

**Keene Middle School Building Committee
34 West Street, Keene, NH
Meeting of Wednesday, December 22, 2010 11:00 A.M.**

Committee Members Present:

Elizabeth Coppola, Co-Chair, William Gurney, John Harper, Tom Remillard (arrived 11:20), Dotty Frazier, Gary Lafreniere, Chris Coates (arrived 11:35) and Richard Beard

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 (until 11:25)

Ms. Coppola called the meeting to order at 11:05 a.m.

1. Approve Minutes of November 17, 2010

Mr. Gurney moved and Mr. Lafreniere seconded that the minutes of November 17, 2010 be approved. The vote on the motion was unanimous.

2. Technology Update

At Mr. Harper's request, Mr. Carreira reviewed a purchasing approach that he recommended utilizing to make technology purchases for the KMS project. He will work with GovConnection, a division of PC Connection, to provide broker services for most technology purchases.

Mr. Carreira described the method with which GovConnection solicits various manufacturers for product pricing on behalf of the District – similar to the service that they provide the State of New Hampshire and other governmental bodies. Mr. Carreira stated that due to the bulk buying ability of GovConnection, they were able to achieve superior pricing to what the District could achieve on its own. As an illustration, he reviewed pricing for laptop computers for KMS with the GovConnection price lowering the original vendor quote of \$750 per unit to \$550. Although not possible to purchase all technology products from this source (such as Eno boards), he will utilize this vendor for as many purchases as possible to maximize savings.

Discussion ensued regarding delivery of technology products, possible use of City-owned space at 350 Marlborough Street for temporary storage, etc. Mr. Carreira described the overall situation regarding the technology budget with the project being in “very good shape” with purchasing anticipated within the \$840,000 budgeted level.

3. Budget Update

Mr. Marinace distributed an updated budget as of 12-22-10 and reviewed it with the Committee. He commented that changes from the previous budget were outlined in red print.

The change order allowance balance currently is \$554,272 with an additional \$99,082 in pending orders. Mr. Marinace reviewed the pending items recommending all but \$38,785 (CE #46R1, foundation for track storage building). On a motion by Mr. Coates, seconded by Mr. Gurney, the Committee approved the other four pending change orders totaling \$60,297.

Mr. Marinace stated that \$80,000 had been moved from contingency into an allowance account for Moving Expense. He also reviewed the General Project Contingency of \$1,476,597, indicating that the figure was adequate for the project at this point in time.

4. Irrigation Well Status

Mr. Marinace reported that the irrigation well had been drilled to a depth of 600 feet with very low water production. The well contractor had recommended not drilling further as the possibility of additional significant water was low at that site and recommended drilling at a second site closer to Maple Avenue in hope of achieving greater water volume. The consensus of the Committee was to have the well driller pursue that option.

5. Clerk-of-the-Works Report

No report.

6. Project Schedule Update

MacMillin Company President, Tad Schrantz, and other staff reviewed the proposed and revised project construction schedule with the Committee. Mike Farhm, Project Manager from MacMillin, stated that this schedule was based on the contractor receiving \$125,000 to \$150,000 in “assistance” from the District to improve the prospect for an August 3, 2011 completion date. These funds would be used for “tenting” at the

construction site allowing MacMillin to continue to progress with the brick veneer and window work. Without this assistance, the contractor may choose to limit these activities sometime in January until spring and try to make up lost time in the spring and summer months.

Discussion ensued relative to tightness of resources, need for additional clarity regarding design drawings slowing progress, the complicated nature of the building design, issues with the steel subcontractor, winter weather conditions, etc.

Mr. Remillard requested an updated full-project schedule with critical path. MacMillin officials agreed to provide such a schedule at the next weekly owner's meeting with the contractor.

At 1:50 p.m. MacMillin officials left the meeting at which point Mr. Coates moved and Mr. Remillard seconded, that the Committee move into non-public session under R.S.A. 91-A:3(II)(d) to discuss Consideration of the acquisition, sale or lease of personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. A unanimous roll call vote was taken with Mr. Sudsbury, Mr. Marinace and Mr. Panza accompanying the Committee into non-public session at 1:50 p.m.

The Committee returned to open session at 2:20.

7. Other

The next meeting will be on January 19, 2011 at 11:00 a.m. at 34 West Street with the possibility of a special meeting to occur prior to that date.

The meeting adjourned at 2:22 p.m.

John R. Harper
Business Administrator

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34 West Street, Keene, NH
Meeting of Wednesday, December 22, 2010 11:00 A.M.**

NON-PUBLIC SESSION

Committee Members Present:

Elizabeth Coppola, Co-Chair, William Gurney, John Harper, Tom Remillard, Dotty Frazier, Gary Lafreniere, Chris Coates and Richard Beard

Others in Attendance:

Frank Marinace of Marinace Architects, William Sudsbury, Clerk of the Works, Carl Panza, Keene School Board member

Mr. Coates moved and Mr. Remillard seconded, that the Committee move into non-public session under R.S.A. 91-A:3(II)(d) to discuss Consideration of the acquisition, sale or lease of personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. A unanimous roll call vote was taken with Mr. Sudsbury, Mr. Marinace and Mr. Panza accompanying the Committee into non-public session at 1:50 p.m.

Discussion ensued concerning the request from MacMillin Company relative to the budget and timeline for the Keene Middle School/SAU #29 construction project.

The Committee returned to open session at 2:20.

John Harper
Business Administrator

Released by JRH: 3/16/11