

MEETING NOTES



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

MEETING: 009

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

Meeting Date: April 22, 2020 at 2:00pm

Next Meeting: April 29, 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 ☐
Michael Milanoski, 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 04/22/2020	
09.01	• Tower issued 3WLA and master schedule.	Tower
09.02	• Foundation walls are 100% poured. Interior piers are going to be poured Thursday at noon.	Tower
09.03	• Plumber will deliver underground materials this week and is scheduled to start Monday as well as electrical underground.	Tower
09.04	• Most of the interior of the building has been backfilled to subgrade, still will need a layer of structural fill after underground work.	Tower
09.05	• Water line is currently being installed by sitework sub.	Tower
09.06	• Sprinkler sub will be here on Monday for the fire protection riser.	Tower
09.07	• Site ductbanks and roadway work by the library over the next two weeks.	Tower
09.08	• Leveling plates to be grouted next week.	Tower
09.09	• Site steel verification to take place next week.	Tower

09.10	<ul style="list-style-type: none"> The roadway work for the library should be binder only and then the finish coat last with rest of project. 	Tower
09.11	<ul style="list-style-type: none"> Structural steel is about three weeks out; coming out to verify bolts. 	Tower
09.12	<ul style="list-style-type: none"> 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
08.01	<ul style="list-style-type: none"> 70% walls of poured, a pour placement today. Continuing wall forms for the rest of this week. Final wall placement early next week. 	Tower
08.02	<ul style="list-style-type: none"> Sitework will continue with a double crew, working on ductbanks and backfilling within the building. 	Tower
08.03	<ul style="list-style-type: none"> Planning for the end of next week for working on the piers, weather dependent, which will complete all of foundations. 	Tower
08.04	<ul style="list-style-type: none"> The following week will be starting underground work. 	Tower
07.01	<ul style="list-style-type: none"> 1/3 of walls formed, poured and stripped. S&S to return Friday after rain to continue with forms for a pour middle of next week. Final pour will be early the following week. 	Tower
07.02	<ul style="list-style-type: none"> Dig it is removing the road and back tomorrow with electrician to lay out ductbanks. 	Tower
07.03	<ul style="list-style-type: none"> After the foundation work, we will be moving towards underground utilities. S&S is maintaining 3-4 man crew. 	Tower
07.04	<ul style="list-style-type: none"> Underground drawings have been coordinated (MEP/FP). The sleeves in the Sally Port have also been coordinated. Above slab is still being coordinated, will be distributed by next week. 	Tower
06.01	<ul style="list-style-type: none"> Footings are complete, wall forms will be for the next 2 weeks. Potentially pouring foundation walls on Friday pending weather. 	Tower
06.02	<ul style="list-style-type: none"> Site contractor is wrapping up drainage structures, coordinating duct banks on the site. 	Tower
06.03	<ul style="list-style-type: none"> With the library being closed, Dig It will perform work on the corner; approved with the town. 	Tower
06.04	<ul style="list-style-type: none"> JHA discussed site drawings that indicate work in rear parking lot of library for pavement cuts and new pavement in the lot; it was the location of the deep dig of the tank where original fire suppression was going. With the redesign, no excavation will be needed there. Tower said there are catch basins and a drain manhole as well as a hydrant to be installed; this work should be coordinated with Town, and considered before Library reopens. Dave S. to review. 	TOC/Tower
06.05	<ul style="list-style-type: none"> Underground plumbing and electrical drawings will be sent to Design Team and subcontractors, mechanical is coordinated with truss manufacturer. Above slab is still being coordinating. 	Tower/JHA
05.01	<ul style="list-style-type: none"> There is a footing pour scheduled for tomorrow 31CY of concrete. Footings will be completed this week. Start on forms for foundation walls next week and backfill the following week. 	Tower
05.02	<ul style="list-style-type: none"> Limited crew due to keeping 6ft. distance. 	
05.02	<ul style="list-style-type: none"> Briggs will be on site for rebar inspection and concrete testing. 	Tower
05.03	<ul style="list-style-type: none"> Dig It is scheduled to return on Monday. 	CHA
05.04	<ul style="list-style-type: none"> Underground plumbing coordination drawings are upcoming. 	Tower
05.05	<ul style="list-style-type: none"> Dig It has been on site continuing footings; the first pour has been scheduled for Friday. Footings should be completed next week. 	Tower
04.01		Tower

