

North Country Union Jr. High School
Building Committee Meeting
Tuesday, January 20, 2015
Conference Room – 10:15 a.m.

Present: Nicole Corbett, Scott Boskind, Richard Cartee, Kevin Hodgeman, Glenn Hankinson

Absent: Colleen Storrings, Richard Nelson, Kristen Mason

Guest: Sara Bosworth & Matt Cadieux from DEW, John Alden from Scott & Partners Architecture and Jeremy Rathbun from DuBois & King Inc.

The meeting was called to order by Scott Boskind at 10:30 a.m.

A. Building Project – Identify and Discuss Remaining Issues

Lighting – Someone needs to get in touch with Matt Kiley from The Kiley Company to see if he is on top of getting the rebate from Efficiency Vermont for our lighting project. Staff is happy with the new lighting in their classroom. Kevin would like to check on the power factor.

Total Security is installing locks throughout the building that had not been included in the bond project the first time around and came in as a separate contactor. This involves additional doors that are tied in with security. Total Security is on top of this and the work is getting done.

Sun Ray Fire & Security – Includes all our security systems such as smoke detectors, fire alarms, door locking, minus our camera system. Tom Clark from Sun Ray Fire & Security and Kevin discussed running conduit, motion detectors and microwave sensors for the heat. Was this included in the Scope and Sequence of the Bond Project? It was never put in the total bid with DEW. DEW wanted us to finish the project with Sun Ray & Jourdan's Electric. The original contract was for the communication system, which included all the new speakers. The existing backbone was not going to work so it was replaced as an add-on. The card reader access was also part of the project. Those are the two things that were on the bid. The security alarm system was not on the bid. Now Kevin has picked up again with Sun Ray Fire & Security and will be getting prices next week for putting in the new security alarm system, which includes new motion sensors in key areas of the building.

NCUJHS needs to upgrade DVRs that are recording on the cameras because of the software. It is currently not user friendly and downloading is an issue. It would cost around \$4,000.00 to install two new DVRs. This will be added in with Sun Ray Fire & Security. Wiring also needs to be upgraded as well. It was agreed to make sure the security system is upgraded to make sure it works properly. Jourdan's Electric would do the wiring and wants it in writing from Kevin via e-mail where possible old removal wiring is located, where new wiring and conduit would go, and upgrade hangers. Breaker panels are also an issue.

New Logo – done and looks perfect.

Hot water balance and & heat – The hot water balance is done, but it could be a little warmer. Once Kevin learns how to make adjustments, he will make the water a little warmer. Kevin has

one issue with the wood chip boiler room Modine heaters. Jeremy & Kevin will look at solving that today after the meeting. Otherwise all is working well.

There is a leak around the locker room air handler where it goes up through the roof. Kevin's not sure if it is a roofing problem, condensation or if there is another problem. Jeremy will take a look at this after this meeting. The duct needs to be reinsulated because it was cut and the insulation is wet. This remains to be done and Sara will make sure it gets done.

Cove Base – Some of the cove base never got the 2nd coat on it. It feels like sand paper. Handicapped restroom is an example of where it needs to be done.

Unit Heater - Kevin is wondering about putting a filter sock in the chemical pot feeder in the wood chip room because there was a lot of sludge. Cleaning & flushing needs to be done in the unit heater. Two flushes were originally called to be done at no cost according to the written agreement in the contract. After discussion, it was decided that re-flushing the whole system needs to be done and it should be done during April vacation.

Locker room air handler – Kevin asked if there was a way that DEW could build something on the cartridge so he can slide a filter in and out for replacement and cleaning. There is a bar that runs across which contains the air handler and he can't pull the filter bank out. A structural change needs to be done in the bar joist so the filter banks can be pulled out. Matt suggested putting a square post on both sides and then a bench in between. This would make it less invasive. DEW will take a look at this and take care of the issue. This would take a couple days to do and could be done most anytime. Kevin will work with DEW to get this done.

Air handler tripping – Jeremy will look into this issue and take care of the problem so it doesn't continue to trip. The initial concern of noise has decreased considerably and is no longer a problem.

Dish washer exhaust fan – This has been done and cafeteria staff are happy with it. The old fan was returned to NCUJHS. Right now the speed control is located on the roof at the motor. A remote controller will be installed by the electrician in the roof.

Fire Marshal – When will the school be certified? The school is now certified, but will not receive the final sign-off (Certificate of Occupancy) until the fire marshal receives his last payment. This also includes the fire ratings. John Alden is working on getting the payment to the fire marshal. Kevin requested a copy of all this paperwork so it can be included in the book recordings that NCUJHS is keeping on the project.

Computer lab & heating – The control in the room is perfect. Kevin can look at the heating system and monitor it from his office as well as from home. Heating throughout the building has improved greatly. Kevin would still like to do the infrared scan in the 1990 building because there are icicles and wherever there are icicles there is heat loss. The north side has icicles right now so there is a leak someplace.

Temperature controls for the hot water need cleaning and the sales person for E.W. Leonard offered to come and help Kevin tear it apart the first time he cleans it. This will get done soon.

B. Project Closeout

Sara Bosworth (DEW) gave the Building Committee a copy of the project Punch List by Area with Notes that took place during the construction, a copy of the DEW Cost Change Log, the Operation & Maintenance Manual Volume I & II – Mechanical, a thumb drive with the

Electronic copy of the Operation & Maintenance, As-Builts, Site As-Builts, Electrical As-Builts, and Mechanical As-Builts. Scott Boskind signed the Transmittal Cover Sheet for the documents.

Scott Boskind asked if there was a single list A-Z of everything that was accomplished in this project. Jeremy Rathbun said he would create a general scope list that Scott is looking for and get it to him by the end of the week.

DEW & Dubois & King are fine with NCUJHS contacting them with questions or for feedback. They would rather know that we are happy and answer questions rather than waiting until we are upset and they get blind sighted. They want NCUJHS to be happy with their product.

How close are we on having final figures? DEW is still waiting for the ERV Modification (bathroom recovery unit). The cost for the certification is still pending. The roof work will be treated separately and not included. A separate article will be set up for the roof for up to \$60,000 for voters to vote on at Town Meeting Day, which is based on the proposal that Jeremy & John had previously submitted. We will be asking the voters to spend money they already had agreed to for the bond, but weren't approved as part of this project. John Alden will do a final calculation that will be pretty close to the final figure.

Training – Sara wanted to be sure that Kevin has received proper training from Ray. Kevin said that he had and that it was on-going.

John Alden asked if NCUJHS was clear on responsibilities of when something is under warrantee and when it is no longer under warrantee. Kevin's expectation except for Trane is that he will always go through Matt or Sara at DEW. The relationship between DEW & North Country is stable enough where once the warrantee is up; DEW can advise North Country as to where to go for help. Kevin will put together a list of contact information for staff to have on hand in case he is not available.

This is the final evaluation and it is agreed that we are done minus the ERV Modifications and the gym air handlers freeze control. As of today, the final evaluation value to the job added list (punch list) is \$429,203.00. This is above and beyond the original contract. We are at about \$1,300,000.00. The original bid for the bond was for \$1,900,000.00. The final signing-off will take place after the final piece of the project has been completed.

Building Committee members informed members of Dubois & King, Inc., Scott & Partners Architecture, and DEW that they are pleased with their outstanding work, meeting project deadlines, and professional working relationship.

The meeting adjourned at 11:55 a.m.

Respectfully submitted,

Annette Cross