

# PROJECT REPRESENTATIVE'S DAILY REPORT

Pg. 1  
 Report No. 272  
 Date: 2015-09-17  
 Day: Thursday

**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: clear                      **Noon:** clear                      **3:00 pm:** clear  
**Temperature:** 7:30 am: 63°                      **Noon:** 80°                      **3:00 pm:** 86°

**Superintendent:** Vinnie Bomal

PERSONNEL COUNT	Spec Section	Contractor	Trade	Foreman	Journeyman	Helpers	Total
General Contractor:	Div. 06	GVW	Carpentry	2	2	0	4
	Div. 04		Masonry	0	0	0	0
	09 90 00		Paint/Plaster	1	0	0	1
	02 41 19		Labor	1	0	0	1
	Div. 31		Site Work	1	1	0	2
	Div. 05		Misc. Metals	0	0	0	0
	Div. 03		Concrete	0	0	0	0
	09 30 00		Tiling	1	1	1	3
Subcontractors:	26 00 00	Griffin Electric	Electrical	1	1	0	2
	22 00 00	Lapan Mechanical	Plumbing	1	1	0	2
	07 31 00	Meadows Construction	Roofing	0	0	0	0
	07 53 00						
	07 61 19						
	Div. 23	Ambient Temp. Corp.	HVAC	0	0	0	0
	Div. 21	Encore Fire Protection	Fire Suppression	0	0	0	0
	09 84 13	K & K	Acoustical Ceiling	1	0	0	1
	Div. 14	United Elevator	Elevator	1	1	0	2
	08 12 00	TCI	Doors	0	0	0	0
08 14 00							
08 14 23							
<b>Total:</b>				<b>10</b>	<b>7</b>	<b>1</b>	<b>18</b>

## DAILY REPORT

### Activities Today:

- 1) **Electrical:** working in elevator pit to install switch, light and plug; installed conduit up to louver; continuing with light installation in drop down ceilings
- 2) **Elevator:** continuing with elevator installation
- 3) **Labor:** assisting other trades; general site cleaning
- 4) **Acoustical Ceilings:** continuing to install drop in ceiling tiles
- 5) **Tile:** prepping and placing leveling compound on 2<sup>nd</sup> floor; installed tiles in janitor's closets, break room, clerk's vault
- 6) **Carpentry:** continuing with wood trim around windows; installing framing around acoustic panels in coves
- 7) **Painting:** applying top coat of paint in the basement vault
- 8) **Site:** continuing with site grading around the building
- 9) **Plumbing:** plumbers were on site installing bathroom faucets

# PHOTO INDEX



Photo showing site work in progress for grading.



Photo showing clerk's office vault with tile in place.



Photo showing leveling compound installed in the TV room.



Photo showing tile installed in the server room.



Photo showing the painter applying the top coat of paint in the basement vault.



Photo showing electrician working on light fixtures.



Photo showing floor leveling compound being installed on the 2<sup>nd</sup> floor hallway.



Photo showing bathroom faucet in place.



Photo elevator construction in progress.



Photo showing a collection of controls in the meeting hall. The top is lighting control, the middle is HVAC and the bottom is the timer switch for the lights.

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.**