

**MINUTES**  
**SHERWOOD MIDDLE SCHOOL BUILDING COMMITTEE**  
**February 19, 2013**

Present: Mr. Fitzgerald, Dr. Sawyer, Mr. Cox, Mr. Wolohan, Mr. Morgado

Also: Mr. Queeney, Ms. Crockett, Ms. Crafford

Call to order at 7:05 PM in the Conference Room of the new Sherwood Middle School.

On a motion by Dr. Sawyer, Second by Mr. Cox, the minutes of January 15, 2013, were accepted.

On a motion by Mr. Wolohan, second by Mr. Cox, the following bill schedules were approved:

Gilbane	\$342,477.88
Gilbane	\$139,182.92
LPA	\$7,800.00
Worcester Telegram	\$196.65
Various – FF&E	\$220,821.23
Various – FF&E	\$451,233.32
Various – FF&E	\$183,455.05
Various – FF&E	\$252,037.00
Various – FF&E	\$17,387.16
	\$1,125,130.41

Mr. Queeney presented his letter of February 13, 2013, seeking authorization to expend up to \$48,983 for LSP services. He explained this is a budgeted expense. After discussion and on a motion by Mr. Cox, second by Dr. Sawyer this amount was authorized.

Mr. Queeney presented and reviewed his summary of expenditures of contingencies and allowances dated February 19, 2013. After discussion and on a motion by Mr. Cox, second by Mr. Wolohan, the Committee voted to approve AEA's totaling \$8,965.80., BEA's totaling \$11,057.00 and CCA's totaling \$44,348 which also took the form of Change Order #9 (\$44,238.00).

Ms. Crockett advised that to avoid moving soil off the site and pay for disposal, that the baseball field elevation will be raised. The soil contains naturally occurring arsenic that requires special disposal. The leak at the loading dock continues to be pursued. Also a list of issues and deficiencies reported by the staff has been compiled and is being worked on. There is nothing extraordinary and the issues are typical of moving into a new building.

Ms. Crafford presented and reviewed the Gilbane report dated February 19, 2013. The demolition should be completed within (10) weeks total for both abatement and for the

demolition work to conclude. Mr. Morgado asked about rodent/critter control during the demolition process as it is possible that wildlife may be disturbed with the building coming down particularly with the modular units. There was an extended discussion on the demolition portion of the project. Mr. Fitzgerald also raised the matter of visibility of the Stop Sign at Orchard & Hutchins (northbound). Also the matter of parking on Orchard Street causing issues at the point where pavement ends and lawn areas begin.

The meeting adjourned at 8:10 PM.

Respectfully submitted,

Daniel J. Morgado  
Town Manager

Materials Referenced

Meeting notice with attachments dated February 15 2013

Bill schedules as noted

Letter dated February 13, 2013, with attachments from PMA

Summary of Expenditures of Contingencies and Allowances dated February 19, 2013

Change Order #9

Report prepared by Gilbane dated February 19, 2013



## Town of Shrewsbury

MASSACHUSETTS 01545-5398

February 15, 2013

To: Sherwood Middle School Building Committee  
From: Daniel J. Morgado  
Re: Next Meeting

The next meeting of the Committee will be **Tuesday, February 19, 2013, at 7:05 PM in the the conference room of the new Sherwood Middle School** to consider the following agenda:

### AGENDA

1. Call to Order
2. Accept minutes of January 15, 2013
3. Act on bill schedule(s):

Gilbane	\$342,477.88
LPA	\$7,800.00
PMA	TBD
Worcester Telegram	\$196.65
Various – FF&E	\$220,821.23
Various – FF&E	\$451,233.32
Various – FF&E	\$183,455.05
Various – FF&E	\$252,037.00
Various – FF&E	\$17,387.16
	\$1,125,130.41

4. Report from PMA Consultants - Owner's Project Manager
  - a. Proposal for environmental consulting services
5. Report from Lamoureux Pagano Associates
6. Report from Gilbane Building Company (GBC) - CM at Risk Firm
7. Building Committee action as necessary
  - a. Act on Bid Awards on Bid Packages (as necessary)
  - b. Act on Construction Change Authorizations (as necessary)
  - c. Act on Budget Expense Authorizations (as necessary)

- d. Act on Allowance Expense Authorizations (as necessary)
  - e. Act on Contingency Expense Authorizations (as necessary)
  - f. Act on Change Order #9
- 8. Other business (Tour of Building)
  - 9. Adjourn

Reference materials

Minutes of January 15, 2013

Bill schedules as referenced

Change Order #9

Proposal for Environmental Services from PMA dated 2/13/2013

Cc Sherwood Middle School Project Email Distribution List

**MINUTES**  
**SHERWOOD MIDDLE SCHOOL BUILDING COMMITTEE**  
**January 15, 2013**

Present: Mr. Fitzgerald, Dr. Sawyer, Ms. Canzano, Mr. Cox, Mr. Wolohan, Ms. Nash, Mr. Morgado

Also: Mr. Queeney, Mr. Kincaid

Call to order at 5:22 PM in the Conference Room of the new Sherwood Middle School.

