

MEETING NOTES



PROJECT TITLE: Carver Police Station Building Project
3 Center Street, Carver, MA 02330

MEETING: 044

Conference Line: Microsoft Teams Meeting
+1 (866) 780-3080, ID: 169 567 236#

Meeting Date: February 10, 2021 at 1:00pm
Next Meeting: February 24, 2021 at 1:00pm

Prepared by: Alyssa Chatani – CHA

Attending: Chief Marc Duphily, Carver Police Department ☑
Bryan Berriault, Carver Police Department ☑
Mike Shaw, Carver Police Department ☑
Chief Craig Weston, Carver Fire Department ☐
Richard LaFond, Town of Carver ☐
Bill Harriman, Town of Carver ☑
Dave Robertson, Town of Carver ☐
Dave Siedentopf, Town of Carver ☑
Jon Delli Piscoli, Town of Carver ☐
Kevin Thompson, Tower Construction ☑
Patrick Fitzgerald, Tower Construction ☑
Brian Humes, JHA ☑
Andrew Whitehouse, JHA ☑
Alyssa Chatani, CHA ☑
Joe Sullivan, CHA ☑

Item	Description	Status/ Action
	Schedule 02/10/2021	
44.01	• Resilient flooring and base finishing up today in main building and outbuilding. Carpet tile is being installed in the records room.	Tower
44.02	• Tile grout, backsplash, countertops to be installed end of next week.	Tower
44.03	• Remaining sinks to be installed next week.	Tower
44.04	• Interior finish paint continues; sally port ceiling paint upcoming.	Tower
44.05	• Interior electrical and lighting is ongoing.	Tower
44.06	• Controls are scheduled for Thursday of next week.	Tower
44.07	• Detention area bench to be installed Feb. 15 to complete JAILS scope.	Tower
44.08	• Detention glass and mirrors to be installed next week.	Tower
44.09	• Door hardware and accessories to be finalized in outbuilding.	Tower
44.10	• Wire mesh partitions to be completed in the outbuilding.	Tower
44.11	• Fire suppression pump work is in progress, wiring to be done by AEC, water tight connections have been ordered.	Tower
44.12	• HVAC installation and T-stats are in progress; they are working on any	Tower

