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Subject: POL1303 DC1 - Meeting Notes 51
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Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[2020-05-18_POL1303 DC1 - LBB Meeting Minutes 51.pdf](#)

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Meeting Minutes

Project: Lower Basin Barracks (POL1303 DC1)

Meeting No.: 051

Meeting Date: May 27, 2020 (Microsoft Teams Video Call)

Prepared by: Robert J. Law, AIA

Attendees/Distribution:

Attendees:

Catherine Walsh, PM	DCAMM
John D'Alelio	DCAMM
Paul Hession	MSP
Maj. James Hanlon	MSP
Capt. Leonard Coppenrath	MSP
Ellen Anselone	FA
Rob Law	FA
Andres Rincon	FA
Adams Fenelon	FA
Mark Bedard	DOC
Paul Predario	DOC
Ryan James	DOC

Next Meeting(s):

- **Project conference call – Monday June 1st @ 1:00**
 - o **Meeting will begin with Cost 60% Estimate Finalization**

Attachments:

- **DOC 3-week Look-Ahead Schedule**

Lower Basin Barracks:

Item	Description	Action
51.00	<u>DOC presented 3-week Look-Ahead Schedule</u>	DOC
24.00	<u>Permits</u>	
24.03	<u>MWRA 8(m) Permit:</u>	
24.07b	01/20 – CW, JD, PP at MWRA offices during meeting to discuss BMC scope and next steps. Will report to team later today. <ul style="list-style-type: none"> - DOC in process of obtaining 2nd vendor (SAK) safety plan and identify if they can provide a price from video documentation alone. 	DOC/DCAMM

	<p>2/10 – Warren/ DOC to submit revised PCO for pre-construction inspection and video for 500’ of the BMC, safety plan, and 3rd party extraction crew at two points of entry. Paul Hession to inquire about MSP providing police detail at no cost to the project. Work will be done at night.</p> <p>2/20 – MSP will provide police details as described at no cost to the project. DOC submitted costs for the documentation to DCAMM. Work to be scheduled pending final approval. DOC to schedule safety briefing with MWRA and W.E. a couple weeks prior to conduit inspection.</p> <p>3/23 – Warren to update safety plan for pre-construction inspection. DOC provided revised schedule.</p> <p>3/30 – Third party safety plan review is underway. Supplemental guidelines for COVID-19 to be included in submission.</p> <p>4/6 – Warren to meet on site to inspect upper lock area entry point between 4/15-4/17.</p> <p>4/13 – DOC is waiting confirmation from Warren.</p> <p>4/21- MWRA meeting to be held on 4/23 to review BMC access.</p> <p>4/27 – Inspection / Video setup for next Tuesday 5/6 pending weather. A&W to submit safety plan by Wednesday of this week. DOC requested all comments back by Friday of this week. DOC to revise PCO for inspection to occur during normal working hours.</p> <p>5/4 – Inspection still a go for tomorrow. DOC to revise PCO, will discuss with DCAMM.</p> <p>5/11 – Inspections was successful. DOC reported that the team did not observe and major surface damage to the BMC. Ground water penetration was evident as was some surface cracking, but in pretty good shape per DOC.</p> <ul style="list-style-type: none">- Video was taken using MSP provided drone, will be circulated to the team.- A&W report expected this week.	
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	<ul style="list-style-type: none"> - DOC noted once report is issued they can proceed with construction loading analysis. - Meeting to be held with DOC/DCAMM/MSP/A&W/Design Team to discuss report and findings. To be scheduled later this week or early next week. - Meeting with MWRA to be held afterwards. <p>5/18 – No change to previous week action items. DOC waiting on final report and video from A&W.</p> <ul style="list-style-type: none"> - DOC’s will complete BMC construction loading analysis once documents received from A&W. DOC noted analysis will take +/- 2 weeks to complete once inspection report received from A&W. - DOC noted that the existing GMP amendment does not carry any costs associated with bridging over the BMC for construction vehicles. Will alert DCAMM if this scope is required pending the analysis. <p>5/27 – DOC has received A&W report and forwarded to DCAMM.</p> <ul style="list-style-type: none"> - DCAMM to review and comment. Once comments finalized DOC to forward to MWRA. DCAMM and DOC to review comments after today’s meeting. - DOC has received RT Groups preliminary structural construction loading report, final report ongoing. 	
35.01	<p><u>Dept. Public Health</u></p> <p>Ongoing – FA to send detainee area layout to DPH for review and acceptance. This will not be required until shortly before building permit application.</p> <p>2/20 – FA reached out to the DPH and confirmed their review will likely have a 1-day turnaround. FA will issue package prior to 100% CD set. Item to remain on notes until that time.</p>	FA

	<p>4/21 – PH reached out to contact at DPH to review preferred MSP layout Option 4. FA to request cost implication statement from Seamus and SFC/DOC will carry layout as alternate cost in upcoming estimate. Initial thoughts are that this change will not add additional cost to the project.</p> <p>4/27 – FA requested DCAMM formally direct the design team to proceed with this change.</p> <p>5/4 – FA will resend email to DCAMM for authorization to proceed.</p> <p>5/11 – Authorization received, FA and consultant to proceed with revising detainee area.</p> <ul style="list-style-type: none"> - DPH submission will be submitted at end of CD's. <p>5/18 – No change, FA will submit required documents to DPH at end of CD's.</p>	
35.03	<p><u>Eversource</u> CW and STV to continue pushing Eversource for update on power design to serve the site.</p> <p>01/20 – DOC and STV working with Jude at Eversource on temporary power design. Eversource also evaluating scope and costs to bring power from the jail to our site. Eversource has all info needed and team is waiting on them at this point.</p> <ul style="list-style-type: none"> - Eversource noted that 300kw service is to be provided, DOC noted that anticipate 230kw usage max. - Bill Gode sent DOC/Team email noting he believes power to stop plank garage is routed through old panel in lower lock area. DOC responded they recommend site meeting with DCR electrician to cut power at this panel to confirm. DOC also responding to DCR concern of location of temp shed interfering with SPG garage door at the rear. DOC to coord. Final location of shed with DCR. <p>01/27 – DOC will organize an electrical shutdown with MassDOT and all applicable parties to determine where the Stop Plank Garage and Upper Gate House is fed from.</p> <p>02/03 – Meeting scheduled for Wednesday this week.</p>	Ongoing

	<p>02/10 – Electrical shutdown took place on 2/5 and CORA, DOC, DCR, MassDOT, STV and FA were present. Refer to attached email summary from STV sent on 2/5 at 3:44PM.</p> <p>2/20 – DOC has continued to push Eversource on temporary power design.</p> <p>3/23 – Ongoing</p> <p>3/30 – Ongoing: FA to have STV contact Eversource about permanent power, Eversource doesn't seem to have a work order.</p> <p>4/6 – Eversource provided PCO of \$6,000 to cover their costs only to switch temp to permanent power. DCAMM to approve and release them to start work order.</p> <p>4/13 - DCAMM to approve and release them to start work order.</p> <p>4/21 – Ongoing</p> <p>4/27 – DOC received approved PCO this morning. FA to ask STV to contact Eversource and inquire about site lighting and primary scope work order status.</p> <p>5/4 – STV followed up on both site lighting and full building. No response from Eversource. Will keep trying. Electrical site lighting is currently shown in the 60% set. STV did not provide power or conduit drawings.</p> <p>5/11 – DOC to follow up on Eversource costs as noted in their estimate. Will be discussed at reconciliation meeting.</p> <ul style="list-style-type: none">- PH had a conversation with Jude at Eversource and the permanent design from Eversource is nearly complete.- STV has attempted numerous times to contact Eversource with no response. <p>5/18 – online meeting with Eversource held this past week. Eversource indicated that the existing lines that feed the site will have enough capacity to provide the power required for temp and permanent service and separate the MassDOT bridge power.</p> <ul style="list-style-type: none">- DCAMM requested that STV comment to the team if anything indicated in the 60% electrical drawings would change based on the discussion with Eversource.	
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	<ul style="list-style-type: none"> - DCAMM requested an MEP/FP workshop to be held this week to review scope and cost questions from the 60% estimates. FA to schedule meeting for Thursday 5/21. - Follow-up estimate meeting occur shortly thereafter. <p>5/27 – FA reported STV did not see any costs impacts based on Eversource meeting.</p> <ul style="list-style-type: none"> - MEP/FP Workshop was held last week. Discussion revolved around aligning the estimates with the correct MEP Scope. STV provided comments to DOC and FCS to incorporate into updated estimates. 	
24.10	Schedule	
	<p>4/27 – Upcoming Deliverable dates:</p> <ul style="list-style-type: none"> - 5/11/20 cost Estimate for 60% CDs due from DOC and Seamus. - 6/1/20 100% CD's - 6/15/20 100% CD estimate - 6/16-6/22 DOC budget review and approval team/DCAMM - These dates to be discussed, FA will need a one week to address review comments. <p>5/4 – Week added to schedule for FA to address 100% review comments. New Dates as follows.</p> <ul style="list-style-type: none"> - 6/1/20 100% CD's - 6/15/20 100% CD estimate - 6/16-6/22 FA to address review comments. - 6/23-7/3 DOC budget review and approval team/DCAMM <p>5/11 – DOC sent out revised schedule update this morning. FA requested additional 3 weeks added to design period in order to address all DOC and DCAMM review comments. Updated schedule will be discussed next week at schedule update meeting.</p> <ul style="list-style-type: none"> - DCAMM to provide 60% review comments by this Friday. - Scheduled 9/29/20 Notice to Proceed date for full building package is 	DOC / FA / DCAMM

	<p>impacted by the delay of NTP for Early Bid Package #2 by 3-4 weeks as of today. Team to review at next week schedule meeting.</p> <p>5/18 – Revised schedule dates discussed. EKA noted that FA still requires an additional 3 weeks to complete the documents. This date will be reflected on next schedule update from DOC. New 100% deliverable date is 6/24.</p> <ul style="list-style-type: none"> - EKA noted to the team that the design schedule runs parallel to the DOC schedule and that the team should be clear that the 3-4 week delay on the NTP will impact the full building NTP and final occupancy date by 3-4 weeks. All acknowledged this point. DOC will look for ways to make up schedule time. DCAMM working with DOC to complete paperwork to provide NTP for EBP#2. <p>5/27 – DOC noted that the NTP date moves the schedule an additional week. DCAMM working with DOC to finalize GMP and give NTP go-ahead for EBP#2.</p>	
	<p>4/27 – Team noted that EBP#2 bidding #'s to be noted in 60% estimates. FA to forward info to Seamus.</p> <p>5/4 - \$428,000 Demo low bid number and other various PCO's from Mark to be sent by DOC to Seamus to include in his estimate.</p> <p>5/11 – MB will forward these numbers to FA today after meeting. Team would like to hold budget reconciliation meeting Wednesday or Thursday this week.</p> <p>5/18 – Reconciliation meeting was held last Friday. See separate meeting notes for further info.</p> <ul style="list-style-type: none"> - DOC to provide meeting commentary to Seamus for estimate discussion and both sides will update estimates as needed for second estimate review meeting TBD. - FA to forward estimate meeting notes and clarification requests to consultants. 	<p>DOC / FCS / TEAM</p>

	5/27 - Estimate finalization meeting scheduled for the beginning of next week's O/A/U/C meeting.	
24.12	Early Bid Packages	
33.00	<u>11/4 – Meeting 33 Items</u>	
33.01	<p>11/18 – To hook up the trailers with water and sewer, the Boston Water and Sewer Commission (BWSC) requires the submission of a PE stamped Site Plan that shows the proposed tie-in locations and cut and cap plan after the trailers are demobilized. DOC submitted draft site plan and DCAMM provided initial markups to be reviewed at 11/25 project meeting.</p> <ul style="list-style-type: none"> - 30 Days for BWSC to review and approve or provide comments. <p>12/5 – RJ reached out to Samiotes to provide DOC with a utility hookup plan for the trailers adjacent to the tennis courts. Water line tie-in needs to be brought into the site. DOC to provide costs for Samiotes design. Suggested as a change order to EBP#1. Water line is believed to be under Storrow Drive sidewalk.</p> <p>01/20 – PCO for this work was submitted and reviewed, in DCAMM court. JD to check on status and if it is included in Mini-GMP #1.</p> <p>01/27 – Ongoing, DCAMM to review and approve.</p> <p>02/03 – Ongoing</p> <p>02/10 – Ongoing, Waiting on DCAMM approval.</p> <p>02/20 – Ongoing awaiting DCAMM approval.</p> <p>03/23 – DCAMM approved PCO. Samiotes sent DOC first draft of trailer power plan. DOC to provide comments.</p> <p>4/6 – DOC provided comments to Samiotes. Samiotes to pick up comments and resubmit trailer power plan to DOC.</p> <p>4/27 – Samiotes submitted job trailer water supply line plan to BWSC</p> <p>5/4 – Samiotes still has not gotten response from BWSC. DOC noted there is still time, but Samiotes leadership should jump in to try and get a response.</p> <p>5/11 – DCAMM noted a resident will need to be on site soon and without trailer, alternate location on site will need to be provided.</p> <ul style="list-style-type: none"> - BWSC still not responding. Team decided FA to ask Samiotes / DOC to list all outstanding questions to BWSC and Catherine will discuss with her contact at BWSC. 	BWSC / SAMIOTES / DCAMM

