

MEETING NOTES



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

MEETING: 016

Conference Line: +1 (866) 780-3080, ID: 346089263#

Meeting Date: June 10, 2020 at 2:00pm

Next Meeting: June 17, 2020 at 2:00pm

Prepared by: Alyssa Chatani – CHA

Attending: Chief Marc Duphily, Carver Police Department ☒
Bryan Berriault, 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 ☐
Robert Francis, 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 06/10/2020	
16.01	<ul style="list-style-type: none">Reviewed 3WLA schedule. Mason mobilizing this week. Rough carpentry will go into next week. Sitework will resume at a later time. Scheduled to infill columns on Friday.	Tower
16.02	<ul style="list-style-type: none">Trusses scheduled for the week of June 22nd. Fire protection/sprinkler work not scheduled yet.	Tower
16.03	<ul style="list-style-type: none">Coordination meeting with subs took place to discuss masonry, penetrations, blocking etc. working out minor questions.	Tower
15.01	<ul style="list-style-type: none">Reviewed 3WLA schedule. Formwork done for the sidewalks, finished curing the slab. Steel sub is on site erecting, should be complete Monday. Briggs is scheduled fir Friday for an inspection.	Tower
15.02	<ul style="list-style-type: none">Site work includes pouring the sidewalk and completing curbing by the end of the week. Dig It was told June 8th is the date for library to reopen. Mason and framer to be on site next week.	Tower

15.03	<ul style="list-style-type: none"> Will begin padding the beams this week on Friday, and to continue into next week. Mechanical, plumbing, and electrician to return to work with the mason. 	Tower
15.04	<ul style="list-style-type: none"> Fire suppression tank has been released; currently being procured. 	Tower
14.01	<ul style="list-style-type: none"> Second half of the slab poured and curing. Dig It will be here at the end of the week with curbing work. 	Tower
14.02	<ul style="list-style-type: none"> Upcoming work includes forming monolithic sidewalk. Structural steel will be delivered Tuesday of next week delivery; 5-6 day duration of erecting and wrapping up Tuesday of following week. Mason will be on site short thereafter. 	Tower
14.03	<ul style="list-style-type: none"> Tank and Fire Suppression work pending. Working on a date for the tank. 	Tower
16.04 15.05 14.04	Site Logistics 06/10/2020 <ul style="list-style-type: none"> Sign location to be determined. Suggestion to protect site and remove equipment if possible due to the event on Friday as a precaution. Tower to cover the sign. No update. 	JHA/TOC TOC
16.05 15.06 14.05	Submittals 06/10/2020 <ul style="list-style-type: none"> Hot submittals: hollow metal frames; metal stud submittal was returned. Detention questions from JAILS, working on 5 frames to be shipped out on Friday. Color samples available for louvers, aluminum storefront and frames. Reviewed open submittals. Door frame submittal to be resubmitted. Engineering metal stud to be reviewed and submitted. Reviewed open submittals. Tank was hot and was returned today. 	JHA/Tower Tower/JHA JHA
16.06 15.07 14.06	RFI's 06/10/2020 <ul style="list-style-type: none"> Reviewed open RFIs. One sprinkler question upcoming. No outstanding RFIs at this time. Two new RFIs upcoming, both from the electrician requiring clarification on the cell issue and the other is a question on security access control. No outstanding RFIs. 	JHA/Tower JHA
16.07 15.08	PR's, ASI's, PCO's 06/10/2020 <ul style="list-style-type: none"> Outstanding pricing from Barber Drywall on the wall type revision. ASI-13 still stands as discussed with AEC, JHA, and Carver Fire Dept. Reviewed open PCOs. Tower is tracking pricing from Barber, Dawn confirming the ASI with the Fire Department and pricing upcoming. 	Tower Tower

