

**Gardner Elementary School
Financial Subcommittee
Meeting Minutes
Wednesday, April 6, 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; Wayne Anderson, Facilities Director;

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; Alan Minkus, OPM; Colliers International; Joshua Cormier, Purchasing Director, City of Gardner; Brenda Smith, Executive Assistant to the Superintendent; Recording Secretary.

Regrets

Margo Jones, Designer, Jones-Whitsett Architects, Mayor Michael Nicholson, City of Gardner; Colin Smith, Executive Aide to the Mayor, City of Gardner; Dr. Catherine Goguen, Chief Academic Officer; Steve Rockwood, Community Member.

Call to order

Dr. Mark Pellegrino, called the meeting to order at 4:00 p.m.

Approve Minutes

Mr. Robert Swartz moved to approve the minutes from the Financial Subcommittee Meeting on March 2, 2022 at 4:01 P.M.

Seconded by Ms. Jennifer Pelavin

Vote – so voted

Approve Bills & Orders

No Bills to approve this meeting

Report from OPM

Updates

Mr. Timothy Alix reviewed the Financial Status Report to date with the committee. We are in good shape moving forward. We are still on our target date for opening July 15, 2022. Somethings are delayed and other items coming in sooner than said it would be, all just working out.

Mr. Swartz questioned are we on National Grid power yet? Mr. Alix replied, mid-May. It is being worked on. National Grid came out this week to pull their primary wires, Griffin Electric was waiting on some equipment to pull secondary's once primaries completed bringing everything in from transformer, expecting Mid-May.

Site Update:

Mr. Matthew Dunn reviewed the recent site activity, great news is the transformer is in. Each building moving right along taping, painting and doing trim in each classroom, building is looking great.

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 - \$99,701.46 was approved 1.5.2022
- Change Order 13 - \$93,616.00 was approved 2.2.2022
- Change Order 14 - \$71,237.00 was approved 3.2.2022
- Change Order 15 – \$96,285.00 for approval 4.6.2022

Report from Architects

Mr. Kristian Whitsett, Architect, reviewed Change Order #15 with the committee in detail.

Summary of Requests -

○ CO#148 Add Thresholds to Select Alum Doors	\$ 2,601.00
○ CO#152 Change to GFRC Pattern to Meet Design Criteria (Excluding this CO) -\$24,081.00 (Denied)	
○ CO#217 Add Tile to West Wall of Kitchen (Denied)	\$ 4,267.00
○ CO#218 Add Quarry Tile to Floor of Walk-in Cooler	\$16,417.00
○ CO#224 Fur Out Two B-Wing Walls	\$ 789.00
○ CO#226 Relocate Custodial Sink B200A	\$ 1,483.00
○ CO#236 Divide Workshop into Multiple Rooms	\$42,753.00
○ CO#237 Add Edging Between Pavers & Asphalt (Not to exceed)	\$ 3,166.00
○ CO#238 Add Tile & Graphic to Art Wall	\$10,441.00
○ CO#243 Add Curb Between Pavers & Asphalt	\$ 4,772.00
○ CO#247 Provide HVAC Valves to Isolate Each Building	\$11,467.00
○ CO#249 Add Soffit in A317	\$ 1,967.00
○ CO#251 Change Sealant at A-Wing Windows (Denied)	- (\$16,803.00)
○ CO#252 Modify Water Closets at Tile Trim	\$ 4,955.00
○ CO#254 Delete chip and seal asphalt coating	- (\$5,038.00)
○ CO#256 Relocate letter from Canopy Wall (Not to Exceed)	\$ 3,143.00
○ CO#257 PR-75 Swing Set Changes	-(\$ 3,204.00)
○ CO#259 Increase Type B Sign Size	\$ 573.00
TOTAL	\$ 96,285.00

Discussion on the Change Order# 152

Mr. Robert Hankinson voiced his opinion. I really object to this, in my experience I would say the words of the specification which say it needs to be attached takes precedence over a typical detail and I just feel this is just one more example of the contractor trying to pick up what he left on the table.

Mr. Wayne Anderson added, did the bid specification say that you are going to need to fastened each panel 3 times to the building? Mr. Whitsett replied, no, we didn't give them any numbers just said all necessary wall enforcements.

Mr. Dunn, replied, we did give them wind load information.

Mr. Hankinson noted, I really appreciate Mr. Whitsett's input, but, would like to hear from Mr. Alix.

Mr. Alix explained in detail and said my recommendation is not to except it, direct them to do the work and if they want to do it under protest bring it up as an issue at the end of the project, we have specific guidelines in our contract how to go about doing it if need be.

Mr. Hankinson noted he depends on the OPM; we have no working relationship with the contractor I depend on you to make that known.

Mr. Mark Hawke noted to reach out to the contractor and let them know it was denied, they bid this and if they didn't know they should have asked questions.

Mr. Mark Hawke motioned to recommend approval of Change Order #15 excluding **CO#152** bringing the amount of \$96,285.00

Seconded by Ms. Jennifer Pelavin

Vote – so voted

New Business

Mr. Hemman asked the committee to think about the Time Capsule placement, we need to prepare an area and make a decision where it will go. It will be brought up to the full committee next meeting.

Mr. Hemman also noted having no bills this meeting I need to make a request of 3 people to sign bills before our next meeting. Mr. Swartz nominated the Finance Committee of the GES Building Committee, Jenn Pelavin, Robert Swartz, and Wayne Anderson to do it. All agreed that is fine.

Public Comment:

No comments

Executive Session:

No Executive Session

Next Meetings

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

Wednesday, May 4, 2022 @ 4:00 by Zoom

Meeting date for next **GES New Building Committee Meeting** has been changed due to April vacation to April 27, 2022 @ 4:00 by Zoom

Adjourn

A motion was made by Ms. Jennifer Pelavin and seconded by Mr. Robert Swartz to adjourn the meeting. The meeting adjourned at 4:54 p.m.