



08.06.2019

MEETING MINUTES

Attendees: Jay White, Patrick Redden, Cynthia Dalrymple, Theresa Manning, John Dumville, Pam Levasseur, Ezra Morency

SAFETY

1. PPE
 - a. All are wearing the proper PPE
 - b. Check hard hats
2. Not leaving tools and construction material around job site
 - a. No problems. Clean and Organized

CONTRACTORS ON SITE

1. 2 workers from Upland Construction on site
2. Electrical contractor onsite
3. Mason contractor onsite
4. Oil contractor onsite

DISCUSSED

UPLAND CONSTRUCTION

1. Hard hats
2. Complete Fire alarm pricing (DONE)
3. Labor and materials price for Accent Lighting Donor Wall (DONE)
4. Emergency light added at top of stairs (DONE)
5. Stair tread rubber/vinyl see if there is a narrower option than the proposed 8"
 - a. DONE leave as is. As specified in original proposal.
 - b. Black color
 - c. Bullnose facing
6. Price for electrical contractor to run data lines
 - a. Not yet
7. Price sidewalk to trash (DONE)
8. Price joists added to drilled ones and to strengthen old ones (DONE)
9. Price for changing of existing lights in the History room
 - a. Not yet
10. Install blocking for TV mount and pulldown screen
 - a. Projector screen at East end, surface mounted (DONE)
 - i. Mount with 2 lag eye hooks
 - b. TV on elevator wall
 - c. Patrick has cut sheet for TV. To be done
 - d. Library will Pick Height for TV after meeting (DONE)
11. Proposed location of Rinnai heaters confirmed by supplier (DONE)



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12. Close off base of stair
 - a. Rainy day work (DONE)
13. Water fountain at Children's area
 - a. Set upper one to meet regular ADA not child ADA
 - b. Switch sink in (Maker Space Area) with Water Fountain in (Children's Library)
14. Steel landing platform
 - a. One Strapping layer and one drywall layer (WILL BE DONE)
15. Main Room Lighting
 - a. Shift Lighting West to center the lights on the Main Beam
 - b. Bondo holes in metal beams
 - c. Perimeter Lights would not be centered in space
 - d. Same lighting specs 2' center lights, 3' perimeter lights
 - e. NEW DRAWING BY JAY WHITE shows new layout
 - f. Need pricing from Patrick for this
 - g. Possibly remove wire mold. Patrick will look into this
 - h. Library Contingency
16. Benches outlets on one side of bench
 - a. Outlets on side toward the front of the bench, beyond the face of the bookcases
 - b. Provide child tamper proof outlets at benches on First Floor
 - c. Metal flex whips for outlets, since it is open to below
 - d. Patrick price child tamper proof outlets in all locations in children's area (109)
17. Question to electrician: All home runs are needed for the fire alarm?
 - a. If the above is true, it would allow the Library to remain open.
 - b. ANSWER: Not required on this system
 - c. Came up with a plan to keep existing fire alarm running throughout construction
18. Water heater
 - a. Keep the same existing one from before
19. Breakroom floor
 - a. Bring concrete up to same level
 - b. Remove cleanout in chimney
 - c. Upland contingency pay for
20. Bring next Pay Request (DONE)
21. Fire pack outlets into elevator shaft
22. Nail Plates

JAY WHITE

1. Draw plan showing sidewalk to trash (DONE)
2. Get sizing of projector screen (DONE)
 - a. 6' wide x 4' high
3. Make a formal proposal for Main door to be stained and not painted
 - a. Patrick will correct door schedule and resubmit for Jay to approve
4. New door and lock submittal
 - a. Still Needs updating
5. New drawing showing location of Distribution Box for Heat Pumps (DONE)



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6. Redraw main room lighting layout (DONE)
7. Fix last pay request: Library's amount is more than what the electrician billed (DONE)
 - a. Will be fixed on the next pay request

LIBRARY

1. IT Pricing
 - a. Find out how many wireless access points are needed
 - b. Decision made to go with KEY Communications
2. Trash decision for receptacle
 - a. Take to the board meeting tonight
3. TV mount size and location for blocking (DONE)
 - a. Check height after meeting (DONE)

TOWN OF ROYALTON

1. Will the Fire alarm monitoring service be paid for by the Town of Royalton?

SCHEDULE

1. OK
2. Brick veneer almost done.
3. Line sets done by beginning of next week
4. Then start insulation Friday
5. Drywall to follow

OPEN

1. Send approved shop drawings and submittals to VIS (being done regularly)
2. Where old entry roof was; we are going to Replace this section with reused old bricks to get the best match.
3. Concrete cuts fill in with color matching with mortar or sand mix
4. Bench on second floor for Teenagers.
 - a. Wired, attach to floor and outlet in floor for bench to plug into
5. Whose contingency pays for:
 - a. Moving of main room lights LIBRARY
 - b. Breakroom floor concrete UPLAND
 - c. Child tamper proof outlets at benches
 - 2 Should there be ones at other locations in children's area? LIBRARY
 - d. Additional framing/drywall and door for distribution box of heat pumps UPLAND
 - e. Additional locks UPLAND
6. Move-switch sink for water fountain in children area LIBRARY

Theresa will be gone the week of 8/12. Patrick will be gone 8/19-8/23.



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BUDGET

Original Contract Sum:		737,451.00
Concrete Cutting Up Charge:		2000.00
Windows: Change to standard finish		-700.00
Windows: Change to standard hardware		-2000.00
Steel beam/posts not required below Main Floor Arch:		-500.00
Credit Electric baseboard heat		-2582.00
Elevator Model Change		-3054.00
Earthwork revised quote Northwoods vs Peeler		-14,950.00
Add 12" Cellulose at existing Attic		1840.00
Add 3" Sound insulation between floors		3450.00
Add Automatic door opener (handicap paddles)		3220.00
Add Concrete dumpster pad		1380.00
Add Electric baseboard heat at Vault area		1035.00
Temp Electric Service		977.74
Upgrade Electric Service to 300 amps		2180.00
Add Rinnai Backup Heaters		11960.00
Additional Joists sistered onto drilled joists		
Additional joists added to strengthen old joists		
Additional emergency light		
Adjusted Fire Alarm pricing		
Breakroom add concrete to make level		
Total Savings:		-23,786.00
Total Upcharge:		+28,042.74
Total Change Orders:		4256.74
Upland Original Contingency:	19,550.00	
Total Change Orders:	- 4,256.74	
Upland Adjusted Contingency:	15,293.26	
Total Cost of Project:		737,451.00



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Library Contingency:

Add 3 window seats	2070.00
Granite Corner Stone:	Library Pay Directly
Plaques:	2986.00
Bench:	
IT:	2344.13
Fan:	571.00
Trash Receptacle:	
Accent Lighting for Donor Wall	
Change of Existing Lighting in History Room	
Sidewalk to trash	
New Lighting layout for Main Room	
Child Tamper Proof Outlets	
Switch sink location with water fountain location (109, 112)	

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