

MEETING NOTES



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

MEETING: 028

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

Meeting Date: September 2, 2020 at 1:00pm
Next Meeting: September 9, 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 09/02/2020	
28.01	<ul style="list-style-type: none"> Interior masonry will be wrapped up in the Sally Port this week. Cultured stone will be completed next week. 	Tower
28.02	<ul style="list-style-type: none"> Metal stud framing soffits will be completed by tomorrow. 	Tower
28.03	<ul style="list-style-type: none"> Final roofing items to be wrapped up, PVC exterior will finish the week of the 18th and the siding about 2.5 weeks to go. 	Tower
28.04	<ul style="list-style-type: none"> Interior rough utilities scheduled to finish the week of the 18th. 	Tower
28.05	<ul style="list-style-type: none"> Sprinkler is being insulated now, installation of sprinkler is complete in the attic and now working on the main floor. 	Tower
28.06	<ul style="list-style-type: none"> Spray foam insulation will be completed Thursday and Friday. 	Tower
28.07	<ul style="list-style-type: none"> Foundation outbuilding is completed, underground work is ongoing. 	Tower
28.08	<ul style="list-style-type: none"> Delta is working with Mass Tank on adding the cistern ports. 	Tower
28.09	<ul style="list-style-type: none"> Communications room final sketch will be released Wednesday including dimensions. 	Tower

27.01	<ul style="list-style-type: none">3WLA schedule reviewed; updating master schedule.Sally port masonry work upcoming. Cultured stone is due to be delivered this week.Metal studs to be completed by the end of this week. Interior gypsum ceiling to be fire taped this week.Roofer scheduled for the next 2 weeks, a few details to be coordinated with siding. Siding & PVC to continue for next 2-3 weeks.Outbuilding: pouring footings today and walls on Thursday, slab on grade to be poured the week of the 17th.Dig it working on site drainage, meeting now to coordinate the rest of the underground site utilities, power feed for automatic gate, and light pole bases coordinated over the next several weeks.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.Metal stud exterior framing to be complete this week. Interior framing is 95%, interior soffits upcoming.Main roof is complete; a few touch ups upcoming on flat roof. Copper work at cupola to be scheduled.Cistern and wet well has been installed.Corner PVC trim has been installed; other trim work is ongoing.Siding for HardiePlank has been delivered, mockup upcoming.Foundation on the outbuilding to begin next week. Briggs to inspect.	Tower
27.02		Tower
27.03		Tower
27.04		Tower
27.05		Tower
27.06		
26.01		Tower
26.02		
26.03		Tower
26.04		Tower
26.05		
26.06		
26.07		
		Site Logistics & COVID-19 Impacts 09/02/2020
28.10	<ul style="list-style-type: none">COVID-19 plan includes self-certifications and no touch temperature.COVID-19 plan upcoming and will be distributed for review/comment.COVID-19 plan upcoming.	Tower
27.07		Tower
26.08		Tower
	Submittals 09/02/2020	
28.11	<ul style="list-style-type: none">JHA issued a schedule of locked openings and it has been forwarded to the D/F/H subcontractor for review.Millwork submittal has been returned with comments.Flooring has been released including carpet and a few tile color changes per the recent ASI #25.Chief and Brian to meet on the locked opening information.Door hardware submittal to be submitted this week.Millwork submittal is under review, blocking is coordinated. Chief will coordinate with Mike & Brian on the dispatch casework.Tower verifying what flooring has been released.D/H update upcoming. Keying spreadsheet upcoming.Millwork submittal is hot. Field measurements have been taken.	JHA
28.12		Tower
28.13		Tower
27.08		JHA
27.09		Tower
27.10		JHA
27.11		Tower
26.09		
26.10		

28.14 27.12 26.11	RFI's 09/02/2020 <ul style="list-style-type: none"> • Discussion on additional electrical conduit for gate controller. • One new RFI upcoming from AEC on outbuilding equipment locations. • One new RFI on the Sally Port plumbing hose bib location. 	Tower/JHA Tower/JHA Tower/JHA
28.15 28.16 27.13 27.14 27.15 26.12 26.13 26.14	PR's, ASI's, PCO's 09/02/2020 <ul style="list-style-type: none"> • Curbing PCO was reduced, going back to Dig It to offer \$10K. • Working on reducing Barber's open PCO, and Mass Tank is moving forward with work on the added ports. • Dig It resubmitted pricing for curbing. JHA's team reviewed and it seems reasonable. Barber to reduce their open proposal on the framing revision. • Lobby monitor to be relocated in ASI 15 revision. • Tracking Mass Tank change order with Delta. • 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. 	Tower Tower Tower JHA Tower Tower/CHA Tower/JHA Tower
28.17 27.16 26.15	Master Schedule 09/02/2020 <ul style="list-style-type: none"> • Schedule update upcoming; no delays. • Schedule update upcoming; no delays. • Schedule update upcoming; no delays. 	Tower Tower Tower
28.18 27.17 26.16	Certified Payroll 09/02/2020 <ul style="list-style-type: none"> • Tower to send updated certified payroll reports. • Tower to send updated certified payroll reports. • Certified Payroll Reports to be sent to CHA next week. 	Tower Tower Tower
28.19 27.18 26.17	As Built Drawings 09/02/2020 <ul style="list-style-type: none"> • Septic as-builts to be submitted to Board of Health. • As-builts are ongoing. Septic as-builts are upcoming. • As-builts are ongoing. Dig It should provide as-builts when completed. 	Tower Tower Tower
28.20	Requisitions 09/02/2020 <ul style="list-style-type: none"> • Draft requisition was provided, JHA/CHA had a few review comments. Tower to provide transfer of title, insurance, and addresses to verify stored material for casework, glazing, and flooring. 	JHA/CHA

27.19 26.18	<ul style="list-style-type: none"> Draft requisition #7 upcoming. Check available tomorrow, draft upcoming for Requisition #7. 	Tower Tower/TOC
	New Business 09/02/2020	
28.21	<ul style="list-style-type: none"> Siding mock-up has been approved. 	JHA
28.22	<ul style="list-style-type: none"> Coordinating walk-through scheduled for Wednesday. 	Tower/CHA
28.23	<ul style="list-style-type: none"> Bill continues to follow up with Cyber Comm. 	TOC
28.24	<ul style="list-style-type: none"> Empire is back correcting work, after approved SWE's structural engineer will return for a site walk for their final affidavit. 	Tower
28.25	<ul style="list-style-type: none"> JHA and BER working on a test light for the cupola uplighting. 	Tower/JHA
28.26	<ul style="list-style-type: none"> Eversource has been on site this week; transformer upcoming. 	Tower
28.27	<ul style="list-style-type: none"> Tracking revised quote with Aurora. 	TOC
28.28	<ul style="list-style-type: none"> Rack layout has changed in Communications Room 114; all trades to review and sign off. 	Tower
28.29	<ul style="list-style-type: none"> G&H is working on a mockup for the refrigerant lines, Tower to send to JHA for review. 	Tower/JHA
28.30	<ul style="list-style-type: none"> Tower and CHA will continue to coordinate compaction with the attorney across the street, will provide schedule. 	Tower/CHA
27.20	<ul style="list-style-type: none"> Siding mockup complete, Tower to send JHA. 	Tower
27.21	<ul style="list-style-type: none"> Tim Grant from WB Mason working on final furniture drawing. 	
27.22	<ul style="list-style-type: none"> Walk-through to be scheduled to coordinate electrical and furniture, likely to be late next week or early the following week. Tower to schedule Dawn from AEC. CHA to schedule WB Mason. 	Tower/CHA
27.23	<ul style="list-style-type: none"> Coordination meeting will be scheduled with Cyber Comm. After the access hatch is in place, so they have access to the roof. 	TOC
27.24	<ul style="list-style-type: none"> Structural engineer will come out for final affidavit, after Briggs inspection. Junior(Empire) to be here during the inspection. 	SWE/CHA
27.25	<ul style="list-style-type: none"> Uplighting at cupola is being coordinated, lighting fixture being considered with JHA/BER. 	JHA/BER
27.26	<ul style="list-style-type: none"> Tracking Eversource work, Tower checking on transformer status. 	Tower
27.27	<ul style="list-style-type: none"> Aurora quote to be revised, Brian working with Chief on it. 	JHA/TOC
27.28	<ul style="list-style-type: none"> Kevin to send dimensions to JHA for the evidence storage room. 	Tower
27.29	<ul style="list-style-type: none"> JHA issued sketch of communications room. New Era needs to verify how much wall space they need for power supplies, AEC will need to verify how much room they need for fire alarm panel, G&H to verify wall mounted mechanicals based on submittals. Each trade (AEC, Delta, G&H, Cyber Comm., New Era). to sign off that the area looks adequate and then can mark it off in the room. 	Tower
27.30	<ul style="list-style-type: none"> Coordinating with radio vendor with the same racks from New Era. AEC is providing with 1 rack which is the same manufacturer. 	TOC
27.31	<ul style="list-style-type: none"> Chief & Mike received email from Brian on Integrated Technology submittal comments, they will forward JHA's supplemental comments to New Era. 	TOC
27.32	<ul style="list-style-type: none"> Gary (G&H) to come up with a solution for the method of how to install refrigerant lines. Also waiting on dimensional info. from Gary for the pad size/stacked units. 	Tower
		TOC

