

MEETING NOTES



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

MEETING: 043

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

Meeting Date: January 27, 2021 at 1:00pm
Next Meeting: February 10, 2021 at 1:00pm

Prepared by: Alyssa Chatani – CHA

Attending: Chief Marc Duphily, Carver Police Department ☒
Bryan Berriault, Carver Police Department ☒
Mike Shaw, 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 ☐
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 01/27/2021	
43.01	• Bathroom fixtures to be completed by Friday.	Tower
43.02	• Tile and grout in the bathroom continues.	Tower
43.03	• Resilient flooring continues, working on getting blue tile.	Tower
43.04	• Painter is back on site for the next two weeks for final paint.	Tower
43.05	• Interior electrical is ongoing: communications room, fire alarm, etc.	Tower
43.06	• JAILS is on site finishing up the cell doors this week.	Tower
43.07	• Wallcovering installation to continue in lobby and conference room.	Tower
43.08	• Casework/millwork continues this week.	Tower
43.09	• Bathroom accessories begin next week.	Tower
43.10	• Interior glass continues on Friday.	Tower
43.11	• Carpet tile to be completed after the records room storage installed.	Tower
43.12	• HVAC work continues, soft start this week with AEC.	Tower
43.13	• Overhead doors are completed.	Tower

43.14	• Wire mesh partitions to be installed 2/1 + 2/2.	Tower
43.15	• Fire protection finishes continue next week in the main building.	Tower
43.16	• Generator has been started and tested this week.	Tower
43.17	• Next Commissioning meeting is 2/9.	CHA
43.18	• JHA issued DPH checklist to Tower. Inspection likely to be end of February, JHA will schedule when ready.	JHA
43.19	• Attendee list for owner's training needed and schedule TBD.	TOC
42.01	• Ceiling tiles to be completed by 1/19.	Tower
42.02	• Epoxy flooring in the detention area is completed and curing.	Tower
42.03	• Dandis will return on 1/14 to continue painting.	Tower
42.04	• Lighting controls continue with AEC.	Tower
42.05	• Floor tile and grout continue and then bathroom fixtures to be installed starting 1/19.	Tower
42.06	• Transition and downspouts to be completed next week.	Tower
42.07	• Interior wallcoverings in the lobby upcoming.	Tower
42.08	• Casework/millwork to be completed by 1/26.	Tower
42.09	• Bathroom accessories installation upcoming.	Tower
42.10	• Site fire protection is hooked up, AEC wiring next.	Tower
42.11	• HVAC continues, with a soft start-up upcoming.	Tower
42.12	• Remaining resilient flooring tile to be completed 1/25 + 1/26.	Tower
42.13	• Overhead grille door on 1/18 and 1/19.	Tower
42.14	• Dig It to return on 1/19 to continue sitework: loam and bollards.	Tower
42.15	• Furniture will be delivered starting 2/15.	CHA
42.16	• Discussion on master schedule and owner's training schedule.	Tower
42.17	• JHA to provide pre-checklist for detention area; DPH inspection (mid-February) will be scheduled with JHA approval.	JHA
41.01	• Bathroom fixtures were delivered today, installation to begin in two weeks. Bathroom accessories begin 1/6-1/8.	Tower
41.02	• Ceiling tile installation will begin next week.	Tower
41.03	• Epoxy flooring upcoming, continuing to monitor floor temps.	Tower
41.04	• Interior finish paint continues, wallcovering upcoming.	Tower
41.05	• Electrical work continues with lighting and devices ongoing.	Tower
41.06	• Floor tile continues, with remaining tile for walls and lobby bathrooms coming next week. Resilient flooring continues next week.	Tower
41.07	• Transition and downspouts continuing next week.	Tower
41.08	• Casework/millwork continue, finishing up the training room millwork.	Tower
41.09	• Site fire protection to continue, tracking grading at fire pump room.	Tower
41.10	• Exterior fencing through Wednesday of next week.	Tower
41.11	• RGDs have been set, continuing to make hookups. Will return next week to continue ductwork in the outbuilding.	Tower
41.12	• Overhead door was installed at outbuilding.	Tower
41.13	• Outbuilding interior painting upcoming, pending temperature.	Tower
41.14	• Dig It is finalizing the curbing, loam and light pole installation.	Tower
41.15	• Commissioning startup to potentially begin the week of 1/13 pending permanent power.	Tower/CHA
41.16	• Flooring prep needs to take place at high density storage, Aurora delivery dates TBD.	Tower

