COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE
Board of Trustees

JOINT MEETING - FACILITIES/CAPITAL BUDGET COMMITTEE AND FINANCE COMMITTEE
February 6, 2014


Regrets: Kathy Shields, David Paquette, and Jeremy Hitchcock,

Also in attendance: Matt Moore, Mike Marr, and Melanie Kirby.

The meeting was called to order at 4:42 p.m. at NE Delta Dental, 2 Delta Dr., Concord, NH

1. Approval of the January 14, 2014 Meeting Minutes

VOTE: The Committees, on motion of Mr. Damren, seconded by Ms. Stebbins, voted unanimously to approve the Joint Finance and Facilities Committees minutes of the January 14, 2014 meeting.

2. Contract Approvals

Mr. Moore requested approval of three contracts. Letters for each project were provided.

Mr. Caccia provided background information on the lease with Smokestack Realty, which has been in place since 2010 to house the visual arts program on Fisherville Rd. This represents a 4% increase for the first year and 3% for the second year. All felt this was a reasonable increase.

VOTE: The Committees, on motion of Mr. Calhoun, seconded by Ms. Mahar, voted unanimously to approve the amendment to the lease with Smokestack Realty, LLC, extending the lease date to June 30, 2016 and increasing the total amount of the contract from $353,800 to $541,332.16.
Dr. Kalicki indicated that after reviewing RFPs received and interviewing architects, Lavallee Brensinger was selected. They will provide design and construction consulting services for a new automotive building as well as work on a master plan for Culinary Arts; Heavy Equipment; and Marine. The amount of $511,790 will come from the $3.3 million capital fund appropriation received for this project.

VOTE: The Committees, on motion of Ms. Mahar, seconded by Mr. Calhoun, voted unanimously to approve the contract with Lavallee Brensinger Architects for the architectural and engineering design fees for Lakes Region CC for a total of $511,790.

ACTION: After discussion, it was requested that a form/format be developed as a cover to all contract requests that would include funding source (capital, operating) and other requested action for voting.

Ms. Jordan explained that the contact increase with Hutter Construction is due to services added to this project: the automotive equipment and the masonry repairs as well as bathroom renovation and future projects. Both capital and operating funds will be utilized.

VOTE: The Committees, on motion of Mr. Damren, seconded by Ms. Lucas, voted unanimously to approve the amendment to the construction management contract with Hutter Construction Company, Inc. with Nashua CC, increasing the contract by $400,000 to cover automotive expenses, masonry repairs; bathroom renovations and future projects to be completed this fiscal year.

A late item from River Valley CC was brought forward.

Dr. Harvey-Smith presented the on-the-job training company contract with Hypertherm Inc. for a total not to exceed $4.9 million. These are federal funds. The MOU with Hypertherm has been developed. Mr. James Britton was introduced to answer questions.

VOTE: The Committee, on motion of Mr. Calhoun, seconded by Mr. Damren, voted unanimously to approve the On-The-Job Training contract with Hypertherm, Inc. in the amount not to exceed $4.9 million.
3. Other

No other items.

Mr. Rioux indicated that he will work with Mr. Densmore and Mr. Marr to develop a format for all contacts coming forward to this committee and will present it to the Committee at the March 25 meeting.

Next Meeting: March 25, 2014

The meeting adjourned at 5:11 p.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor