

# PROJECT REPRESENTATIVE'S DAILY REPORT

Pg. 1  
 Report No. 210  
 Date: 2015-06-22  
 Day: Monday

**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: partly cloudy      **Noon:** partly cloudy      **3:00 pm:** mostly sunny  
**Temperature:** 7:30 am: 64°      **Noon:** 79°      **3:00 pm:** 83°

**Superintendent:** Vinnie Bomal

PERSONNEL COUNT	Spec Section	Contractor	Trade	Foreman	Journeyman	Helpers	Total
General Contractor:	Div. 06	GVW	Carpentry	1	2	0	3
	Div. 04		Masonry	1	1	1	3
	09 90 00		Paint/Plaster	1	0	0	1
	02 41 19		Labor	1	0	0	1
	Div. 31		Site Work	1	0	0	1
	01 50 00		Temp. Facility	0	0	0	0
	Div. 05		Misc. Metals	2	1	0	3
	Div. 03		Concrete	0	0	0	0
	09 51 23		Drop Ceiling	0	0	0	0
Subcontractors:	26 00 00	Griffin Electric	Electrical	1	1	0	2
	22 00 00	Lapan Mechanical	Plumbing	0	0	0	0
	07 31 00	Meadows Construction	Roofing	1	1	1	3
	07 53 00						
	07 61 19						
	Div. 23	Ambient Temp. Corp.	HVAC	2	1	0	3
	Div. 21	Encore Fire Protection	Fire Suppression	0	0	0	0
13 27 16	Fire Lock	Modular Fire Vault	0	0	0	0	
<b>Total:</b>				<b>11</b>	<b>7</b>	<b>2</b>	<b>20</b>

## DAILY REPORT

### Activities Today:

- 1) **Carpentry:** continuing with installation of landings in the addition; assisting iron worker
- 2) **HVAC:** continuing with connecting condensate piping to the ceiling units; continuing with HVAC piping for the addition; continuing with fin tube radiator covers
- 3) **Labor:** assisting trades; general site cleaning; pumping out elevator pit for misc. metals worker to install ladder and sump pit grate
- 4) **Paint/Plaster:** prepping the fascia along the north elevation of the meeting hall; sanding walls in the basement prepping for primer and 1<sup>st</sup> coat
- 5) **Electrical:** continuing with light fixture installation in the basement; continuing with panel installation on west exterior wall; continuing with installation of boxes and conduits on the exterior wall at the northwest corner of the meeting hall
- 6) **Site Work:** continuing with front stair demolition;
- 7) **Masonry:** continuing with brick veneer installation on the west elevation; infilling voids and holes on front of building where front stairs were demolished
- 8) **Misc. Metals:** iron worker is laying out and installing posts for canopy of new entryway; installing elevator pit ladder and sump pit grate
- 9) **Roofing:** starting to roof the addition

# PHOTO INDEX



Photo showing excavation at the front stairs still in progress.



Photo showing backfill being spread for compaction. A compaction test will be performed before the footing formwork is installed.



Photo showing crew laying out the canopy posts.



Photo showing (1) of (2) canopy posts installed.



Photo showing painter prepping the fascia on the north side of the meeting hall.



Photo showing painter working in the basement in a conference room.



Photo showing electrician working in the basement installing light fixtures.



Photo showing conduits installed for boxes leading to and from the transformer and generator.



Photo showing mason starting to infill the voids and holes in the front wall.



Photo showing most of the voids and holes infilled.



Photo showing mason working on the west wall of the addition.



Photo showing elevator pit ladder installed.



Photo showing sump pit grate installed.



Photo showing roofers installing edge nailers around the perimeter of the addition roof.

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**  
**Bob Harukewicz, GVW Inc.**