

Newmarket Building Committee

Newmarket Town Hall Auditorium

March 17, 2020

5:00 PM

Meeting Agenda

- I. Call to Order/Pledge of Allegiance
- II. Action items:
 - a) Approval of minutes from February 18, 2020 meeting
 - b) Update on 1925 building construction at the Jr/Sr High School
 - c) Project Management
 - d) Project financial update
 - e) Maintenance Plan
 - f) Building Committee punch list

TOWN OF NEWMARKET
Building Committee Meeting
Town Hall Auditorium
February 18, 2020
5:00 PM

Present: Russ Simon, Anne Ellis, Mike Kenison, Al Zink, Superintendent Susan Givens, Facilities Director Greg Marles, Interim Jr/Sr High School Principal Sean Pine

I. Call to Order/Pledge of Allegiance

The meeting began with the Pledge of Allegiance.

II. Action Items:

A. Approval of Minutes from January 21, 2020 Meeting:

Al Zink made a motion to approve the minutes of the January 21, 2020 meeting. Anne Ellis seconded the motion. It was approved unanimously (3-0).

B. Update on the 1925 Building Construction at the Jr/Sr High School

Greg Marles said the 1925 section of the building is right on schedule with the sheetrock, rough ins, taping, and mudding moving along on the first and second floors, and soon to be followed with the painting. He noted much of the work will be done over the February break. He explained the only thing remaining in the cafetorium is a piece of the flooring as well as some vinyl flooring to be installed at the Elementary School over the February break. He said furniture is scheduled to be delivered next week at both schools.

Al Zink pointed out they did a nice job of incorporating the old and the new.

Greg Marles said the old high windows were partially obstructed by ceiling grids and are now much more open, making the room so much lighter.

Russ Simon said he overheard several people commenting on how nice the new gym at the Elementary School is. He also added, the sound system in the cafetorium, during the Deliberative Session, was not great.

Greg Marles explained that was the old sound system from the town hall, and the new one is up and running now, along with the lighting system and sound board.

Russ Simon asked what the capacity of the cafetorium is, saying he expected it to be larger capacity.

Greg Marles said total capacity is 400 and they have bought over 200 chairs.

Next, **Greg Marles** provided an update from the DES (Department of Environmental Services), explaining the area around the McGrath property was cleaned up, but DES is requiring that they remove an additional 17 cubic yards of material. He said they have a 90-day window to do that and they will be moving forward over the April vacation.

The Board talked about the projected cost estimate with **Greg Marles** noting that money was already set aside in their projected costs.

Greg Marles then went on to discuss the water drainage problem in the High School courtyard. He said they have an engineered solution for the issue, and they are currently waiting on bids and will hire a company to take care of it

Mike Kenison also explained they will be fixing the flooring in the East hallway of the Elementary School, which wasn't done properly.

Anne Ellis asked about the cost of the courtyard and a timeline.

Greg Marles said right now they have one bid, but once they get the second one, they can create a timeline of the work schedule. He said it may get done over April or summer break when students are not there. He emphasized there is money set aside and is identified in their spreadsheets showing the cost to fix the courtyard.

Anne Ellis asked why they have to go out for a bid again if the money is coming from the original bond.

Greg Marles said it is not an Eckman project and they will be done with the school project at that point. He noted Eckman will give them a price to fix the courtyard to compare with the bid they receive.

C. Project Financial Update

Greg Marles said they are going to receive a credit for some work they didn't need to do. He pointed out that the total cost of the project went down because of these credits and explained the bond interest has not changed because they have one more CD that won't be completed or sold until March.

Al Zink asked **Greg Marles** to elaborate on the projected August 2019 completion date of certain items and why they are still not completed.

Greg Marles explained the commissioning is currently going through all their HVAC systems to make sure they are operating as designed, noting the subcontractors in charge of this job were delayed. He asserted, as of today, that work has been completed and the final commissioning will take place next week.

Al Zink asked for clarification about these issues.

Greg Marles said all the controls and systems are done and they will get their final commissioning report after next week (heat rates, fresh air control, control valves operating properly).

