

**BRUCE CAHOON WATER TREATMENT PLANT
AND APPURTENANT WORK
HARWICH, MASS**

**PROJECT PROGRESS MEETING #12
April 22, 2011**

MEETING MINUTES

I. ATTENDEES

Craig Wiegand, Harwich Water Department
Paul Costello, Polaris Consultants
Ted Galeota, Weston & Sampson (W&S) CMR
John Hanifin, W&S CMR

II. OUTSTANDING CONTRACT AWARD DOCUMENTATION

No outstanding contract award documents. The Bruce Cahoon Water Treatment Plant Agreement was authorized on September 28, 2010 and the Notice to Proceed was issued on October 14, 2010. The scheduled completion date is October 14, 2011.

III. SUBMITTAL REVIEW

The submittal review to date is summarized on the Submittal Log dated April 1, 2011 and provided in Attachment One. Since the last meeting, the Exhaust Fan (#32.6), and Ductwork (#32.7) submittals were reviewed by RW Sullivan; the Metal Building span submittals were reviewed by DiMarinisi & Wolfe; and the Pre-cast Planking Submittal (#34.1) has been reviewed by Lin Associates. The Pre-Cast Planking and Metal Building has been approved for fabrication.

The Instrumentation and Controls submittal (#27) remains a critical path item and was resubmitted the week of April 18th. The submittal is under review by Bill Ellis.

Polaris provided W&S with a letter in response to the Building Departments Fire Alarm comments and the information has been submitted to the Town, along with the proposed propane tank location. W&S has received a verbal approval from the Building Department.

IV. SCHEDULE ISSUES

W&S submitted a revised schedule (#5.4) to the Town. The critical path items remain the delivery of the Pre-Cast Planking, Metal Building and Filters. The Pre-Cast Planking is now scheduled for the week of May 16th, the Metal Building is scheduled for May 30th through June 24th, and the Iron and Manganese Equipment is scheduled for the week of June 13th. The planking and building are about a month behind schedule; however the filters remain on schedule.

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Overall, the Metal Building construction has become the critical path and will drive the final schedule. Miscellaneous items (such as site grading) have lagged as a result.

V. FORESEEABLE FOUR WEEK SCHEDULE OF ACTIVITY

During the next four weeks, W&S CMR plans to conduct the following tasks:

1. Continue with submittals;
2. Finalize Permitting activities (with Harwich Building Department) – including response to the Town’s request for further fire protection information;
3. Finish residual lagoon work;
4. Complete finish concrete work;
5. Install electrical line;
6. Complete site grading; and
7. Continue fabrication of planks and metal building.

VI. OLD BUSINESS

Town Counsel has also reviewed the Roberts Filter product warranty and a dialogue continues on the coordination of specific product warranties and the overall warranty aspects outlined in the General Conditions. W&S CMR will take the lead on the workmanship warranty, as well as provide a blanket for the multiple products in accordance with General Condition 6.19.

The Town is awaiting approval of the 1,000 gallon propane tank in lieu of the gas line shown on the project drawing, and final approval of the Fire Alarm system. Once approved by the Town, these items will be incorporated into an Extra Work Order (EWO#1).

W&S and McKay have priced out the additional vault work on the south side of the building and the Town has decided to complete the work themselves. The work was tentatively schedule for the week of May 9th.

VII. NEW BUSINESS

No new business.

VIII. TOWN COORDINATION ISSUES

Coordination issues include:

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1. The Harwich Building Department has issued the Building Permit and has the additional information on the fire protection of the building (see above).
Written approval is forthcoming.
2. Town Counsel is reviewing the Roberts' product warranty and GC warranty language.

IX. NEXT MEETING

The next project meeting was scheduled to be in the site trailer on Friday, May 6, 2011. Future meetings will be every other week.

ATTACHMENT ONE

SUBMITTAL LOG