

**Gardner Elementary School
School Building Committee
Meeting Minutes
Wednesday, September 7, 2022**

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

Members Present

Dr. Mark Pellegrino, Superintendent of Schools; Mark Hawke, Director of Finance and Operations; Earl Martin, Principal (Waterford Street School); Ashley Chicoine, Teacher (Elm Street School); Joyce West, Director of Pupil Personnel Service; 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; 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; Steve Landry, Gardner News Reporter; Sandy Meinders, Community Member; Brenda Smith, Executive Assistant to the Superintendent; Recording Secretary.

Regrets

Mayor Michael Nicholson, City of Gardner; Colin Smith, Executive Aide to the Mayor, City of Gardner; Alan Minkus, OPM; Colliers International; 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

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 June 15, 2022 at 4:01 PM.

Seconded by Mr. Robert Hankinson

Vote - so voted

Approve Bills & Orders

The following invoices were presented to the committee:

- Allied Testing Laboratories, Inc. Invoice #24834 dated August 13, 2022, in the amount of \$500.00

Ms. Jennifer Pelavin moved to approve Invoice #24834, from Allied Testing Laboratories., Inc.

Seconded by Mr. Mark Hawke

Vote - so voted

- SHI International Corp. Invoice #B15656369 dated August 10, 2022; in the amount of \$328.00

Ms. Jennifer Pelavin moved to approve Invoice #B15656369 from SHI International Corp.

Seconded by, Mr. Mark Hawke

Vote - so voted

- Pro AV Systems, Inc. Invoice #4 dated July 18, 2022; in the amount of \$10,107.00

Ms. Jennifer Pelavin moved to approve Invoice #4 from Pro AV Systems, Inc.
Seconded by, Mr. Mark Hawke

Vote - so voted

Report from OPM:

Mr. Tim Alix gave the committee an update on the building inspections. We are excited to be coming to a close. The contractor is finishing up a lot of work getting through final approvals. Additional sidewalks, sod behind A-Wing playground. Finishing up hardware for temp glass in doorway. Training on lights and elevators will take place and will be scheduled soon. Contractors wished to be further along, pleased with how building looks. Still a work in progress.

Inspectors have been in the buildings for the past two weeks walking through not officially but keeping an eye on things, they will be back in the buildings on Thursday and Friday to make final inspections. Inspections on going for State Elevator Inspections, Board of Health, Fire Department, Building Department all signatures needed for first day of school.

Dr. Pellegrino asked how the JWA punch list was going. Mr. Kristian Whitsett informed all that we have all walked through a few times and many items have been completed on the list, with a few still left to complete before inspections. We will be walking through for the final on Friday.

Principal, Earl Martin brought up the parking availability for his staff awfully tight for spaces if the contractors will still be working during the day. Mr. Alix said the contractors will park on the field at GHS & GMS. DPW will be making extra temporary signs for the traffic to follow. There will be a second shift working not a lot working in there during the day.

Principal Martin had a concern about not all the furniture being delivered, projectors in rooms.

Mr. Whitsett noted, we are using the projectors from the old school these will work until the new ones come in then they will be swapped out after hours. More punch lists items are being worked out for furniture and items not received yet.

Principal Martin expressed his appreciation in all the hard work being done to open up the school, a lot of coordinated work from all who are stretched very thin already.

Phones are all working in the buildings, intercom system not tied into phones yet, work on going. Training with PA system coming up on Friday.

Report from Architects

Mr. Kristian Whitsett reviewed Change Order #19, that was already reviewed and discussed in detail with the finance subcommittee and approved, we have added on to this.

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
- Change Order 18 - \$47,242.00 was approved 7.6.2022
- Change Order 19 -\$51,367.00 8.3.22 upgraded w/additional CO's to \$199,629.00 proposed on 09.7.2022

Summary of Requests -

CO# 29.1 C Wing Siding Change	Not to exceed	\$42,827.00
CO# 210 Window Testing Costs	No action needed at this time	-----
CO# 271 ACT at abutting exposed steel columns		\$ 2,538.00
CO# 278 Upgrade PIP Playground Surface to Premium Colors -	No action needed at this time -	
CO# 279.1 SOG shrinkage crack in A-Wing		\$ 3,329.00
CO# 301 Cut outrigger at A Connector Roof		\$ 8,924.00
CO# 306 Round Column at Jamb of STF-B9		\$ 2,279.00
CO# 308 Modify Outrigger for Lightning Rod		\$ 8,924.00
CO# 311.1 Remove Sprinkler Head from C103B		\$ 905.00
CO#312.1 Vinyl Trim at CMU		\$ 1,466.00
CO#313 Closure at Masonry Cavity		\$ 10,083.00
CO#315 Thermal broken threshold at exterior doors		\$ 14,563.00
CO#319 Close Chase Outside of B321		\$ 1,778.00
CO#320 July - elevator operators		\$13,527.00
CO#322 Perimeter edge angle at B-Wing 3rd floor		\$ 539.00
CO#323 ACT in Records Room		\$ 1,096.00
CO#326 Added DWPs South of C-Wing Entry		\$ 1,430.00
CO#327 Rated Column Cover B-C Connector		\$ 3,052.00
CO#328 Music Room Soffit	Traded scope in other locations-----	
CO#329 Additional Lintels		\$ 1,414.00
CO#330 Cane Rail Below Stair 3		\$ 6,975.00
CO#331.1 Connector Ceiling final configuration		\$22,928.00
CO#333 Added and adjusted toilet accessories		\$ 3,333.00
CO#335 Grandmaster padlock at roof ladder		\$ 387.00
CO#336 Emergency shut-off at Mechanical Room and Kiln		\$ 6,348.00
CO#338 Fire extinguisher cabinet signage		\$ 1,565.00
CO#339 Firestop at top of elevator shaft		\$ 2,594.00
CO#340 Door holder location adjustments		\$ 6,072.00
CO#341 Modification of T1E fixtures in connectors		\$ 3,780.00
CO#344 Condensate drain for VRF 4.1		\$ 3,275.00
CO#345 Asphalt leveling – NW A-Wing	Not to exceed	\$ 7,063.00
CO#346 C-Wing Entry Ceiling Material	Not to exceed	\$ 8,380.00
CO#349 Sprinklers in connectors - Flex pipe	Not to exceed	\$ 3,081.00
CO#351 Additional auto operator	Not to exceed	\$ 5,196.00
TOTAL		\$199,629.00

Mr. Ronald Cormier made a motion to approve Change Order #19 for the amount of \$199,629.00
 Seconded by Mayor Michael Nicholson Vote – So Vote

Other Business:

Mr. Ronald Cormier asked if an email by Dr. Hemman could be sent out to the committee as to the outcome being made for the start of school after inspections are completed. Dr. Hemman, will make sure all are informed as to the decision.

Mr. Robert Swartz, agreed. Communication wasn't perfect when the decision to delay School was made the first time.

Old Business:

Public Comment: Mr. Steve Rockwood; It's been a pleasure to see this all going on. Glad we are getting it open.

Next Meeting

Meeting date for future Building Committee meeting;
Wednesday, October 19, 2022 @4:00PM and will be held by Zoom

Executive Session

No Executive Session

Adjourn

A motion was made by Mr. Mark Hawke and seconded by Ms. Jennifer Pelavin to adjourn the meeting. The meeting adjourned at 4:52PM