On a motion by Ms. Nash, second by Ms. Canzano, the minutes of December 18, 2013, were accepted.

On a motion by Ms. Canzano, second by Dr. Sawyer, the following bill schedules were approved:

LPA	\$45,410.00
PMA	\$54,301.00
	\$99,711.00

At 5:25 PM the Committee concluded its formal business to participate in the recognition program and adjourned for the night upon the conclusion of activities.

Respectfully submitted,

Daniel J. Morgado  
Town Manager

Materials Referenced

Meeting notice with attachments dated January 15, 2013  
Bill schedules as noted



February 13, 2013

Mr. Dan Morgado, Town Manager  
Town of Shrewsbury  
100 Maple Ave.  
Shrewsbury MA 01545

Subject: *Sherwood Middle School –Professional Services during Abatement*

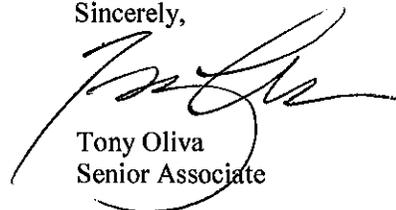
Dear Mr. Morgado:

Gilbane's abatement work, slated to commence in the coming month, requires the support of qualified professional personnel, an Industrial hygienist and a licensed site professional (LSP), in addition to having independent lab testing. The scope of this work is tied to the duration of the work of the contractors. PMA has solicited quotes from two groups for these services, attached hereto, who have provided unit prices, as well as an estimate for total costs based upon the contractors approved schedule for the work.

PMA is seeking approval to engage these services on the Owners' behalf, and would recommend awarding the work to Universal Environmental Consultants, based on not only their lower rates, but also, that they were the party utilized by the Lamoureux Pagano Associates to develop the abatement plans and specifications for the project. PMA would monitor the performance, and seek to implement best-cost solutions with the service provider, and would bill the services on a cost-plus-10% basis on the monthly billings.

The Project Funding Agreement contains a line item (06020000) sufficient to cover the anticipated costs of this activity, based on the contractor's approved schedule. Of the original value of \$135,000, there remains a balance of \$63,602. Current cost estimate for this activity, with PMA mark-up is \$48,983.

Sincerely,



Tony Oliva  
Senior Associate

to  
Enclosure(s)  
UEC Proposal, dated Feb. 4, 2013  
Cardno ATC Proposal, dated Feb. 1, 2013

cc: FILE 03350.1.3.07.i  
Paul Queeney  
Robert Cox

February 4, 2013

Mr. Dan Morgado  
Town Manager  
Town of Shrewsbury  
100 Maple Avenue  
Shrewsbury, MA 01545

Reference: Proposal for Environmental Consulting Services  
Sherwood Middle School

Dear Mr. Morgado:

Thank you for the opportunity for Universal Environmental Consultants (UEC) to provide professional services.

We are pleased to submit our proposal for the above referenced project.

Should this proposal meet with your approval, kindly execute and return the enclosed proposal.

Please do not hesitate to call me at (508) 628-5486 if you have questions about this proposal or our services.

Very truly yours,

Universal Environmental Consultants



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Ammar M. Dieb  
President

UEC:\proposals\MDMShrewsbury-Sherwood-M.DOC

Enclosure

**PROPOSAL  
FOR  
ENVIRONMENTAL CONSULTING SERVICES  
AT  
SHERWOOD MIDDLE SCHOOL**

UEC will provide the following services.

