

**Gardner Elementary School
School Building Committee
Meeting Minutes
Wednesday, May 19, 2021**

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

Members Present

Dr. Mark Pellegrino, Superintendent of Schools; Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; David Fredette, Principal (Elm Street School); Christina Thomas, Teacher (Waterford Street School); Ronald Cormier, City Council; Joshua Cormier, Purchasing Director, City of Gardner; Earl Martin, Principal (Waterford Street School); Mayor Michael Nicholson, City of Gardner; Robert Hankinson Gardner Citizen & Former City Engineer; Ashley Chicoine, Teacher (Elm Street School); Dr. Catherine Goguen, Chief Academic Officer/Interim Business Administrator; Wayne Anderson, Facilities; Heidi Jandris, Engineer.

Also Present

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Tim Alix, Project Manager; Matthew Dunn, Sr. Construction Representative, Colliers International; Kristian Whitsett, Architect, Jones-Whitsett Architects; Steve Rockwood, Community Member; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

Regrets

Joyce West, Director of Pupil Personnel Service; Chief Richard Braks, Gardner Police Department; Alan Minkus, OPM; Colliers International; Craig DiCarlo, Project Manager, Colliers International; Colin Smith, Executive Aide to the Mayor, City of Gardner; Margo Jones, Designer, Jones-Whitsett Architects; Mark Hawke, Community Member; Aviva Galaski, Jones-Whitsett Architects;

Call to order

Superintendent Pellegrino called the meeting to order at 4:03 PM.

Approve Minutes

Mr. Robert Hankinson moved to approve the minutes from the School Building Committee Meeting on April 28, 2021 at 4:04 PM.

Seconded by Mr. Robert Swartz

Vote - so voted

Approve Bills & Orders

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #009206 dated April 30, 2021; in the amount of \$79,424.02

Mr. Robert Swartz moved to approve Invoice #009206 from Strategic Building Solutions, LLC, dba Colliers International.

Seconded by Mr. Wayne Anderson

Vote - so voted

- Jones-Whitsett Architects, Invoice #2021033, dated April 30, 2021; in the amount of \$114,886.50

Mr. Swartz moved to approve Invoice #2021033 from Jones-Whitsett Architects.

Seconded by Mr. Anderson

Vote - so voted

- Bacon Construction Co., Inc. Invoice #5, dated April 30, 2021; in the amount of \$3,971,313.75

Mr. Swartz moved to approve Invoice #5 from Bacon Construction Co., Inc.

Seconded by Mr. Anderson

Vote – so voted

- Allied Testing Laboratories, Inc. Invoice # 22265, dated April 10, 2021, in the amount of \$3,755.00

Mr. Swartz moved to approve Invoice #22265, from Allied Testing Laboratories., Inc.

Seconded by Mr. Anderson

Vote - so voted

Report from OPM

Mr. Tim Alix presented the Project Budget, went over all invoices and contracts to date paid out as of May 1, 21 We are eligible for reimbursement, 80% we will get back once submitted to MSBA. We will be submitting monthly for reimbursements moving forward. The project is going very well early on in the process.

Site Update:

Mr. Matthew Dunn reviewed the site activity, a lot has changed since the committee visited the site last month. Building A done up to foundation and back filled. Building B finished foundation, jut backfilled to be completed. Building C within the next week will finish foundation, then we will be starting underground plumbing & electrical.

Retaining walls going up and infiltration basins 4, 5 & 6 going in, everything's going very well.

Change Orders Recommendations thus far:

Mr. Alix Explained the change order requests that have been made 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 pre-approved 5.5.2021

Full Committee made a vote on Change Order #3 for \$81,982.23 that the Subcommittee pre-approved on May 5, 2021.

Mr. Robert Swartz moved to approve Change order # 3 in the amount of \$81,982.23

Seconded by Ms. Jennifer Pelavin

Vote - so voted

Construction Change Directive:

Mr. Alix brought an item with a large dollar value to the committee for approval. At this time the most importantly is the cost of steel, but we don't have an amount yet.

Mr. Alix explained the situation to the committee, we are at a crunch time in building C, Pre-K area, a wall system was going to be done in a metal stud, the load will need structural steel. We need to be approving the steel cost now. If the crane would need to leave the site and come back that would be a much larger cost to pay. Direct design team suggests to direct a Construction Change Directive of \$50,000.00.

Construction Change Directive suggested an amount of \$50, 000.00 to proceed with work and a change order will follow.

Mr. Robert Hankinson moved to authorize work to be done

Seconded by Mr. Robert Swartz

Vote – so voted

Report from Architects

Updates:

Mr. Kristian Whitsett discussed the working group on Interior – The color group is meeting May 20, will follow up at next meeting.

Working group on Technology – Met last week, discussed furniture, computer, printers, teacher computers, scheduling going forward. Working on a spreadsheet with technology to know what rooms get what and getting the latest and greatest technology out there into the building.

Old Business

New Business

New School Building site visit - School Committee and City Council members to visit site on Monday, May 24, 2021 @ 5:00PM will meet at Dunn Pond Parking lot and walk over.

Topping off Ceremony – Thoughts shared – For a ceremonial piece of steel, possibly painted white then use sharpies to have students sign the last piece of steel to go up on the school building. Timeframe of event June /July 2022.

Time Capsule Thoughts – Define where it will go, under a plaque in front of school, 50 years open it up? Will need an area with access. Thoughts are being discussed and will revisit during future meetings.

Other Business

Mayor Nicholson at times can't be at both our GES Building Committee & GES Financial Subcommittee meetings, he would like to set a designee for those times. Mr. Robert Swartz, alternate (voting member) on Finance Subcommittee will stand in for him.

Next Meeting

Meeting date for future Building Committee meeting;
Wednesday, June 16, 2021 @ 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 5:06PM