44.13	<ul style="list-style-type: none"> bugs before Mitsubishi rep. is on site Thursday. Next Gen Doors is on site working on finalizing overhead doors. Discussion on having the door alarmed when it opens and closes, or if it is left open for too long. Controls are being removed from the sally port, to be in dispatch only. (There is in option to install a junction box which would give the ability to use controls in sally port if needed.) 	Tower
44.14	<ul style="list-style-type: none"> Mitsubishi will be on site with F&T tomorrow. 	Tower
44.15	<ul style="list-style-type: none"> Fire Alarm pre-testing is in progress. 	Tower
44.16	<ul style="list-style-type: none"> Water testing for the cells is upcoming. 	Tower
44.17	<ul style="list-style-type: none"> A/V delayed due to weather, on site today in Quincy, A/V to begin tomorrow, MDF first and then dispatch area. 	Tower
44.18	<ul style="list-style-type: none"> Priority for furniture installation: Chiefs, 2nd in command, Det. Sgt., Conference Room, and then rooms with TVs: Patrol room and other office spaces. 	Tower
44.19	<ul style="list-style-type: none"> Ockers is on site today, began coring for switching data/phones, CYberComm installed all radio equipment. 	Tower
44.20	<ul style="list-style-type: none"> Radio tower will be delivered on Monday, 2/22. 	Tower
44.21	<ul style="list-style-type: none"> American Fire will be on site for the radio transmitter for fire alarm monitoring, Monday 2/15. 	Tower
44.22	<ul style="list-style-type: none"> High density storage upcoming; installation will be through next week. 	JHA/Tower
44.23	<ul style="list-style-type: none"> JAILS/DPH checklist, one toilet fixture and glass is upcoming. Required to have electrical to the cell fixtures, cell speakers installed, cameras and mics, firestopping, pick-proof caulking, and access control has to be live. Cameras are not a requirement but two-way audio is. Water has to be functioning; hot water to the fixtures. Readers are to be installed but need to be tested and programmed. About 2 weeks away from the inspection. Evacuation plan needed for the inspection; procedural document for evacuation in case of an emergency. Standard evacuation or fire alarm release. The door between the cells and sally port should release the prisoners, but then wouldn't allow them to leave sally port; they would be detained. Per code, they need to be released within three minutes. 	TOC
44.24	<ul style="list-style-type: none"> Owner training attendees: Dave Siedentopf, Paul Finnley, (4) Sergeants, (1) Lead Dispatcher (Mike Shaw), and Chief = 8 total. 	Tower
44.25	<ul style="list-style-type: none"> Keys are to be delivered to the Chief, Tower following up with the status of the delivery. 	Tower/CHA
44.26	<ul style="list-style-type: none"> Substantial completion is 3/1; Joe will send a checklist. 	
43.01	<ul style="list-style-type: none"> Bathroom fixtures to be completed by Friday. 	Tower
43.02	<ul style="list-style-type: none"> Tile and grout in the bathroom continues. 	Tower
43.03	<ul style="list-style-type: none"> Resilient flooring continues, working on getting blue tile. 	Tower
43.04	<ul style="list-style-type: none"> Painter is back on site for the next two weeks for final paint. 	Tower
43.05	<ul style="list-style-type: none"> Interior electrical is ongoing: communications room, fire alarm, etc. 	Tower
43.06	<ul style="list-style-type: none"> JAILS is on site finishing up the cell doors this week. 	Tower
43.07	<ul style="list-style-type: none"> Wallcovering installation to continue in lobby and conference room. 	Tower
43.08	<ul style="list-style-type: none"> Casework/millwork continues this week. 	Tower
43.09	<ul style="list-style-type: none"> Bathroom accessories begin next week. 	Tower
43.10	<ul style="list-style-type: none"> Interior glass continues on Friday. 	Tower
43.11	<ul style="list-style-type: none"> Carpet tile to be completed after the records room storage installed. 	Tower

43.12	• HVAC work continues, soft start this week with AEC.	Tower
43.13	• Overhead doors are completed.	Tower
43.14	• Wire mesh partitions to be installed 2/1 + 2/2.	Tower
43.15	• Fire protection finishes continue next week in the main building.	Tower
43.16	• Generator has been started and tested this week.	Tower
43.17	• Next Commissioning meeting is 2/9.	CHA
43.18	• JHA issued DPH checklist to Tower. Inspection likely to be end of February, JHA will schedule when ready.	JHA
43.19	• Attendee list for owner's training needed and schedule TBD.	TOC
42.01	• Ceiling tiles to be completed by 1/19.	Tower
42.02	• Epoxy flooring in the detention area is completed and curing.	Tower
42.03	• Dandis will return on 1/14 to continue painting.	Tower
42.04	• Lighting controls continue with AEC.	Tower
42.05	• Floor tile and grout continue and then bathroom fixtures to be installed starting 1/19.	Tower
42.06	• Transition and downspouts to be completed next week.	Tower
42.07	• Interior wallcoverings in the lobby upcoming.	Tower
42.08	• Casework/millwork to be completed by 1/26.	Tower
42.09	• Bathroom accessories installation upcoming.	Tower
42.10	• Site fire protection is hooked up, AEC wiring next.	Tower
42.11	• HVAC continues, with a soft start-up upcoming.	Tower
42.12	• Remaining resilient flooring tile to be completed 1/25 + 1/26.	Tower
42.13	• Overhead grille door on 1/18 and 1/19.	Tower
42.14	• Dig It to return on 1/19 to continue sitework: loam and bollards.	Tower
42.15	• Furniture will be delivered starting 2/15.	CHA
42.16	• Discussion on master schedule and owner's training schedule.	Tower
42.17	• JHA to provide pre-checklist for detention area; DPH inspection (mid-February) will be scheduled with JHA approval.	JHA
Site Logistics & COVID-19 Impacts 02/10/2021		
44.27	• Tower continues to monitor COVID-19 prevention.	Tower
43.20	• Tower continues to monitor COVID-19 prevention.	Tower
43.21	• Division 10 to return for bathroom partitions and mailbox installation.	Tower
42.18	• Tower continues to monitor COVID-19 prevention.	Tower
42.19	• Division 10 is in quarantine until 1/22/21.	Tower
Submittals 02/10/2021		
44.28	• Closeout submittals upcoming: O&Ms, As-Built, and Warranties. The warranty date will still be March 1.	Tower
43.22	• Closeout submittals upcoming: O&Ms, As-Built, and Warranties. The warranty date will be March 1.	Tower
42.20	• Keying to be resolved for interior vestibule door.	JHA

