

MEETING NOTES



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

MEETING: 030

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

Meeting Date: September 16, 2020 at 1:00pm
Next Meeting: September 23, 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 09/16/2020	
30.01	• Metal stud framing of soffits continues, boarding one side of walls during the week of 9/18.	Tower
30.02	• Roofing should be completed by the first week of October. PVC and siding will be completed by end of next week.	Tower
30.03	• Painting exterior beginning next week, joint sealants to be completed prior.	Tower
30.04	• Storefront framing is complete; glass install is upcoming.	Tower
30.05	• Aluminum doors are scheduled to arrive the first week of October. Fiberglass columns are scheduled to arrive 9/28.	Tower
30.06	• Outbuilding is ongoing, trusses to arrive at the end of the week.	Tower
30.07	• Wet well is arriving on the 29 th and piping to commence first week of October.	Tower
30.08	• Upcoming MEP in-wall inspection possibly 9/25, Tower to confirm with each trade prior.	Tower

30.09	• Dig It to start binder prep 9/28 and binder scheduled 10/11.	Tower
30.10	• Briggs inspection upcoming, SWE to inspect end of next week.	Tower
29.01	• Interior masonry is complete with the exception of the sprinkler room. Masonry cultured stone is complete.	Tower
29.02	• Metal stud framing of soffits continues, coordinating with the lockers and mechanical sub. Bullet resistant panels are being installed.	Tower
29.03	• Roofers will be back in a few weeks to complete work, copper work TBD at the cupola. PVC and siding should be completed by week of September 25 th .	Tower
29.04	• Storefront framing in training room next, one side of gypsum wall next week, all rough inspections to follow, and then insulating and sheet rock. Fiberglass columns are shipping out next week to be installed.	Tower
29.05	• Next three weeks will consist of roughing out MEP work in-wall and overhead.	Tower
29.06	• Outbuilding: all underground utilities to be finished by Wednesday/Thursday, pouring SOG Friday. Framing upcoming.	Tower
29.07	• Mass Tank is addressing the installation of new cistern ports.	Tower
29.08	• Sitework continues with underground structures and light pole bases.	Tower
28.01	• Interior masonry will be wrapped up in the Sally Port this week. Cultured stone will be completed next week.	Tower
28.02	• Metal stud framing soffits will be completed by tomorrow.	Tower
28.03	• Final roofing items to be wrapped up, PVC exterior will finish the week of the 18 th and the siding about 2.5 weeks to go.	Tower
28.04	• Interior rough utilities scheduled to finish the week of the 18 th .	Tower
28.05	• Sprinkler is being insulated now, installation of sprinkler is complete in the attic and now working on the main floor.	Tower
28.06	• Spray foam insulation will be completed Thursday and Friday.	Tower
28.07	• Foundation outbuilding is completed, underground work is ongoing.	Tower
28.08	• Delta is working with Mass Tank on adding the cistern ports.	Tower
28.09	• Communications room final sketch will be released Wednesday including dimensions.	Tower
Site Logistics & COVID-19 Impacts 09/16/2020		
30.11	• Tower to submit formal COVID-19 plan; continuing with self-certifications, temperature logs, and cleaning.	Tower
29.09	• Tower continues to monitor temperatures and self-certifications.	Tower
28.10	• COVID-19 plan includes self-certifications and no touch temperature.	Tower
Submittals 09/16/2020		
30.12	• Casework submittal has been revised and sent out; no hot submittals.	Tower/JHA
29.10	• Millwork production set upcoming, blocking is approved. Dispatch ASI on hold to find a location for the shredder.	Tower/JHA
28.11	• JHA issued a schedule of locked openings and it has been forwarded to the D/F/H subcontractor for review.	JHA

28.12 28.13	<ul style="list-style-type: none"> • Millwork submittal has been returned with comments. • Flooring has been released including carpet and a few tile color changes per the recent ASI #25. 	Tower Tower
30.13 30.14 29.11 28.14	RFI's 09/16/2020 <ul style="list-style-type: none"> • Two open RFIs on irrigation sleeves (Bill to send over to potential irrigation sub) and communications rack (AEC requesting rack manufacturer to match New Era's). • Mike Shaw to coordinate with Andy (JHA) on the cable trays, ASI instructs AEC to coordinate with owner. • Gate controller response was issued in an ASI, pricing upcoming. • Discussion on additional electrical conduit for gate controller. 	JHA/TOC JHA/TOC Tower Tower/JHA
30.15 29.12 28.15 28.16	PR's, ASI's, PCO's 09/16/2020 <ul style="list-style-type: none"> • Library curbing will be approved for \$10,454; working on all additional pricing. • PCO #19 & 20 pricing upcoming. ASI released to address various TV mounting heights. • 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. 	Tower Tower Tower Tower
30.16 29.13 28.17	Master Schedule 09/16/2020 <ul style="list-style-type: none"> • On schedule; no delays. New Era coming out this week to discuss schedule/logistics with Tower. • Updated master schedule was distributed. • Schedule update upcoming; no delays. 	Tower Tower Tower
30.17 29.14 28.18	Certified Payroll 09/16/2020 <ul style="list-style-type: none"> • Certified payroll reports were updated and are under review. • Maribel is sending out new certified payroll reports today. • Tower to send updated certified payroll reports. 	CHA Tower Tower
30.18 29.15 28.19	As Built Drawings 09/16/2020 <ul style="list-style-type: none"> • Lapan and Dig It working on updating as-builts • Septic as-builts received. Dig It to update as-builts. • Septic as-builts to be submitted to Board of Health. 	Tower Tower Tower

