

# Spaulding Engineering and Construction Services, Inc.

24 Common Street ~ Waterville, Maine 04901  
Phone (207) 861-9923 ~ Fax (207) 861-9923

August 26, 2011

Ms. Jeannie Bourke  
Building Inspections Division  
City of Portland Maine  
389 Congress Street  
Portland, Maine 04101-3509

RE: Central Maine Power Company – 138 Canco Road, Proposed New 874 Square Foot East Truck Bay Addition – Special Inspections

Dear Jeanie,

Spaulding Engineering and Construction Services, Inc. (SECS) will be performing project/construction management and periodic field inspections to verify quality control and quality assurance (QA/QC) and ensure the project is being constructed in accordance with the project Drawings, Specifications and any specific Building permit requirements. The project/construction management will be performed by Daniel E. Spaulding P.E. Project periodic QA/QC site inspections will be performed by Daniel E. Spaulding P.E. or Jack Belyeu, SECS technician/field inspector. We believe that the following procedures and inspection program satisfies the intent of the 2009 IBC Chapter 17 Structural Tests and Special Inspections.

SECS will review all project submittals for compliance with the project Drawings and Specifications. Submittals requiring SECS review for compliance with the Contract Drawings and Specification will include but not be limited to the following:

- Concrete reinforcing shop drawings
- Concrete mix design
- Under slab vapor barrier
- Gravel backfill gradation
- Asphalt paving
- Structural steel shop drawings
- Steel decking shop drawings
- Elastomeric roofing, insulation, accessories and appurtenances
- Insulated steel wall panels, trim and appurtenances
- Wall vapor barrier
- Overhead doors, tracks, operators and appurtenances
- Paint

SECS has constructed several new facilities and building modifications/additions for Central Maine Power Company over the past few years which include Service Buildings in Skowhegan, Fairfield, Jackman, Lewiston, Stratton, Rumford, Belfast and Wiscasset. We have also constructed two building additions to accommodate CMP larger trucks similar to the Portland addition in Dover and Rockland.

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SECS performs periodic site inspections on at least a once a week basis or more frequently as required to perform inspections of the critical components of the structure. Inspections/site meeting will include the following:

- Construction kick-off meeting at the site to introduce all key project individuals, define roles and responsibilities. Develop site contact list of all key personnel.
- Perform inspection of bottom of footing bearing surfaces.
- Perform pre-concrete inspection of all concrete formwork; inspections of all concrete footing, wall, pier and concrete slab reinforcement to verify reinforcement size, spacing and placement and verify location and placement of all cast in components including anchor bolts.
- Be onsite during all concrete placements to monitor placement and consolidation methods. The Contractor is responsible to have an independent concrete testing agency onsite for all concrete placements to monitor air content, slump and concrete temperature. Concrete cylinders will be taken to verify the concrete 28 day compressive strength. SECS inspectors coordinate with the independent testing agency to ensure the concrete meets the project specifications.
- Perform inspections and verification of all under slab insulation and vapor barrier installations.
- Perform periodic inspections of structural steel erection and review snug tight connections to ensure all bolts are in place and tightened.
- Perform periodic inspection of steel deck to verify fastening pattern and size prior to any installation of roofing insulation.
- Perform periodic inspection of all siding, trim and roofing installations.

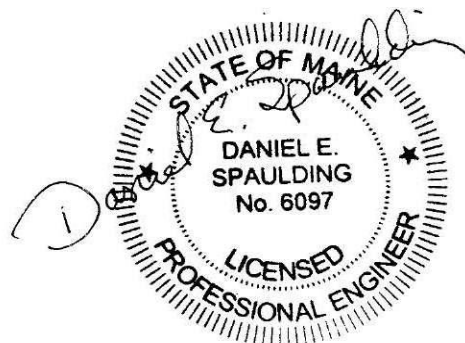
SECS completes a daily construction report for every site inspection, a concrete inspection checklist prior to any concrete placements and produces a Weekly Construction Report. Copies of our typical forms are attached.

We are in hopes believe that the project/construction management and inspection procedures outlined above are as the City of Portland expects and should you have any questions or comments, please contact me at (207) 861-9923.

Sincerely:

Daniel E. Spaulding P.E.

CC: R. Meader, CMP  
G. Mirabile, CMP



**DAILY CONSTRUCTION REPORT**

Client: \_\_\_\_\_ Day/Date: \_\_\_\_\_

Project Name: \_\_\_\_\_ Report No. \_\_\_\_\_

Location: \_\_\_\_\_

Spaulding Engineering Job No.: \_\_\_\_\_

Spaulding Engineering Field Representative: \_\_\_\_\_

Contractor: \_\_\_\_\_

**Sub-Contractors:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Weather:** \_\_\_\_\_ **Temperature: High** \_\_\_\_\_ **Low** \_\_\_\_\_

**Testing:**

Test Lab: \_\_\_\_\_

Test (type): \_\_\_\_\_

Test Numbers: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

**Critical Dates/Events:**

\_\_\_\_\_  
\_\_\_\_\_

**Work in Progress:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_





**CONCRETE INSPECTION  
CHECKLIST**

**Client:** \_\_\_\_\_  
**Project:** \_\_\_\_\_  
**Location:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Footing/Wall Description:** \_\_\_\_\_  
**Reference Drawing:** \_\_\_\_\_  
**Inspected By:** \_\_\_\_\_

**FOOTINGS/SLABS:**

	<i>Acceptable</i>	<i>Not Acceptable</i>	<i>Notes:</i>
Location: x-direction			
y-direction			
B.O.F. Elevation			
Length			
Width			
Height			
Form Condition			
Form Support			
Form Squareness			
Reinforcing:			
Bar Size			
Bar Spacing			
Bar Support			
Bar Ties			
Bar Splices			
Bar Cover (Top)			
Bar Cover (Bot)			
Bar Cover (Sides)			
L-bars/Dowels			

**CONCRETE PLACEMENT FOOTINGS/SLABS:**

	<i>Acceptable</i>	<i>Not Acceptable</i>	<i>Notes</i>
Slump			
Placement Techniques			
Vibration/Consolidation			

***WALLS/PIERS:***

	<i>Acceptable</i>	<i>Not Acceptable</i>	<i>Notes</i>
Location:			
x-direction			
y-direction			
T.O.W Elevation			
Length			
Width			
Form Condition			
Form Support			
Form Squareness			
Form Straightness:			
Vertical			
Horizontal			
Chamfers			
Waterstop			
Reinforcing:			
Bar Size			
Bar Spacing			
Bar Support			
Bar Ties			
Bar Splices			
Bar Cover (Sides)			
Bar Cover (top)			
Stirrup Size			
Stirrup Spacing			
Anchor Bolts:			
Location:			
x- Direction			
(Before Placement)			
y-Direction			
(Before Placement)			
Protrusion Above			

***WALLS/PIERS (CONTINUED):***

	<i>Acceptable</i>	<i>Not Acceptable</i>	<i>Notes</i>
Location:			
x- Direction (After Placement)			
y- Direction (After Placement)			
Straightness			

***CONCRETE PLACEMENT WALLS/PIERS:***

	<i>Acceptable</i>	<i>Not Acceptable</i>	<i>Notes</i>
Slump			
Placement Techniques			
Vibration/Consolidation			

**Concrete inspections are performed by Spaulding Engineering and Construction Services, Inc. for the Owner. Spaulding Engineering and Construction Services, Inc. takes no responsibility for the foundation layout, formwork, anchor/reinforcing placement, concrete, placement techniques or finishing which shall be the Contractor's sole responsibility.**







