

MEETING NOTES



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

MEETING: 011

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

Meeting Date: May 6, 2020 at 2:00pm
Next Meeting: May 13, 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 05/06/2020	
11.01	<ul style="list-style-type: none"> Foundations completed. Started underground plumbing and electrical, backfilling interior of building and starting site electrical ductbanks. 	Tower
11.02	<ul style="list-style-type: none"> 50% done with underground plumbing, electrician to be finished today except three floor boxes. Electrical inspected and approved. 	Tower
11.03	<ul style="list-style-type: none"> Plumber moving to back sally port area to continue work. Will be inspected and tested early next week. 	Tower
11.04	<ul style="list-style-type: none"> Grouting all leveling plates this week. 	Tower
11.05	<ul style="list-style-type: none"> Steel sub verified everything on site, will be completed Friday. 	Tower
11.06	<ul style="list-style-type: none"> Primary ductbanks for Eversource upcoming, inspected bottom of the trench and will inspect primary this week. 	Tower
11.07	<ul style="list-style-type: none"> Grout should be tested for leveling plates, need cylinder for testing. Dig it working on subgrade prep by the library, asphalt binder paving early next week and grouting the curb in. Briggs to inspect/compaction test. 	CHA

11.08	<ul style="list-style-type: none">Underground slab utilities continue and then slab prep upcoming. Possibly week of the 18th.	Tower
11.09	<ul style="list-style-type: none">Rain impacting schedule but foundations are 100% including interior piers and anchor bolts set.	Tower
10.01	<ul style="list-style-type: none">Started underground utilities including plumbing, electrical, and fire protection riser.	Tower
10.02	<ul style="list-style-type: none">Pour scheduled for completed duct bank secondaries, primaries are scheduled to go in next week.	Tower
10.03	<ul style="list-style-type: none">Eversource and American Electric to be on site next week for handholes and primaries to be completed and inspected.	Tower
10.04	<ul style="list-style-type: none">Additional pole is scheduled for next week, Dave S. coordinating.Dig It to drop material on side road for the truck to be able to access.Focusing on underground electrical and duct banks for next week, Dig It dedicating a crew for work at library road.	Tower
10.05	<ul style="list-style-type: none">Structural steel is 3 weeks out at this point.Septic work is scheduled for Monday, Board of Health has drawings.Tower issued 3WLA and master schedule.Foundation walls are 100% poured. Interior piers are going to be poured Thursday at noon.	TOC
10.06		Tower
10.07		Tower
10.08	<ul style="list-style-type: none">Plumber will deliver underground materials this week and is scheduled to start Monday as well as electrical underground.Most of the interior of the building has been backfilled to subgrade, still will need a layer of structural fill after underground work.Water line is currently being installed by sitework sub.Sprinkler sub will be here on Monday for the fire protection riser.Site ductbanks and roadway work by the library over the next two weeks.	Tower
10.09		TOC
09.01		Tower
09.02	<ul style="list-style-type: none">Leveling plates to be grouted next week.Site steel verification to take place next week.The roadway work for the library should be binder only and then the finish coat last with rest of project.Structural steel is about three weeks out; coming out to verify bolts.Septic by owner starting May 4th, confirmed with Dave S. that the tank has been ordered. Civil and Site drawings to be provided on site by Tower, will be signed by Board of Health through the contractor.	Tower
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	Site Logistics 05/06/2020	
11.10	<ul style="list-style-type: none">Using temporary sign as location for ground box.	Tower
10.10	<ul style="list-style-type: none">Discussion on permanent sign location, considering to install where the current project sign is located.	Tower
09.13	<ul style="list-style-type: none">Project sign has been installed.Tower will send a guy down to install the sign on posts.	Tower Tower

<p>Submittals 05/06/2020</p> <p>11.11 11.12 11.13 10.11 10.12 09.14 09.15 09.16 09.17 09.18</p>	<ul style="list-style-type: none"> • New upcoming submittals: trim, storefront shop drawings, wet well. • Conference call with Delta to confirm drawings for submission. • Proposed slab on grade layout, pre-slab conference to be scheduled. • New submittals upcoming this week: trim, colored PVC samples, sprinkler submittals, R&R on D/F/H. • Coordinating drawings will be submitted: electrical, plumbing and mechanical. • Open submittals: cold formed metal framing, and louver samples (holding off on color selection until the siding colors are chosen). • Tower is working on siding samples and working on trim submittal. • D/F/H was returned and there will be a few revisions to resubmit. Overhead doors were returned and has been coordinated with the steel sub. • Sprinkler shops will be submitted early next week. • Coordination drawings will likely be submitted this week. 	<p>Tower/JHA Tower Tower JHA Tower JHA Tower Tower Tower Tower</p>
<p>RFI's 05/06/2020</p> <p>11.14 10.13 09.19 09.20</p>	<ul style="list-style-type: none"> • Two open RFIs: #17 roof penetration and flashing detail, #18 information on radio tower – received a response from consultant that they have forwarded it to the manufacturer. Two RFIs upcoming: question on flow on hydrant and door hardware swap on hinges. • Four new RFIs: #17 roof penetration detail, #18 information on radio antenna, #19 wood factory finish on the doors, #20 Dig It requesting to use 16" of structural fill instead of crushed stone under slab. • No open RFIs. • Four new RFIs since last week have all been responded to: #13 – regarding utility poles, Tower will contact Verizon. Dave S. spoke with D&D and asked what size pole – will meet on site this week. #14 – clarification on light pole bases, will be 2" above finished grade. #15 – questions from detention vendor were answered and forwarded to the vendor. #16 – site lighting question, JHA located a road sign on drawings and have power going out to it. This will be designed towards the end of the project. 	<p>JHA JHA JHA/TOC</p>
<p>PR's, ASI's, PCO's 05/06/2020</p> <p>11.15</p>	<ul style="list-style-type: none"> • Open PCOs: #12 – potentially no cost, waiting on response from Dig-It, #13 is ASI-7 small potential cost from AEC, #14 waiting on deduct from drywall sub for wall revision, #15 no cost for swapping panels, #16 no cost on door leaf change, #17 will be UPS credit, about \$30k potential deduct. 	<p>JHA/CHA</p>