**SCOPE OF WORK:**

**Task I (Asbestos Construction Monitoring and Air Sampling):**

*On-Site Monitoring Services during Remediation*

UEC will provide the following services:

1. The Designer will review submittals provided by the Contractor.
2. The Industrial Hygienist(s) will attend a pre-construction conference prior to start of work. The conference establishes specific scheduling requirements, logistical arrangements, chain of command, and emergency procedures and phone numbers.
3. Industrial Hygienist(s) will provide on-site asbestos abatement project monitoring and observe the contractor's practices and procedures during the removal process.
4. Industrial Hygienist(s) will attend meetings during asbestos abatement activities.
5. Industrial Hygienist(s) will collect and analyze air samples in accordance with Federal and State regulations as follows:
  - a. Background air samples by Phase Contrast Microscopy (PCM) prior to the commencement of abatement activities in each area to establish the ambient levels of airborne fibers.
  - b. General area air samples by PCM during abatement activities both inside and outside abatement work areas to verify airborne fiber levels do not exceed required limits.
  - c. Clearance air samples by PCM as required by Federal and State regulations. PCM samples will be collected and analyzed on-site in using the NIOSH method 7400.
6. Perform a final inspection and complete a "punch" list. Follow up on completion of the "punch" list items.
7. Industrial Hygienist(s) will perform air sampling on the exterior of the school during demolition as required by the DEP since ACM damproofing was found on the exterior.
8. Produce a final report, including daily logs, sample results based on EPA compliance protocol.
9. Review contractor's application for payment.

**Task II (Polychlorinated Biphenyls (PCB's) Sampling and Reporting):**

UEC will provide the following services:

1. The Designer and LSP will review the submittals and Contractor's PCB's plan.
2. The Designer and LSP will attend a pre-construction conference prior to start of work. The conference establishes specific scheduling requirements, logistical arrangements, chain of command, and emergency procedures and phone numbers.
3. The Industrial Hygienist(s) will collect bulk samples of the unit vents capacitors as required by the EPA approved plan and forward to a Massachusetts licensed laboratory to be analyzed for PCB's. Additional sampling might be needed should levels found to exceed EPA limit.
4. The Industrial Hygienist(s) will collect verification samples in accordance with the EPA approved plan and forward to a Massachusetts licensed laboratory to be analyzed for PCB's. Additional sampling might be needed should levels found to exceed EPA limit.
5. Conduct periodic visual inspection for visible emissions around the perimeter of the building during PCB's remediation and conduct periodic real time dust testing using a TSI DustTrak DRX Aerosol

Monitor for PM1, PM2.5, RESPIRABLE, PM10 and TOTAL (mg/m3), upwind and downwind of the site and with additional perimeter test points.

6. The designer and LSP will prepare a closure report and forward to the EPA.

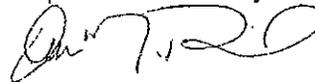
**FEES:**

Fees for services will be charged on time and material basis with an estimated fee as follows.

Pre-Construction Meeting (Designer and LSP)	\$ No Charge	\$ No Charge	
Submittals Review for Asbestos	\$ No Charge	\$ No Charge	
Submittals and Contractor's Plan Review for PCB's	\$ No Charge	\$ No Charge	REMOVE PREMIUMS
Industrial Hygienist per Shift (regular time) x 60 Shifts	\$ 300.00	\$ 18,000.00	
Industrial Hygienist per Shift (overtime, weekends) x 12 shifts	\$ 450.00	\$ 5,400.00	<1,800>
Per additional hour (overtime, weekends) x 48 Hours	\$ 60.00	\$ 2,880.00	<2,800>
Designer and Project Manager (per hour) x 40 Hours	\$ 95.00	\$ 3,800.00	
LSP for Meetings and Closure Report (per hour) x 30 Hours	\$ 135.00	\$ 4,050.00	<4,600>
Per PCM air samples x 6 Samples per Shift	\$ 20.00	\$ 8,400.00	
Dust Monitor (per shift) x 40 Shifts during PCB's and Demolition	\$ 110.00	\$ 4,400.00	TOTAL
Per PCB's Bulk Samples (1-Week) x 30 Samples	\$ 90.00	\$ 2,700.00	

The Estimated Fee based on scheduled provided by the Contractors (70 working days) \$ 49,130.00  
 <4,600> LESS PREMIUM  
 COMPARABLE ESTIMATE 44,530

Proposal Authorized By:



Ammar M. Dieb  
 President

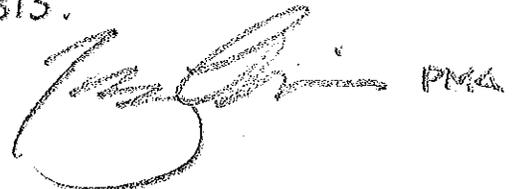
Proposal Accepted by:

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

NOTES! FOR BID COMPARISON, PREMIUM HOURS WERE REMOVED TO PROVE EQUAL-BASIS COMPARATIVE ANALYSIS.





