

MEETING NOTES



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

MEETING: 024

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

Meeting Date: August 5, 2020 at 1:00pm
Next Meeting: August 12, 2020 at 1:00pm

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 08/05/2020	
24.01	• Interior masonry is wrapping up, interior gypsum ceiling upcoming.	Tower
24.02	• Metal stud framing almost complete. Interior framing continues, about 60% complete so far.	Tower
24.03	• Tyvek is completed with the exception of the gable.	Tower
24.04	• Windows completed with the exception of the storefront. Window testing is not required.	Tower
24.05	• Roofing is 80-90% completed with asphalts, sally port roof upcoming.	Tower
24.06	• Shoring system is complete for the tank delivery Friday; shoring will move over for the wet wall installation; outbuilding work can commence after.	Tower
24.07	• Masonry mock-up to be submitted; siding mockup upcoming.	Tower
24.08	• Foundation coating over the next two weeks.	Tower

23.01	<ul style="list-style-type: none"> Masons should be completing the interior work this week. Exterior metal studs are complete and began framing interior. Working with the plumber on in-wall rough. Exterior sheathing will be completed by end of week. Roof trusses and sheathing are completed. Sub fascia and Tyvek to be complete by end of next week. PVC work will take place next week. Roofer is continuing installing shingles, about another two weeks left. 	Tower
23.02	<ul style="list-style-type: none"> Window mockup and installation clarified; will be installing per plan details. 	Tower
23.03	<ul style="list-style-type: none"> Site prep for FP work this week, setting up a shoring system and continuing to excavate. August 5 delivery date for the cistern, wet well, piping, etc. 	Tower
23.04	<ul style="list-style-type: none"> Masonry mockup for the veneer wall upcoming once flashing is on site. 	Tower
23.05	<ul style="list-style-type: none"> Will be weather tight with the roof by Monday, sheet rocking the ceiling will start next week. 	Tower
22.01	<ul style="list-style-type: none"> Mason will be completed next week. Metal framing is almost complete; one wall left open where masons are using for loading. 	Tower
22.02	<ul style="list-style-type: none"> Soffit framing, interior metal studs, roof shingles are ongoing. 	Tower
22.03	<ul style="list-style-type: none"> Exterior sheathing should be complete by end of week. 	Tower
22.04	<ul style="list-style-type: none"> Window mockup reviewed and fixed; window installation upcoming. 	Tower
22.05	<ul style="list-style-type: none"> Prep for the cistern work next week, August 5 delivery. 	Tower
22.06	<ul style="list-style-type: none"> Masonry mockup will be next week. 	Tower
Site Logistics & COVID-19 Impacts 08/05/2020		
24.09	<ul style="list-style-type: none"> Discussion on COVID-19 prevention plan; no fogging system. 	Tower
23.06	<ul style="list-style-type: none"> Tower to review COVID-19 prevention guidelines for health/safety with subcontractors next week and present a plan. As the building begins to become weather tight, work areas will need to be cleaned daily for compliance. 	Tower
22.07	<ul style="list-style-type: none"> Scott Gray is here today from E911, explaining the need for two different circuits into the building. Comcast is primary and Verizon is secondary. Verizon will not run into conduit with other stuff in it. Two separate conduits would be ideal. Point of entry into the building is the server room. E911 will have their own permits and electricians, pulling their own CAT-5 cable. Need 30amp dual pole anchor feed, MC wiring, 10-3 feed and will take it from there with 4 panel feed and run MC wiring to each outlet. Scott to send specs to JHA/Tower. JHA designed own 30amp circuit dedicated to E911. 4' horizontal x 8 vertical' plywood, no AC units above backboard, 5' tall cabinet (new cabinet) to be installed, need to be able to service all sides. Will need to tape off which area is designated for E911, access control, BMS, etc. 	FOR RECORD
22.08	<ul style="list-style-type: none"> G&H's quarantine is completed. Will need further discussion on cleaning inside of building; continuing daily certification for subs. 	Tower

