

**Gardner Elementary School  
School Building Committee  
Meeting Minutes  
Wednesday, March 17, 2021**

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

**Members Present**

Dr. Mark Pellegrino, Superintendent of Schools; Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; Dr. Catherine Goguen, Chief Academic Officer; David Fredette, Principal (Elm Street School); April Yu, Business Administrator; Christina Thomas, Teacher (Waterford Street School); Ronald Cormier, City Council; Joshua Cormier, Purchasing Director, City of Gardner; Earl Martin, Principal (Waterford Street School); Wayne Anderson, Facilities, Director;

**Also Present**

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Alan Minkus, OPM; Colliers International Tim Alix, Project Manager; Matthew Dunn, Sr. Construction Representative, Colliers International; Kristian Whitsett, Architect, Jones-Whitsett Architects; Craig DiCarlo, Project Manager, Colliers International; Steve Rockwood, Community Member; Ashley Chicoine, Teacher (Elm Street School); Heidi Jandris, Engineer; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

**Regrets**

Mayor Michael Nicholson, City of Gardner; Robert Hankinson Gardner Citizen & Former City Engineer; Joyce West, Director of Pupil Personnel Service; Aviva Galaski, Jones-Whitsett Architects; Margo Jones, Designer, Jones-Whitsett Architects; Colin Smith, Executive Aide to the Mayor, City of Gardner; Chief Richard Braks, Gardner Police Department;

**Call to order**

Superintendent Pellegrino called the meeting to order at 4:04 p.m.

**Approve Minutes**

Mr. Ronald Cormier moved to approve the minutes from the School Building Committee Meeting on February 24, 2020 at 4:05 P.M.

Seconded by Ms. Jennifer Pelavin

Vote - so voted

**Approve Bills & Orders**

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #008626 dated February 28, 2021; in the amount of \$60,754.72

Mr. Wayne Anderson moved to approve Invoice #008626 from Strategic Building Solutions, LLC, dba Colliers International.

Seconded by Mr. Earl Martin

Vote - so voted

- Jones-Whitsett Architects, Invoice #2021010, dated February 28, 2021; in the amount of \$130,567.00

Mr. Anderson moved to approve Invoice #2021010 from Jones-Whitsett Architects.

Seconded by Mr. Martin

Vote - so voted

- Bacon Construction Co. Inc. Invoice #3, dated February 28, 2021; in the amount of \$248,073.48

Mr. Anderson moved to approve Invoice #3 from Bacon Construction Co. Inc.,

Seconded by Mr. Martin

Vote - so voted

● Cabot Risk Strategies LLC Invoice # 1, dated January 8, 2021; in the amount of \$78,520.00  
Mr. Anderson moved to approve Invoice # 1, from Cabot Risk Strategies LLC.,

Seconded by Mr. Martin

Vote – so voted

- City of Gardner Invoice # 1198, dated December 4, 2020, in the amount of \$505.93

Mr. Anderson moved to approve Invoice # 1198, from City of Gardner.

Seconded by Mr. Martin

Vote – so voted

## **Report from OPM**

### **Project Status:**

Mr. Matthew Dunn shared the recent activity that's going on at the site. Marois returned to the project on March 1, after a four-week absence due to the weather. The Contractor has been moving a lot of dirt around and has reached sub grade and rough grade for building A foundation. Work on the mound at building B has almost been cut to grade. Building upgrades at building C. must go up another 6-7'. Construction of retaining walls 3 & 4 is almost completed. Trees at western end of Catherine Street access road have been cut down. Bacon Construction is mobilizing for the start of Building A foundation next week, March 22, along with installing the 1<sup>st</sup> culvert on March 23. We are hoping for the weather to continue on our side going forward.

Mr. Tim Alix informed the Committee, they'll be working on footing & foundation next. He noted the next big milestone is the steel arriving on site.

### **Projected Budget**

Mr. Alix reviewed the budget with the committee, updated all on the tracking of the total construction cost to date, and feels we are still on target.

### **Change Orders Recommendations**

Mr. Alix shared his screen with item changes; a vote will be needed on this tonight.

