

MEETING NOTES



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

MEETING: 042

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

Meeting Date: January 13, 2021 at 1:00pm
Next Meeting: January 27, 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 ☐
- 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 01/13/2020	
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/CHA
41.15	• Commissioning startup to potentially begin the week of 1/13 pending permanent power.	TOC/JHA
41.16	• Flooring prep needs to take place at high density storage, Aurora delivery dates TBD.	Tower
40.01	• Barber to return for misc. touch-ups.	Tower
40.02	• Locker installation taking place this week.	Tower
40.03	• Ceiling tile to begin after above ceiling inspections.	Tower
40.04	• Interior glass to be installed at the end of this month.	Tower
40.05	• Interior door/frame paint continues this week.	Tower
40.06	• AEC is working on an electrical inspection for permanent power.	Tower
40.07	• Floor tile installation continues.	Tower
40.08	• Downspouts and transitions continue next week.	Tower
40.09	• Central Ceiling to continue outbuilding ceiling grid. Will install escutcheons in main building next week.	
40.10	• Casework install continues with wainscoting.	Tower
40.11	• Bathroom accessories scheduled for 29 th and 30 th	Tower
40.12	• Site fire protection and fire pump room work continues next week.	Tower
40.13	• Fencing continues this week and next. Sitework, loam, and curbing to take place next week.	Tower
40.14	• HVAC outbuilding heaters installed in the ceiling.	Tower
40.15	• Main building attic insulation is 100% completed.	Tower
40.16	• Overhead door at the outbuilding upcoming.	Tower
40.17	• Heater to be installed at outbuilding for painting/finishes.	Tower

40.18 40.19	<ul style="list-style-type: none"> Friday 12/18 confirmed for overhead inspections. Fire department walked through on Tuesday 12/15 will respond with the minor issues noted. 	Tower Tower
42.18 42.19 41.17 40.20	Site Logistics & COVID-19 Impacts 01/13/2020 <ul style="list-style-type: none"> Tower continues to monitor COVID-19 prevention. Division 10 is in quarantine until 1/22/21. Tower continues to monitor COVID-19 prevention. Tower continues to monitor COVID-19 prevention. 	Tower Tower Tower Tower
42.20 41.18 40.21	Submittals 01/13/2020 <ul style="list-style-type: none"> Keying to be resolved for interior vestibule door. No hot submittals. No hot submittals. 	JHA
42.21 41.19 40.22	RFI's 01/13/2020 <ul style="list-style-type: none"> One new RFI from AEC on the fire pump compressor; response issued. Clarification of mailbox numbering TBD. Coordination issue with lights and diffusers in the corridors; will be proceeding with the change to address the 1" gap. 	JHA Tower/JHA Tower
42.22 42.23 41.20 40.23 40.24 40.25	PR's, ASI's, PCO's 01/13/2020 <ul style="list-style-type: none"> 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. Dig It will make temporary handicap ramps for C of O, DPW will provide temp striping. Working on electrical pricing for conduit regarding uplighting. New ASI sent out for coordination of window shades/lighting controls within the podium in Training Room. 	Tower Tower JHA Tower/TOC Tower Tower
42.24 41.21 40.26	Master Schedule 01/13/2020 <ul style="list-style-type: none"> Master schedule update upcoming; on schedule, no delays. Master schedule update upcoming; on schedule, no delays. Master schedule update upcoming; on schedule, no delays. 	Tower Tower Tower

42.25 41.22 40.27	Certified Payroll 01/13/2020 <ul style="list-style-type: none"> • CHA to send over log to identify missing CPRs. • CPR update sent by Tower, under review by CHA. • CPR update upcoming; public records request received and closed. 	CHA CHA Tower
42.26 41.23 40.28	As Built Drawings 01/13/2020 <ul style="list-style-type: none"> • Dig It's as-built to be submitted next week; AEC & Delta's upcoming. • Dig It, AEC, Delta as-builts upcoming. • Dig It and AEC as-builts upcoming. 	Tower Tower Tower
42.27 41.24 40.29	Requisitions 01/13/2020 <ul style="list-style-type: none"> • Requisition #11 submitted for payment. • Requisition #11 draft upcoming. • Requisition #10 check will be cut next week. 	Tower Tower TOC
42.28 42.29 42.30 42.31 42.32 42.33 42.34 42.35 42.36 42.37 41.25 41.26 41.27 41.28 41.29 41.30 41.31 41.32 41.33 41.34 41.35 41.36	New Business 01/13/2020 <ul style="list-style-type: none"> • 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. • Hareld Glass & Tower coordinated the egress door hardware. • Brian Humes visited the site 1/12 and issued comments/observations. • Discussion of two additional rollers at the bottom of the gate. • Exterior signage to be covered from the public view until opening. • Admin. conference #142 needs a matching column enclosure. • Epoxy floor was done including the numbering and footprints. • Tracking radio tower delivery date. • Programming for the lobby door chime to be coordinated. • Permanent power pending Eversource work. • BER conference call TBD for energy credits. • Tracking conduit for the fiber line. • New pole bases upcoming for the flag pole. • Window shades have been coordinated in the training room. Controls clarified within RFI-40. • Pricing upcoming for the additional mirrors in the outbuilding. • Tower following up with Dig It on site signage. • Egress door hardware is being coordinated with Hareld Glass. • Coordinating meeting regarding Communications Room 114 upcoming; AEC, Ockers, New Era, E911 and Cyber Comm. • Concern with potential echo in interview rooms, discussion of 	TOC TOC JHA CHA Tower JHA Tower Tower Tower Tower TOC TOC JHA TOC Tower Tower Tower Tower Tower TOC/CHA JHA

41.37	acoustical properties in that room to avoid echo.	Tower
41.38	• Final pricing of the road sign upcoming, Tower to confirm lead time.	Tower
40.30	• Doors will be delivered next week.	TOC
40.31	• Radio tower is paid, 10 week lead time from S&S.	TOC
40.32	• New Era will be back on site Friday for the intercom work.	TOC
40.33	• Discussion about programming chime on the public door.	Tower
40.34	• Permanent power upcoming next week.	JHA
40.35	• Rich from BER available Friday for a phone call regarding energy credits.	TOC
40.36	• Fiber line upcoming; Comm Tract will need to be coordinated.	CHA
40.37	• Commissioning meeting to be scheduled after permanent power.	Tower
40.38	• New flag pole bases ordered and to be installed.	Tower
40.39	• Window shade subcontractor was back on site to field measure.	TOC
40.40	• All contractors signed and coordinated for Cyber Comm & Northeast.	CHA
	• Ship dates received from WB Mason, need 2-3 weeks' notice for installation.	
40.41	• Dave S. requested local vendor pricing for equipment/appliances.	TOC
40.42	• Walls to be measured for additional mirrors in the outbuilding gym.	Tower
40.43	• Transaction drawers to be installed by Tower, fire station is requesting to have the same unit installed.	TOC
40.44	• Water for the cistern is by the Town, fuel for the generator is by AEC.	TOC/Tower
40.45	• Traffic signage upcoming; coordinating with Dig It.	Tower
40.46	• Hardware issue at the egress door at the Training Room was forwarded to Hareld Glass.	Tower
40.47	• JHA will help to print the name tags for the interior signage.	JHA

The next Carver Police Station meeting is scheduled for Wednesday, January 27th 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.