<p>43.20</p> <p>43.21</p> <p>42.18</p> <p>42.19</p> <p>41.17</p>	<p>Site Logistics & COVID-19 Impacts 01/27/2021</p> <ul style="list-style-type: none"> • Tower continues to monitor COVID-19 prevention. • Division 10 to return for bathroom partitions and mailbox installation. • Tower continues to monitor COVID-19 prevention. • Division 10 is in quarantine until 1/22/21. • Tower continues to monitor COVID-19 prevention. 	<p>Tower</p> <p>Tower</p> <p>Tower</p> <p>Tower</p> <p>Tower</p>
<p>43.22</p> <p>42.20</p> <p>41.18</p>	<p>Submittals 01/27/2021</p> <ul style="list-style-type: none"> • Closeout submittals upcoming: O&Ms, As-Built, and Warranties. The warranty date will be March 1. • Keying to be resolved for interior vestibule door. • No hot submittals. 	<p>Tower</p> <p>JHA</p>
<p>43.23</p> <p>42.21</p> <p>41.19</p>	<p>RFI's 01/27/2021</p> <ul style="list-style-type: none"> • No new RFIs. • One new RFI from AEC on the fire pump compressor; response issued. • Clarification of mailbox numbering TBD. 	<p>JHA</p> <p>Tower/JHA</p>
<p>43.24</p> <p>43.25</p> <p>42.22</p> <p>42.23</p> <p>41.20</p>	<p>PR's, ASI's, PCO's 01/27/2021</p> <ul style="list-style-type: none"> • Road sign has been approved by the ZBA, Tower to release the sign. • Motion by Dave Siedentopf, seconded by Chief Duphily to approve Change Order #7 in the amount of \$23,227.60. Motion passed 4 – 0. • Discussion on PCO #45 (guardrail modification) to reduce/eliminate Dig It's cost, CO #7 to be issued by the next meeting on 1/27. • Tower reviewing window shades and switches with Lonergan. • Recent changes are under review. 	<p>Tower</p> <p>TOC</p> <p>Tower</p> <p>Tower</p> <p>JHA</p>
<p>43.26</p> <p>42.24</p> <p>41.21</p>	<p>Master Schedule 01/27/2021</p> <ul style="list-style-type: none"> • Tower to issue a remaining activities schedule. • Master schedule update upcoming; on schedule, no delays. • Master schedule update upcoming; on schedule, no delays. 	<p>Tower</p> <p>Tower</p> <p>Tower</p>
<p>43.27</p> <p>42.25</p> <p>41.22</p>	<p>Certified Payroll 01/27/2021</p> <ul style="list-style-type: none"> • CPR update to be issued by Tower, CHA to coordinate. • CHA to send over log to identify missing CPRs. • CPR update sent by Tower, under review by CHA. 	<p>CHA</p> <p>CHA</p> <p>CHA</p>