Shaping the Future

February 1, 2013

Shrewsbury School District  
c/o Mr. Tony Oliva  
PMA Consultants, LLC  
Sherwood Middle School Project

**Subject: Asbestos & PCB Remediation Monitoring, Sherwood Middle School**

**Cardno ATC Proposal No. 081.2013.0010**

Cardno ATC

73 William Franks Dr.  
West Springfield, MA 01089

Phone +1 413 781 0070  
Fax +1 413 781 3734  
www.cardno.com

www.cardnoCardno ATC.com

Dear Mr. Oliva:

Cardno ATC presents our proposal for Asbestos Containing Materials and PCB Consulting Services related to the renovation work at the above referenced school. Our services included remediation oversight and testing during asbestos abatement and PCB remediation.

Cardno ATC has based our project monitoring estimate on the abatement contractor's proposed schedule. The contractor estimates a total of 47 working days to complete the asbestos abatement and the PCB remediation.

Specifically, Cardno ATC's Scope of Services shall include:

**1. ABATEMENT OVERSIGHT/MONITORING**

Cardno ATC shall perform construction administration services (i.e. oversight and testing) during remediation of asbestos-containing materials. While on-site, Cardno ATC will perform the following:

**Asbestos Project Monitoring**

- Cardno ATC shall review and document the abatement contractor's on-site paperwork and work activities. Deficiencies in safety procedures or engineering controls will be reported to the abatement site supervisor and to the OPM.
- Cardno ATC's MA licensed asbestos project monitor shall inspect the integrity of each containment area before the asbestos abatement contractor is allowed to begin asbestos removal activities.
- Cardno ATC's MA licensed asbestos project monitor shall verify the quantities of ACM removed from each work area. Cardno ATC and the abatement site supervisor shall sign a document detailing ACM quantities removed for each area.

- Cardno ATC, with the abatement site supervisor shall perform visual inspections of each work area at the conclusion of the abatement. The visual inspection shall ensure that all ACM's as identified in the specification have been removed in accordance with the Contract Specification and the containment is clean to the point of no visible debris.
- Cardno ATC shall perform Final Air Clearance testing for each abatement work area (as applicable). All samples shall be collected and analyzed on-site by PCM prior to containment teardown.
- At the completion of the project, Cardno ATC shall provide the Client with copies of all on-site documentation (i.e. air sample results, chronological site logs and certificates of visual inspection for each containment area cleared).

## **2. PCB REMEDIATION OVERSIGHT/MONITORING**

- Cardno ATC shall review and document the PCB contractor's on-site paperwork and work activities. Deficiencies in safety procedures or engineering controls will be reported to the abatement site supervisor and to the OPM.
- Cardno ATC shall perform dust monitoring with a direct reading instrument outside of the PCB remediation work area. Dust sample results above the allowable levels will be immediately reported to the site supervisor and the OPM.
- Cardno ATC shall collect post remediation samples as required by the EPA approved work plan. Post abatement verification sampling will be performed at the following schedule:
  - Expansion Joints: one sample every 5 lineal feet (total 14 samples)
  - Window Openings: one representative window opening of each type (large/small) on each side of the building (7 sides) will have all four sides sampled (total of 28 samples of large windows and total of 12 "small" window samples, 40 total window opening samples). Masonry samples will be collected following the removal of 8" of adjacent masonry using the EPA SOP for sampling porous surfaces. Samples will be sent to a qualified laboratory for analysis per the approved work plan. Sample results will be available 3-4 days following receipt by the laboratory.
- Cardno ATC shall prepare a closeout report which shall include all analytical results, summary of findings, conclusions and drawings for submission by the designer to EPA.

**COST PROPOSAL**

The following table represents Cardno ATC's budget estimate for associated oversight of remediation activities.

<b>ASBESTOS &amp; PCB REMEDIATION PROJECT MONITORING - Based on 47 work day schedule</b>			
<b>SCOPE</b>	<b>ESTIMATED UNITS</b>	<b>RATE</b>	<b>TOTAL ESTIMATE</b>
On-Site Project Monitoring during asbestos and PCB remediation	500 hours	\$55/Hour	\$27,500
Project Management, including meetings and submittal review	48 hours	\$100.00/hour	\$4,800
Reimbursables (mileage, copies, etc.)	47 days	\$65/day	\$3,055
Dust Trak Rental (assumes 1 instrument)	34 days	\$50/day	\$1,700
PCB verification sample analysis	54 samples	\$100/sample	\$5,400
Closeout Reports (Asbestos & PCB)		\$3,000	\$3,000
		<i>Total</i>	\$45,455.00

**Notes:**

1. PCB Prices reflect 3-day lab turnaround times.
2. Cardno ATC shall invoice time portal to portal from our West Springfield, MA office
3. DustTrak rental is for 34 days to allow for shipping on both ends.
4. Hours for monitor include an extra 10 hrs per PCB verification sampling event and estimates 5 sample events for an additional 50 hrs. A second technician will be required for this sampling.

