

**Gardner Elementary School
School Building Committee
Meeting Minutes
Wednesday, June 15, 2022**

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

Members Present

Mark Hawke, Director of Finance and Operations; Earl Martin, Principal (Waterford Street School); Joyce West, Director of Pupil Personnel Service; Alan Minkus, OPM; Colliers International; Ronald Cormier, City Council; Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; Robert Hankinson, Gardner Citizen & Former City Engineer; Christina Thomas, Teacher (Waterford 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; Steve Rockwood, Community Member; Brenda Smith, Executive Assistant to the Superintendent; Recording Secretary.

Regrets

Dr. Mark Pellegrino, Superintendent of Schools; Ashley Chicoine, Teacher (Elm Street School); 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; School Resource Officer, John Lawrence; Officer Ryan Spain, Gardner Police Department;

Call to order

Mr. Mark Hawke called the meeting to order at 4:03 PM.

Approve Minutes

Mr. Robert Swartz moved to approve the minutes from the School Building Committee Meeting on May 18, 2022 at 4:01 PM.

Seconded by Ms. Jennifer Pelavin

Vote - so voted

Approve Bills & Orders

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #0000760259, dated May 31, 2022; in the amount of \$80,637.41

Mr. Robert Swartz moved to approve Invoice #0000760259 from Colliers International.

Seconded by Mr. Joshua Cormier

Vote - so voted

- Jones-Whitsett Architects, Invoice #2022041 dated May 31, 2022; in the amount of \$113,231.00

Mr. Robert Swartz moved to approve Invoice #2022041 from Jones-Whitsett Architects.

Seconded by Mr. Joshua Cormier

Vote - so voted

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

Mr. Robert Swartz moved to approve Invoice #17 from Bacon Construction Co, Inc.

Seconded by, Mr. Joshua Cormier

Vote - so voted

Report from OPM:

Mr. Tim Alix gave the committee an update, we feel comfortable that we'll be ready, if not for the contractual date of the substantial completion of July 15. If not by then, certainly by the time school opens and we have occupancy prior to the start of school. Financially were doing well, we are on target.

Mr Alix updated the committee with the IT issue. We are making a switch from HP equipment for the switches in the closets for IT infrastructure, "HP is just not being able to provide us with delivery dates at this time. We're switching to the districts preferred option, which is a Cisco system, so right now the contractors are confirming the quantity we need and that we will have it in time. That was our biggest challenge, and it looks like that's been resolved. As soon as we get confirmation we'll let you know.

Site Update:

Mr. Matthew Dunn gave a site rundown

- Excavated and backfilled for canopy footings at Bldg. B
- Installed gabion retaining wall to the east of Bldg. C
- Chain link fence posts installed along the west parking lot slope
- Paved the multi-use path with binder
- Permanent power energized to transformer
- Continuation of precast curbing installation
- Grading, loaming, seeding and planting

Report from Architects

Mr. Kristian Whitsett reviewed Change Order #17, 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 was approved 5.18.22
- Change Order 17 - \$111,077.71 was approved 6.15.22

Summary of Requests -

CO# 120.1 Structural Steel Credits		\$ 31,789.59
CO# 240 Canopy Elec Tech and Security Changes		\$ 42,410.00
CO# 248 Cafeteria Door Closers		\$ (280.88)
CO# 270 B-wing chases for refrigerant lines		\$ 3,793.00
CO# 272 Changes to Site Signs and Bollards	Not to exceed	\$ 12,709.00
CO# 275 Replace Unsuitable Soils at Wetlands		\$ 3,737.00
CO# 278 RIP Playground surface premium colors	Not to exceed	\$ 10,000.00
CO# 280 CW 1.1 and 1.2 height adjustment		\$ 12,993.00
CO# 281 Soffit at coiling grill		\$ 2,401.00
CO# 282 Insulation thickness at Rakes and Clerestory		\$ 2,788.00
CO# 283 Casework at A308		\$ 2,503.00
CO# 284 Motor Starters to 3 exhaust fans		\$ 1,268.00
CO# 287 AVB to flash roof to clerestory		\$ 5,974.00
CO# 288 Change closers at Door B100		\$ 755.00
CO# 291 Modify Soffit in B209		VOIDED
CO# 292 Additional folded PT dispensers		\$ 7,025.00
CO# 293 Ceiling Height Change in Nurse Suite		\$ 630.00
CO# 294 Perimeter Fire System at A-Wing		\$ 2,047.00
CO# 296 Added blocking at 3rd floor shades		\$ 1,784.00
CO# 297 Credit GFRC Edges & Add Vapo Shiled Skrim		\$ (23,248.00)
TOTAL		\$111,077.71

