

**Gardner Elementary School
Financial Subcommittee
Meeting Minutes
Wednesday, January 5, 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.

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; Alan Minkus, OPM; Colliers International; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

Regrets

Wayne Anderson, Facilities Director; Margo Jones, Designer, Jones-Whitsett Architects, Mayor Michael Nicholson, City of Gardner; Colin Smith, Executive Aide to the Mayor, City of Gardner; Steve Rockwood, Community Member.

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 December 1, 2021 at 4:01 P.M.

Seconded by Ms. Jennifer Pelavin

Vote – so voted

Approve Bills & Orders,

No Bills & Orders to approve at this meeting

Report from OPM

Updates

Mr. Timothy Alix reviewed the budget to date with the committee. He reviewed them in detail and feels overall we are doing great with finances.

Mr. Alix is asking the committee to make things as efficient as possible for approval for a certain dollar value for the contractor to move forward without having to wait for approval at committee meetings; stop & starting creates loss in time for contractors.

Mr. Mark Hawke motioned to (keep us on the July 15, completion date) the approval to make a decision of \$10,000.00 per occurrence before having to come to the committee for approval, and do not need to notify us immediately, but will update us at next meeting.

Seconded by Ms. Jennifer Pelavin

Vote – so voted

Mr. Alix, updated the situation with the window testing. The primary sealant wasn't adhering properly so additional testing has been done and a different caulking product used that did pass. We will revisit again next week and hope all is set and passes with additional tests and issues are resolved so mason will be able to continue their work.

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 - \$123,058.46 for approval 1.5.2022

Mr. Kristian Whitsett, Architect, reviewed Change Order #12, with the committee.

Summary of Requests -

○ CO#102 Added Electrical Equipment	\$ 2,201.00
○ CO#169 Adjust for Utility Conflicts in Pearl Street	\$ 8,285.00
○ CO#172 (Credit) for floor boxes in Media Center	- \$ 1,890.54
○ CO#173 Unsuitable Soils at Pearl Street Entry	\$ 55,198.00
○ CO#174 Changes to AVB at C Wing Entry (Not to exceed)	\$ 9,231.00
○ CO#181 Change to AVB at C Wing Entry	\$ 1,332.00
○ CO#184 Add AV Strobes to Calm Room Halls	\$ 1,884.00
○ CO#185b Additional Parapet Insulation Changes	\$ 8,646.00
○ CO#188 Exposed Pipes between Radiant Panels	\$ 1,788.00
○ CO#189 Add Frame for Roof Hatch (Not to exceed)	\$ 5,912.00
○ CO#191 Steel Supports at Clerestory Walls (Not to exceed)	\$ 8,214.00
○ CO#192 Change Exterior Concrete Sealer (Not to exceed)	\$ 28,878.00
○ CO#193 Add TP Holders to Contractor Scope	\$ 4,463.00
○ CO#195 Change Know Box to Vault per GFD	\$ 1,640.00
○ CO#199 Winter Conditions for Loading Dock Driveway Concrete	\$ 13,937.00
TOTAL	\$123,058.46

Mr. Robert Hankinson motioned to recommend approval of Change Order #12 minus CO#192 in the amount of \$123,058.46

Seconded by Mr. Robert Swartz

Vote – so voted

Public Comment:

No comments

Executive Session:

No Executive Session

Next Meetings

Meeting dates for future **GES Financial Subcommittee meetings;**
 Wednesday, February 2, 2022 @ 4:00 by Zoom

Adjourn

A motion was made by Mr. Robert Swartz and seconded by Ms. Jennifer Pelavin to adjourn the meeting. The meeting adjourned at 4:45 p.m.