CCSNH BOARD OF TRUSTEES
FACILITIES AND CAPITAL BUDGET COMMITTEE
July 23, 2013


Regrets: Kim Trisciani

Also in attendance: Shannon Reid, Matt Moore, Mike Marr, Kelly Chapman, Sarah Diversi, Amber Wheeler, Melanie Kirby, and Valerie Mahar.

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

Prior to the start of the business meeting, all were introduced.

1. Approval of the June 4, 2013 Meeting Minutes

VOTE: The Committee, on a motion by Ms. Lucas, and seconded by Mr. Garfield voted unanimously to approve the June 4, 2013 meeting minutes as presented.

2. Ratification of Votes

VOTE: The Committee, on motion of Mr. Paquette, seconded by Ms. Lucas, voted unanimously to ratify the vote for the construction management contract with Hutter Construction in the amount of $400,000 for Nashua CC.

And

Ratify the vote for the construction management contract with MacMillin Co. in the amount of $2.4 million for River Valley CC.

3. Great Bay Community College

- Status of chiller

Mr. Moore reported that just this morning it was reported that there are control issues with the replacement chiller and these are being addressed. This new unit was purchased at the contractor’s expense.
• Contract for Backup Chiller, bid July

Mr. Moore reported that the RFP for the backup chiller is in process. This unit will be air cooled rather than water cooled. This may require a future committee phone poll.

• FY 14/15 Student Center

We are about ready to advertise for and architect for the project this week.

4. Lakes Region Community College

• Status of the New Addition for Health and Sciences

Mr. Moore indicated that construction is on target for August completion. This building will house the fire science program, upgrade for nursing, additional labs, classrooms and a room to hold 150 people,

• Update of the Lakes Region CC Culinary Arts Facility

President Kalicki announced that the two year building lease with Canterbury Shaker Village for the culinary program. The August 1 Board meeting will be held there and a public ceremony will be held August 8. All are excited about this partnership.

• Update of the Lakes Region Automotive building

Mr. Moore noted that the RFP for the architect for this project will go out next week. This will be followed by the RFP for a construction manager. We anticipate construction beginning by late spring 2014. This project also includes design money for the culinary arts addition. The FY14-15 capital budget allocated $3.3 million for this project.

President Kalicki recognizes Mr. Moore for his coordination and diligence on all of the LRCC projects.

5. Manchester Community College

• Projects update:
  o Update of the Manchester Community College – Knox Building Window Wall & HVAC
Mr. Moore reported that this morning a request was made by the contractor for a two week extension. This is usually not done. Kate Morrone who is assigned to the MCC activities along with Mr. Moore will be addressing/investigating request.

- Manchester Community College – Temporary Kitchen Classroom Renovation

This project is on schedule for the August 23 completion.

Mr. Moore also reported that the student center was completed on June 11. The punch list is being addressed. The architect, working with this contractor did an excellent job on this project. Lavallee has asked that we supplement their contract and may be requesting the committee to approve an amendment.

Ms. Diversi thanked Mr. Moore, Ms. Morrone, Mr. Marr, and Ms. Chapman for their work and assistance on all the MCC complex projects. Ms. Morrone has been monitoring the projects and coming to the campus 2-3 times a week

6. Nashua Community College

- Construction Manager Services for FY 14 &15

The Hutter construction management contract was recently approved. Mr. Moore again noted how construction management is the best process for many of our building projects. The scope of work for this project has been reviewed by college personnel.

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

Dennis Mires has provided us a letter confirming they will be responsible to correct the siding issue as negotiated. Attorney Ron Cioti continues to deal with the TLT attorney. They are not moving expeditiously on the close out process and we are still holding the approximately $300,000.

7. NHTI – Concord’s Community College

- Construction Management Services FY 13 thru FY15

Mr. Moore noted that Milestone Construction was approved as the construction manager. He circulated and explained the projects that will be completed as well as the amount allocated for each. The North Hall bathroom project is already completed before the students come back. This is due again to having a
construction management model in place. The Chancellor’s Office is in need of an air seal room for fire suppression.

Mr. Moore gave a brief recap of the NHTI library roof problems over many years

- Presentation of the New Academic Building plans

Tabled

8. River Valley Community College

- Construction Management Services – for FY 13/14/15

Mr. Moore indicated that the construction manager, MacMillin, put out a large list for subs for the walkthrough of the project but only one electrical and one mechanical contractor attended. This is of concern. They are now reaching out to other subs. The college must now determine how to proceed to determine how a possible aggressive schedule would affect students. They are meeting with MacMillin on Thursday to discuss two possible plan scenarios. MacMillin is doing an excellent job.

9. FY14-15 Critical Maintenance

Mr. Moore indicated that an inspection of all our facilities is currently being conducted by the state fire marshal’s office. We will then develop a plan to address areas of concern.

10. Sale of Stratham Property Update

Ron Rioux gave an update on the Stratham property sale. The buyer has requested the due diligence period be extended through December 31, 2013 due to the increased scope of building improvements that are required. The Board Executive Committee has agreed to the extension. This change now needs to be approved by the Long Range Capital Planning and Utilization Committee and Governor and Council. Those approvals will be sought in August at upcoming meetings.

It was further noted that there is a mold issue developing in the building that we are addressing. We are in process of getting an estimate.
11. FY15-16 and Beyond

Chancellor Gittell outlined how we will address the CCSNH capital budget planning going forward. The plan for the upcoming biennium and beyond has been reviewed with the System Leadership Team. This plan will also incorporate the strategic initiatives aligning with capital planning. We will begin with a zero based capital budgeting, relook at priorities, look at current physical facilities, impact on the operating budget, space utilization and scheduling. We will look at the budget as a whole. This is an important and critical process. We want to present a plan with a solid justification when presenting to the legislature.

12. Other

Mr. Moore brought forward the request from Manchester Cc to approve an amendment to the Hoyle Tanner for an additional $60,000. Ms. Diversi explained that part of the funds would be used for the engineering design for 100 additional parking spaces and the balance used for possible unforeseen issues centering on the state emergency road entrance to the campus. Funds will come from the Manchester CC operating fund.

VOTE: The committee, on motion of Mr. Paquette, seconded by Mr. Damren, voted unanimously to approve the Hoyle and Tanner Associate contract amendment in the amount of $60,000 for Manchester CC.

NEXT MEETING: September 24, 2013

The meeting adjourned at 10:07 a.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor