

Brett Donham AIA

C. Christopher Logan, AIA
Jeffrey D. Shaw, RA

ST. PAUL'S PARISH HOUSE & RECTORY RENOVATIONS
15 ST. PAUL STREET
BROOKLINE, MA
CONSTRUCTION MEETING No. 4 - MINUTES
20 May, 2009
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Present: John Mahony (JM) St. Paul's, CoW
Andrea Brue (AB) St. Paul's, Senior Warden
Jim Lambrianidis (Lambrian) Lambrian Construction Co.
Billy Gatsoulis (BG) Lambrian Construction Co.
Chris Logan (D&S) PM, D&S

Distribution: All present
BC members
Frank M. DeAngelis Building Inspector
Terry McCall St. Paul's Rector
Laura Bradford Clinton Path Nursery School
Brett Donham D&S
Johanna Kuruvilla D&S
PF 0709.04: 10.3

OLD BUSINESS

Item #	Action	Description
1.02	Lambrian, D&S	Asbestos abatement is complete in the PH. JM asked for disposal and air test documents. JL to request disposal documents from abatement sub and CL to request air test documents from F&O. <i>05.07.09 Documents have been requested and will be provided to JM.</i>
1.03	JM	Selective demolition has been completed and Lambrian has removed and stored the following items for the church to sell – Robery sink & mirror, and GH panels. JM to coordinate sale and removal of items. <i>05.07.09 JM is managing this process.</i> <i>05.14.09 JM will provide Lambrian with a move date for the GH panels by 05.15.09.</i> <i>05.20.09 All salvaged items from PH and all furniture in Rectory, except CP furniture & equip., will be part of yard sale on May 30th. After yard sale nothing will be moved back into PH or Rectory and remaining items in Rectory will be moved out by 06.06.09 according to JM.</i>

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1.05		<p>D&S will send a letter to Lambrian requesting a credit for the deletion of the stained glass repair and the removal of the platforms in the Choir Room from the contract.</p> <p><i>05.07.09 D&S issued letters. Lambrian provided St. Paul's a credit of \$11 K for the leaded glass repair deletion. Lambrian is awaiting credit from demo sub for CR risers.</i></p> <p><i>05.20.09 D&S received PR#10 today – CREDIT of \$350.00 for deleting riser removal. D&S recommended to AB & JM that it be approved. PR #10 approved at meeting.</i></p>
1.13	Lambrian	<p>Insulation. During asbestos abatement fiberglass batt insulation in exterior walls of GH & CR became contaminated with asbestos dust and was removed. It was noted by abatement contractor and Fuss & O'Neil that not all of exterior walls were insulated – it was spotty due to existing framing for fire stopping. D&S notified AB and JM and requested Lambrian bring to 04.30.09 meeting an insulation contractor who could advise team as to methods for installing insulation in exposed and closed exterior walls.</p> <p>Healthy Homes presented two options for installing spray icynene insulation in walls. Icynene insulation fills voids and stud bays solid with the added benefit of a vapor barrier. Fiberglass and cellulose insulation do not fill stud bays or cavities solid and a vapor barrier can only be installed on walls where the plaster and lath have been removed.</p> <ol style="list-style-type: none"> 1. Walls w/o plaster and lath: Install full thickness spray icynene insul. 2. Walls with plaster and lath intact: Install full thickness "Pour-Fill" icynene insul. Pour-Fill is a slow expansion spray icynene that is installed in an existing wall via two 1" diameter holes - one at the top of the stud bay and one at the bottom of the stud bay. <p>Lambrian to present the following options w/ pricing.</p> <ol style="list-style-type: none"> 1. Spray and "Pour-Fill" icynene in exterior walls of PH & Rectory. Spay icynene in floor framing below PH & CR. 2. Fiberglass batt & blown-in insulation in exterior walls of PH & Rectory. 3. Option for cellulose blown-in in exterior walls of PH, GR & Rectory walls that have plaster and lath intact in lieu of blown-in fiberglass. <p><i>05.07.09 Lambrian discussed preliminary pricing and scope for installing icynene in PH and Rectory to team. Lambrian to add their costs to the</i></p>