04.02	<ul style="list-style-type: none"> • Tower is working on coordinating the electrical ductbanks with American Electrical and Dig It. 	Tower
04.03	<ul style="list-style-type: none"> • T&M work is complete for removing the old foundation. CHA and Tower to review. 	CHA/Tower
04.04	<ul style="list-style-type: none"> • Price proposal from Dig It was received for septic system to compare with the Town's vendor. 	Tower/TOC
04.05	<ul style="list-style-type: none"> • Report is upcoming on the UST removal. Ongoing. 	TOC
03.01	<ul style="list-style-type: none"> • S&S Concrete Forms out of Swansea, MA will be on site for foundations/footings. Rebar has been delivered. 	Tower
03.02	<ul style="list-style-type: none"> • Based on an RFI response, the decision will be to chase the old foundation and remove it when under the footprint of the building. This work will be performed on T&M. 	Tower/CHA
03.03	<ul style="list-style-type: none"> • There is a report upcoming on the removal of the USTs. 	TOC
03.04	<ul style="list-style-type: none"> • Structures were delivered Wednesday 3/11. 	
03.05	<ul style="list-style-type: none"> • Septic installer will start when foundations are complete. 	TOC
02.01	<ul style="list-style-type: none"> • Discussion on tank location: moving will provide savings but excavating will most likely be a wash; pending pricing. 	
02.02	<ul style="list-style-type: none"> • Drainage structures 1,2,3 have been installed. 	
02.03	<ul style="list-style-type: none"> • GGD was on site Tuesday 3/3, inspected and took photos of site. 	
02.04	<ul style="list-style-type: none"> • Proctor due from Briggs on Friday on site material; passing results will allow Tower Construction to move forward. 	
02.05	<ul style="list-style-type: none"> • Briggs will be on site on Thursday for compaction testing. 	
02.06	<ul style="list-style-type: none"> • Schedule was reviewed; Tower is digging for foundations, estimated one week for footings, one week for walls. Forms will be dropped this week. Friday they will work to pin the corners. 	
02.07	<ul style="list-style-type: none"> • Underground utilities and electrical ductbanks have been coordinated. 	
01.01	<ul style="list-style-type: none"> • The building permit has been issued. 	
01.02	<ul style="list-style-type: none"> • The baseline schedule was issued but will be revised to include more detail with shifted dates. Early sitework and underground work will conclude in May 2020, the building will go vertical in June 2020, and November/December 2020 interior finishes will commence with substantial completion at March 21, 2021. 	
01.03	<ul style="list-style-type: none"> • SWPPP has been submitted by Outback Engineering, pending comments from the engineers (GGD and EPA approval in progress). 	
01.04	<ul style="list-style-type: none"> • Drainage system has been installed. 	
01.05	<ul style="list-style-type: none"> • (2) USTs were removed from the site by the Town. 	
01.06	<ul style="list-style-type: none"> • A three-week look ahead should be sent out weekly. Upcoming activities were reviewed: <ul style="list-style-type: none"> ○ Site work is pending structures delivery, layout to take place on Thursday and Friday. ○ Excavating will take place the week of March 2. ○ Rebar delivery is scheduled for next Thursday, March 5. ○ Pouring concrete the following week of March 9 pending weather; Tower owns winter conditions. 	

	Site Logistics 04/22/2020	
09.13	<ul style="list-style-type: none"> • Project sign has been installed. 	Tower
08.05	<ul style="list-style-type: none"> • Tower will send a guy down to install the sign on posts. 	Tower
07.05	<ul style="list-style-type: none"> • The sign will be moved to Center Street with posts in the ground. 	Tower
06.06	<ul style="list-style-type: none"> • Project sign will be moved from fence to Center Street. 	Tower
05.06	<ul style="list-style-type: none"> • Project sign will be moved to Center Street. 	Tower
04.06	<ul style="list-style-type: none"> • Groundbreaking is on hold due to COVID-19. Project sign should be moved to Center Street. 	Tower/TOC
03.06	<ul style="list-style-type: none"> • Fence will be opened up for the ground breaking, and a pile of dirt will be prepared for Saturday. 	Tower
02.08	<ul style="list-style-type: none"> • Emergency contact list to be sent to project team. 	Tower
02.09	<ul style="list-style-type: none"> • Waiting on Eversource for temp. power. 	
02.10	<ul style="list-style-type: none"> • Construction sign will be up after groundbreaking. 	Tower
02.11	<ul style="list-style-type: none"> • Site fence to be moved back by Tower. 	Tower
01.07	<ul style="list-style-type: none"> • Emergency contact list was sent by Maribel (Tower) and is to be revised and resent to the project team. 	Tower
01.08	<ul style="list-style-type: none"> • Project team to continue open communication with the library. Additional signage for the parking lot should be provided for enter/exit as well as possible re-striping for additional spaces. 	TOC/Tower
01.09	<ul style="list-style-type: none"> • The fire department is to provide a pad lock, CHA will coordinate. 	CHA/TOC
01.10	<ul style="list-style-type: none"> • The site logistics plan will be updated consistently with changes. The erosion plan called for a silt fence on the girl scout triangle, there shall be no work taking place on this area. 	Tower
01.11	<ul style="list-style-type: none"> • The police department will provide a security camera facing the site once temp power is up and running. 	CPD
01.12	<ul style="list-style-type: none"> • The construction sign will be installed next week. 	Tower
01.13	<ul style="list-style-type: none"> • Eversource has two work orders: fire pump and building are separate. 	
01.14	<ul style="list-style-type: none"> • The silt fence impeding library parking spaces should be moved back. 	Tower
	Submittals 04/22/2020	
09.14	<ul style="list-style-type: none"> • Open submittals: cold formed metal framing, and louver samples (holding off on color selection until the siding colors are chosen). 	JHA
09.15	<ul style="list-style-type: none"> • Tower is working on siding samples and working on trim submittal. 	Tower
09.16	<ul style="list-style-type: none"> • 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. 	Tower
09.17	<ul style="list-style-type: none"> • Sprinkler shops will be submitted early next week. 	Tower
09.18	<ul style="list-style-type: none"> • Coordination drawings will likely be submitted this week. 	Tower
08.06	<ul style="list-style-type: none"> • Tower/JHA discussing detention submittals, finalized and sent back to JHA. 	JHA
08.07	<ul style="list-style-type: none"> • Tower working on RFI to coordinate cell numbering and location of equipment, but will not hold up Jails submittals. 	Tower
08.08		Tower/JHA

08.09	<ul style="list-style-type: none"> Tower working on MEP coordination drawings with subs, identifying issues and shared progress with JHA. 	JHA
07.06	<ul style="list-style-type: none"> Doors and hardware has been submitted to JHA. Hardware for aluminum doors is within the aluminum doors package. 	JHA/Tower
06.07	<ul style="list-style-type: none"> Underground coordination drawings are open and being reviewed by JHA. Revised lumber will be submitted along with new sprinkler package. Upcoming submittals are D/F/H. 	JHA/Tower
05.07	<ul style="list-style-type: none"> Submittal turnaround is going well. Open submittals are framing, wall sheathing, detention equipment, stamped truss drawings: mechanical and truss manufacturer are coordinating clearances – a few minor adjustments are upcoming in a stamped drawing. Discussion on structural steel – there was an overhead wire in sally port that needs to be coordinated with steel. Markups will be upcoming. 	Tower
05.08	<ul style="list-style-type: none"> Trusses have been released to date; will be coordinated with mechanical. 	Tower
05.09	<ul style="list-style-type: none"> Submittals are still pending from Fabcour/Jails – with the current situation, Tower has been putting pressure on them to provide submittals. 	Tower
05.10	<ul style="list-style-type: none"> JHA provided locker numbering system to the Town; approved. 	Tower
04.07	<ul style="list-style-type: none"> Structural steel submittal has been returned. Trusses are a high priority. 	JHA
04.08	<ul style="list-style-type: none"> Expediting the frames for Jail Cells from Fabcour as there is a long lead time. 	JHA
04.09	<ul style="list-style-type: none"> Upcoming submittals are door/hardware, electrical and HVAC submittals are under engineers' review. 	Tower
03.07	<ul style="list-style-type: none"> SWPPP has been resubmitted for record. 	Tower/JHA
03.08	<ul style="list-style-type: none"> Discussion on windows, team approved fiberglass for exterior and interior by the Pella manufacturer as submitted by Tower. 	Tower/JHA
02.12	<ul style="list-style-type: none"> Hot submittals are structural steel, wood truss. Potential conference call to discuss steel questions on returned R&R submittal. 	Tower/JHA
01.15	<ul style="list-style-type: none"> Submittal log to be sent out and reviewed. Ongoing. 	Tower/JHA
01.16	<ul style="list-style-type: none"> Anchor bolts have been submitted and approved. 	
01.17	<ul style="list-style-type: none"> All rebar has been approved with the exception of the outbuilding (changed within ASI #001). 	
01.18	<ul style="list-style-type: none"> Structural steel was revised and issued on 2/18. 	
01.19	<ul style="list-style-type: none"> HVAC submittals are under review; there are (4) condensing units that are creating too long of a refrigerant run and will be relocated. 	JHA/Tower
09.19 09.20	<p>RFI's 04/22/2020</p> <ul style="list-style-type: none"> 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 	JHA

08.10 07.07 07.08 06.08 05.11 04.10 04.11 04.12 03.09 02.13 01.20	<p>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> <ul style="list-style-type: none"> One new RFI this week regarding Eversource and the pole on site. One open RFI #11 for Structural Engineer and upcoming RFI on dimensional questions. Security conference call scheduled for next Tuesday at 2pm with JHA, CHA, Tower, Dave S./Chief, and LanTel. One open RFI: JHA to update with contact information provided from the Town. Conference call upcoming next week (Tuesday at 1pm) to confirm each opening with D/F/H. Dave S. to coordinate the Town's vendor availability with Tower's vendors. Tower to send invite. No open RFIs at this time. No upcoming RFIs. Potential meeting with Steve Mahoney next week. Frost wall detail RFI sent over to structural engineer. There is only one outstanding RFI on who the integrated technology vendor will be. Planning a potential meeting with them for next week. Upcoming RFIs on communications/access control, antenna, and foundations. RFI log to be sent out and reviewed. Ongoing. 	<p>JHA/TOC JHA/Tower</p> <p>TOC/Tower/CHA</p> <p>TOC JHA TOC</p> <p>Tower</p>
09.21 08.11 07.09 07.10 06.09 05.12 04.14 04.15	<p>PR's, ASI's, PCO's 04/22/2020</p> <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. Revised changes regarding OH&P and site work. CHA and JHA to coordinate approval and signatures by Friday. JHA to update Tower's PCO log. No exceptions for #3, #4, and #8. Changes #7 and #9 need to be reviewed by OPM for T&M. #2 and #5 are for the outbuilding and need to be reviewed by JHA/CHA. CHA and JHA to coordinate the percentage markups with Tower. Tower working on wrapping up pricing for open changes. Reviewed open PCOs: #1 will be fully executed to hire Delta for fire protection; #2 is ASI-001, pricing is upcoming; #3 is the BDA credit, waiting on supplemental information; #4 is ASI-003 being reviewed with American Electrical; #5 is the alternate for the outbuilding and pricing is upcoming; #6 is the septic system pricing, void as we are proceeding with town's vendor. Conference call with radio tower sub: Cyber Comm. Site drawings and Geotech report to be sent to Kevin Jay. Foundation design upcoming in 2-3 weeks. (4)-4" conduits confirmed and acceptable. Cyber Comm. 	<p>Tower</p> <p>JHA/CHA</p> <p>JHA/CHA</p> <p>Tower/CHA/JHA Tower</p> <p>JHA/TOC</p> <p>JHA</p>

04.16	to contact JHA if needed. Proceeding with 90' radio tower as requested.	Tower
04.17	• ASI #004 direction needed to finalize underground coordination. Mechanical locations for (4) exterior condensers will be moved, but little to no effect on the coordination. JHA to have changes sent out by end of week.	Tower
04.18	• Pricing for the outbuilding alternate almost submitted, Tower is working on the final PR.	JHA JHA
04.19	• Relocation of the tank: forwarded to the team the revised scope with an explanation of the cost. Suggested to move 5-7' closer to building will provide savings, formal proposal to be provided.	Tower
04.20	• Releasing Change Proposal #1 in order to get Delta under contract.	Tower
04.21	• Change Proposal #3 was reviewed by JHA and engineers and recommended to accept the credit for BDA for \$31,268.05.	Tower
03.10	• Changer Proposal #4 for electrical riser revisions was submitted and reviewed by JHA, Tower to review/revise with electrical sub.	JHA Tower
03.11	• Change Proposal #2 for ASI 001 is upcoming.	Tower
02.14	• Change Proposal #5 is outbuilding (upcoming) and Change Proposal #6 is septic system (for record).	JHA
02.15	• Releasing Tower on the outbuilding alternate. The deadline is Monday 3/16 for updated pricing from subcontractors.	Tower/JHA
01.21	• Working with Delta on the relocation of the tank, changes will be made through shop drawings.	Tower/TOC
01.22	• ASIs are being priced by Tower Construction. Pending Eversource for ASI #003. Outbuilding scope still needs to be awarded to Tower.	JHA
01.23	• JHA to provide a formal request for removing the BDA (Town pursuing potential credit).	
	• Fire suppression scope has been re-bid and there is an ongoing discussion with Delta on the modified vertical section of the pump. There is a possibility to revise to a reinforced fiberglass tank. Ongoing.	
	• The outbuilding scope will need to be officially awarded to Tower as it will begin to affect the foundation scope and interior. Tower to submit pricing for review and will be decided on no later than April 15.	
	• Discussion to add bollards to the outdoor condensing units. JHA to review.	
Master Schedule		
09.22	• Master schedule was issued by Tower last week.	Tower
08.12	• Tower working on master schedule updated by end of this week.	Tower
07.11	• Tower to update master schedule to be submitted by next week.	Tower
06.10	• 3WLA schedule sent out: foundation walls, sitework, and electrical ductbanks ongoing. Library demo work will be incorporated. After walls and backfilling, then piers, and moving on to slab and underground utilities.	Tower
06.11	• Master schedule will be updated with losing about a week or two due to manpower and COVID-19.	Tower

05.13	<ul style="list-style-type: none"> Master schedule will continue to be updated pending any changes from COVID-19. 	Tower
04.22	<ul style="list-style-type: none"> Cyber Comm. coordination: plug in 3 week duration into schedule. Further activity with Cyber Comm to be coordinated into schedule. 	Tower CHA CHA/TOC
04.23	<ul style="list-style-type: none"> COVID-19 could affect the master schedule. 	
04.24	<ul style="list-style-type: none"> CHA will provide sanitation kits on site. 	
03.12	<ul style="list-style-type: none"> Town of Carver to meet with Cyber Comm. Any impacts to be coordinated with Tower's drawings and schedule. 	Tower Tower/TOC
02.17	<ul style="list-style-type: none"> Septic system proposal upcoming from Dig It. 	
01.24	<ul style="list-style-type: none"> Cyber Comm has been selected as the radio tower vendor. Their schedule durations will need to be added to the overall schedule; a coordination meeting should be set before excavating for footings. 	Tower/TOC
01.25	<ul style="list-style-type: none"> Septic system should be added to the master schedule; durations and activities to be coordinated between Tower and the Town's vendor. 	
Certified Payroll 04/22/2020		
09.23	<ul style="list-style-type: none"> Missing certified payroll reports from Dig-It, American Electrical, S&S 	Tower
08.13	<ul style="list-style-type: none"> Missing certified payroll reports from S&S and American Electrical. 	Tower
07.12	<ul style="list-style-type: none"> Missing certified payroll reports from S&S. 	Tower
06.12	<ul style="list-style-type: none"> Certified Payroll reports are ongoing. All reports should be sent weekly to CHA: Joe and Alyssa. Ongoing. 	
As Built Drawings 04/22/2020		
09.24	<ul style="list-style-type: none"> As Built Drawings should kept in site trailer and will be updated weekly and checked periodically by CHA. Ongoing. 	Tower/CHA
Requisitions 04/22/2020		
09.25	<ul style="list-style-type: none"> Received payment for Requisition #2. Pencil req. to be submitted early next week for April. 	Tower
08.15	<ul style="list-style-type: none"> Hard copies of signed Requisition #2 were sent to the Town. 	JHA
New Business 04/22/2020		
09.26	<ul style="list-style-type: none"> Tracking: Steve Mahoney is still working on IT quotes. 	TOC
09.27	<ul style="list-style-type: none"> Proceeding with epoxy coated steel wet-well tank. 	Tower
09.28	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Structural field report to be distributed to all. 	CHA

09.31 09.32	<ul style="list-style-type: none"> • Pre-slab meeting can be held as a conference call. • 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 include would be appreciated. 	Tower JHA
09.33	<ul style="list-style-type: none"> • Tower's office is working on setting up a Drop Box. CHA to send out progress photos to the group. 	Tower/CHA
09.34	<ul style="list-style-type: none"> • Bill commented on the progress and is appreciative of Tower's hard work under the current conditions. 	TOC
08.16	<ul style="list-style-type: none"> • IT/security conference call took place Tuesday 4/14 to coordinate D/F/H. All open items solved. JHA sent over door contact information to Tower for prepping frames. 	
08.17	<ul style="list-style-type: none"> • Chief Duphily emailed Steve Mahoney who is actively working on IT quotes. Ongoing. 	TOC
08.18	<ul style="list-style-type: none"> • Tower working with Dig It to coordinate work activity schedule by the library. 	Tower
08.19	<ul style="list-style-type: none"> • Delta proposed a steel wet-well tank out of the same manufacturer as the cistern. It included an epoxy coating with a 30-year warranty. The engineer commented that it is a 30-year solution which will be difficult to replace. Concrete was a life-time solution. The fiberglass is less than 30 years; looking for the best long-term solution. 	Tower/JHA
08.20	<ul style="list-style-type: none"> • Structural engineer Bill Fluhr will be on site Thursday 4/16 at 7:30am to review the foundation. He will issue a field report after the visit. 	TOC
07.14	<ul style="list-style-type: none"> • No PO has been issued for the radio tower vendor yet. 	TOC
07.15	<ul style="list-style-type: none"> • The check for PA #1 will be cut today, check for PA #2 will be cut next week. 	Tower/TOC
07.16	<ul style="list-style-type: none"> • Handwashing station will be required on site. 	TOC
07.17	<ul style="list-style-type: none"> • Bill and Chief thanked the team for continued coordination. • ASI #8 – control for detention shower with on/off function and temporary valve for temperature will be changed/added. 	JHA
07.18	<ul style="list-style-type: none"> • When plumbing and mechanical shops are back from subs' coordination drawings, Tower to send to BER for a review discussion. 	Tower
07.19	<ul style="list-style-type: none"> • Tower/CHA to coordinate opening up a Drop Box Professional site. • Trailer supplies will be dropped off this week. • IT/security call for next week to be scheduled. 	Tower/CHA
07.20	<ul style="list-style-type: none"> • Preliminary radio tower drawings to be coordinated with sitework. No issues with the design. 	Tower/JHA
06.14		
06.15	<ul style="list-style-type: none"> • Draft requisition to be updated with comments. The final electronic copy should be sent to JHA, CHA, and then to the Town. Hard copies will be sent to JHA and JHA will forward to Bill instead of Town Hall. 	Tower
06.16	<ul style="list-style-type: none"> • Hand sanitizer on site; Tower ordered additional supplies. 	
06.17	<ul style="list-style-type: none"> • Dave S. informed the team that a road construction sign was added and speed limit was lowered to 15 MPH on Center Street. • Added safety protocols due to COVID-19; due to new essential services issued, this project seems to qualify. Tower to open RFI. 	TOC/Tower Tower
06.18	<ul style="list-style-type: none"> • Town to issue the new executive order deeming construction essential through the Town's website. 	Tower/JHA/CHA

06.19	• Printer will be dropped on site by the end of week.	Tower
06.20	• IT items: door security info. needed but the contact is out due to school shutdown. Town is coordinating a meeting.	TOC
06.21	• Preliminary radio tower drawings were received; official drawings will be issued after a purchase order. They have received Geotech reports.	Tower
05.16	• CHA has been on site and requested additional full bricks for the rebar install.	TOC/CHA
05.17		
05.18	• JHA and TOC would like to receive OPM daily reports weekly; all inspections and field reports should also be circulated to the project team.	Tower
05.19	• T&M slip for Dig It work needs to be finalized.	TOC
05.20	• Draft requisition will be sent for March.	TOC
	• CHA requested possible hand wash station on site.	Tower
	• Prevailing wage rates to be sent to Cyber Comm to JHA.	
05.21	• Office supplies for trailer, Kevin from Tower to pick up and bring to site. Tower working with Verizon for internet.	CHA/JHA
05.22	• Dave Geisser from Briggs was on site for test pits, found organic material and replaced it with stone. Report will be issued.	
05.23	• Application #1 addressed and sent to Town of Carver, Town Admin. for signatures and should be paid in approx. 2 weeks.	Tower/CHA
04.27		Tower
04.28	• Dig It found unsuitables in back corner of site, received list and summary. To be sent to the project team for review.	Tower
04.29	• Emergency contact list has been issued.	JHA
04.30	• ASI #002 pricing is upcoming. ASI #004 moving condensing units over near the sally port based on submittal information.	Tower
04.31	• Dave S. to be added to distribution list to begin receiving construction and testing reports.	CHA
03.15	• Addendum 2 and half size was ordered from Projectdog and should be delivered this week.	TOC
03.16		Tower
03.17	• A piece of old foundation was found on site, Dig It will shoot the top to see if it will conflict with any utilities. Tower to follow up with RFI for tracking purposes. The known area will also be clouded on the as-builts for future reference.	Tower
02.20		CHA
02.21	• Alternate for tanks was discussed, JHA to provide feedback.	
	• The conformed set of drawings are available on Projectdog. All requests for electronic copies and CADD files can be sent to JHA. CHA has printed the conformed set for the Town.	CHA
02.22		Tower
01.28	• Briggs is confirmed as the Independent Testing Lab (ITL) on this project. The structural engineer and building commissioner should be included on the report distribution.	
01.29	• The statement of special inspections reflects the required testing for the project; parking lots are optional but can be considered. The building official and the Town should sign for JHA's affidavit.	JHA CHA
01.30	• Integrated technology scope is owned by the Town. Steve Mahoney is working on this. Ongoing.	CHA
01.31		
01.32	• Subcontractor meetings will be every Wednesday at 9am on site. CHA to attend.	CHA
01.33	• Weekly construction meetings will be every Wednesday at 2pm.	TOC/CHA

The next Carver Police Station meeting is scheduled for Wednesday, April 29th 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.