

JAY WHITE, ARCHITECT, PLC

100 STATE STREET, SUITE 230, MONTPELIER, VERMONT 05602

Phone: (802) 793-1850

Email: jaywhitevt@gmail.com

ROYALTON MUNICIPAL BUILDING

PRE-CONSTRUCTION MEETING #3

Date of Meeting: May 13, 2015

MEETING MINUTES

Attendees: Phil Gates, Selectman
Patrick Redden, Upland Construction
Jay White, Architect

SCHEDULE: Project is on schedule.

ITEMS PENDING:

1.5. 2" empty PVC conduit line will be installed from the electrical room to the site north of the building. Cost is not yet determined. Item will be part of Change Order #1.

1.12 Patrick will price a Change Order to add a fire alarm system to just the Lock Up area. Jay sent requirements to Patrick in an email dated May 14, 2015. Cost is not yet determined. Item will be part of Change Order #1.

2.2 Bollards shown on site plan to protect septic tank will be installed to protect gas tank instead. Gas tank is to be provided by the gas supply company by specification (page 118) and can't be buried unless we buy it. We agreed to not buy or bury it as it is behind the building and easier to maintain if it is not buried. It was not specified to be buried so there is no credit or change order for this item pending.

2.7 Jay visited the site late Tuesday afternoon May 12 (about 5:45) to observe foundation wall reinforcing. Jay notified Patrick by email that same evening with a request to lower the top horizontal reinforcing bar or move it over from the wood block that forms the shelf for the slab to assure 3/4" coverage of concrete as specified. The rest of the reinforcing appears to be as specified and detailed. Patrick and the concrete sub-contractor took care of the top horizontal bar issue before the pour on Wednesday morning.

NEW BUSINESS:

3.1 Phone line will need to come from pole behind building since there is no phone line on the pole where the electrical service will be fed as we originally suspected. We agreed this new phone line will be underground and may be in the same trench as the empty PVC conduit for future electrical service to buildings north of this one. Cost is not yet determined. Item will be part of Change Order #1.

3.2 Foundation walls are now poured and look good. Patrick is installing galvanized anchor bolts.

3.3 We decided to delete the two Panasonic fans, ducts, security grilles and dampers in the Booking and Interview rooms as these were specified to be there in the event we could not afford air conditioning (see paragraph B3, on page 118 of the Specifications) and there are no windows in these rooms. Since the contract now includes ventilation and air conditioning in all three zones where it was listed as an add-alternate in the bid, these fans, ducts, security grilles and dampers are not required. No special security related to air conditioning is required; air can be fed from above dropped ceilings in both rooms. Savings is not yet determined. Item will be credited as part of Change Order #1.

3.4 We decided to delete the plywood over the vault since the insulation can be supported on top of the 2-hour fire assembly added around the 4-hour vault in Addendum #1. Savings is not yet determined. Item will be credited as part of Change Order #1.

3.5 We decided to delete the footing drain since the soil drains very well at that level and there is not a convenient place to daylight the footing drain. Savings is not yet determined. Item will be credited as part of Change Order #1.

3.6 2" Rigid insulation will be installed on the INTERIOR of the foundation wall as detailed on the drawings. Damp-proofing will be sprayed on the EXTERIOR of the foundation walls below ground level only, so it will not be seen above grade. Bituminous water proofing is not required.

NEXT JOB-SITE MEETING: 10:30 AM, May 20, 2015