

**Gardner Elementary School
Financial Subcommittee
Meeting Minutes
Wednesday, May 4, 2022**

**Zoom Meeting
4:00 p.m.**

Members Present

Dr. Mark Pellegrino, Superintendent of Schools; Jennifer Pelavin, School Committee Vice Chair; Mark Hawke, Director of Finance and Operations; Robert Hankinson, Gardner Citizen & Former City Engineer; Robert Swartz, School Committee Member; Wayne Anderson, Facilities Director;

Also Present

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Tim Alix, Senior Project Manager, Colliers International; Matthew Dunn, Sr. Construction Representative, Colliers International; Kristian Whitsett, Architect, Jones-Whitsett Architects; Joshua Cormier, Purchasing Director, City of Gardner; Brenda Smith, Executive Assistant to the Superintendent; Recording Secretary.

Regrets

Alan Minkus, OPM; Colliers International; Margo Jones, Designer, Jones-Whitsett Architects, Mayor Michael Nicholson, City of Gardner; Colin Smith, Executive Aide to the Mayor, City of Gardner; Dr. Catherine Goguen, Chief Academic Officer; Steve Rockwood, Community Member.

Call to order

Dr. Mark Pellegrino, called the meeting to order at 4:00 p.m.

Approve Minutes

Mr. Robert Swartz moved to approve the minutes from the Financial Subcommittee Meeting on April 6, 2022 at 4:01 P.M.

Seconded by Mr. Robert Hankinson

Vote – so voted

Approve Bills & Orders

No Bills to approve this meeting

Report from OPM

Updates

Mr. Timothy Alix reviewed the Financial Status Report to date with the committee. We are in good shape moving forward. We are still on our target date of July 15, 2022.

Site Update:

Mr. Matthew Dunn reviewed the recent site activity.

- Elevators are being worked on and all material is in.
- Interior glass is going in.
- Permanent power by mid-May a big mile stone.

The building is looking great.

Mr. Wayne Anderson updated the committee that the Fiber Optic backbone from the Middle School to Elementary School was ran and completed last week. We should have internet connections by May 20.

Change Orders to date:

- Change Order 1- \$222,206.07 was approved 3.17.2021
- Change Order 2 - \$54,350.00 was approved 4.7.2021
- Change Order 3 - \$81,982.23 was approved 5.19 2021
- Change Order 4 - \$83,955.56 was approved 6.2.2021
- Change Order 5 - \$81,046.34 was approved 7.21.2021
- Change Order 6 - \$61,332.67 was approved 8.4.2021
- Change Order 7 - \$65,002.00 was approved 9.1.2021
- Change Order 8 - \$133,047.02 was approved 9.15.2021
- Change Order 9 - \$120,300.04 was approved 10.6.2021
- Change Order 10 - \$83,985.00 was approved 11.17.2021
- Change Order 11 - \$297,156.00 was approved 12.1.21
- Change Order 12 - \$99,701.46 was approved 1.5.2022
- Change Order 13 - \$93,616.00 was approved 2.2.2022
- Change Order 14 - \$71,237.00 was approved 3.2.2022
- Change Order 15 – \$96,285.00 was approved 4.6.2022
- Change Order 16 - \$149,468.00 for approval 5.4.2022

Report from Architects

Mr. Kristian Whitsett, Architect, reviewed Change Order #16 with the committee in detail.

Summary of Requests -

○ CO#123 Entry Sign letters and wood species	\$ 2,015.00
○ CO#239 Loading dock stairs	\$ 8,927.00
○ CO#240 Canopy Electrical & Security changes	Not to exceed \$42,410.00
○ CO#244 Credit to rail at slide platform	\$ 2,530.00
○ CO#245 Elevator Cellular Communication	Not to exceed \$ 1,810.00
○ CO#250 Modify music room bumpout at CW base	\$ 2,171.00
○ CO#255 Final cumulative landscape	Not to exceed \$20,841.00
○ CO#260 Adjust heights of CWs 1.1 and 1.2	\$ 8,793.00
○ CO#261 Add transfer grill at A-Wing roof access walkway	Not to exceed \$ 968.00
○ CO#262 FRP returns at kitchen windows	\$ 1,544.00
○ CO#263 Reversal of PCO 188 for radiant piping	Credit \$ 1,686.00
○ CO#269 Change wood chips to PIP at existing play structure	\$ 42,509.00
○ CO#273 Loading dock ground heater overage	\$ 17,731.00
○ CO#274 Rework hot & cold classroom sinks	Not to exceed \$ 3,965.00

TOTAL

\$149,468.00

Ms. Jennifer Pelavin asked a questions on CO#269, the poured-in place rubber and the wood chips. Mr. Whitsett showed the plans and explained to the committee the cost and the placement for wood chips vs poured-in place rubber and the difference in each and why due to the proximity of the building and play area, this is also to eliminate the tracking in of wood chips.

Mr. Hawke asked about CO#255 the final landscape changes and the amount, will there be more to come or is this the final? Mr. Kristian explained the changes and there will be more landscaping add-ons to come.

Dr. Pellegrino asked about CO#123 will there be the granite sign consistency with the other school signs? There will be a granite sign on the Pearl Street entrance with an electronic sign LED signage up by the GHS entrance sign.

Mr. Mark Hawke motioned to recommend approval of Change Order #16 in the amount of \$149,468.00

Seconded by Ms. Robert Swartz

Vote – so voted

Mr. Kristian Whitsett shared the recent drone pictures from the end of April with the committee, the school is really coming along nicely. The committee is impressed and can't wait to see it in person on May 18.

New Business

Public Comment:

No comments

Executive Session:

No Executive Session

Next Meetings

Meeting dates for future **GES Financial Subcommittee meetings;**

Wednesday, June 1, 2022 @ 4:00 by Zoom

Meeting date for next **GES New Building Committee Meeting;**

Wednesday, May 18, 2022 @ 3:30, meet in GMS Lobby, then drive up to GES for building tour.

Adjourn

A motion was made by Mr. Mark Hawke and seconded by Ms. Jennifer Pelavin to adjourn the meeting. The meeting adjourned at 4:30 p.m.