

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

**PROJECT PROGRESS MEETING #15
June 3, 2011**

MEETING MINUTES

I. ATTENDEES

Danette Gonsalves, Harwich Water Department
Craig Wiegand, Harwich Water Department
Paul Costello, Polaris Consultants
John Hanifin, Weston & Sampson 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 June 3, 2011 and provided in Attachment One. Since the last meeting, the Damper submittal (#32.8) and the Swing Check Valve and Surge Arrestor Valve Submittal (#37.3) have been received and are under review.

IV. SCHEDULE ISSUES

In accordance with W&S's revised schedule (#5.4) the Metal Building was delivered on 6/1/11 and Filters are scheduled for 6/9/11. The building is about a month behind schedule; however the filters delivery is about a week ahead of schedule.

W&S has also installed electrical line, 8" sleeve to future NaOH pad; and 3" sleeve for exterior propane tank, and complete installation of planks.

ITS has worked with the HWD electrician on the best approach for bringing telephone and fiber optics to the Site. Coordination with concrete coring is needed.

The HWD has also stated construction of the blow-off pit (installation of vault and piping) and has ordered two catch basins and leach galleys to control runoff from the Site. The storm water structures are scheduled for a 6/8/11 delivery. The metal building siding is scheduled for a 6/9/11 delivery date. Overall, the Metal Building construction has become the critical path and will drive the final schedule.

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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. Complete finish concrete work;
4. Continue fabrication of metal building, filters and their delivery; and
5. Install metal building and filters; and
6. Continue fabrication of SCADA hardware.

The Town will continue with vault construction and 16” pipe work (for raw and finish water).

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).

VII. NEW BUSINESS

No new business.

VIII. TOWN COORDINATION ISSUES

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.

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2. Town Counsel is reviewing the Roberts' product warranty and GC warranty language.
3. Hydrant at Site needs to be removed for access of incoming large vehicles.
4. Vault shoulder to be repaired.
5. Paint colors selected (block - gypsum; filters – cool blue; exterior doors – buff tan; building frame – tan);
6. Locks: It was decided to have a Schlage body and Corbin cylinder for the exterior doors.

IX. NEXT MEETING

The next project meeting was scheduled to be in the site trailer on Friday, June 17, 2011. Future meetings will be every other week.

ATTACHMENT ONE

SUBMITTAL LOG