The Contract is changed as follows:

- PCO# 3 Electric Room \$ 2,233.00
- PCO# 5 Gym Roof Drains \$ 4,744.00
- PCO# 6 Water at Catherine St. \$ 82,678.00
- PCO# 7 Loading Dock Junction \$ 1,828.73
- PCO# 10 Fire Hydrants \$ 87,561.00
- PCO# 12 Storm water Drain \$ 10,260.34
- PCO# 16 Freezer Shape \$ 3,013.00
- PCO# 17 Open Rock \$ 23,825.00
- PCO#19 A Wing Roof Slope \$ 1,613.00
- PCO# 20 Anchor Bolt Changes \$ 1,143.00
- PCO# 21 Transfer Beam \$ 3,307.00

**Original Contract Sum:** \$ 61,841,553.00

Net change by previous authorized Change Orders: \$ 0.00

Contract Sum prior to this Change Order \$ 61,841,533.00

**Contract Sum will be (increased) by this Change Order by:** \$ 222,206.07

**New Contract Sum including this Change Order:** **\$ 62,063,759.07**

Contract Time will be (unchanged) by days:

Date of substantial Completion as of the date of this Change Order: 7/15/2022

Mr. Minkus Introduced Craig DiCarlo, Project Manager, with Colliers International, he will be full time on this project working with Mr. Dunn, Mr. Alix, and himself. The committee welcomes Mr. DiCarlo.

## **Report from Architects**

### **Updates:**

Mr. Kristian Whitsett updated the committee that they had a meeting about the Art Wall, he's waiting on a few more things and will have more to report at the next meeting.

Mr. Whitsett also addressed two memos about CHPS reimbursement we are getting from MSBA. Energy Star equipment going forward. The Superintendent will need to sign on both these memos.

### **Pollutant & Chemical Source Control for Gardner Elementary School**

- Gardner Public Schools does not own or use any fossil fueled indoor building maintenance equipment.
- All existing indoor building maintenance equipment is powered by electricity only.
- No fossil fueled building indoor building maintenance equipment shall be purchased or used for Gardner Public Schools in the future.

### **High Performance Operations for Gardner Elementary School**

- Gardner Public Schools has designated Mr. Wayne Anderson, Director of Facilities, as Designated Resource Manager for the Pearl Street School.
- Mr. Anderson will be responsible for monitoring water and energy usage, setting performance targets, and coordinating and supporting school-level sustainability advocates.

Dr. Hemman informed the committee that Superintendent Pellegrino, has signed both memos and they are in your packet.

Dr. Hemman also sent out a schedule update to all there in the packet to keep everyone up to date.

## **Old Business**

### **Traffic Report on Pearl Street**

Dr. Hemman invited the Police Chief to the meeting, who unfortunately didn't make it. Was hoping to get information about putting up signage. Mr. Dunn informed the committee signs are on the premises and in storage, we would like to put them up in the next day or two. We need direction so there will be no complaints about location of placing signs. Committee discussed what kind of permission we need. Mr. Dunn will call the Building Commissioner and talk with him in regards to what approval is needed, for temporary signage.

Dr. Hemman informed the committee the Building Permit has been issued to the School. Committee was very pleased.

## **New Business**

### **Change Order Recommendations Vote needed;**

Ms. Pelavin motioned to authorize Architects to move forward on change order recommendations in the amount of \$222, 206.07

Seconded by Ms. Goguen

Vote – so voted

Mr. Alix reviewed the change the Electrical Contractor is Proposing:

Proposing to change from the copper feeder to an aluminum feeder because it's less expensive. I don't see a clear advantage. Mr. Wayne Anderson expressed his feelings after being in the Electrical Industry for over 40 years, he doesn't feel comfortable in doing this. Not in the City's best interest to change. Committee appreciated Mr. Anderson's explanation and knowledge and agreed to staying with the copper. No motion was made to move on this.

## **Next Meeting**

Meeting dates for future Building Committee meetings;

Wednesday, April 21, 2021 @ 4:00 and will be held by Zoom. Will email if issues with School vacation week.

Dr. Hemman will see if the committee can tour the construction site on April 28, 2021. @3:30. This will be a posted meeting. All will park at Dunn Pond and walk across the street. If there is bad weather, we will reschedule. Dr. Hemman will check with the Contractor and report back.

**Executive Session**

No Executive Session

**Adjourn**

A motion was made by Mr. Ronald Cormier and seconded by Ms. Catherine Goguen to adjourn the meeting. The meeting adjourned at 4:48p.m.