

**Gardner Elementary School
School Building Committee
Meeting Minutes
Wednesday, September 15, 2021**

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

Members Present

Dr. Mark Pellegrino, Superintendent of Schools; Ronald Cormier, City Council; Jennifer Pelavin, School Committee Vice Chair; Christina Thomas, Teacher (Waterford Street School); Joshua Cormier, Purchasing Director, City of Gardner; Mark Hawke, Director of Finance and Operations; Dr. Catherine Goguen, Chief Academic Officer; Joyce West, Director of Pupil Personnel Service; Robert Hankinson, Gardner Citizen & Former City Engineer; Wayne Anderson, Facilities Director; Ashley Chicoine, Teacher (Elm Street School); Heidi Jandris, Engineer

Also Present

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Earl Martin, Principal (Waterford Street School); Matthew Dunn, Sr. Construction Representative, Colliers International; Alan Minkus, OPM; Colliers International; Tim Alix, Project Manager; Kristian Whitsett, Architect, Jones-Whitsett Architects; Mayor Michael Nicholson, City of Gardner; Ms. Katie Craig, Designer with Jones Whitsett; Steve Rockwood, Community Member, Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

Regrets

Robert Swartz, School Committee Member; David Fredette, Principal (Elm Street School); Chief Richard Braks, Gardner Police Department; 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.

Call to order

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

Approve Minutes

Mr. Ronald Cormier moved to approve the minutes from the School Building Committee Meeting on August 18, 2021 at 4:01 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 #010286, dated August 31, 2021; in the amount of \$88,747.88

Mr. Robert Hankinson moved to approve Invoice #010286 from Colliers International.

Seconded by Mr. Wayne Anderson.

Vote - so voted

- Jones-Whitsett Architects, Invoice #2021084, dated August 31, 2021; in the amount of \$119,635.75

Mr. Robert Hankinson moved to approve Invoice #2021084 from Jones-Whitsett Architects.

Seconded by Mr. Wayne Anderson

Vote - so voted

- Bacon Construction Co, Inc. Invoice #9 dated August 31, 2021; in the amount of \$2,944,753.76

Mr. Robert Hankinson moved to approve Invoice #9 from Bacon Construction Co, Inc.

Seconded by, Mr. Wayne Anderson

Vote - so voted

Report from OPM:

Change Orders Recommendations this far:

Mr. Tim Alix reviewed with the full committee the change order #7, that was already reviewed and discussed in detail with the finance subcommittee, looking for a full committee vote today.

- 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 5.5.2021
- Change Order 4 - \$83,955.56 was approved 6.2.2021
- Change Order 5 - \$81,046.34 was approved 7.14.2021
- Change Order 6 - \$40,624.67 was approved 8.4.2021
- Change Order 7 - \$45,002.00 was approved 9.15.2021
- **Total of all CO's** to date \$609,166.97

Summary of Requests -

○ CO#18	C Wing Windows credit	\$(3,402.00)
○ CO#40	B Wing Window Changes	\$ 0
○ CO#62	Changes to doors	\$ 683.00
○ CO#88.1	Second FP Main in C-Wing	\$ 25,000.00
○ CO#114.1	C-Wing CMU Wall Bracing	\$ 14,714.00
○ CO#115	Water Flow test	\$ 5,075.00
○ CO#130	Change door A305	\$ 1,698.00
○ CO#132	Repair Broken Conduit	\$ 538.00
○ CO#137	Changed to Wall Alignment	\$ 696.00

Ms. Jennifer Pelavin motioned to approve Change Order #7 in the total amount of \$45,002.00

Seconded by Mr. Ronald Cormier

Vote – So voted

Budget Update:

Mr. Alan Minkus shared and reviewed the Financial Status Report with the committee. They have submitted an amendment to MSBA and are waiting to hear back.

Site Update:

Mr. Matthew Dunn reviewed the recent site activity with the committee and some recent pictures of the project.

- Catherine Street access road has been paved and is now the primary entrance to the site.
- The majority of retaining wall 3 is built.
- Water main has been extended to behind Building C.
- Extended communications duct–bank and site lighting conduit to main parking lot.
- Installed duct bank from transformer pad into building B at the loading dock.
- Started excavation and footing preparation for culvert #3 off Pearl Street

Mr. Mark Hawke asked Mr. Dunn what's going between the asphalt and retaining wall on the access road up to the school? Mr. Dunn replied asphalt only, with fencing along wall still to be finalized. Dr. Pellegrino asked about ground coverings on opposite side of the road Mr. Whisett, replied it's a no mow mix seed with wild flower mixture. He will look and have the complete information to share with the committee at the next meeting.

OPM Update:

Mr. Alix informed the committee that the contractors are coming up with a lot of delays, rationed by suppliers, delay's even with paint long lead time. Contractor is worried about the weather; this wet summer has slowed things down a lot do to a large amount of rain. We just wanted to be upfront with you and keep you all posted.

Mr. Hawke asked about the field dug up on the side of old soccer field, what condition will it be left in? Mr. Dunn replied, I looked into this today, the condition in the paperwork is it has to be done by the planting season, they are making sure it is being taking care of right away.

