

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

**PROJECT PROGRESS MEETING #13
May 6, 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 May 4, 2011 and provided in Attachment One. Since the last meeting, the Instrumentation and Controls submittal (#27) was reviewed and approved by Bill Ellis. Polaris also received and reviewed the Interior Control Valves and Process Piping submittals (Submittal #'s 37.0, 37.1, 37.2 and 37.3)

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 and is still awaiting written approval.

IV. SCHEDULE ISSUES

In accordance with W&S's revised schedule (#5.4) the critical path items remain the delivery of the Pre-Cast Planking (5/17/11), the Metal Building (5/30/11) and Filters (6/13/11). The planking and building are about a month behind schedule; however the filters remain on schedule.

McKay remobilized to the Site on 4/21/11 to complete site work activities associated with rough grading and finish concrete work. Anchor bolts at Columns A.2 and A.3 were installed (4/21/11) and tested to 9 kips on 5/2/11. Overall, the Metal Building construction has become the critical path and will drive the final schedule. Site grading has lagged as a result, but is expected to be completed prior to building delivery.

V. FORESEEABLE FOUR WEEK SCHEDULE OF ACTIVITY

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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, 8” sleeve to future NaOH pad; and 3” sleeve for exterior propane tank;
6. Complete site grading;
7. Continue fabrication of and installation of planks;
8. Continue fabrication of metal building, filters and SCADA hardware.

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 is tentatively scheduled for the week of May 9th.

VII. NEW BUSINESS

In light of the potential sheet flow of runoff from the Site to the Town’s aquifer, Polaris will reevaluate Sheet C-2, regrade the Site as necessary and make recommendations for collecting runoff. ITS will also be working with the HWD electrician on the best approach for bringing telephone and fiber optics to the Site.

VIII. TOWN COORDINATION ISSUES

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Coordination issues include:

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 20, 2011. Future meetings will be every other week.

ATTACHMENT ONE

SUBMITTAL LOG