Al Zink asked about the preexisting problems in the ceilings.

Greg Marles said they need to ask for a request to seal the existing systems. He said the full commissioning is for all the new systems in place and the commission did not include the old ductwork systems.

Al Zink asked how ductwork can be operating properly with the need to spend money on fixing the leaks.

Mike Kenison asked if the new units are feeding into the old ducts.

Greg Marles said yes, in some places, and they are losing performance in those areas.

Al Zink said he understands that they found this problem during the course of the project, and asked if all of the systems have the appropriate distribution of heating and fresh air.

Greg Marles said all the new systems are operating at 100 percent.

Mike Kenison asked if the new system will be thrown off once they fix the leaking ducts.

Greg Marles said the system would be rebalanced.

Al Zink asked about cost.

Greg Marles said the cost is \$90,000. He said he can't guarantee there may be an issue with the old duct work, but the new systems will be operating to create an optimal environment.

The next Building Committee meeting is Tuesday, March 17, 2020.

The meeting was adjourned at 5:30PM.

Respectfully submitted,

Sarah Giacomoni

Project Status Report for the Month Ending February 2020

Project name: NES/NJSHS additions and renovations
 Report date: 03/05/2020

At approximately 22 months into the project, the project currently remains on schedule for overall completion in June of 2020. The project also remains within the GMP and overall project budget approved by voters.

Key Milestones Table (those that represent significant project progress)

Title	Planned start date	Current forecast completion date	Actual completion date
Opening of final Phase at the JR/SR High	06/2018	04/2020	
Final punch list completion JR/SR High	03/2020	06/2020	
Final acceptance of Elementary project	02/2020	03/2020	
DES Soil removal Moonlight Brook (Elem)	06/2020	07/2020	

Progress and Deviations from Plan

February was busy with major areas at the elementary school receiving replacement flooring in the hallways. The JR/SR High School had several areas that received final flooring such as the cafe, main lobby and adjoining hallways. Eckman is working heavily in the JR/SR High school 1925 building with finish treatment to the walls, floor areas being installed, ceiling grids, and ceiling tile flooding. We have worked with the Department of Environmental Services and Ransum Engineering to create and move forward with a plan for soil remediation operations at the elementary school by Moonlight Brook. The target is to have the work started directly after the close of this school year.

Description	Proposed Resolution	Potential impact (dollar / schedule / quality etc)
Replacement of hallway flooring at the elementary school	New flooring has been installed and subject to final inspection	no impact to Newmarket
Court yard drainage	Bids have been received and a recommendation to contract will be written.	\$26,000
Furniture purchasing needs	Purchased and first wave scheduled delivery has taken place with final delivery in March	Impact to FF&E lines in our construction planning and owner costs
DES fact finding Letter of deficiency	Worked has been scheduled and approved by DES to move forward at the close of the school year	Cost basis is projected at \$37,000.00

Change Order History

Id.	Title	\$amount	Schedule change	Status (in review, agreed, withdrawn)	Comments
	No new change orders for the Month of February				

Project Status Report for the month ending February 2020
NES/NJSHS

Total					
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List of add alternates and deletions will be reviewed at building committee meetings monthly.

30-day Look Ahead

Title	Planned start date	Current forecast completion date	Actual completion date
Final Elementary punchlist completed	03/2020	03/2020	
Turn over of 1925 building JR/Sr High School	03/2020	03/2020	
Furnishing and set-up of the 1925 building	03/2020	04/2020	
JR/SR High final phase completion	11/2019	04/2020	
Jr/Sr High final punch list	03/2020	06/2020	

Financial Status

Total Original Project	\$38,943,083.00
Revised project (incl. revenue) (sale of garage)	\$38,946,283.00
Remaining balance, encumb, project, expend	\$43,2353.00
Percentage remaining	<.1%

GMP	
Planned total	\$33,683,898.00
Revised total (incl. changes and estimates)	\$34,500,132.00

All **known** project expenses have been encumbered as of the end of 02/2020

Bond interest as of 12/2019	\$665,531.00
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Other: No change in bond interest as last certificate of deposit does not close until the end of March 2020