**CONCLUSION AND SCHEDULE**

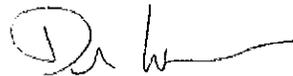
Cardno ATC's primary objective during all phases of work will be client satisfaction and continuous coordination with to ensure that all project tasks are completed on time.

We thank you for taking the time and effort to consider our proposal. If you have any questions regarding this proposal or require further information or clarification, please do not hesitate to contact either of the undersigned at 413-781-0070. Thank you again for your consideration.

Sincerely,



Brian Williams  
Branch Manager  
for Cardno ATC  
Direct Line 413 781 0070 ext. 119  
Email: [brian.williams@cardno.com](mailto:brian.williams@cardno.com)



Derrick Wissman  
Senior Project Manager  
for Cardno ATC  
Direct Line 413 664 6687  
Email: [derrick.wissman@cardno.com](mailto:derrick.wissman@cardno.com)

File: ShrewsburySherwoodMSAsbMonitorFeb2013



Town of Shrewsbury, Massachusetts  
Sherwood Middle School Project

## SHERWOOD MIDDLE SCHOOL Summary of Expenditures of Contingencies and Allowances

February 19, 2013



PMA Construction Services  
Owner's Project Manager

### Allowance Expenditures (AEAs)

\$ 2,761,615.00	Total Value of various categories as of establishment of GMP
\$ 1,760,196.51	Expenditures Previously Accepted by Building Committee
\$ 8,865.80	AEA's Reviewed and Presented This Month for Building Committee ratification
\$ 992,552.69	Value of Allowance balances remaining
64%	Percentage Consumed

This Month:

AEA #	Description	Amount
10002b	Ledge Removal at Site Drainage CB112	\$ 330.00
10007b	Pre-demo Asbestos Abatement	\$ 606.80
10011b / ATP 120	Floor Preparation - Linoleum Floors	\$ 7,929.00
<b>TOTAL \$</b>		<b>8,865.80</b>

### CM Contingency Expenditures (BEAs)

\$ 1,030,485.00	Value of category as of establishment of GMP
\$ 260,129.73	Expenditures Previously Accepted by Building Committee
\$ 11,057.00	BEA's Reviewed and Presented This Month for Building Committee ratification
\$ 759,298.27	Value of CM Contingency balance remaining
26%	Percentage Consumed (including requested issues)
91%	Percentage Complete (as of GBCo Nov 2012 Req, adj. for unspent CM conting & Allowances)

This Month:

BEA #	Description	Amount
ATP 126	Premium Time for Waterproofing	\$ 1,777.00
ATP 131	Boiler - Venting of Gas Regulators	\$ 2,453.00
ATP 137	Gym Wood Flooring Depth Issue - custom thresholds at doors	\$ 3,144.00
ATP 138	Touch-up Painting	\$ 3,683.00
<b>TOTAL \$</b>		<b>11,057.00</b>

### Owners Construction Contingency Expenditures

\$ 1,851,268.00	Value of Category as of establishment of GMP
\$ 649,363	Executed Change Orders Authorized by Building Committee
\$ 44,348.00	Authorized Expenditures Not Yet Compiled into Change Order (see below)
\$ 1,157,557.00	Value of Owner Construction Contingency balance remaining
37%	Percentage Consumed
91%	Percentage Complete (as of GBCo Nov 2012 Req, adj. for unspent CM conting & Allowances)

This Month:

CCA #	Description	Amount
ATP 109	Reset Curb; fix sidewalk at Oak School	\$ 6,744.00
ATP 124	IT: Provide two UPS units for the Storage Array	\$ 4,507.00
ATP 129	Site Changes: unforeseen structures in softball field; changes in Hutchins intersection drainage	\$ 6,345.00
ATP 130	Site Light Fixture Bases for Type Z4	\$ 3,088.00
ATP 132	Kitchen Servery Snøeze Guard Design	\$ 15,896.00
ATP 133	Window Treatments for Faculty Dining Room	\$ 798.00
ATP 134	Plumbing Inspector reqs 5 new backflows in Kitchen	\$ 2,064.00
ATP 135	Install dryer vent connection for laundry in Life Skills	\$ 3,164.00
ATP 136	Misc Tel/Data Changes, Additions	\$ 1,742.00
<b>TOTAL \$</b>		<b>44,348.00</b>