	<p>5/18 – FA forwarded outstanding items team is waiting on BWSC for to Catherine and she will discuss these with her contact at BWSC.</p> <p>5/27 – CW reach out was successful and Samiotes is currently reviewing comments with BWSC.</p>	
34.00	<u>11/18 – Meeting 34 Items</u>	
34.01	<p>DCAMM to get commission agent/ envelope consultant on board</p> <p>01/27 – Ongoing, DCAMM to Confirm</p> <p>02/03 – Ongoing</p> <p>02/20 – Ongoing. In order to get LEED points associated with commissioning, a Cx agent need to be brought on to the project as soon as possible.</p> <p>03/23 – FA provided required commissioning scope to DCAMM. DCAMM to get Cx agent onboard.</p> <p>4/06 – DCAMM informed project team RDK (house doctor) is available for CxAgent for MEP. DOC and FA to review other CxAgents for comparison and inform DCAMM.</p> <p>4/21 – DCAMM to review.</p> <p>4/27 – DCAMM going with WSP for Cx Agent. DCAMM to forward contact info once settled.</p> <p>5/4 – DCAMM still in process of signing up WSP for Cx Agent.</p> <p>5/11 – DCAMM still in process. WSP has deadline of 5/18 to get proposal to DCAMM. FA noted the urgency for the LEED points associated.</p> <p>5/18 – DCAMM deadline for Cx Consultant proposal is today. DCAMM to advise team once Agent is contracted.</p> <p>5/27 – Ongoing expected to have Cx Agent start this coming Friday.</p>	DCAMM
35.00	<u>12/5 – Meeting 35 Items</u>	
37.00	<u>01/27 – Meeting 37 Items</u>	
37.01	<p>01/27 – FA to get potential VE Options from consultants for trade numbers.</p> <p>02/03 – Ongoing.</p> <p>02/20 – Ongoing</p> <p>4/21 – Team to revisit additional VE items after upcoming estimates if needed.</p> <p>4/27 – Ongoing awaiting estimates.</p> <p>5/11 – To be discussed at cost reconciliation meeting late this week.</p> <p>5/18 – Ongoing, will be part of MEP/FP workshop cost meeting later this week.</p> <p>5/27 – Estimates are close to reconciliation and no VE items being discussed at this time. Item Closed.</p>	RECORD

41.00	<u>03/16 – Meeting 41 Items</u>	
41.02	<p>Future progress meetings – Need to schedule meetings to review; Follow Up FFE Meeting. DOC has Revit models looking into condition and options for the Lock Gate. 3/23 – FA sent DOC 30% Revit models for Arch, Structural, and MEP. 3/30 – Schedule follow-up FFE meeting. FA scheduled Friday coordination meetings with DOC, DCAMM and respective consultants. 4/27 – FFE meeting on hold, FA to submit finishes palette to team and will send to FFE group so they can coordinate to selections. 5/4 – No Change, FA will inform the team of the finish palette once ready. 5/11 – Ongoing. 5/18 – FA to hold internal finishes review meeting today. Once finish palette is finalized, FA will forward to MSP and DCAMM for review/comment. Anticipated by end of this week. 5/27 – FA forwarded finish palette to MSP and DCAMM. FA directed to proceed as presented, MSP liked the direction. Item Closed.</p>	RECORD
46.00	<u>04/21 – Meeting 46 Items</u>	
46.01	<p>DCAMM asked why Civil/ Samiotes is running a new water line +/- 200' when there is an existing water line running along Storrow Drive sidewalk. FA to reach out to Samiotes.</p> <p>Samiotes's response: "The primary reason we located the new water line was because at the east end of that main in Storrow Drive it tapers down from a 12" line to a 6" line, and then eventually ends in a presumed dead end. Concerns were raised that there would not be enough available pressure at the eastern end of this service main, so we opted to tap into the 12" section of the main to avoid having water pressure issues." DCAMM and DOC to confirm this is acceptable. 4/27 – DCAMM would like to track this issue as well as the others listed below in the meeting notes.</p> <ul style="list-style-type: none"> - Soil testing - Hydrant flow test and potential to tie in water line closer to barracks 	MCPHAIL

