

**PROJECT REPRESENTATIVE'S DAILY REPORT**

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**Report No.** 288  
**Date:** 2015-10-09  
**Day:** Friday

**Architect:** Kang Associates

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

**OPM:** CBI Consulting Inc. **Clerk of the Works:** Jenne dos Santos, Assoc. AIA, MCPPO

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

**Weather:** 9:00 am: Overcast **Noon:** Overcast **2:00 pm:** Cloudy  
**Temperature:** 9:00 am: 63° **Noon:** 65° **2:00 pm:** 70°

**Superintendent:** Vinnie Bomal

PERSONNEL COUNT	Spec Section	Contractor	Trade	Foreman	Journeyman	Helpers	Total
General Contractor:	Div. 01	GVW	Temp. Facility	0	0	0	0
	Div. 02		Laborers	1	0	0	1
	Div. 03		Concrete	0	0	0	0
	Div. 04		Masonry	0	0	0	0
	Div. 05		Misc. Metals	0	0	0	0
	Div. 06		Carpentry	1	3	0	4
	Div. 09		Paint/Plaster	1	0	0	1
	Div. 31		Site Work	0	0	0	0
	Div. 09		Flooring	1	1	0	2
	Div. 14	United	Elevator	0	0	0	0
	Div. 21	Encore	Fire Protection	0	0	0	0
	Div. 22	LaPan	Plumbing	0	0	0	0
	Div. 23	Ambient Temp. Corp.	HVAC	1	0	0	1
Div. 26	Griffin Electric	Electrical	1	1	0	2	
Div. 32	Redline	Landscaping	1	3	0	4	
	NIC	Systematics	Vault Shelving	1*	3*		4*
<b>Total:</b>				<b>7</b>	<b>8</b>	<b>0</b>	<b>15</b>

*\*Not included in manpower count as contract is direct with the Town of Tewksbury.*

**DAILY REPORT**

<p>Activities Today:</p> <ol style="list-style-type: none"> <li><b>Laborer:</b> 1 laborer is performing general site cleaning including washing down granite stairs and wetting unit pavers, and assisting other trades.</li> <li><b>Carpentry:</b> 4 carpenters are on site; 2 are installing the trim at the platform in the Meeting Hall and 2 are installing trim and crown molding in the basement corridor.</li> <li><b>Painter:</b> 1 painter is staining the interior window trim in the basement and 1<sup>st</sup> floor.</li> <li><b>Flooring:</b> 2 workers are installing flooring and base in the Clerk's Office and the 1<sup>st</sup> floor conference room.</li> <li><b>Electrical:</b> 2 electricians are on site installing miscellaneous lighting and wiring throughout the building, relocating the outlets at the platform in the Meeting Hall and beginning the installation of the wiring for the cupola clock.</li> <li><b>Landscaping:</b> 4 landscapers are planting shrubs.</li> <li><b>HVAC/Sheetmetal:</b> 1 sheet metal worker (American Sheet Metal) is installing miscellaneous grills.</li> </ol>
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Copies to: Richard Montuori, Town of Tewksbury  
 Ed Johnson, Town of Tewksbury  
 Steve Sadwick, Town of Tewksbury  
 Wayne Lawson, CBI

Kaffee Kang, Kang Architects  
 Bob Harukewicz, GVW Inc.

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The shelving has been installed in the Town Clerk's vault.



Trim and millwork for the Meeting Hall was delivered today and installation is beginning.



The railings on the front granite steps have been installed.



Shrubs are being planted at the front of the building.



The carpet tiles are being installed in the Town Clerk's Office.



The smaller profile crown molding was selected for the basement corridor and installation is underway.



Photo of the mock-up of the larger crown molding option for the basement corridor. This option was not selected.



Systematics is on site installing the shelving for the large downstairs vault.



The DPW sewer line work is complete.