### Owners Soft Cost Contingency Expenditures

\$ 762,741.00	Total Value of various categories as of establishment of GMP
\$19,560.00	Expenditures Previously Approved
\$ -	Consultant Requests for Amendment Presented This Month for Bldg Comm. ratification
\$ 743,181.00	Value of CM Contingency balance remaining
3%	Percentage Consumed
91%	Percentage Complete (as of GBCo Nov 2012 Req, adj. for unspent CM conting & Allowances)

# GILBANE BUILDING COMPANY CHANGE ORDER

CO 9

**CONTRACT FOR:** Sherwood Middle School  
**OWNER:** Town of Shrewsbury  
**ADDRESS:** 100 Maple Avenue  
 Shrewsbury, MA 01545

**PROJECT NUMBER:** 115074000  
**CHANGE ORDER NO:** 9 (Post GMP)  
**DATE OF ISSUANCE:** 1/29/13  
**SUBMITTED BY:** GILBANE BUILDING COMPANY  
**CONTRACT DATED:** 5/10/11

**ARCHITECT:** Lamoureux Pagano Associates

**ARCHITECT PROJ NO:**

The Contract changes as follows:

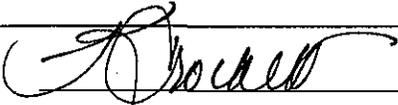
**DESCRIPTION**

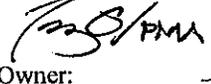
Change Order to adjust the GMP to include various Authorizations to Proceed (ATPs). See attached ATPs for description of change.

ATP Number	PCI Number	Change Request Description	Amount
ATP 109	OS-59	Reset Curb up to Oak MS	\$6,744.00
ATP 124	OS-96	PR-21 – Added UPS Units	\$4,507.00
ATP 129	OS-71	Misc. Site Work	\$6,345.00
ATP 130	OS-101	Added Bollard Light Base	\$3,088.00
ATP 132	OS-95	Kitchen Serving Line Sneeze Guard Revisions	\$15,896.00
ATP 133	OS-100	Added Shades in Faculty Dining PR-25	\$798.00
ATP 134	OS-78	Backflow Preventer	\$2,064.00
ATP 135	OS-98	Dryer Vent – PR-23	\$3,164.00
ATP 136	OS-89	Misc. Data Changes	\$1,742.00

Signature of the Owner indicates agreement herewith, including any adjustment in the Contract Sum or the Contract Time

The original Guaranteed Maximum Price was	34,076,286.00
Net change by previously authorized Change Orders	649,363.00
Guaranteed Maximum Price prior to this Change Order	34,725,649.00
Guaranteed Maximum Price will be increased by this Change Order in the Amount	44,348.00
The new Guaranteed Maximum Price including this Change Order will be	34,769,997.00
The Contract Time will be unchanged by	0 days
The date of Substantial Completion for construction as of the date of this Change Order therefore is	10/31/13

Architect:  Date: 2-14-13

Owner:  Date: \_\_\_\_\_

Company:  Date: 2-14-13

GILBANE BUILDING COMPANY

Distribution: Owner                      Lamoureux Pagano Associates                      GILBANE BUILDING COMPANY  
 CR File                                      CO File    Other

# Memorandum



Sherwood Middle School  
GBC Project #: 5074

To: **Sherwood Middle School Building Committee**  
From: **Danielle Crafford – Project Superintendent**  
CC: **Walt Kincaid – Project Manager & Jim Driscoll – Project Executive**  
Date: **February 19, 2013**  
Re: **CM Report**

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## **Construction Activity this Period**

- Completed final move over to New Sherwood
- Continued completion of commissioning systems
- Continued completion of remaining punch list items
- Compiled close out documentation
- Started removing remaining furniture within Old Sherwood

## **Key Dates/Upcoming Activities**

- Completion of commissioning systems
- Completion of remaining Punchlist items
- Pre-Abatement preparation and site fence installation began today, 2/19
- All furniture to be removed by Friday, 2/22
- Abatement to begin on Monday, 2/25

## **Other Business:**

- Construction Payment Application #24 (period ending January) –\$ 139,182.92