

**Gardner Elementary School
School Building Committee
Meeting Minutes
Wednesday, May 18, 2022**

**Gardner Middle School
/New Gardner Elementary School Tour
3:30 p.m.**

Members Present

Dr. Mark Pellegrino, Superintendent of Schools; Ronald Cormier, City Council; Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; Mark Hawke, Director of Finance and Operations; Robert Hankinson, Gardner Citizen & Former City Engineer; Christina Thomas, Teacher (Waterford Street School); Ashley Chicoine, Teacher (Elm Street School); Dr. Catherine Goguen, Chief Academic Officer; Wayne Anderson, Facilities Director; Mayor Michael Nicholson, City of Gardner; Colin Smith, Executive Aide to the Mayor, City of Gardner; Joshua Cormier, Purchasing Director, City of Gardner.

Also Present

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Kristian Whitsett, Architect, Jones-Whitsett Architects; Matthew Dunn, Sr. Construction Representative, Colliers International; Tim Alix, Project Manager; School Resource Officer, John Lawrence; Officer Ryan Spain, Gardner Police Department; Brenda Smith, Executive Assistant to the Superintendent; Recording Secretary.

Regrets

Earl Martin, Principal (Waterford Street School); Joyce West, Director of Pupil Personnel Service; Alan Minkus, OPM; Colliers International; Ms. Katie Craig, Designer with Jones Whitsett; Heidi Jandris, Engineer; Craig DiCarlo, Project Manager, Colliers International; Margo Jones, Designer, Jones-Whitsett Architects; Aviva Galaski, Jones-Whitsett Architects; Steve Rockwood, Community Member.

Call to order

Dr. Mark Pellegrino called the meeting to order at 3:30 PM.

Approve Minutes

Mr. Robert Hankinson moved to approve the minutes from the School Building Committee Meeting on April 27, 2022 at 3:31 PM.

Seconded by Mr. Ronald Cormier

Vote - so voted

Approve Bills & Orders

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #0000752776, dated April 30, 2022; in the amount of \$83,981.04

Ms. Jennifer Pelavin moved to approve Invoice #0000752776 from Colliers International.

Seconded by Mr. Robert Swartz

Vote - so voted

- Jones-Whitsett Architects, Invoice #2022028 dated April 30, 2022; in the amount of \$110,096.00

Ms. Jennifer Pelavin moved to approve Invoice #2022028 from Jones-Whitsett Architects.

Seconded by Mr. Robert Swartz

Vote - so voted

- Bacon Construction Co, Inc. Invoice #17 dated April 30, 2022; in the amount of \$3,603,854.14

Ms. Jennifer Pelavin moved to approve Invoice #17 from Bacon Construction Co, Inc.

Seconded by, Mr. Robert Swartz

Vote - so voted

- SHI International Corp.
Invoice # B14883303, dated March 10. 2022, in the amount of **\$38,725.00**
Invoice # B15038063, dated April 6, 2022, in the amount of **\$51,686.00**
Invoice # B14981471, dated March 28, 22, in the amount of **\$163,400.00**
Totaling \$253,811.00

Ms. Jennifer Pelavin moved to approve all above Invoices, from SHI International Corp.

Seconded by, Mr. Robert Swartz

Vote - so voted

- Pro AV Systems, Inc. Invoice #1 dated April 30, 2022; in the amount of \$10,250.00

Ms. Jennifer Pelavin moved to approve Invoice #1 from Pro AV Systems, Inc.

Seconded by, Mr. Robert Swartz

Vote - so voted

Report from OPM:

Mr. Tim Alix gave the committee a brief update with the Project Budget Report, we are doing very well financially on the project and running on time. The bids for moving proposals have been submitted and reviewed, we received three. Sterling Movers is who we have decided to go with. We will be renting crates separately and they will be delivered on June 9th.

Site Update:

Mr. Matthew Dunn is looking forward to be giving the committee a tour of the New School and for all to see the progress on the project.

Report from Architects

Mr. Kristian Whitsett reviewed Change Order #16, that was already reviewed and discussed in detail with the finance subcommittee.

Change Orders Recommendations this far:

- 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 10.20.2021
- Change Order 10 - \$83,985.00 was approved 11.17.2021
- Change Order 11 - \$374,391.00 was approved 12.15.2021
- Change Order 12 - \$99,701.46 was approved 1.19.2022
- Change Order 13 - \$164,774.00 was approved 2.16.2022
- Change Order 14 - \$71,237.00 was approved 3.2.2022
- Change Order 15 - \$110,452.00 was approved 4.27.22
- Change Order 16 - \$105,655.00 for approval 5.18.22

Summary of Requests -

- CO#123 Address Letters to Sign & Wood Species \$ 2,015.00
- CO#239 Loading dock stair \$ 8,927.00

○ CO#244 Credit toe rail at slide platform	Credit	\$ 2,530.00
○ CO#245 Elevator Cellular Communication	Not to exceed	\$ 1,810.00
○ CO#250 Modify music room bump out		\$ 2,171.00
○ CO#255 Final cumulative landscape Changes		\$14,683.00
○ CO#256 Relocate letters from canopy to wall		\$ 3,143.00
○ CO#260 Adjust heights of CWs 1.1 and 1.2		\$ 8,793.00
○ CO#261 Transfer grill at A-Wing 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		\$ 44,121.00
○ CO#273 Loading dock ground heater overage		\$ 17,731.00
○ CO#274 Rework hot & cold classroom sinks	Not to exceed	\$ 3,965.00

TOTAL **\$105,655.00**

Mr. Mark Hawke made a motion to approve Change Order #16 for the amount of \$105,655.00
 Seconded by Mr. Robert Hankinson Vote – So Voted

Mayor Michael Nicholson made a motion to approve the Change of Contract Sum bringing the
 New Contract Sum to \$63,714,262.49
 Seconded by Mr. Mark Hawke Vote – So Voted

Old Business:

Public Comment:

Next Meeting

Meeting date for future Building Committee meeting;
 Wednesday, June 15, 2022 @4:00PM and will be held by Zoom

Executive Session

No Executive Session

Meeting recessed at 3:45PM for all to tour the new school project.

Adjourn

A motion was made by Ms. Ashley Chicoine and seconded by Ms. Christina Thomas to adjourn
 the meeting. The meeting adjourned at 5:05PM