FACILITIES AND CAPITAL BUDGET COMMITTEE
November 25, 2014

Members present: Richard Heath, Ned Densmore, Scott Kalicki, Jack Calhoun (phone), David Paquette (phone), Susan Huard, Ron Rioux, Allen Damren, Matt Wood, Scott Kalicki, Steve Ellis (phone), David Luneau, and Lucille Jordan,

Regrets: Tricia Lucas, Kim Trisciani

Also in attendance: Matt Moore, Amber Wheeler, Kristen Van Ostern, Lynn Moore, Sarah Tilton, Melanie Kirby, Bettejean Neveux, and John Harrington

The meeting was called to order at 9:03 a.m. at NE Delta Dental, 2 Delta Dr., Concord, NH.

1. Approval of the September 18, 2014 Meeting Minutes

VOTE: The Committee, on motion of Mr. Damren, seconded by Mr. Heath, voted unanimously to approve the September 18, 2014 meeting minutes as presented

2. Great Bay Community College
   • Update for the Great Bay Community College: GBC14-03A Design and Construction Consulting Services for the GBCC Student Success Center - Amendment with JSA Architects.

Mr. Moore indicated that he and President Arvelo met with JSA Architects to express the concerns of the Committee. There is language in the contract to stay within approved budget. He provided background information about working with the architect and the change of location. This was approved last meeting, due to the need to break ground this fall in order to have the building ready for next fall. They reduced the amount from $62,000 to $54,000.
• Amendment approval to increase an existing contract with North Branch Construction, Inc. Construction Management Services for the GBCC Student Success Center: GBC14-03CM.

Mr. Moore noted that GBCC has been doing fund raising for the furniture, making more money available for construction. Pease Development Authority has requested, as a condition of the permit approval, a parking lot study and existing culverts to be replaced, which will be covered by critical maintenance funds.

VOTE: The Committee, on motion of Mr. Damren seconded by Mr. Densmore, voted unanimously to approve and recommend to the Finance Committee, the contract increase with North Branch Construction, Inc. for Construction Management services for Great Bay CC for $489,602 from Capital Budget-Student Bonded funds of $449,602 and Capital Critical Maintenance funds of $40,000 for a total contract not-to-exceed the amount of $4,339,602.

• Amendment approval to increase an existing contract with Turnstone Corporation Design/Build Construction Services for the Rochester Campus Additional Renovated Space.

Mr. Moore explained the Great Bay CC, Rochester campus, is requesting an $80,000 increase for renovation expenses with state appropriated funds. Question was raised about the first sentence under the explanation of the request. The word “students” should be added to the end of that first sentence.

VOTE: The Committee, on motion of Mr. Densmore, seconded by Mr. Damren, voted unanimously to approve and recommend to the Finance Committee, Amendment No. 3 contract increase with Turnstone Corporation for Design/Build construction services for Great Bay CC, Rochester campus, for $80,000 from state operated funds for a total contract not-to-exceed in the amount of $2,640,950.

3. Lakes Region Community College

It was decided to delay construction until spring. The bidding process will begin after the holidays with bids due at the end of January.

4. Manchester Community College
   • Amendment approval to increase an existing contract with Minuteman Security Technologies for Security Management System Contract: SYS15-01 at Manchester Community College.
Mr. Moore explained that we have a contract with Minuteman Security Technologies for two other colleges. We are expanding the contract for services at Manchester CC.

Dr. Huard added that MCC has locks on many internal doors and some video cameras inside. This project will add locks to all external doors, remaining internal as well as the software installation, training etc.

VOTE: The Committee, on motion of Mr. Damren, seconded by Mr. Densmore, voted unanimously to approve and recommend to the Finance Committee the contract amendment with Minuteman Security Technologies for security system service, maintenance and construction for Manchester CC for an additional $399,923.22 from capital budget critical maintenance funds of $300,000 and from state operating funds of $99,923.22 for a total contract not-to-exceed the amount of $511,994.22.

President Huard expressed thanks to Sarah Tilton and Mr. Moore for their work on this big six-month project.

It was asked which other colleges will be added to this contract. Design has started at White Mountains CC and Nashua CC will follow.

- Status Front Street design with Hoyle, Tanner & Associates

The design is an ongoing project.

5. Nashua Community College
   - Status Bathroom and Culinary renovations with Hutter Construction – basically complete.

Ms. Wheeler reported the culinary renovations went well and that the café looks fabulous. They are awaiting a window in the cafeteria in order to complete the project. Also waiting on the operation and maintenance manuals. Hutter Construction did an excellent job. Bathrooms are completed.

6. NHTI – Concord’s Community College
   - NHTI New Academic Building Design: Capital Budget update at next meeting.

NHTI is reconsidering some programs that will be in the building and will report at the next meeting

- Status of Construction Management Services FY 13 thru FY15 Milestone Construction – current projects complete

All projects are completed. No more leaks in the library room.
7. River Valley Community College, Claremont and Keene
   - Status of Construction Management Services – for FY 13/14/15 MacMillin Construction
     - Claremont Renovations – Closeout with a balance
     - Claremont Site – Construction bid in January for site work to start in the spring
     - Keene Boiler – Completing Design work to start during Christmas break

Mr. Moore reported that they are closing out the project with MacMillan and saved about $260,000 in that phase of the renovation. He will be meeting with President Harvey-Smith to discuss further renovations with the funds remaining.

Due to the prices received from the first RFP for the site entry and drainage, it was decided to go out to bid again in January for a spring start.

It is hoped to start on the Keene boiler project during Christmas break. We are evaluating the savings to convert to gas. It is estimated that this project will take 16 weeks after start.

8. White Mountains Community College
   - Sale of 12 Industrial Park Road

Mr. Rioux reported that at this time he anticipates closing on the 12 Industrial Park Rd on December 8.

   - Status of Construction Management Services – for FY 13/14/15 Hutter Construction
     - Renovation and upgrade their Automotive and Welding spaces, etc. and Bathroom renovations ADA, complete only punch list remains.

Mr. Moore noted that the project went very well and is a great improvement. Work on critical maintenance items identified by the fire marshal will be addressed next.

9. By-Laws: Discussion merging the Finance and Facilities/Capital Budget Committee

Ms. Van Ostern indicated that Trustee Roy-Czyzowski and Attorney Herrick have been working on committee charters and by-laws. They felt there was some overlap for these two committees and wanted to open discussion about merging these committees for operating efficiencies.

Discussion followed. Comments were split on the decision: overlap of some topics but not completely; concerned with loss of focus on capital projects; the two disciplines should be kept separate; many trustees serve on both committees; we sometimes already have joint meetings; construction project were robust but now slowing down;

This will be discussed further.
10. Other

No other items.

Next Meeting: January 13, 2015 at NH Delta Dental.

The meeting adjourned at 9:57 a.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor