

# PROJECT REPRESENTATIVE'S DAILY REPORT

Pg. 1  
 Report No. 293  
 Date: 2015-10-19  
 Day: Monday

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: Sunny Noon: Sunny 2:00 pm: Sunny  
 Temperature: 9:00 am: 34° Noon: 41° 2:00 pm: 45°

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        | 2          | 0        | 3         |   |
|                     | Div. 09             |                 | Paint/Plaster  | 1        | 0          | 0        | 1         |   |
|                     | Div. 31             |                 | Site Work      | 0        | 0          | 0        | 0         |   |
|                     | Div. 08             |                 | TCI            | Hardware | 0          | 0        | 0         | 0 |
|                     | Div. 09             |                 |                | Flooring | 1          | 0        | 0         | 1 |
| 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              | 2        | 0          | 3        |           |   |
|                     | *Systematics        | Shelving        | 1              | 1        |            | 2        |           |   |
| <b>Total:</b>       |                     |                 |                | <b>7</b> | <b>5</b>   | <b>0</b> | <b>12</b> |   |

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

## DAILY REPORT

### Activities Today:

- 1) Laborer: 1 laborer is performing general clean up and is cleaning the HVAC grilles for balancing.
- 2) Carpentry: 3 carpenters are on site installing the wood skirts and base at Stair #1.
- 3) Painter: 1 painter is applying finish painting on the first floor corridor leading to the Meeting Hall.
- 4) Flooring: 1 worker is prepping basement floors for tile installation.
- 5) Testing and Balancing: 1 balancer is on site to begin balancing the HVAC system.
- 6) Landscape: 3 workers are on site raking loam.
- 7) Systematics: 2 workers are on site installing the shelving tracks in the Building Department's Plan Room.
- 8) Pro A/V: Pro A/V was on site to take some measurements and to identify existing conduit and box locations.

Copies to: Richard Montuori, Town of Tewksbury  
 Ed Johnson, Town of Tewksbury  
 Steve Sadwick, Town of Tewksbury

Kaffee Kang, Kang Architects  
 Bob Harukewicz, GVW Inc.  
 Wayne Lawson, CBI

# PHOTO INDEX



The painter is applying finish paint to the corridor leading to the Meeting Hall.



The landscapers are raking loam and plan to hydro-seed tomorrow.



Systematics is on site installing the rails for the Building Department's Plan Room shelving.



The carpenters are installing the wood skirt and trim at Stair #1.



The balancer is on site beginning to balance the HVAC system.



The flooring subcontractor is on site preparing the basement floor for tile installation.