

MEETING NOTES



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

MEETING: 026

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

Meeting Date: August 19, 2020 at 1:00pm
Next Meeting: August 26, 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 08/19/2020	
26.01	<ul style="list-style-type: none"> Masons will return tomorrow to finish the Sally Port. Painting and caulking trades will be out to review masonry before work. Exterior masonry will begin this week. Second coat upcoming on foundations. 	Tower
26.02	<ul style="list-style-type: none"> Metal stud exterior framing to be complete this week. Interior framing is 95%, interior soffits upcoming. 	Tower
26.03	<ul style="list-style-type: none"> Main roof is complete; a few touch ups upcoming on flat roof. Copper work at cupola to be scheduled. 	Tower
26.04	<ul style="list-style-type: none"> Cistern and wet well has been installed. 	Tower
26.05	<ul style="list-style-type: none"> Corner PVC trim has been installed; other trim work is ongoing. 	Tower
26.06	<ul style="list-style-type: none"> Siding for HardiePlank has been delivered, mockup upcoming. 	Tower/JHA
26.07	<ul style="list-style-type: none"> Foundation on the outbuilding to begin next week. Briggs to inspect. 	Tower/CHA
25.01	<ul style="list-style-type: none"> Interior masonry is completed with exception of chase walls. 	Tower
25.02	<ul style="list-style-type: none"> Metal framing of soffits to be completed this week with interior framing 	Tower

25.03 25.04 25.05 25.06 25.07 24.01 24.02 24.03 24.04 24.05 24.06 24.07 24.08	<p>to finish end of next week; drywall upcoming. Ceiling has been sheetrocked. Plywood in electrical rooms to be completed this week. Exterior sheathing is complete; sub fascia is ongoing.</p> <ul style="list-style-type: none"> • Storefront is upcoming. Foundation coating and PVC is ongoing. • Roofing will be completed this week. Flat roof is complete, finishing up coping/flashing and a few penetrations. • Site prep is ongoing, cistern and wet well was installed, piping is ongoing and backfilling. Addressing the port issue. • Exterior masonry will start next week. Outbuilding foundation will start on 8/24. • Tight tank for the plumber will be installed Monday, shoring is in. • Interior masonry is wrapping up, interior gypsum ceiling upcoming. • Metal stud framing almost complete. Interior framing continues, about 60% complete so far. • Tyvek is completed with the exception of the gable. • Windows completed with the exception of the storefront. Window testing is not required. • Roofing is 80-90% completed with asphalts, Sally Port roof upcoming. • Shoring system is complete for the tank delivery Friday; shoring will move over for the wet wall installation; outbuilding work can commence after. • Masonry mock-up to be submitted; siding mockup upcoming. • Foundation coating over the next two weeks. 	Tower Tower Tower Tower Tower Tower Tower Tower Tower Tower Tower Tower
26.08 25.08 25.09 24.09	<p>Site Logistics & COVID-19 Impacts 08/19/2020</p> <ul style="list-style-type: none"> • COVID-19 plan upcoming. • Proposing a COVID-19 prevention plan in line with state guidelines for next week, as the building becomes an envelope in next 2 weeks. • Scott Gray confirmed electrical requirements with AEC and will walk the site today. • Discussion on COVID-19 prevention plan; no fogging system. 	Tower Tower For Record Tower
26.09 26.10 25.10 24.10	<p>Submittals 08/19/2020</p> <ul style="list-style-type: none"> • D/H update upcoming. Keying spreadsheet upcoming. • Millwork submittal is hot. Field measurements have been taken. • Doors/hardware comments upcoming. Keying spreadsheet upcoming. • Doors/hardware require additional markups; keying meeting upcoming. Tower to send JHA spreadsheet with lock openings. 	Tower Tower Tower Tower
26.11 25.11 24.11	<p>RFI's 08/19/2020</p> <ul style="list-style-type: none"> • One new RFI on the Sally Port plumbing hose bib location. • Working on an RFI on the mechanical ductwork in the Sally Port. • One new RFI from AEC on conduits from Comm. Room to Sally Port. 	Tower/JHA Tower/JHA Tower/JHA

