

GARDNER PUBLIC SCHOOLS

70 Waterford Street
Gardner, MA 01440

Facilities Sub-Committee Meeting
Friday, April 5th, 2019
Convened at Central Conference Room

Minutes

Members Present: Mr. Abare (Chair), Mr. Swartz, Mr. LaFreniere
Members Absent: None

Others Present: Mr. Pellegrino (Superintendent), Mr. Anderson (Facilities Director), Ms. Yu (Business Manager)

Others Absent: None

1. At 9:04am, the meeting was called to order by Mr. Abare at the Central Office conference room.

2. Mr. Pellegrino, Mr. Anderson and Ms. Yu gave an update on the new custodial services bid.

Moura's Cleaning was the only company to respond to the invitation.

Five (5) cleaning companies were chosen from State FAC81 Vendor List.

Pre-bid walk through was conducted on 2/20/19.

The first version of the bid was received on Friday, 3/22/19. Mr. Anderson, Ms. Jennifer Dymek, Ms. Yu reviewed the bid immediately. Ms. Yu contacted the owner of Moura's Cleaning Services, Mr. David Moura for the list of references. Ms. Yu called for references and feel confident about the quality of Moura's services based on the feedback.

A meeting was scheduled with Moura's Cleaning Services on Thursday, March 28th at 4pm to negotiate the price of the bid. Based on the fact that we will close two buildings in FY20, the Prospect St School building and the Central Office building, and the elimination of onsite supervisor, Moura's make a revision to the price of the bid. We received the revised version on Friday, March 29th. Mr. Anderson worked on the 3-year calculation of the new bid based on the 2% COLA proposed by Moura's while the 1st version was showing 5% COLA. The Facilities Sub Committee considered new bid price as reasonable.

Mr. LaFreniere made a motion to recommend to bring this bid to the School Committee meeting on Monday, 4/8/19 for vote, and Mr. Swartz seconded motion.

3. With no further discussion, Mr. LaFreniere made a motion and Mr. Swartz seconded to adjourn. The meeting adjourned at 9:33am.