27.33	<ul style="list-style-type: none"> Radio tower sub. (S&S) wants to be last person in for scheduled work (coord. meeting on site TBD). 	JHA/BER
27.34	<ul style="list-style-type: none"> BER to add electrical disconnect in the outbuilding, dimensions will change. 	
26.19	<ul style="list-style-type: none"> Mock-up upcoming on siding. 	Tower
26.20	<ul style="list-style-type: none"> Electrical and furniture to be coordinated next week. 	CHA
26.21	<ul style="list-style-type: none"> WB Mason is meeting with the Chief today 8/19. 	TOC
26.22	<ul style="list-style-type: none"> Antennas on Sally Port roof upcoming with Cyber Comm. 	TOC
26.23	<ul style="list-style-type: none"> Briggs and Structural Engineer comments to be coordinated with Empire and need to ensure all corrective work is completed. 	Tower
26.24	<ul style="list-style-type: none"> Uplighting at cupola is being coordinated. 	JHA
26.25	<ul style="list-style-type: none"> Tracking status of Eversource work. 	Tower
26.26	<ul style="list-style-type: none"> Carpet material has been released including attic stock. 	Tower
26.27	<ul style="list-style-type: none"> Aurora quote needs to be revised to include static shelving. 	JHA/TOC
26.28	<ul style="list-style-type: none"> Evidence storage room dimensions were taken in the field for JHA. 	JHA
26.29	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Bill requested that all server racks be from the same manufacturer. 	TOC
26.32	<ul style="list-style-type: none"> New Era integrated technology submittal reviewed by JHA and comments sent to Chief & Mike. 	TOC/JHA
26.33	<ul style="list-style-type: none"> Discussion on mechanical sub moving refrigerant lines to the attic. 	JHA
26.34	<ul style="list-style-type: none"> Discussion on the condensing units to potentially be stacked to reduce the pad size. 	JHA
26.35	<ul style="list-style-type: none"> Working on PVC transition at meeting room. 	JHA
26.36	<ul style="list-style-type: none"> CHA discussed that before insulating, cleaning out the tracks.. 	Tower

The next Carver Police Station meeting is scheduled for Wednesday, September 9th 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.