

**Gardner Elementary School
Financial Subcommittee
Meeting Minutes
Wednesday, June 1, 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;

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; Brenda Smith, Executive Assistant to the Superintendent; Recording Secretary.

Call to order

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

Approve Minutes

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

Seconded by Mr. Robert Swartz

Vote – so voted

Approve Bills & Orders

The following invoices were presented to the committee:

- Allied Testing Laboratories, Inc. Invoice #24161 dated April 23, 2022, in the amount of \$925.00

Mr. Robert Hankinson moved to approve Invoice #24161, from Allied Testing Laboratories., Inc.

Seconded by, Ms. Jennifer Pelavin

Vote - so voted

- Allied Testing Laboratories, Inc. Invoice #24243 dated May 7, 2022, in the amount of \$750.00

Mr. Robert Hankinson moved to approve Invoice #24243, from Allied Testing Laboratories., Inc.

Seconded by, Ms. Jennifer Pelavin

Vote - so voted

- Allied Testing Laboratories, Inc. Invoice #24325 dated May 21, 2022, in the amount of \$875.00

Mr. Robert Hankinson moved to approve Invoice #24325, from Allied Testing Laboratories., Inc.

Seconded by, Ms. Jennifer Pelavin

Vote - so voted

- Pro AV Systems, Inc. Invoice #2 dated May 10, 2022; in the amount of \$18,882.00

Mr. Robert Hankinson moved to approve Invoice #2 from Pro AV Systems, Inc.

Seconded by, Ms. Jennifer Pelavin

Vote - so voted

Report from OPM

Updates

Mr. Timothy Alix reviewed the Summary of the overall budget. We are doing very well with finances on the project. We are in good shape moving forward and we are still on our target date.

Site Update:

Mr. Matthew Dunn updated the committee with some recent site activity.

- Paved bike path
- Tile work finishing up
- Elevator work continuing
- Permanent power to site in
- Interior signage going up in buildings
- Painting on going
- Exterior work continuing

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 was approved 5.4.2022
- Change Order 17 - \$130,434.59 for approval 6.1.2022

Report from Architects

Mr. Kristian Whitsett, Architect, reviewed Change Order #17 with the committee in detail.

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# 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	\$130,434.59

After discussion on change order #278

Mr. Mark Hawke motioned to recommend to proceed under protest with CO# 278 to direct Bacon Construction to proceed with work as specified in bid documents. Not to exceed #10,000.00

Seconded by, Mr. Wayne Anderson Vote – so voted

Mr. Mark Hawke motioned to recommend approval of Change Order #17 in the amount of \$130,434.59

Seconded by Ms. Wayne Anderson Vote – so voted

New Business

Public Comment:

No comments

Executive Session:

No Executive Session

Next Meetings

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

Wednesday, July 6, 2022 @ 4:00 by Zoom

Wednesday, August 3, 2022 @ 4:00 by Zoom

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

Wednesday, June 15, 2022 @ 4:00PM by Zoom

Adjourn

A motion was made by Ms. Jennifer Pelavin and seconded by Mr. Mark Hawke to adjourn the meeting. The meeting adjourned at 4:35 p.m.