Report from Architects:

Updates:

Mr. Kristian Whitsett reviewed the Attachment F Amendment No.7 fee for additional services

- Additional Geotechnical Observation in the amount of \$8,250.00
- CHPS Design review costs \$5,060.00
- Hydrant Flow Test \$4,928.00

This increases our reimbursable service by \$18,238.00 to a total of \$290,216.00. Still well under the \$525,000.00 that was budgeted.

Mr. Ronald Cormier made a motion to approve Attachment F Amendment No.7

Seconded by Mayor Nicholson

Vote – so voted

Last Minute - Change Orders Recommendations

Mr. Whitsett informed the committee he has some last minute Change Orders he would like to review with the Full Committee, normally done with the Financial Subcommittee. So contractor can stay on track. It would be Change Order #8. I apologize it came out so late.

Summary of Requests -

○ CO# 84	Unsuitable soils at Wall 6	\$ 9,561.00
○ CO# 116	Unsuitable soils at Catherine Street	\$38,369.00
○ CO# 121	Add Beams for C-Wing Flat Roof Support	\$ 5,088.00
○ CO# 122	Add Angle Frame at AG line	\$ 2,934.00
○ CO# 125	Outriggers at B-Wing Bump-out	\$ 7,824.00
○ CO# 126	(Credit) for Tile Work under Stair 3	- \$ 7 77.98
○ CO# 129	A-Wing Outriggers at Eaves	\$16,338.00
○ CO# 131	Change Hose Bibb Locations	\$11,179.00
○ CO# 134	Coping of C-Wing Outriggers	\$24,800.00
○ CO# 135	Screw Stair Handrails vs Glued	\$ 3,750.00
○ CO# 140	Additional Roof Plywood	\$ 7,662.00
○ CO# 141	Routing of Sprinkler Main 1 st Floor B	\$ 6,320.00

Total for Change Order #8 \$133,047.02

Mr. Hankinson wanted to make a couple comments:

- First, I'm always weary when someone who is doing work for me pushes me to make a quick decision on an item, I understand supply change issues been around it for forty years. I don't like it; you can soothe my unhappiness with that one.
- Second, I have totally lost confidence in the structural engineer, personally a lot of these change orders that relate to structural should have been anticipated, this should have been caught. Not pleased with our structural engineer's performance, thank you!

I look to Mr. Tim Alix. for explanation. I ask you if you can repair my confidence in our structural engineer's performance?

Mr. Alix – I totally understand; We are frustrated with the amount of structural steel change orders we are seeing. Since the time of bidding, cost of steel has sky rocketed, I'm sure they see themselves in a hole and are trying to re-cope. I understand where you are coming from. At this point that's why we have contingencies to cover the unexpected cost. We are at 1% of contingency which is good but, I understand it's early, spending all this money up front on structural steel that I hope we don't need down the road for other things. At what point does it become excessive, we can bring them before the group if you'd like.

Mr. Hankinson, thanked Mr. Alix.

Mr. Whitsett added, I totally agree with Mr. Alix it's a unique situation. As Tim mentioned the steel contractor reaching for more than one would ever expect on a project. We have brought up these concerns, if you would like to meet with Colliers and EDA and walk through this we would be happy to set this up.

Dr. Hemman said we can talk further. We won't let this go. We will have more discussions about the change orders.

Mr. Mark Hawke mad a motion to approve Change Order #8 for \$133,047.02

Seconded by Mr. Wayne Anderson

Vote – so voted

Old Business:

New Business:

Other Business:

Dr. Hemman informed the committee that zoom meetings can continue until April 1, 2022. His recommendations are we continue to use zoom

Dr. Hemman announced if anyone's interested, there will be a site visit for the Building Committee, School Committee, and City Council on Wednesday, September 29, @ 4:00PM. Please park at Gardner Middle School then meet on Catherine Street at the access entrance for 3:45pm. Then the waiver release forms can be signed before the walk up to the site. Mr. Dunn will confirm with Bacon Construction; he did note; Bacon is already aware of it. An invite will go out to all.

Mr. Hawke reached out to Mr. Alix, Mr. Minkus, Mr. Whitsett and Mr. Dunn with concerns, eleven months out any concerns the project will not be done in time? Mr. Alix, responded right now showing we are on schedule with maneuvering things, we are worried about getting the building weather tight before winter weather comes. Cost issue really at this point, but its looking good to get in for the start of the school year.

Mr. Hankinson, asked is supply change issue a valid issue in the contract? Mr. Alix responded that COVID was already a known, and there are supply issues.

Mr. Minkus echoed Mr. Alix comments, don't see any reason not to get in for July 2022 we are aiming to get this open on time currently still tracking for July 15th completion.

Mr. Hawke thanked the OPM & Architects for the update

Public Comment: Mr. Rockwood is concerned that on the Pearl Street side, by C building there is a low spot that comes down the hill by a new wall creating some erosion, with 3 sill fences up its gone right through one fence. Mr. Dunn will take a look tomorrow and inform the committee.

Next Meeting

Meeting date for future Building Committee meeting;
Wednesday, October 20, 2021 @ 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 Mr. Robert Hankinson to adjourn the meeting. The meeting adjourned at 5:12PM