Ms. Jennifer Pelavin made a motion to approve Change Order #17 for the amount of \$111,077.71
Seconded by Dr. Catherine Goguen Vote – So Voted

Mr. Robert Hankinson made a motion to approve the Change of Contract Sum bringing the New
Contract Sum to \$63,825.340.20
Seconded by Ms. Jennifer Pelavin Vote – So Voted

Discussions discussed on Change Order #18 to come next meeting -

CO# 277 – Sprinkler piping under Stair 3	\$ 3,364.00
CO# 295 – GWB ceiling under stair 3	\$ 5,080.00
CO# 299 – AVB tie-in at connector foundations	\$7,1160.00

New Business:

Mr. Mark Hawke informed the committee that it was a successful day today cleaning at WSS & ESS both schools have 2 dumpsters full and are waiting for them to be emptied and returned to clean out more. I was somewhat surprised at the success we had in cleaning out all the classrooms and I'm going to say, somewhere in the vicinity of 80/85 percent of the classrooms are clean, green, ready to go. All in all, things went fairly well.

Ms. Christina Thomas sent out a huge thank you to GHS & GMS faculty & staff that came to our aide today. It was very touching to have them come in and help pack and move. Thank you!

Mr. Mark Hawke added, "Everyone who wasn't at Elm Street or Waterford Street School which included Cathy, Joyce, Mark Pellegrino, myself and everyone at Central Office, and the High School and the Middle School were dispersed and sent to all the other classrooms to assist in any way possible. So we got a great deal done in one day.

Principal Earl Martin, "I seconded all that, it showed the character of the school district as one that values team and helping each other out. Thanks to Central Office and ALL the schools for helping out".

Mr. Robert Swartz brought up a safety issue concern – On the recently paved Pearl Street. I would like to see “School Zone at 20 miles per hour painted on roadway”. Mr. Hawke added it’s a city paved road still working on them to complete the painting. Safety Committee, Police Department & DPW will discuss if not already in our plans with DPW. Mr. Hawke will look into it. Mr. Whitsett informed the committee signage will be going up 20 MPH warnings and New crosswalk w/flashing lights. Already in place with plans.

Mr. Rockwood added, its definitely a speedway, worse now that road has been paved.

Mr. Hemman informed the committee, Mr. Richard Braks is no longer with the city. The Mayor appointed John Lawrence to replace him on the committee as a non-voting member.

Mr. Hemman let the Committee know, Ms. Jennifer Pelavin & Ms. Lizzy Kazinskas have planned to have the School Committee & City Council tour the new building at 4:00PM on June 27, 2022.

Public Comment: Mr. Steve Rockwood, I’m happy you’re on schedule to get everything done. Is June 27th an Open meeting? Mr. Hemman replied, Yes.

Next Meeting

Meeting date for future Building Committee meeting;
Wednesday, July 20, 2022 @4:00PM and will be held by Zoom

Executive Session

No Executive Session

Adjourn

A motion was made by Ms. Christina Thomas and seconded by Mr. Ronald Cormier to adjourn the meeting. The meeting adjourned at 4:52PM