10.14	<ul style="list-style-type: none"> Open PCOs, #10 - ASI-8 is recommended for approval, BER finds the cost reasonable. #11 is ASI-9 for security revisions will be reduced. #12 is ASI-4 mechanical equip relocation – waiting on Dig It. #13 is ASI-7, the locker is in American's court. #14 wall type revision, pending deduct from drywall sub. #15 is ASI-11 is confirmed \$0 for swapping the panels. #16 is ASI-12 door leaf change, should be \$0. 	JHA/CHA
09.21	<ul style="list-style-type: none"> Tower updated PCO log. Tracking ASI potential costs. PCO#10 for ASI-8 is \$1470, #11 is submitted for \$1500 appears to be a scope miscommunication (JHA believes should be \$0), #12 for ASI-4 American and G&H have gotten back with \$0, waiting on potential pricing from Dig-It. ASI-7 is for electrical, may be small cost. ASI-10 is a wall type revision, appears to be a deduct. 	JHA/CHA
11.16 10.15 09.22	Master Schedule <ul style="list-style-type: none"> Picking up some time with the underground plumbing. Tower is working on making up some time, steel durations will save approx. one week. Master schedule was issued by Tower last week. 	Tower Tower Tower
11.17 10.16 09.23	Certified Payroll 05/06/2020 <ul style="list-style-type: none"> Missing certified payroll reports from Dig-It, AEC, S&S, Delta, LaPan. Missing certified payroll reports from Dig-It, AEC, S&S. Missing certified payroll reports from Dig-It, American Electrical, S&S. 	Tower Tower Tower
11.18	As Built Drawings 05/06/2020 <ul style="list-style-type: none"> As Built Drawings should be kept in site trailer and will be updated weekly and checked periodically by CHA. Ongoing. 	Tower/CHA
11.19 10.18 09.25	Requisitions 05/06/2020 <ul style="list-style-type: none"> Stored material for glazing – transfer of title and certificate of insurance needed. Tower to send address for CHA's review. Draft Requisition #3 will be sent out this week for April. Received payment for Requisition #2. Pencil req. to be submitted early next week for April. 	Tower/CHA Tower Tower
11.20 11.21	New Business 05/06/2020 <ul style="list-style-type: none"> Met with Steve Mahoney and Ockers, made adjustments on IT quotes. Proposed slab plan sent to JHA, meeting upcoming for pre-slab. 	TOC Tower

11.22	• Tower is working on setting up Drop Box.	Tower
11.23	• Dave S. following up with Lan-Tel.	TOC
11.24	• Patrick spoke with John from the Carpenter's Union. Masks are mandatory as of May 6, 2020.	Tower
11.25	• Tank indicator light discussion, deputy fire chief was in contact with Dawn from AEC about it; will confirm if owned by FP or Electrical.	Tower
11.26	• Fire alarm control panel recommended to be in mechanical room by BK Systems. FD to confirm plan as is or if changes to be made.	TOC
11.27	• Septic tank was installed today, GGD will be on site to inspect and also the Board of Health.	TOC
11.28	• Telecomm. pole was installed on Monday.	TOC
11.29	• Upcoming color samples to the trailer: cement board siding, shakes.	Tower
10.19	• Chief working on setting up a zoom meeting on IT quotes with Steve Mahoney.	TOC
10.20	• Pre-slab meeting to be set up (upcoming), Tower to send out the plan in advance for review.	Tower
10.21	• Tower is working on setting up Drop Box.	Tower
10.22	• Discussion on battery back-up, Joe recommends having a conference call with the engineer on possibly crediting the UPS. The submittal has been reviewed and approved so Tower will confirm if the UPS has already purchased by AEC.	Tower
10.23	• Lan-Tel submittals have not yet been received.	TOC
09.26	• Tracking: Steve Mahoney is still working on IT quotes.	TOC
09.27	• Proceeding with epoxy coated steel wet-well tank.	Tower
09.28	• Bill spoke with Deputy Boyle who has been coordinating with Dawn from AEC, he would like to flip the fire alarm panel (currently located in vestibule) with the annunciator panel (currently in dispatch). JHA to review and provide directive to Tower.	JHA
09.29	• Two lock boxes shown on outbuilding; only one needed there. Tower to look at the fire department's lock box to determine manufacturer.	TOC/Tower
09.30	• Structural field report to be distributed to all.	CHA
09.31	• Pre-slab meeting can be held as a conference call.	Tower
09.32	• Exterior material samples are being sent to JHA and they are proposing to choose 2-3 colors to then provide a display mockup to review/decide final color selections. Can be stored in trailer for review by Town and Police Department. Any cranberry color included would be appreciated.	JHA
09.33	• Tower's office is working on setting up a Drop Box. CHA to send out progress photos to the group.	Tower/CHA
09.34	• Bill commented on the progress and is appreciative of Tower's hard work under the current conditions.	

The next Carver Police Station meeting is scheduled for Wednesday, May 13th at 2:00 PM at the conference line +1 (866) 780-3080, ID: 346089263#.

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.