



08.13.2019

## MEETING MINUTES

Attendees: Jay White, Patrick Redden, Cynthia Dalrymple, 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
3. Cleanup job site

### CONTRACTORS ON SITE

1. 2 workers from Upland Construction on site

### DISCUSSED

### UPLAND CONSTRUCTION

1. Price for electrical contractor to run data lines
  - a. Not received yet
2. Price for changing of existing lights in the History room
  - a. Have DONE
3. Main Room Lighting new layout
  - a. Need pricing from Patrick for this
4. Benches outlets on one side of bench
  - a. Patrick price child tamper proof outlets in all locations in children's area (109)
  - b. Not received yet
5. Breakroom floor
  - a. Possibly do the whole floor level of existing concrete floor; because the floor is very uneven
    - i. Would be very costly to shim the whole floor
    - ii. Dead spaces would be below the rigid insulation
    - iii. Patrick will price
6. Fire pack outlets into elevator shaft
  - a. Will be done on 08.14.2019
7. Nail Plates
  - a. Was looked at
8. Meeting Minutes Approved
9. 08.14.2019 Site Cleanup Day



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10. Wainscot to cover up concrete
  - a. Patrick price then Jay will draw
  - b. Drywall with wood cap
11. Bench for teenagers
  - a. Wall bracket mounted table, no legs
  - b. 22" deep
  - c. White oak or red oak Patrick price
12. Patrick price book racks
  - a. One additional one for the Main room to match the short one (5'-5-1/2", with a matching small front bookcase)
  - b. 5 book racks for the addition (5'-5-1/2")
13. Furniture layout
  - a. Library will discuss with the board
  - b. Jay will bring updated plan for next week
14. EC Fiber is requesting the conduit to be cut so the cable can be run from the pole to a junction box on the outside of the building.
  - a. Then additional conduit would go from this junction box to the inside of the building
  - b. Patrick will take care of this
15. Talk of additional parking, right of way drive to the South of the building
16. Cynthia gave Ezra the Scope of Work for HUD
  - a. Ezra will scan and send copies to Patrick and Jay

#### JAY WHITE

1. 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 (DONE)
2. New door and lock submittal
  - a. Still Needs updating (DONE)
3. Fix last pay request: Library's amount is more than what the electrician billed (DONE)
  - a. Will be fixed on the next pay request (DONE)
4. Jay will revise plans for emergency exit step location
5. Jay will revise plans for swing of door into Office (it will now be LHR)
  - a. Revise door schedule to reflect the change

#### LIBRARY

1. Trash decision for receptacle
  - a. Take to the board meeting tonight 08.06.2019
  - b. DONE

#### TOWN OF ROYALTON

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

**SCHEDULE**

1. OK
2. Brick veneer done.
3. Insulation done
4. Drywall stock tomorrow start Thursday

**OPEN**

1. Send approved shop drawings and submittals to VIS (being done regularly)
2. Coat Racks location
  - a. See if ok in the entry vestibule
  - b. Pegs for coat racks. Not shelves and rod
  - c. One lower and one higher peg board in Children Area?
  - d. One peg board in Entry Vestibule?

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	
Additional Locks and Doors	
Additional Framing/Drywall for Distribution Box / Heat Pump	
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
IT:	2344.13
Fan:	571.00
Trash Receptacle:	549.00
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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