<p>43.28 42.26 41.23</p>	<p>As Built Drawings 01/27/2021</p> <ul style="list-style-type: none"> • AEC and Dig It are working on final as-builts. • Dig It's as-built to be submitted next week; AEC & Delta's upcoming. • Dig It, AEC, Delta as-builts upcoming. 	<p>Tower Tower Tower</p>
<p>43.29 42.27 41.24</p>	<p>Requisitions 01/27/2021</p> <ul style="list-style-type: none"> • Requisition #12 draft upcoming; check for #11 dropped off to Tower. • Requisition #11 submitted for payment. • Requisition #11 draft upcoming. 	<p>Tower Tower Tower</p>
<p>43.30 43.31 43.32 43.33 43.34 43.35 43.36 43.37 43.38 43.39 43.40 43.41 43.42 43.43 43.44 43.45 43.46 43.47 43.48 42.28 42.29 42.30 42.31</p>	<p>New Business 01/27/2021</p> <ul style="list-style-type: none"> • Radio tower to be delivered and installed on 2/10 + 2/11. • Lobby door chime to be programmed later in February with New Era. • Conference call held with BER regarding energy credits, Town will be coordinating with Entergy. • Fiber line conduit is complete, Comm Tract has been notified. • Hardware ordered for egress door • Hastie Fence will return to raise the guardrail; they will price out additional rollers for the gate and a privacy screen. • Exterior signage to be covered until opening. • Request from Ockers that the Comm. room is to be cleaned and dust free before their work 2/4 + 2/5. • E911 is scheduled to be on site 2/10 + 2/11. • Memorial stone to be moved by the DPW. • Dig It to remove stumps, construction sign, and two poles. • Tower is taking care of the door color issue; site rep review upcoming. • Appliance pricing received and is being reviewed. • Revised sign pricing sent over by Tower and is approved. • Dupont shelving and storage scheduled for 2/3 + 2/4. • Tracking the lighting fixture move in dispatch, AEC is reviewing the (2) interviews for the transaction counters. • Overhead door controls in the sally port were removed, all wiring to be terminated back to the Communications Room; door controls to be integrated in the dispatch consoles. • Brian Humes next site visit is 2/9, punch list will be scheduled for a future date. • Move in date is scheduled for 3/8, Mike Shaw has created a preliminary move-in list. • Delivery date on the radio tower TBD. • Discussion with New Era on the lobby door chime. • BER conference call to be scheduled regarding energy credits. • Fiber line not yet completed, Joe is coordinating. 	<p>TOC TOC TOC TOC Tower Tower Tower TOC/Tower TOC TOC Tower Tower TOC Tower TOC Tower Tower/TOC JHA TOC TOC TOC JHA CHA</p>

42.32	• Hareld Glass & Tower coordinated the egress door hardware.	Tower
42.33	• Brian Humes visited the site 1/12 and issued comments/observations.	JHA
42.34	• Discussion of two additional rollers at the bottom of the gate.	Tower
42.35	• Exterior signage to be covered from the public view until opening.	Tower
42.36	• Admin. conference #142 needs a matching column enclosure.	Tower
42.37	• Epoxy floor was done including the numbering and footprints.	Tower
41.25	• Tracking radio tower delivery date.	TOC
41.26	• Programming for the lobby door chime to be coordinated.	TOC
41.27	• Permanent power pending Eversource work.	JHA
41.28	• BER conference call TBD for energy credits.	TOC
41.29	• Tracking conduit for the fiber line.	Tower
41.30	• New pole bases upcoming for the flag pole.	Tower
41.31	• Window shades have been coordinated in the training room. Controls clarified within RFI-40.	
41.32	• Pricing upcoming for the additional mirrors in the outbuilding.	Tower
41.33	• Tower following up with Dig It on site signage.	Tower
41.34	• Egress door hardware is being coordinated with Hareld Glass.	Tower
41.35	• Coordinating meeting regarding Communications Room 114 upcoming; AEC, Ockers, New Era, E911 and Cyber Comm.	TOC/CHA
41.36	• Concern with potential echo in interview rooms, discussion of acoustical properties in that room to avoid echo.	JHA
41.37	• Final pricing of the road sign upcoming, Tower to confirm lead time.	Tower
41.38	• Doors will be delivered next week.	Tower

The next Carver Police Station meeting is scheduled for Wednesday, February 10th at 1:00 PM via conference line +1 (866) 780-3080, ID: 169 567 236# or with the option to meet at the library conference room (please bring a mask and remain six feet apart).

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.