The meeting was called to order at 5:33 p.m.

Agenda:
1. Rundlett Middle School HVAC Update
2. RFP for Architectural Services for Conant Elementary School

1. Rundlett Middle School HVAC Update
Megan DeVorsey opened the meeting by reviewing the two agenda items. She then turned the meeting over to Matt Cashman. Mr. Cashman opened with a brief history on the RMS HVAC system, indicating that RMS has a very old and failing HVAC system. In March 2008, the Turner Group was retained by the school district to map out several options to upgrade the HVAC system. In October 2008, the Capital Facilities committee was presented five options for fuel sources to upgrade the entire system by the Turner Group. At the time, in October, the administration recommended to hold any decision recommendation until the feasibility study that the district was engaged in with Harriman Architects concluded.

Mr. Cashman explained that Rundlett and Conant properties abut each other. They are about a football field in length apart from each other. Mr. Cashman mentioned that it would be prudent to allow the Conant feasibility study to conclude, before making any decisions on Rundlett. The administration feels there are several options that may lend themselves well to a campus-style design that could serve both schools. Mr. Cashman also noted that the administration submitted its application to the state in December for consideration as part of the Obama Stimulus package.
Mr. Cashman turned the RMS HVAC presentation over to Steve Caulfield of The Turner Building Science Group. Mr. Caulfield presented the five different options that his company studied for Rundlett Middle School.

Mr. Caulfield briefly outlined each of the five HVAC systems options, and also showed payback. In response to a question about the current status of the condition of the existing HVAC system, both Mr. Cashman and Mr. Caulfield commented that the current system requires continual maintenance and repair. The five options also included cost, air handling, duct work and support equipment needed for the entire system. The five options and estimated costs are shown below. (See attachment 1A.)

1. Natural Gas system – 3.4 million
2. Steam system – 3.2 million
3. Geothermal system – 5.8 million
4. Biomass system – 6.6 million
5. Hybrid system – 6.4 million

2. RFP for Conant Elementary School
Mr. Cashman opened with a brief history, leading up to requesting an RFP for Conant Elementary School. In December 2008, the board voted to proceed with the Consolidation Plan. On December 16, 2008, Mr. Cashman submitted an A24P state building aid application to the Department of Education for Conant Elementary School, Kimball Elementary School and a new school at Broken Ground. Since that time, Ed Murdough from the DOE has accepted our application, and now requests that the Concord School District notify him with our priority for construction and building aid for the next biennial budget.

Mr. Cashman presented for consideration the request to issue a formal RFP for final architectural design for Conant Elementary School.

Conant is recommended for several reasons. At the conclusion of the feasibility study, Conant was a more economical option by comparison to Kimball. Rumford has some very challenging building-related issues as well. The building is non-ADA compliant; there are code-related issues in the school, and no HVAC ventilation system is in place. Rumford also has about $147,000 in routine repairs and maintenance in the next five years in reference to the five- and ten-year maintenance plan. Rumford also has educational limitations due to larger class sizes. Mr. Cashman said the RFP would specifically seek firms that specialize in elementary school design, LEED/CHPS, historic renovation and strong presentation skills on the part of the architects. He also mentioned that a design-bid–build building model would be the preference.
Ms. DeVorsey asked if there was a motion on the floor to bring the request forward to the board to allow the administration to proceed further with an RFP for Conant. Mr. Cogswell made the motion, Ms. DeVorsey seconded. Ms. DeVorsey, Mr. Cogswell and Mr. Dunn voted in favor, Mr. Williams voted not in favor. The vote was passed and will be presented at the school board meeting on February 2, 2009.

After the vote, further discussion ensued among various school board members, stating their feelings and opinions on the implementation of the entire consolidation plan. A follow-up meeting will be necessary.

The meeting adjourned at 7:48 p.m.

T. Matthew Cashman, Recorder

TMC/jmm 1.29.09