<p>24.10</p> <p>23.07</p> <p>22.09</p> <p>22.10</p>	<p>Submittals 08/05/2020</p> <ul style="list-style-type: none"> • Doors/hardware require additional markups; keying meeting upcoming. Tower to send JHA spreadsheet with lock openings. • Doors/hardware need a full review by Tower. Keying meeting is upcoming; potentially week of August 10. Tile samples to be mailed to CAMA (JHA's interior designer). • D/F/H resubmittal upcoming. Keying meeting in 2 weeks; can be a conference call. Spreadsheet to be sent in advance. • Tile samples are on site, additional samples to be ordered. Tower to ship directly to interior designer at JHA. 	<p>Tower</p> <p>Tower</p> <p>Tower</p> <p>Tower</p>
<p>24.11</p> <p>23.08</p> <p>22.11</p>	<p>RFI's 08/05/2020</p> <ul style="list-style-type: none"> • One new RFI from AEC on conduits from Comm. Room to Sally Port. • No new RFIs at this time. • ASI was issued and distributed on the framing detail discussed. 	<p>Tower/JHA</p> <p>JHA</p>
<p>24.12</p> <p>23.09</p> <p>22.12</p>	<p>PR's, ASI's, PCO's 08/05/2020</p> <ul style="list-style-type: none"> • ASI pricing received; additional attic stock is approved. • AEC and Dig It pricing is upcoming. New ASI on attic stock upcoming. • ASI pricing upcoming; pricing upcoming from AEC. Dig It is finalizing the curbing pricing. Storefront color is a no cost change. 	<p>Tower</p> <p>Tower</p> <p>Tower</p>
<p>24.13</p> <p>23.10</p> <p>22.13</p>	<p>Master Schedule 08/05/2020</p> <ul style="list-style-type: none"> • On schedule; no delays. Master update upcoming. • Master schedule upcoming; no delays. • Working on master schedule update; no delays. 	<p>Tower</p> <p>Tower</p> <p>Tower</p>
<p>24.14</p> <p>23.11</p> <p>22.14</p>	<p>Certified Payroll 08/05/2020</p> <ul style="list-style-type: none"> • Certified payrolls submitted through July. CHA to review. • Certified payrolls through July need to be sent in. • Empire CPRs need to be adjusted; need to catch up with July CPRs. 	<p>CHA</p> <p>Tower</p> <p>Tower</p>
<p>24.15</p> <p>23.12</p> <p>22.15</p>	<p>As Built Drawings 08/05/2020</p> <ul style="list-style-type: none"> • As-builts are ongoing. Tower following up with Outback. • Tower is following up with Outback on the septic as-builts. • Septic dwgs received from Nate Ketchel from GGD. 	<p>Tower</p> <p>Tower</p> <p>Tower</p>

