date, which is July 20, 2011 per the contract. Mr. Remillard informed the Committee that the general contractor anticipates providing the district with a new schedule next month. Mr. Marinace reported that the City of Keene Fire Department will not commit or provide specific demands regarding allowing staff members to occupy the building prior to the completion of certain items in particular areas of the building. Discussion ensued regarding the reasoning behind the delayed completion date. It is Mr. Marinace's belief that it is because the general contractor submitted a very low bid and is now struggling to stay on schedule while remaining within budget. The general contractor will be invited to address the Committee at an upcoming meeting.

5. Clerk-of-the-Works Report

Mr. Sudsbury commented on the quality of work and advised the Committee that things are coming along well. There's "very good contractors" and "very good craftsmanship". The site-work is winding down, the roads and light posts are in. The roof on the SAU building is watertight. The KMS roof is under way. The walls in the auditorium and cafeteria are going up. The brick work in the court yard is being done and the court yard windows should be installed within a month. In mid-December, the boilers and mechanical installation work will begin.

6. Walk-in Compressor

Mr. Marinace explained that the general contractor is still waiting for specifications. Mr. Remillard notified the Committee that he supports the upgrade to the higher efficiency cooler/walk-in freezer compressors. Mr. Remillard will notify MacMillin Construction to

have their equipment supplier provide the higher efficiency equipment for the walk-in refrigerator and freezer. Discussion ensued regarding an additional energy savings device known as a “free air” system. It is unclear if PSNH will offer any rebates for this equipment or not. Mr. Remillard will follow up with PSNH. Mr. Beard is hoping that we will be able to qualify for an innovation point in the CHPS program with the use of this equipment. Mr. Remillard will check with Mr. Ed Murdough at NH Department of Education for his opinion.

Discussion ensued about the CHPS requirement (and associated points) for a full building “flush out” at the end of the construction but before the building is occupied. Concerns were raised about having enough time to complete a 10-day flush out with such a tight schedule and what might happen if we do not meet this requirement.

7. Other

Mr. Remillard discussed the issue of moving costs. The Keene Middle School staff needs boxes and packing tape to begin preparing for the move. Discussion ensued regarding costs, budgeting and professional movers versus maintenance personnel. Mr. Marinace will have a moving expense line item set up.

The next meeting will be on December 15, 2010 at 11:00 a.m. at 34 West Street.

The meeting adjourned at 12:16 p.m.

Penny Davies
Stenographer