

**Gardner Elementary School  
School Building Committee  
Meeting Minutes  
Wednesday, January 19, 2022**

**Zoom Meeting  
4:00 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; Wayne Anderson, Facilities Director; Christina Thomas, Teacher (Waterford Street School); Dr. Catherine Goguen, Chief Academic Officer; Mayor Michael Nicholson, 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; Alan Minkus, OPM; Colliers International; Tim Alix, Project Manager; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary; Steve Rockwood, Community Member;

**Regrets**

Joyce West, Director of Pupil Personnel Service; Earl Martin, Principal (Waterford Street School); Ms. Katie Craig, Designer with Jones Whitsett; Chief Richard Braks, Gardner Police Department; Heidi Jandris, Engineer; Craig DiCarlo, Project Manager, Colliers International; Margo Jones, Designer, Jones-Whitsett Architects; Aviva Galaski, Jones-Whitsett Architects; Colin Smith, Executive Aide to the Mayor, City of Gardner; Ashley Chicoine, Teacher (Elm Street School).

**Call to order**

Dr. Mark Pellegrino called the meeting to order at 4:00 PM.

**Approve Minutes**

Mr. Mark Hawke moved to approve the minutes from the School Building Committee Meeting on December 15, 2021 at 4:31 PM.

Seconded by Mr. Robert Hankinson

Vote - so voted

**Approve Bills & Orders**

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #011444, dated January 30, 2022; in the amount of \$65,677.30

Mr. Robert Hankinson moved to approve Invoice #011444 from Colliers International.

Seconded by Ms. Jennifer Pelavin

Vote - so voted

- Jones-Whitsett Architects, Invoice #20221126 dated December 31, 2021; in the amount of \$111,080.50

Mr. Robert Hankinson moved to approve Invoice #20221126 from Jones-Whitsett Architects.

Seconded by Ms. Jennifer Pelavin

Vote - so voted

- Bacon Construction Co, Inc. Invoice #13 dated December 31, 2021; in the amount of \$2,911,477.57

Mr. Robert Hankinson moved to approve Invoice #13 from Bacon Construction Co, Inc.

Seconded by, Ms. Jennifer Pelavin

Vote - so voted

- Allied Testing Laboratories, Inc. Invoice # 23705 dated January 1, 2022, in the amount of \$175.00

Mr. Robert Hankinson moved to approve Invoice #23705, from Allied Testing Laboratories., Inc.

Seconded by, Ms. Jennifer Pelavin

Vote - so voted

### **Report from OPM:**

#### **Site Update:**

Mr. Matthew Dunn reviewed the recent site activity with the committee and some recent pictures of the project, committee was very impressed with the amount of work that is completed.

#### **Site**

- Completed Pearl Street and access road utilities.

#### **Building A**

- Installed roof edge fascia and gutter along the north elevation.
- Installed framing for the curtain wall to the east of Stair #1 exit door.
- Soffit framing, insulation, sheet-rocking and taping is on-going on all floors.
- Completed interior spray insulation of exterior walls.
- Completed the A-B connector roof.

#### **Building B**

- Constructed temp doors & weather barriers. Heat is on in Cafeteria / Kitchen.
- Completed high roof and majority of Cafeteria roofing systems.
- Set three roof-top units on - Kitchen, Cafeteria and Building A roof curbs. • Installed the majority of individual windows on east elevation.
- Completed structural framing and exterior sheathing on west elevation. • Installed window blocking and vapor barrier membrane on west elevation. • Majority of the interior partitions have been framed.
- Plumbing, Mechanical and Fire Protection roughing is on-going.

#### **Building C**

- Completed the B-C connector roof.
- Completed interior spray insulation of exterior walls on the second floor.
- Started painting acoustical ceiling decks.
- Electrical roughing on both floors.

### **Budget Update:**

Mr. Tim Alix reviewed the finance budget with the full committee overall doing really well financially on the project, and are still running on target.

### **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 for approval 1.19.2022

Mr. Kristian Whitsett reviewed Change Order #12, that was already reviewed and discussed in detail with the finance subcommittee.

### Summary of Requests -

○ CO#102 Added electric equipment	\$2,201.00
○ CO#169 Utility Conflicts in Pearl Street	\$8,285.00
○ CO#172 <b>Credit</b> Floor Boxes in Media Center	<b>\$(1,890.54)</b>
○ CO#173 Unsuitable soils – Pearl St. entrance	\$55,198.00
○ CO#181 Storz caps to Knox Locks	\$1,332.00
○ CO#182 CMU grinding for vestibule	\$2,218.00
○ CO#184.1 Add AV strobes to Cal Room Halls	\$1,884.00
○ CO#185b Additional Parapet Insulation Changes	\$8,646.00
○ CO#188 Conceal Exposed Radiant Pipes	\$1,788.00
○ CO#193 Add Bathroom Accessories to GC Scope	\$4,463.00
○ CO#195 Change Knox box style	\$1,64.00
○ CO#199.1 Winter Conditions for Loading Dock Drive	\$13,937.00

**TOTAL** **\$99,701.46**

Mr. Mark Hawke made a motion to approve Change Order #12 for the amount of \$99,701.46 bringing the New Contract Sum to \$63,262.144.49

Seconded by Mr. Wayne Anderson Vote – So Voted

Mr. Kristian Whitsett presented 3 more items not on the Change Order list to the committee

○ CO#192 Changes Exterior Concrete Sealer	\$41,666.00
○ CO#204 Chromebook Charging Carts	\$45,242.00
○ CO#211 Add Unistrut to Kitchen	\$ 2,249.00

Mr. Mark Hawke made a motion to approve CO#204 & CO#211 and not CO#192 on Change Order#13

Seconded by Mr. Wayne Anderson Vote – So Voted

### Report from Architects

Mr. Kristian Whitsett updated the committee as the window testing continues, contractor is using a different product, C wing went better using this product and they will go further and know more to report at the next meeting.

### New Business

Dr. Hemman informed the committee that Mr. David Fredette has resigned from the School District. He will file new paperwork with MSBA to remove his name from the committee.

The Finance Subcommittee Meeting scheduled for Wednesday, February 2, 2022 has been changed from 4:00PM to 3:00PM.

Mr. Joshua Cormier received the open furniture bid, Mr. Kristian Whitsett thanked Mr. Cormier for helping with this process. Results will be reviewed with Mr. Cormier and then brought back to the Full Committee.

**Next Meeting**

Meeting date for future Building Committee meeting;  
Wednesday, February 16, 2022 @ 4:00PM and will be held by Zoom.

**Executive Session**

No Executive Session

**Adjourn**

A motion was made by Mr. Robert Swartz and seconded by Ms. Jennifer Pelavin to adjourn the meeting. The meeting adjourned at 4:39PM