<p>30.19</p> <p>29.16</p> <p>28.20</p>	<p>Requisitions 09/16/2020</p> <ul style="list-style-type: none"> • Requisition #7 has been reviewed, approval pending flooring stored material backup. • Brian sent over requisition #7 review comments, final to be sent out. • 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. 	<p>Tower</p> <p>Tower JHA/CHA</p>
<p>30.20</p> <p>30.21</p> <p>30.22</p> <p>30.23</p> <p>30.24</p> <p>30.25</p> <p>30.26</p> <p>30.27</p> <p>30.28</p> <p>30.29</p> <p>30.30</p> <p>30.31</p> <p>30.32</p> <p>30.33</p> <p>30.34</p> <p>30.35</p> <p>30.36</p> <p>29.17</p> <p>29.18</p> <p>29.19</p> <p>29.20</p> <p>29.21</p> <p>29.22</p>	<p>New Business 09/16/2020</p> <ul style="list-style-type: none"> • Cyber Comm. update: Wednesday meeting took place to discuss scope, JHA to send Cyber Comm. the drawings including sketches for #114. • Wiring for speakers by AEC, JHA to determine if speakers are provided within the electrical package or owner provided. • Underground fiber line from the fire station to the police station upcoming; Verizon and Comcast also to be scheduled. • Cupola uplighting should be photographed at night, if possible. • Eversource has delivered the transformer; installation upcoming. • Aurora is working on a solution for pricing the shelving. • G&H working on a mockup of the refrigerant line. • Gun locker location determined in the field on Tuesday; tracking final proposals for the high density storage. • Cape Cod Central Vacuum to be on site at 2pm. • Tower is working with G&H to provide dimensions on the pad size, need to determine clearances and coordinate aux generator hookup. • Dave S. & Bill to coordinate the tree removal decision next week. • Patrick to coordinate with Dig It on landscaping/paving schedule. • Steve Child from S&S to visit site and confirm date on foundation for the radio tower. • Azek trim caulking required, needs to be caulked before starting exterior painting. • Mass Tank work is completed. No cost associated. • Control switch location to be in the custodian closet. • Select board can be invited to the site for the fall cookout; date TBD. • Cyber Comm. coordination meeting next Wednesday at 9am on site to review roof locations, sketches are available. • Empire completed corrective work, Briggs to be scheduled and then SWE to review work for the final affidavit. • Test light for the cupola uplighting is approved, JHA reached to the lighting manufacturer and will issue ASI for pricing. • Transformer install upcoming in a few weeks by Eversource. • Tracking Aurora revised pricing. Will need to add shelving in pricing. • Communications Room #114 was sent to engineers, sketches upcoming in a new ASI. 	<p>TOC/JHA</p> <p>Tower/JHA</p> <p>TOC</p> <p>Tower JHA/TOC Tower JHA/CHA</p> <p>CHA Tower</p> <p>TOC Tower TOC</p> <p>Tower</p> <p>For Record JHA TOC</p> <p>TOC</p> <p>Tower/CHA</p> <p>JHA</p> <p>Tower TOC/JHA JHA</p>

29.23	• G&H is working on the refrigerant line mockup.	Tower
29.24	• JHA to send out information on the cable tray above the racks.	JHA
29.25	• Discussion on interview rooms 108 and 109, furniture will be swapped.	TOC/CHA
29.26	• Confirmed that lockers for dispatch in Break Room 111 is provided through the casework package.	For Record
29.27	• Tower working with JHA on the gun locker near evidence processing.	Tower/JHA
29.28	• Alyssa/Chief/Bill met with WB Mason & Tenesco, Donnegan Systems meeting is upcoming. Looking to have final proposals by next week.	TOC/CHA
29.29	• New Era is waiting for next steps; mid-September meeting TBD.	TOC
29.30	• Painting in Communications Room #114: paint is OK, leave one fire rating label unpainted.	Tower
29.31	• Fall cookout on site from the PD upcoming.	CPD
29.32	• Tower/Empire fixed the shakes on the west elevation.	Tower
29.33	• Brian Humes to be on site Tuesday the 15 th around 1pm.	JHA
29.34	• Tower coordinated sketch for the condensing units by the Sally Port, engineers have approved. Pad size may be able to be adjusted.	Tower/JHA
28.21	• Siding mock-up has been approved.	JHA
28.22	• Coordinating walk-through scheduled for Wednesday.	Tower/CHA
28.23	• Bill continues to follow up with Cyber Comm.	TOC
28.24	• Empire is back correcting work, after approved SWE's structural engineer will return for a site walk for their final affidavit.	Tower
28.25	• JHA and BER working on a test light for the cupola uplighting.	Tower/JHA
28.26	• Eversource has been on site this week; transformer upcoming.	Tower
28.27	• Tracking revised quote with Aurora.	TOC
28.28	• Rack layout has changed in Communications Room 114; all trades to review and sign off.	Tower
28.29	• G&H is working on a mockup for the refrigerant lines, Tower to send to JHA for review.	Tower/JHA
28.30	• Tower and CHA will continue to coordinate compaction with the attorney across the street, will provide schedule.	Tower/CHA

The next Carver Police Station meeting is scheduled for Wednesday, September 23rd 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.