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		<p>insulation price and submit to D&S. <i>JM discussed his recommendation – insulate the exterior walls that have been stripped in the GH & CR with icynene, but do not insulate the exterior walls still plastered since many of them have a number of windows and therefore there will not be a lot of free space to insulate. JM recommended insulating the perimeter of the floor structure at the masonry wall to limit air infiltration.</i> <i>05.14.09 Proposal Request #2 received and reviewed by D&S. D&S requested breakdown for insulating walls & roof so a recommendation and decision can be made.</i> <i>05.20.09 D&S issued letter to Lambrian outlining final scope for added insulation – Icynene in exterior walls and eaves of GH & CR. Lambrian to adjust PR#2 pricing for record. JM received approval from BC for proceeding with this work.</i></p>
1.15	AB, JM	<p>Lambrian requested final paint colors and finish materials for the PH be selected as soon as possible – the PH schedule is very tight and the interior storm sub contractor needs the window frame color to being fabrication of the storm window channels. D&S will prepare color boards for next week. AB stated the colors and material selections can be made by a sub-committee comprised of AB, JB, JM and D&S. <i>05.07.09 On going. Jim Batchelor is away. D&S will prepare for next week. JM will find out availability of JB and Pat Dunbar.</i> <i>05.14.09 D&S has prepared colors and material selection for review by BD on 05.15.09. JM will set up meeting with J. Batchelor & P. Dunbar for week of May 18th. Lambrian needs decisions ASAP.</i> <i>05.20.09 D&S provided St. Paul's with color board on 05.19.09 and acoustic fabric selections for GH panels at meeting today. AB to get color board to J. Batchelor and P. Dunbar for review. Lambrian stated he needs to release the color for the interior storm panels so a fast turn-around is appreciated.</i></p>
1.16		<p>Lambrian reviewed with D&S field conditions in the kitchen now that the selective demo has been completed. 2. Lambrian will salvage plastic lam. panel to right of REF and affix it to left side panel. Lambrian to re-install Ansul switch and outlet in existing opn'gs. in panel.</p>

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		<p>05.07.09 D&S to provide a sketch showing the shortened left side panel.</p> <p>05.20.09 D&S to work-out detail with Lambrian in field.</p> <p>3. Kitchen floor – existing sheet vinyl flooring is in rough shape and will need to be patched where the peninsula was located. Lambrian to prepare a price to replace existing sheet vinyl with linoleum.</p> <p>05.07.09 Lambrian will prepare a price for linoleum flooring.</p> <p>05.20.09 PR#6R submitted and approved by BC.</p>
2.4	D&S	<p>JM will review hall, CR and MR light fixtures</p> <p>05.14.09 Review completed and JM provided D&S with direction for deletion of fixtures in the basement and changing of fixtures in the first floor corridor, MR, CR and Rector's office. D&S will provide direction to Lambrian.</p> <p>05.20.09 D&S awaiting review of fixture by electrical engineer for MR and CR and then will issue direction to Lambrian.</p>

NEW BUSINESS

4.1	Lambrian	<p>Proposal Requests:</p> <p>The following PRs have been approved by the BC. Lambrian will be submitting for record the revised prices for PR#'s 2, 3, and 5 since the for each scope was reduced during the approval process.</p> <p>PR#2 – Additional insulation in GH and CR exterior walls.</p> <p>PR#3 – Replacement of doors on basement & first floor of PH.</p> <p>PR#4 – FA, requested changes by Brookline Fire Dept.</p> <p>PR#5 – Relocation of existing lighting in undercroft.</p> <p>PR#6R – New flooring in PH kitchen</p> <p>PR#9 – Demolition of dormant ductwork in undercroft.</p> <p>PR#10 – CREDIT for deletion of CR riser demo.</p> <p>Lambrian to provide revised pricing to D&S so a Change Order can be prepared for next meeting.</p>
4.2	JM	<p>Food Pantry PR#8 – PR has been approved by Jim Margolis. Lambrian to add to PR cylinder locks for cabinet doors. JM to review with BC the split in pricing. PR#8 includes a storage closet for the Admin. office. Lambrian needs to release the millwork so a quick response is needed.</p>

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4.3		<p>FA Diagram Submittal. Lambrian needs this submittal back ASAP. It is affecting the electrician from starting his wiring. <i>Post Meeting: D&S received the FA Diagram submittal back on 05.21.09, Reviewed with Comments, and sent it to Lambrian for 05.22.09 delivery. Electrician stated none of the devices are long lead items and work will commence on 05.26.09..</i></p>
4.4		<p>Schedule: The project is running two weeks behind schedule. All trades are running two weeks behind and electrical is running three weeks behind. Delay has been caused by the following reasons: 1. Asbestos abatement resulted in the removal of exterior wall insulation and required a study & proposals for insulating exterior walls. 2. FA Submittal was incomplete and required a two step review process. 3. Owner upgrades – Proposal Requests (lighting, cabinetry, flooring, etc.) Lambrian projects obtaining a C of O for the PH by the end of June. It is critical that any additional changes to the scope are decided quickly. The following work will be completed after the C of O – food pantry cabinetry, interior storm panels, and possibly the fabric panels in the GH (Pending release of fabric selection.) Lambrian projects that the Rectory will be completed by 10.01.09 pending that submittals/shop drawings process is complete before commencing work. D&S requested a site meeting in the Rectory after June 6th with Lambrian, AB & JM (after it has been emptied of contents) to scope out and review any potential remedial work that might be required during the construction phase.</p>
4.5		<p>Lambrian will revise the schedule for the next meeting.</p>
4.6	AB	<p>Clinton Path move back date needs to be set. Their move date is determined by the C of O date. AB to speak with CP.</p>
4.7		<p>Next Meeting is scheduled for Thursday May 28, 2009 at 7:30 AM.</p>

Discussion of this meeting has been recorded as understood by the writer. If there are any omissions or corrections, please contact the writer. Unless notified to the contrary, these notes are assumed to be accurate and will be entered into the project record.

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Respectfully submitted,



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