

MEMO OF MEETING NO. 40

ARCHITECT CONSTRUCTION DOCUMENTS PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: January 28, 2022
LOCATION: Zoom
ATTENDING: Tim Carroll, Town Administrator
Tim Rich
Clark Goff
Alison Kisselgof
Chief Ben Retmier, EMS
Kara Shemeth
Jennifer Christy
Ellen Biskis
Ryan Rossi
Gary Pelletier
Michael Owens, CHA
Jerry Thiboutot, K+K Architects

The following is a record of the above referenced meeting.

OLD BUSINESS

- 27.11 Clerk of the Works:
 - A. CHA is considering candidates.
- 32.06 Clay testing for removal discussed and will be revisited.
- 33.01 New Well: See New Business.
 - A. Note: Well for Town Hall unresolved.**
- 35.03 Reid has reviewed Geotech code issues w/Building Department, who will support waiver as allowed.
- 36.03 Electrical engineering consultant needs information on special grounding system for radio/siren/tower request sent to Chief Bradshaw. See New Business.
- 37.05 Station siren/antenna grounding system not resolved.
 - A. Scope, etc. not in bid docs.
 - B. Work suggested to be "by Owner".
 - C. Chief will retrieve and store any existing equipment that may be reused.
 - D. Bid docs will include conduit and power for new grounding system.
- 38.01 Bid Phase:
 - A. Bid Sets approved and ready for Online to begin distribution, etc.
 - B. Site/building demolition may begin 2nd week of February 2022.
 - C. Site visit by bidders confirmed as non-mandatory.
 - D. Schedule as finally published, not changed.
- 38.02 Previous meeting notes:
 - A. Well or wells discussed.
 - B. Amanda will contact Reid for further clarification.
- 39.03 Power to the EMS site has not been disconnected. Suggestions made to retain for construction with decision by G.C. at later date.
- 39.06 All bidder questions will be published in an addendum. K+K will have OPM and Town review prior to CHA sending to eBid to post.
- 39.07 **Well system remains unresolved.**

NEW BUSINESS

40.01 Asbestos abatement of Fire Station to begin next Wednesday, February 2, 2022.

A. Gary Pelletier will arrive on site at 8:00 a.m. and will:

1. Isolate work areas as per State requirements.
2. Seal off all windows & doors.
3. Provide HEPA filers to create negative pressure.
4. Install decon unit.
5. Remove walls and ceiling panels/sheetrock – will be wrapped and removed from site.
6. Will clean up floors, etc.
7. 3rd party Hygienist will determine if everything is ok (air sampling), if so plastic will come down.
8. No one will be allowed in building until final clearance has been given.
9. No barriers required for Town Hall.

B. Work will be done Wednesday through Friday to complete work and waste will be removed from island daily.

C. Tim Carroll will have power and water turned off for abatement.

40.02 Addendum No. 2 published.

40.03 RFPs are being prepared for Commissioning and Construction Phase testing.

A. Approximately \$50,000.00 has been allotted for this work.

B. Commissioning procedures to be reviewed; we may not need it because systems are uncomplicated; not required.

40.04 Bidding schedule and eBid process discussed.

40.05 Next meeting: February 4, 2022 at 9:00 a.m.

Submitted by:

John J. Keenan, R.A.

KEENAN + KENNY ARCHITECTS, LTD.

CC: Bill Rossi, Amanda Sawyer