	Requisitions 08/05/2020	
24.16 23.13 22.16	<ul style="list-style-type: none"> • Requisition #6 has been signed and approved. • Draft #6 is upcoming by the end of the week. • Requisition #5 check should be available by end of week. Draft #6 is upcoming. 	JHA Tower Tower
	New Business 08/05/2020	
24.17	<ul style="list-style-type: none"> • Cupola color has been approved; donation from Michael Milanoski, Jon Delli Piscoli and Dave Robertson. PCO upcoming for approval. 	TOC/Tower
24.18	<ul style="list-style-type: none"> • New Era proposal has been signed; tel/data upcoming. 	TOC
24.19	<ul style="list-style-type: none"> • WB Mason quote upcoming; Aurora and Donnegan Systems pricing upcoming. 	TOC/CHA/JHA
24.20	<ul style="list-style-type: none"> • Commissioning meeting is next week 8/12 at 11am. 	CHA
24.21	<ul style="list-style-type: none"> • Cyber Comm. Meeting to be scheduled, 2 antennas to be installed on Sally Port roof, not in cupola. 	TOC
24.22	<ul style="list-style-type: none"> • Dave S. will let the team know what vendors we are using for phone/internet. 	TOC
24.23	<ul style="list-style-type: none"> • Briggs final wood inspection to be scheduled. 	CHA
24.24	<ul style="list-style-type: none"> • JHA coordinating information for the uplighting at cupola. 	JHA
24.25	<ul style="list-style-type: none"> • Robert Francis to be on site Tuesday at 3pm for a walk-through. 	TOC
24.26	<ul style="list-style-type: none"> • Exterior mock-up for stone veneer and flashing is complete; JHA to review. 	JHA
24.27	<ul style="list-style-type: none"> • Mockup upcoming for siding and trim. 	Tower
24.28	<ul style="list-style-type: none"> • Scott Gray will be at the next 1pm meeting with Comm Tech. 	
24.29	<ul style="list-style-type: none"> • Brian Humes to be on site 8/18 for a progress walk-through. 	JHA
24.30	<ul style="list-style-type: none"> • Tracking the status of Eversource work. 	
23.14	<ul style="list-style-type: none"> • Discussion on cupola color/lead time. 	
23.15	<ul style="list-style-type: none"> • New Era Communications proposal has been signed. Meeting next Tuesday, the 4th at 1pm. 	Tower TOC
23.16	<ul style="list-style-type: none"> • Tracking upcoming furniture quote from WB Mason. 	TOC
23.17	<ul style="list-style-type: none"> • Discussion on shelving systems + evidence storage, JHA sent information by email. 	JHA/CHA
23.18	<ul style="list-style-type: none"> • Commissioning meeting will be August 12th. 	
23.19	<ul style="list-style-type: none"> • Bill following up with Cyber Comm on the antenna. 	CHA TOC
23.20	<ul style="list-style-type: none"> • Cookout will be August 5th before the weekly meeting. 	
23.21	<ul style="list-style-type: none"> • Tower continues to follow up with Eversource. 	Tower
23.22	<ul style="list-style-type: none"> • Additional wood construction inspection to be scheduled next week. 	CHA
23.23	<ul style="list-style-type: none"> • ASI upcoming on increasing the attic stock of carpet tiles. 	JHA
23.24	<ul style="list-style-type: none"> • Upcoming information from the electrical engineer on uplighting at the cupola. 	JHA
23.25	<ul style="list-style-type: none"> • Tree trimming will take place towards the end of the project by DPW. 	TOC
23.26	<ul style="list-style-type: none"> • Ships ladder question was forwarded to the structural engineer. 	JHA
22.17	<ul style="list-style-type: none"> • New Era Communications proposal to be signed by Rick LaFond. 	TOC
22.18	<ul style="list-style-type: none"> • W.B. Mason quote upcoming on furniture. 	TOC
22.19		TOC

22.20	<ul style="list-style-type: none"> JHA emailed information on the racks for storage in the records room. 	JHA
22.21	<ul style="list-style-type: none"> Looking at alternatives for the antenna; Bill is following up with Cyber Comm. 	TOC
22.22	<ul style="list-style-type: none"> Tower to provide CHA with the MEP contacts for the Commissioning Kick-Off Meeting that is upcoming. 	Tower
22.23	<ul style="list-style-type: none"> Cookout on Wednesday, August 5. Police Dept. is supplying a grill; plates, cups, napkins, drinks, utensils from Tower; CHA providing food and JHA provided donation. 	
22.24	<ul style="list-style-type: none"> Vendors to meet with New Era to understand scope, deliveries, specialty items etc. Meeting upcoming. 	
22.25	<ul style="list-style-type: none"> Eversource was sent appropriate paperwork back in January. 	TOC
22.26	<ul style="list-style-type: none"> Briggs inspection upcoming for wood construction. 	CHA
22.27	<ul style="list-style-type: none"> Coordinating for Structural EOR to look at the trusses and framing; will wrap up requirements for them. To be scheduled for next week. 	JHA
	<ul style="list-style-type: none"> Received information from the specified carpet vendor, the product for this project is being discontinued. We need to order prior to 8/14. The information will need to be sent to the flooring subcontractor. Will need to increase attic stock on the carpet tiles. 	Tower
22.28	<ul style="list-style-type: none"> JHA had a site visit last week; good progress/clean site. Further discussion to be had on adding uplighting at the cupola. 	JHA

The next Carver Police Station meeting is scheduled for Wednesday, August 12th at 1:00 PM via conference line +1 (866) 780-3080, ID: 169 567 236# or with the option to meet on site (please bring a mask).

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.