

# PROJECT REPRESENTATIVE'S DAILY REPORT

Pg. 1  
 Report No. 075  
 Date: 2014-12-04  
 Day: Thursday

**Architect:** Kang Associates

**Project:** Renovation and Addition to Tewksbury Town Hall

**OPM:** CBI Consulting Inc. **Clerk of the Works:** Jeff Barnes

**Contractor:** G.V.W., Inc.

**Weather:** 7:30 am: sunny **Noon:** sunny **3:00 pm:** sunny  
**Temperature:** 7:30 am: 33° **Noon:** 41° **3:00 pm:** 39°

**Superintendent:** Vinnie Bomal

PERSONNEL COUNT	Spec Section	Contractor	Trade	Foreman	Journeyman	Helpers	Total
General Contractor:	Div. 06	GVW	Carpentry	1	0	3	4
	Div. 04		Masonry	1	0	5	6
	09 90 00		Painting	0	0	0	0
	02 41 19		Demolition	1	0	5	6
	Div. 31		Earthwork	0	0	0	0
	01 50 00		Temp. Facility	1	0	1	2
Subcontractors:	02 08 00	A & J Demo Services	Asbestos Abatement	0	0	0	0
	26 00 00	Griffin Electric	Electrician	0	0	0	0
	22 00 00	Lapan Mechanical	Plumber	0	0	0	0
	07 31 00	Meadows Construction	Synthetic Slate Shingles	0	0	0	0
	Div. 23	Ambient Temp. Corp.	HVAC	1	0	1	2
<b>Total:</b>				<b>5</b>	<b>0</b>	<b>15</b>	<b>20</b>

## DAILY REPORT

### Activities Today:

- 1) Masons: pointing and washing the east elevation; infilling masonry openings on east elevation; removing & replacing one (1) lintel above basement window on east elevation to the left of the stairs; spot pointing; cleaning masonry
- 2) Demo/Labor: filling in trenches after pipe has been placed; back filling mechanical room floor; assisting other trades; removing debris from basement
- 3) Carpenter: working on sistering joists for 1<sup>st</sup> floor, north wing; covering over basement windows;
- 4) HVAC: continuing with the duct work in the attic
- 5) Temp. Facility: workmen installing ductwork for temp heat

Copies to: Richard Montuori, Town of Tewksbury  
 Ed Johnson, Town of Tewksbury  
 Steve Sadwick, Town of Tewksbury  
 Wayne Lawson, CBI  
 Jenne dos Santos, CBI  
 Kaffee Kang, Kang Architects  
 Jennifer Pincus, Kang Architects

# PHOTO INDEX



Photo showing masons working on the east elevation.



Photo showing mason starting to remove the lintel over one basement window. The lintel measured approximately  $5\frac{1}{2}''$  x  $5\frac{1}{2}''$  x  $\frac{3}{8}''$ .



Photo showing the completed window lintel installation of the basement window.



Photo showing mason bricking in hole beneath the landing of the original front doors.



Photo showing carpenter working on blocking for the 1<sup>st</sup> floor framing.



Photo showing carpenter working in the meeting hall measuring and cutting wood for 1<sup>st</sup> floor framing.



Photo showing carpenter cutting wood to cover over partially bricked in window openings.



Photo showing temp heating ductwork in place. This spans from the south wall (seen) to the north corner of the meeting hall and up to the meeting hall.



Photo showing where heating duct ends.



Photo showing backfilled trenches and piles of debris removed from the basement.



Photo showing mechanical room being infilled.



Photo showing the HVAC ductwork in place in the attic.



Photo showing a metal pan beneath one of the units. Before any finish work is started, the pans should be water tested to check for signs of leakage.