	<p>instead of traversing the site as currently shown.</p> <ul style="list-style-type: none"> - Video of sewer line, Samiotes to review and DOC to submit PCO for this work. <p>5/11 – Soil testing approval sent by DCAMM this morning. McPhail to schedule driller ASAP.</p> <p>5/18 – Driller scheduled for 5/28. McPhail to email the team a marked-up site plan showing locations for sampling.</p> <ul style="list-style-type: none"> - FA to ask McPhail for timeline on receiving lab results and final report. <p>5/27 – Driller still on for tomorrow 5/28. McPhail informed the team that test results have a 5-day turnaround and then McPhail would need 2 weeks to complete report.</p>	
49.02	<p>5/11 – Video of sewer line costs being put together by DOC. In order to clean/video 30x36 sewer line requested, it will require a hydrant hookup. BWSC is currently not allowing this due to COVID-19. DOC getting pricing and would be able to do this cleaning and video once allowed.</p> <p>5/18 – DOC provided PCO this morning for cleaning and video of sewer lines. DOC priced the change on T&M not to exceed basis. Expected to take two days to perform work. RJ thinks that the hydrant meter will likely be available from BWSC soon pending Governor Baker’s announcement on COVID-19 restrictions today.</p> <ul style="list-style-type: none"> - FA to review PCO and provide letter to DCAMM. <p>5/27 – FA’s PCO review letter was submitted to DCAMM and JD noted the PCO is in process and will likely be executed this week.</p>	DCAMM
46.03	<p>DCAMM to issue RFQ and schedule RFQ meeting for full building scope.</p> <p>4/27 – DCAMM will issue RFQs beginning of May.</p> <p>5/4 – No change</p> <p>5/11 – DCAMM intends to split RFQ’s into two groups, main trades and smaller trades.</p>	DCAMM

	<p>5/18 – RFQ’s for first round going out at the end of this week per DCAMM.</p> <ul style="list-style-type: none"> - First round expected to be received back 1st week of June. - Second round expected to be received back 3rd week of June. - RFB’s to go out in July. <p>5/27 – RFQ’s for primary trade contractors sent out today. Second round will be June 17th.</p>	
47.00	<u>04/27 – Meeting 47 Items</u>	
47.01	<p>4/27 – DOC to do cost analysis of reusing existing slab in new fitness area vs. new slab on grade.</p> <p>5/4 – Will be included in 60% cost estimate as alternate.</p> <p>5/11 – Due to ongoing discussion of removing existing slab, DOC did 60% estimate on current drawings showing to keep slab in place. Team discussed that pricing would likely be less once preferred alternate to replace is decided. FA submitted proposal from RSE to conduct mini-study for slab replacement. FA noted that this option was not studied in initial study because removing the slab was not considered as RSE’s position was that it could be repaired. DOC has informed the team that keeping the existing slab would result in constructability and schedule issues and not be cost or schedule effective. DCAMM requested to approve RSE proposal as soon as possible.</p> <p>5/18 – FA noted that RSE is awaiting authorization of additional service from DCAMM to proceed with analysis study. JD to check email records if this has been provided.</p> <ul style="list-style-type: none"> - Analysis will be SD level narrative without drawings. DOC requested simple section details of each ption to assist with pricing. <p>5/27 – FA to ask RSE to expedite their analysis if possible.</p>	RSE/FA
47.03	4/27 – DOC to submit PCO to perform investigation work per the marked up plan	DCAMM/ DOC

