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ROYALTON MUNICIPAL BUILDING

CONSTRUCTION MEETING #6

Date of Meeting: June 3, 2015

MEETING MINUTES

Attendees: Phil Gates, Selectman
Rose Hemond, Royalton Administration and Finance Manager
Kevin Hodgdon, PMB Concrete
Colby Hodgdon, PMB Concrete
Patrick Redden, Upland Construction
Jay White, Architect

SCHEDULE: Project is on schedule.

ITEMS PENDING:

4.2 Pay Requisition #1 was processed and includes the concrete slab installed today. Exterior concrete aprons and the vault concrete will be in a subsequent requisition.

4.5 Change Order #1 will include these items:

- Add for Fire Alarm System in Lock Up area
- Add for trench and PVC conduits for EC Fiber and Phone line from rear pole.
- Add for trench and PVC conduit for future electrical service north of existing paved area
- Deduct for not installing footing drains due to well drained soils.
- Deduct for deleting one Panasonic fan (serving two rooms) ducts, security grilles and dampers in the Booking and Interview rooms as building base price includes HVAC for these areas.

June 3: Proposed costs for Change Order #1 were reviewed and mix of adds and deducts was approved by Jay and Phil. Jay will prepare CO #1 using USDA form; it will be processed at the next job meeting. It is agreed that savings for deleting plywood over the vault is offset by the need for the walls around the vault to be a bit taller in order to assure all of the cellulose insulation is contained above the ceiling.

5.4 Patrick said he will mark up a plan indicating location of under slab utility lines. Jay will put these on the drawing so we have it in electronic format for Royalton's records of what lines are where.

NEW BUSINESS:

6.1 Jay will attend the Selectboard meeting at 6:30, June 9 to confirm and review building exterior colors, carpet tile selection and vinyl floor selections.

6.2 Patrick asked what backset is used on the doors. The current invoice prepared by Boones Locksmith Shop indicates that the new locksets will have a backset of 2 3/8". Jay has a call into Boones and also wants to confirm logistics of getting the locks to Patrick. Boone's price includes installation, as does the price from Upland, so we need to confirm which contract will be credited so the Town does not pay for this service twice.

6.3 Patrick said the gas company says it is okay to bury their tank, even though the town will not be buying it. We discussed the pros and cons of doing so, and decided to have the tank buried at the location indicated on the site plan, 10' from the building. The two bollards already in the contract will be used to protect the top of it.

6.4 Jay confirmed that both doors to the meeting room between the Listers and the Clerk will have half-light glass doors and essentially be the same kind of doors specified for the Interview and Holding rooms in the Police Department.

6.5 The slab was poured this morning; control joints will be cut in after it cures some. We confirmed that the slab is indeed reinforced with shredded fiberglass as specified. Jay had looked at the reinforcing in the slab the on Tuesday afternoon (June 2) with Patrick and found it to be in accordance with the specifications.

POST MEETING NOTES:

6.6 Jay reviewed the Fire Pro Tech Vault Fire Suppression System. Jay APPROVED it as submitted but asked that Fire Pro Tech submit directly to the Division of Fire Prevention as Assistant State Fire Marshal Paul Spicer says they need a separate permit for it that also shows they have the stamp and credentials to design it.

NEXT JOB-SITE MEETING: 10:30 AM, June 10, 2015