26.12 26.13 26.14 25.12 25.13 24.12	PR's, ASI's, PCO's 08/19/2020 <ul style="list-style-type: none"> • Reworking the curbing pricing with Dig It. • Lobby monitor location will have to shift to southeast corner of lobby. • Further discussion on Mass Tank change order with Delta. • New ASI on dimensional clarifications for storage. • Curbing pricing needs scope modification. Additionally, side entrance to the library will need to be made accessible. • ASI pricing received; additional attic stock is approved. 	Tower/CHA Tower/JHA Tower JHA Tower/JHA Tower
26.15 25.14 24.13	Master Schedule 08/19/2020 <ul style="list-style-type: none"> • Schedule update upcoming; no delays. • Schedule update upcoming; no delays. • On schedule; no delays. Master update upcoming. 	Tower Tower Tower
26.16 25.15 24.14	Certified Payroll 08/19/2020 <ul style="list-style-type: none"> • Certified Payroll Reports to be sent to CHA next week. • CHA is reviewing Certified Payrolls. • Certified payrolls submitted through July. CHA to review. 	Tower CHA CHA
26.17 25.16 24.15	As Built Drawings 08/19/2020 <ul style="list-style-type: none"> • As-builts are ongoing. Dig It should provide as-builts when completed. • As-builts are ongoing. Tower should receive septic as-builts this week. • As-builts are ongoing. Tower following up with Outback. 	Tower Tower Tower
26.18 25.17 24.16	Requisitions 08/19/2020 <ul style="list-style-type: none"> • Check available tomorrow, draft upcoming for Requisition #7. • Requisition #6 check will be issued this week. • Requisition #6 has been signed and approved. 	Tower/TOC TOC JHA
26.19 26.20 26.21 26.22 26.23 26.24	New Business 08/19/2020 <ul style="list-style-type: none"> • Mock-up upcoming on siding. • Electrical and furniture to be coordinated next week. • WB Mason is meeting with the Chief today 8/19. • Antennas on Sally Port roof upcoming with Cyber Comm. • Briggs and Structural Engineer comments to be coordinated with Empire and need to ensure all corrective work is completed. • Uplighting at cupola is being coordinated. 	Tower CHA TOC TOC Tower JHA

26.25	• Tracking status of Eversource work.	Tower
26.26	• Carpet material has been released including attic stock.	Tower
26.27	• Aurora quote needs to be revised to include static shelving.	JHA/TOC
26.28	• Evidence storage room dimensions were taken in the field for JHA.	JHA
26.29	• Columns were supposed to be delivered this week but with COVID delay, it will now be delivered the second week of September.	Tower
26.30	• Brian was here yesterday with E911 rep to coordinate the communications room. JHA will provide supplemental sketch and plan for a kick-off meeting to coordinate scope.	JHA
26.31	• Bill requested that all server racks be from the same manufacturer.	TOC
26.32	• New Era integrated technology submittal reviewed by JHA and comments sent to Chief & Mike.	TOC/JHA
26.33	• Discussion on mechanical sub moving refrigerant lines to the attic.	JHA
26.34	• Discussion on the condensing units to potentially be stacked to reduce the pad size.	JHA
26.35	• Working on PVC transition at meeting room.	JHA
26.36	• CHA discussed that before insulating, cleaning out the tracks.	Tower
25.18	• Siding mock-up – ran into an issue with color. Samples to be provided.	Tower
25.19	• Upcoming meeting with New Era on Monday regarding A/V scope.	TOC/CHA
25.20	• Meeting on Thursday at 11am with WB Mason regarding furniture.	TOC/CHA
25.21	• Fitzmeyer & Tocci Commissioning Plan to be sent to Dave S.	CHA
25.22	• Antennas are ready to be installed on Sally Port roof. Bill has been reaching out to Darrell and Kevin from Cyber Comm.	TOC
25.23	• Dave S. has been in contact with Mike Shaw about phone/internet providers.	TOC
25.24	• Briggs inspection took place for the framing; minor comments to be addressed by Empire.	Tower
25.25	• Coordinating the uplighting at the cupola.	JHA/BER
25.26	• Tracking status of Eversource work, study has been completed.	
25.27	• CHA to coordinate meeting with Donnegan Systems.	CHA
25.28	• Bill asked about spray at copper roof and potential weather vane donation.	Tower
25.29	• Bill coordinating with the Chief on ASI #15 that added the lobby monitor and day room phone.	TOC
25.30	• Bob Francis was on site Tuesday; no issues noted. Will return for a site visit after the insulation is completed.	TOC
25.31	• Tower is following up on the status of the carpet order which had a drop dead date of 8/14/20.	Tower
25.32	• Tower had a discussion with Delta about Mass Tank carrying the cost for confined space materials and adding two additional ports.	Tower
24.17	• Cupola color has been approved; donation from Michael Milanoski, Jon Delli Piscoli and Dave Robertson. PCO upcoming for approval.	TOC/Tower
24.18	• New Era proposal has been signed; tel/data upcoming.	
24.19	• WB Mason quote upcoming; Aurora and Donnegan Systems pricing upcoming.	TOC TOC/CHA/JHA
24.20	• Commissioning meeting is next week 8/12 at 11am.	
24.21	• Cyber Comm. Meeting to be scheduled, 2 antennas to be installed on Sally Port roof, not in cupola.	CHA TOC

24.22	• Dave S. will let the team know what vendors we are using for phone/internet.	TOC
24.23	• Briggs final wood inspection to be scheduled.	CHA
24.24	• JHA coordinating information for the uplighting at cupola.	JHA
24.25	• Robert Francis to be on site Tuesday at 3pm for a walk-through.	TOC
24.26	• Exterior mock-up for stone veneer and flashing is complete; JHA to review.	JHA
24.27	• Mockup upcoming for siding and trim.	Tower
24.28	• Scott Gray will be at the next 1pm meeting with Comm Tech.	
24.29	• Brian Humes to be on site 8/18 for a progress walk-through.	JHA
24.30	• Tracking the status of Eversource work.	Tower

The next Carver Police Station meeting is scheduled for Wednesday, August 26th 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.