CCSNH BOARD OF TRUSTEES
FACILITIES AND CAPITAL BUDGET COMMITTEE
November 20, 2013


Regrets: David Paquette

Also in attendance: Steve Caccia, Matt Moore, Mike Marr, Amber Wheeler, John Harrington, Joanne Berry, Lynn Moore, Kelly Chapman, and Melanie Kirby

The meeting was called to order at 9:00 a.m. at NHAEF, 3 Barrell Ct. Concord, NH.

Mr. Heath introduced new trustee Susan Siegel from Albany International.

1. Approval of the September 24, 2013 Meeting Minutes

VOTE: The Committee, on a motion by Mr. Damren, and seconded by Ms. Lucas, voted unanimously to approve the September 24, 2013 meeting minutes as presented.

2. Board By-Laws – Committee Responsibilities Update

Mr. Heath brought forward the review of the committee responsibilities. Mr. Densmore recommended an additional responsibility as developed by Ms. Van Ostern at his request.

VOTE: The Committee, on motion of Mr. Damren, seconded by Mr. Densmore, voted unanimously to approve and recommend to the Governance Committee the following additional Board By-Law facilities committee responsibility: Review, approve and encourage alignment between campus master plans, six-year capital project plans and the CCSNH strategic plan.
3. Great Bay Community College

Mr. Moore reported on the status of the following projects:

- Contract for Backup Chiller, bids received November 12, 2013

Bids have been received and Engineered Construction Services has been selected; currently in the process of checking references.

- Status of the Student Center Architect RFQ

JSA Architect has been selected. Contract approval prior to the January 14 meeting may be requested.

- Amendment in progress for Turnstone Corp, Design/Builder additional services

We are in process of identifying additional services such as electrical and equipment costs needed for purchased equipment at the Rochester campus. A contract amendment is forthcoming.

4. Lakes Region Community College

Mr. Moore reported on the status of the following projects:

- Status of the Lakes Region Automotive building Architect RFQ

Responses are due November 21. Interviews are scheduled for December 11.

This is a new building that will be built in the back lot. Project is funded through a $3.3 million capital appropriation.

- Bonnett Page and Stone, Construction Manager Amendment in progress for additional services.

This should amount to $50,000.

5. Manchester Community College

Mr. Moore reported on the status of the following projects:

- Projects update:
o Parking Lot

We received 17 bids for the 196 space parking lot. Daniel T. Ladd Site Work, LLC was the low bidder.

o Update of the Manchester Community College – Knox Building Window Wall & HVAC

Punch list items remain.

o Manchester Community College – Temporary Kitchen Classroom Renovation

Punch list items remain

o Fire Marshall inspection

The Fire Marshall inspection of every building at Manchester CC as well as system wide went well. We anticipate his report within a week. We will then address those items through the capital critical maintenance process.

6. Nashua Community College

Mr. Moore reported on the status of the following projects:

   a. Construction Manager Services for FY 14 &15 with Hutter Construction
      
         i. Proceeding with Masonry Repairs. Repairs expected to cost approximately $2600.

         ii. Bathroom Renovations, design completed by Dennis Mires. Pricing received is over budget. We are now value engineering the scope of the project and hope to have the work done while students are on semester break.

   b. Status of Nashua CC Health and Science Building Closeout with Dennis Mires and TLT

We have received a settlement offer from TLT which we have accepted. Roofs will be completed, we will receive warranties and the lien release with subcontractors etc. This will put closure to the project.

7. NHTI – Concord’s Community College

Mr. Moore reported on the status of the following projects:
a. Construction Management Services FY 13 thru FY15 with Milestone Engineering and Construction Company

He is pleased with Milestone’s performance. The North Hall window and boiler project are completed.

b. Library – Exterior Envelope Repairs

President Kilchenstein reported that this building was constructed in 2001 and leaking roofs have been a problem for many years. Over the years, the college has worked with both CMK Architects and Eckman Construction, the original architectural and construction companies, with little success in amelioration of the moisture problems which are severe and damaging at times. This summer Milestone hired H.L. Turner Group to conduct a study and received their findings last week. A potential remediation price may reach $600,000 for roof framing, window sills, drywall, framing, insulation and siding. A contract approval is forthcoming.

Milestone is preparing the final prices and will be preparing a change order which will require the approval of the facilities and finance committees. We are looking to fund this with critical maintenance funds.

8. River Valley Community College, Claremont and Keene

Mr. Moore reported on the status of the following projects:

a. Construction Management Services – for FY 13/14/15 with MacMillin Construction

Work by MacMillin is now in progress. Projects are phased to work around classroom utilization.

We are working with the architect for a contract amendment to address the Fire Marshal’s findings.

Question was asked about the Keene building. MacMillin was hired for both campuses. We are looking at the boiler project for which $500,000 was appropriated in the State capital budget. The building has both steam and oil systems. All options are being considered for cost and long term efficiencies.

b. Architect amendment in progress for added request by the State Fire Marshal’s office and adding design services for critical maintenance monies.

Previously discussed.
c. Asbestos Removal at RVCC – EnviroVantage

Project completed.

9. White Mountains Community College

a. Sale of 12 Industrial Park Road

Mr. Rioux reported that WMCC acquired this building in 2011. Renovations were planned in order to enable use of the building as an academic facility. Due to the change in need for the building, the decision has been made to put it on the market. The Berlin Industrial Development Authority has a right of first refusal.

10. FY 14/15 Critical Maintenance budget

A meeting with the Fire Marshall is scheduled for December 10. After receipt of his report, we will prioritize the critical maintenance projects within the budget.

11. Status of Stratham Property

Mr. Rioux reported that Chancellor Gittell met with Juliet Marine principals last week and viewed the GHOST craft. A meeting is scheduled for December 5 to review mold remediation work at the Stratham facility and plan replacement of walls to meet operational needs. To date, mold remediation has been successful. Meeting for the pre-closing has also been scheduled.

12. FY 16/17 Capital Budget Status

Internal planning for the Fy16-17 capital budget continues. The proposed plan will be presented to the committee at the next meeting.

Concern was expressed about the status of the NHTI library and the additional needs for funds to repair. It was explained that funds for this would be critical maintenance and not operations funding.

We still need to address all the concern found by the fire marshal prior to finalizing this proposal.

13. Other

Mr. Moore also shared that he is working on the video hardware project at LRCC and a contract will be forthcoming.
Dr. Kalicki reported that the culinary program operating at Canterbury Shaker Village is going well. There are minor building issues that are being addressed. The lunch restaurant program is strong.

NEXT MEETING: January 14, 2013 9:00 at NE Delta Dental

The meeting adjourned at 9:54 a.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor