

Hardypond Construction

South Windham Fire Station

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|----------------------------|-------------------------|------------------------|---------|
| Meeting Location | 33 Main Street, Windham | Time: | 8:00 AM |
| Report #: | 6 | Date: | 8/3/16 |
| A/E Project Number | 15173 | Owners Project Number: | |
| Contractor Project Number: | 1607 | | |

Attendees;

| Name | Firm | Initials | Present | Name | Firm | Initials | Present |
|-------------------|------------------------|----------|---------|----------------|------|----------|---------|
| Deirdre Wadsworth | Hardypond Construction | DW | X | Peter Anderson | SMRT | PA | |
| Bob Gaudreau | Hardypond Construction | BG | | | | | |
| Dave Norton | Hardypond Construction | DN | X | | | | |
| Tony Plante | Town of Windham | TP | | | | | |
| David Mains | SMRT | SM | X | | | | |
| Brent Libby | Windham Fire | BL | X | | | | |
| Jim Poitras | Gorham Fire | JP | X | | | | |
| Ken Thorpe | Windham Fire | KT | | | | | |

This confirms and records our interpretation of the discussions which occurred and our understanding reached during this meeting. Unless notified in writing within seven days of the date below, we will assume that the following interpretation or description is complete and accurate.

| Item | Description | Action By | Closed |
|------|--|--------------------|--------|
| 1 | PCO credit for bath accessories supplied by owner for Hardypond installation. | DW | |
| 2 | Trenching- BG noted that when he excavated for the trenches he found the underground power lines to be 4" below the slab not 18" which is standard and what he expected. DM agreed that was abnormal and asked that HPC noted where the power was found on the record drawings and supply an overhead solution. Panel SP1 was affected. HPC will provide a PCO for the cost of the new line. 7/6- DW to provide PCO for additional work by electrical subcontractor. 7/20- DW sent PCO to SMRT for review on 7/19. | BG DW DM | |
| 3 | The grating in the floor trench boxes is installed. DM noted that there needs to be greater amount of space between the edge of the grating and the trench side. The objective is that the grating is loosely sitting in the trench, not tight to the sides. 8/3- This is still outstanding and will be a focus once the roof structure is up. | DN | |
| 4 | New items discussed on 8/3/16: | | |
| 5 | Discussed the splice needed for the purlins needed. The manufacturer sent the lengths for the bays with too short of a span and the difference will be made up using a splice piece that will attach to two different purlins. DW will send submittal for reference and record drawings when it is available from the supplier | DW | X |
| 6 | DN gave a schedule update. The earthwork started and the subcontractor is waiting on the last precast structure to arrive to tie into the drain lines, following that he will concentrate on the concrete pads. The siding material has arrived on site and will become a priority following the purlin install. And the steel roof supports (purlins) are the primary focus and will begin as soon as the splice pieces arrive. | DN | X |
| 7 | Draft updated schedule supplied by DW. BL suggested a line item be added for each owner supplied item so that the required materials are on site when needed. | DW | |
| 8 | Discussed the estimated cost of the suppression hood. DW is still waiting on the roofing and ductwork costs to come through before finalizing the PCO. | DW | |
| 9 | DM noted that Tony at SMRT is leaving and a new engineer will be assigned to the civil portion of the project. | DM | X |
| 10 | | | |
| 11 | Next meeting is August 17th, 8AM at the site. Following meetings are scheduled for 8/31, 9/7, 9/21, 10/5. | | |
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Attachments: ____

Prepared by: Deirdre Wadsworth

Date:8/1/16

Copies: x Attendees ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ x File