<p>RFI's 02/10/2021</p> <p>44.29 43.23 42.21</p>	<ul style="list-style-type: none"> • No new RFIs. • No new RFIs. • One new RFI from AEC on the fire pump compressor; response issued. 	JHA
<p>PR's, ASI's, PCO's 02/10/2021</p> <p>44.30 44.31 44.32 44.33 44.34 43.24 43.25 42.22 42.23</p>	<ul style="list-style-type: none"> • Road sign delivery date upcoming. • AEC to remove the conflicting light in dispatch; keep for attic stock. • The emergency light in the training room needs to be moved due to a conflict with the TV monitor. • Glass board was ordered and the white board will be mounted elsewhere. Location to be determined. • Alternative solution for the gate and privacy screening pricing upcoming. Hastie Fence will return to raise the guardrail. • Road sign has been approved by the ZBA, Tower to release the sign. • Motion by Dave Siedentopf, seconded by Chief Duphily to approve Change Order #7 in the amount of \$23,227.60. Motion passed 4 – 0. • Discussion on PCO #45 (guardrail modification) to reduce/eliminate Dig It's cost, CO #7 to be issued by the next meeting on 1/27. • Tower reviewing window shades and switches with Lonergan. 	<p>Tower Tower Tower TOC Tower Tower TOC Tower Tower</p>
<p>Master Schedule 02/10/2021</p> <p>44.35 44.36 44.37 44.38 43.26 42.24</p>	<ul style="list-style-type: none"> • Asphalt top coat to be completed in early April. • Punch list less than two weeks away; Tower to coordinate. • Color issue with doors is being addressed. • Substantial completion date is March 1. • Tower to issue a remaining activities schedule. • Master schedule update upcoming; on schedule, no delays. 	<p>Tower Tower Tower Tower Tower Tower</p>
<p>Certified Payroll 02/10/2021</p> <p>44.39 43.27 42.25</p>	<ul style="list-style-type: none"> • CPRs up to date through about mid-January for most subcontractors, no work or final reports need to be issued. • CPR update to be issued by Tower, CHA to coordinate. • CHA to send over log to identify missing CPRs. 	<p>Tower CHA CHA</p>
<p>As Built Drawings 02/10/2021</p> <p>44.40 43.28</p>	<ul style="list-style-type: none"> • Dig It has submitted electronically, AEC's as-builts are upcoming. • AEC and Dig It are working on final as-builts. 	<p>Tower Tower</p>