	<p>circulated to the team. The areas of investigation are as follows.</p> <ul style="list-style-type: none"> - Remove section of ceiling at each tower bay to expose roof framing. - Remove plaster and lath covering original Mass DOT entry stair from gate room side to determine condition of existing structure. - Core holes through red brick at mortuary and gym building to determine if blond brick exists and the condition it is in. - FA to review 3D scan to determine if existing original 1908 stairs above boiler room need to be removed for head clearance. - Items 5,6,7 on hold pending final decision on 1913 slab in new fitness area. DOC to submit PCO for additional under slab photo investigation, coring and selective Demo. <p>5/4 – RL to respond to Ryan’s Email to confirm scope. 5/11 – FA responded to scope and PCO was issued. DCAMM/FA to review. 5/18 – DCAMM noted they had not received FA’s PCO review letter. FA to respond to PCO today.</p> <p>5/27 – PCO review letter was submitted to DCAMM last week. DOC to begin investigation work as soon as PCO formally approved by DCAMM.</p>	
<p>47.05</p>	<p>4/27 – MB asked if a PCO will need to be issued for underground trenching in relation to Eversource/Verizon work. DCAMM to advise. 5/4 – DOC submitted PCO-013 for trenching. DCAMM Reviewing. 5/11 – DCAMM requested this scope be part of buyout scope or self-perform and not PCO. 5/18 – DOC noted that whatever scope is not currently being awarded as a change order will be included as base scope not yet awarded in GMP #2 package.</p> <p>5/27 – item closed.</p>	<p>RECORD</p>

<p>48.01</p>	<p>5/4 – JD asked about virtual meetings with inspectors. None scheduled, team to explore what inspectors are doing. 5/11 – FA will reach out to STV to confirm contact with AHJ’s. 5/18 – STV has been communicating with AHJ’s via email. Per CW all consultant communication with AHJ’s must copy DCAMM. 5/27 – FA to ask STV to forward all previous communication with plumbing inspector to DCAMM.</p>	<p>STV</p>
<p>49.03</p>	<p>5/11 – Second accessibility review will be needed per DCAMM. Floor plans only to be reviewed once 100% CD set is complete. FA to forward to DCAMM at that time. 5/18 – JD agreed to sending DCAMM accessibility consultant the 100% documents for comment. Requested this item be left on the notes as a reminder.</p>	<p>DCAMM</p>
<p>50.02</p>	<p>5/18 – AM asked on current status with Boston Landmarks and MHC. JA noted that meeting with landmarks was successful and all façade material are approved. Staff reviews will be required during CA. <ul style="list-style-type: none"> - All photo documentation for MHS is complete except for the Fens Gatehouse. Once that is complete, the MOA to MHS will be responded to. 5/27 – RL to check with JA on when photos of Fens Gatehouse will happen. <ul style="list-style-type: none"> - FA to forward photos of Stop Plank Garage to DCAMM. </p>	<p>FA</p>
<p>50.03</p>	<p>5/18 – DOC noted that they continue to add review comments to the google spreadsheet for the 60% set and they will re-issue drawing comment matrix to team. 5/27 – more comments added by DOC, RJ noted that FA to utilize the online spreadsheet in lieu of formal PDF submission of comments.</p>	<p>FA</p>
<p>50.04</p>	<p>5/18 – DOC noted that the main water line was increased from 6” to 8” and asked for explanation from Samiotes on why.</p>	<p>FA/SAMIOTES</p>

	5/27 – FA to confirm with Samiotes reason for upsizing the main water line.	
50.07	<p>5/18 – noted that MassDOT has alerted him to an ongoing problem with homeless people sleeping in and urinating in the MassDOT vestibule area. MassDOT has requested a permanent gate to close the vestibule off. The team discussed a temporary gate until the MSP returns to the building. All agreed this was an appropriate solution. FA to send a sketch for temporary gate.</p> <p>5/27 - Temporary gate can be plywood and should not damage the existing stonework. FA to discuss options with RJ. Gate to have hasp and padlock and should swing out if possible.</p>	FA

If there are errors, discrepancies and/or omissions, please notify Finegold Alexander Architects within 24 hours of receipt of this report. After 24 hours, this report will be deemed correct in every aspect and accepted by all concerned.