

**Gardner Elementary School
Financial Subcommittee
Meeting Minutes
Wednesday, July 14, 2021**

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

Members Present

Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; Mark Hawke, Director of Finance and Operations; Wayne Anderson, Facilities, Director; Robert Hankinson Gardner Citizen & Former City 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; Alan Minkus, OPM; Colliers International; Steve Rockwood, Community Member; Andy, EDA; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

Regrets

Dr. Mark Pellegrino, Superintendent of Schools; Margo Jones, Designer, Jones-Whitsett Architects, Mayor Michael Nicholson, City of Gardner; Colin Smith, Executive Aide to the Mayor, City of Gardner; Joshua Cormier, Purchasing Director, City of Gardner.

Call to order

Jennifer Pelavin, called the meeting to order at 4:05 p.m.

Approve Minutes

Mr. Robert Hankinson moved to approve the minutes from the Financial Subcommittee Meeting on June 30, 2021 at 4:06 P.M.

Seconded by Mr. Wayne Anderson

Vote – so voted

Approve Bills & Orders,

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #009744 dated June 30, 2021; in the amount of \$91,127.40

Mr. Robert Swartz moved to approve Invoice #009744 from Strategic Building Solutions, LLC, dba Colliers International.

Seconded by Mr. Hankinson

Vote - so voted

- Allied Testing Laboratories, Inc. Invoice # 22483, dated May 22, 2021, in the amount of \$4,480.00

Mr. Robert Swartz moved to approve Invoice #22483, from Allied Testing Laboratories., Inc.

Seconded by Mr. Hankinson

Vote - so voted

Report from OPM

Updates

Mr. Tim Alix reviewed a narrative sheet prepared to share with the committee in detail of the seven rejected items reviewed again. After taking another look and justifying three change order changes, we are asking for a not to exceed amount to move forward once agreed upon.

- 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
- Draft Change Order 5 – Not to exceed \$84,860.00 presented 6.30.2021

Summary of Requests-

- CO#32.1 – Thermal Breaks \$ 20,000.00 (Not to Exceed)
- CO#53.1 – C-Wing Joist Substitutes \$13,623.00
- CO#90 – Relieving angles at B-Wing \$15,000.00 (Not to Exceed)

- **Total** **\$ 48,623.00**

Presented 7.14.21 (to be incorporated into CO #5 and CO #6 depending on timing)

Mr. Mark Hawke moved to authorize summary of requests, not to exceed the amount of \$48,623.00
Seconded by Mr. Wayne Anderson Vote - so voted

Report from Architects

Updates:

Mr. Whitsett & Mr. Alix brought up to the committee after talking with the contractor on the doors again. Natural birch wood vs Maple, in addition to our last meetings discussion on looks of doors, we need take into consideration about delays with suppliers. Availability might not be there; (16 weeks out) not ordered yet, the materials are getting harder to get. They can't order until we approve it. We are waiting to hear back, just wanted to put it out there again. Mr. Swartz comment was; I think we should stay with initial decision.

Mr. Alix reported, good news, unsuitable soils had some testing done that came back that we can use the soil on-site. Saves us there.

Ms. Jennifer Pelavin thanked the Architects for the narrative explanation today, helps us understand, and summarizes everything.

New Business:

Dr. Hemman discussed a change order for National Grid - Mr. Tim Alix explained in the construction process we need to bring in power to site, so the contractor can build the building, at this time we don't have a transformer in yet we don't have temporary power. We need National Grid at this time. The temporary pole will come in off of Catherine Street.

National Grid can't schedule us on a schedule until they get a payment. We do not have an exact price yet, only the rough number of \$83, 00.00. We have a line item in the budget to cover this cost \$100, 000.00 to cover utility fees.

Mr. Hankinson moved to authorize change order for National Grid, not to exceed \$85,000.00 to start project.

Seconded by Mr. Robert Swartz

Vote – so voted

Public Comment

Mr. Rockwood commented, it's pretty clear what Colliers, Jones Whitsett & Bacon does on the project, but, would like to know what Allied Testing does?

Mr. Alix explained, Allied, is a material testing company. They do the compaction of the soils. Make cylinders for concrete, go through the checking on welding on the structural steel to see the strength. Compaction of asphalt, pull test, make sure the right thickness, they do a lot of that level of testing.

Mr. Rockwood, thanked Mr. Alix for the very informative explanation.

Executive Session

No Executive Session

Next Meetings

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

Wednesday, August 4, 2021 @ 4:00 by Zoom

Adjourn

A motion was made by Mr. Robert Swartz and seconded by Mr. Mark Hawke to adjourn the meeting. The meeting adjourned at 5:10 p.m.