

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

**PROJECT PROGRESS MEETING #4
DECEMBER 3, 2010**

MEETING MINUTES

I. ATTENDEES

Allin Thompson, Town of Harwich
Craig Wiegand, Town of Harwich
Paul Costello, Polaris Consultants
Ted Galeota, Weston & Sampson (W&S) CMR
John Hanifin, W&S CMR

II. OUTSTANDING CONTRACT AWARD DOCUMENTATION

The outstanding Insurance Certificate and supporting documentation has been provided to the Town's carrier for review, per Town Counsel recommendations (see submittal review below). The Town has not received any comments from the Carrier to date.

III. SUBMITTAL REVIEW

Administrative

The submittal review to date is summarized on the Submittal Log dated December 2, 2010 and provided in Attachment One. Future submittals are to be sent to the Harwich Water Department, 196 Chatham Road, care of attention to Paul Costello.

Technical

Since the last meeting, Polaris has returned several submittals, including the painting and covers to be revised and resubmitted per architectural comments; reviewed several technical submittals related to the Zurn trench drain, soil and concrete (thermoplastic water-stop), and civil site structures; and forwarded several electrical submittals (miscellaneous, lighting and panel board) to RW Sullivan and doors to DiMarinisi & Wolfe.

In accordance with the project specifications, the project engineering team also continued with the technical review of the preliminary Metal Building Systems design

IV. SCHEDULE ISSUES

The construction work is generally proceeding in accordance with the approved schedule (Submittal #5.2).

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In the past two weeks, McKay Construction mobilized to the Site and made significant progress with the Site work, including: the excavation for footings and slabs, installation of the three leaching galleys, and rough grading of the residual lagoons. The first continuous wall footings were poured on December 3rd from column line E.1 to D.4.

V. FORESEEABLE TWO WEEK SCHEDULE OF ACTIVITY

In the next two weeks, W&S CMR plans to conduct the following tasks:

1. Continue with submittals;
2. Continue Permitting activities (with Harwich Building Department);
3. Continue forming and placing rebar for footings and slabs (with additional pours schedule for the week of 12/13/10);
4. Thereafter foundation work to last an estimated 6 weeks.

VI. OLD BUSINESS

Based on the additional hydraulic analysis of the clear well and the multiple clear well cost estimates provided to the Town, the Water Department has decided not to move forward with Extra Work Order No. 1 at this time. However, the Town will continue to pursue the installation of a new electrical service (estimated 600A) to the WTP location.

Polaris Consultants coordinated the efforts of Lin Associates and DiMarinisi and Wolfe in answering the Metal Building System formal RFI (#8) concerning several items. A second RFI (#8.1) will be issued as relates to the anchor bolt and plate locations of the standard Valco Building onto the foundation as proposed. Any clarifications or revisions would have to be approved by both structural and architectural. At no cost to the Owner, W&S has taken it upon itself to increase the continuous wall footings at each corner to a 4' by 4' column footing and will form each corner as a column.

VII. NEW BUSINESS

A proposed conflict with the trench drain (6" wide Zurn), specified on Sheet P-1, and the 12" wide trench shown on the structural drawings and desired by the Town was discussed. W&S CMR will evaluate and present the Town with a revised option for a larger Zurn Model.

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Due to the availability of materials, W&S CMR will be issuing a request to evaluate the size and materials of the 14" PVC discharge pipe to the residual lagoons. No decisions on the size or pipe materials were made at this time.

VIII. TOWN COORDINATION ISSUES

All requested Building Permit information has been submitted to the Harwich Building Department.

IX. NEXT MEETING

The next project meeting was scheduled to be in the site trailer, on Friday, December 17, 2010. Future meetings will be every other week.

ATTACHMENT ONE

SUBMITTAL LOG