42.26	<ul style="list-style-type: none"> Dig It's as-built to be submitted next week; AEC & Delta's upcoming. 	Tower
44.41 43.29 42.27	Requisitions 02/10/2021 <ul style="list-style-type: none"> Requisition #12 will be paid next week; hard copies upcoming. Requisition #12 draft upcoming; check for #11 dropped off to Tower. Requisition #11 submitted for payment. 	TOC/JHA Tower Tower
44.42 44.43 44.44 44.45 44.46 44.47 44.48 44.49 44.50 44.51 44.52 44.53 44.54 44.55 44.56 44.57 43.30 43.31 43.32 43.33 43.34 43.35 43.36 43.37 43.38	New Business 02/10/2021 <ul style="list-style-type: none"> Radio tower delivery is 2/22. Lobby door chime to be accomplished through programming. Mike Shaw to coordinate. Documents sent to Mass Save for the energy credits. Comm Tract date upcoming for the fiber line. Shade on the egress door in the Training Room is in conflict with the panic bar, shade to be removed. Discussion of one way film on the two staff doors, and egress door. Shade to be installed at dispatch; upcoming. Ockers commented on dust in the Communications Room; doors to remain shut to avoid additional construction dust. Dig It to remove two dead poles on site and construction sign; the sign will be stored at the DPW. Dig It to complete two remaining bollards. Discussion on excavation for the uplighting; concrete can be pre-cast due to weather conditions. HVAC unit information from G&H upcoming, icy conditions on the sidewalk. Discussion on testing the hydrant and triggering system. Concern with handicap shower; there is staining on the shower unit. Plumber will be reviewing when he is on site. Windowsill and apron to be installed at the window in 133. Discussion regarding credentials for evidence storage and narcotics; keypad being priced from New Era for exterior door. Surface mounted strobe at the entrance to be removed. Radio tower to be delivered and installed on 2/10 + 2/11. Lobby door chime to be programmed later in February with New Era. Conference call held with BER regarding energy credits, Town will be coordinating with Entergy. Fiber line conduit is complete, Comm Tract has been notified. Hardware ordered for egress door Hastie Fence will return to raise the guardrail; they will price out additional rollers for the gate and a privacy screen. Exterior signage to be covered until opening. Request from Ockers that the Comm. room is to be cleaned and dust free before their work 2/4 + 2/5. E911 is scheduled to be on site 2/10 + 2/11. 	TOC TOC TOC TOC Tower JHA Tower Tower Tower Tower Tower/JHA Tower Tower Tower TOC Tower TOC TOC TOC TOC Tower Tower Tower Tower TOC/Tower TOC

43.39	• Memorial stone to be moved by the DPW.	TOC
43.40	• Dig It to remove stumps, construction sign, and two poles.	Tower
43.41	• Tower is taking care of the door color issue; site rep review upcoming.	Tower
43.42	• Appliance pricing received and is being reviewed.	TOC
43.43	• Revised sign pricing sent over by Tower and is approved.	Tower
43.44	• Dupont shelving and storage scheduled for 2/3 + 2/4.	TOC
43.45	• Tracking the lighting fixture move in dispatch, AEC is reviewing the (2) interviews for the transaction counters.	Tower
43.46	• Overhead door controls in the sally port were removed, all wiring to be terminated back to the Communications Room; door controls to be integrated in the dispatch consoles.	Tower/TOC
43.47	• Brian Humes next site visit is 2/9, punch list will be scheduled for a future date.	JHA
43.48	• Move in date is scheduled for 3/8, Mike Shaw has created a preliminary move-in list.	TOC
42.28	• Delivery date on the radio tower TBD.	TOC
42.29	• Discussion with New Era on the lobby door chime.	TOC
42.30	• BER conference call to be scheduled regarding energy credits.	JHA
42.31	• Fiber line not yet completed, Joe is coordinating.	CHA
42.32	• Hareld Glass & Tower coordinated the egress door hardware.	Tower
42.33	• Brian Humes visited the site 1/12 and issued comments/observations.	JHA
42.34	• Discussion of two additional rollers at the bottom of the gate.	Tower
42.35	• Exterior signage to be covered from the public view until opening.	Tower
42.36	• Admin. conference #142 needs a matching column enclosure.	Tower
42.37	• Epoxy floor was done including the numbering and footprints.	TOC

The next Carver Police Station meeting is scheduled for Wednesday, February 24th at 1:00 PM via conference line +1 (866) 780-3080, ID: 169 567 236# or with the option to meet at the library conference room (please bring a mask and remain six feet apart).

These meeting notes are a summary of the items discussed as understood by the writer. If you have any additions/corrections, please contact the writer otherwise these will be entered into the project record.