14.07	<ul style="list-style-type: none"> 2 PCOs open – ASI-10 will be a credit and waiting on pricing back from the electrician on ASI-13, should be relatively small cost. 	Tower
14.08	<ul style="list-style-type: none"> Shop drawings on fire alarm were updated but not including ASI-13. 	Tower
16.08 15.09 14.09	Master Schedule 06/10/2020 <ul style="list-style-type: none"> Revised and sent out master schedule. Tower will provide an upcoming master schedule update. Tower will issue a schedule update by Friday. 	Tower Tower Tower
16.09 15.10 14.10	Certified Payroll 06/10/2020 <ul style="list-style-type: none"> Certified payrolls are up to date. Missing May Certified Payroll Reports; LaPan Mechanical to date. Missing May Certified Payroll Reports; LaPan Mechanical to date. 	Tower Tower Tower
16.10 15.11 14.11	As Built Drawings 06/10/2020 <ul style="list-style-type: none"> Continuing to update as-builts drawings. As-builts are continuing to be updated including underslab and sitework. Continuing to update as-builts drawings. 	Tower Tower Tower
16.11 15.12 14.12	Requisitions 06/10/2020 <ul style="list-style-type: none"> Requisition #4 copies will be signed today, hard copy of #3 distributed for record and has already been paid. The check will be sent out on Thursday. Draft requisition will be sent by end of the week. 	JHA/CHA Tower Tower
16.12 16.13 16.14 16.15 16.16	New Business 06/10/2020 <ul style="list-style-type: none"> Proposals received from Signet and Lan-Tel, based on conferencing meetings they are revising proposals. Once revised proposals, Mike Shaw and Town to make decision. Discussion on generator and tower dimensions; question if the fence can be moved. RFI will be sent to track solution. Dave S. coordination with the library director to determine a date that the fence will be opened. Discussion on the slip track at the tops of cold metal framing, which allows the stud to move without cracking the wall. Tower to coordinate with the sub. Structural Engineer was on site as well as Briggs inspector. No issues taken; ultra-sonic testing took place. 	TOC Tower/JHA TOC/Tower Tower/CHA CHA

16.17	<ul style="list-style-type: none"> • Planning a site cook out – date is TBD. 	CHA
15.13	<ul style="list-style-type: none"> • Shared Google Drive was sent to everyone on the distribution. Will be updated weekly and there is no login required. 	Tower
15.14	<ul style="list-style-type: none"> • Lan-Tel and Signet have submitted pricing and Lan-Tel scheduled Zoom meeting to review proposal and discuss alternatives. 	TOC/JHA
15.15	<ul style="list-style-type: none"> • Hot permit not required; fire extinguishers should be accessible. 	Tower
15.16	<ul style="list-style-type: none"> • The weekly meeting next Wednesday will be in the Tower trailer; participates limited to 10 and required to wearing masks. 	
15.17	<ul style="list-style-type: none"> • Regarding requisitions, Brian to bring executed hard copies to site; Patrick to bring #4 to site. Shelby sends out final copies electronically. 	Tower/JHA
15.18	<ul style="list-style-type: none"> • Discussion on the directive to install fire alarm panel in the communications room, annunciator in the vestibule, and awaiting pricing on an additional annunciator in the dispatch room; AEC and CFD have been discussing the changes. Bill to forward Brian the email. 	Tower/JHA
14.13	<ul style="list-style-type: none"> • Chief visited the new Bourne Police Station. Currently working on finalizing the IT quotes. 	TOC
14.14	<ul style="list-style-type: none"> • Patrick/Maribel to send out a distribution list for Drop Box. 	Tower
14.15	<ul style="list-style-type: none"> • Lan-Tel submitted proposal, looking for other prices as well to compare. 	TOC
14.16	<ul style="list-style-type: none"> • Structural steel visual inspection should be scheduled for the second day of steel erection and once at the end. Grouting should be visually inspected. CHA to schedule Briggs. 	CHA

The next Carver Police Station meeting is scheduled for Wednesday, June 17th at 2:00 PM via conference line +1 (866) 780-3080, ID: 346089263# or with the option to meet on site.

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.