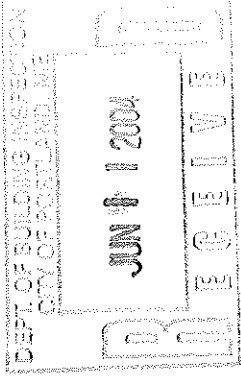


## MEMORANDUM

**TO:** Mike Nugent, Portland Code Enforcement  
**FROM:** Joe Hemes  
**DATE:** June 11, 2004  
**PROJECT:** Portland-East End Elementary School  
**RE:** Boca Code Review Meeting June 10, 2004

---



8 A 4

We met with Mike Nugent & Lt. McDougall to discuss code issues with comments as follows:

1. SBA will copy previous notes to Mike including; Life Safety Code Meeting Notes with Steve Dodge on August 29<sup>th</sup>, 2003. State Fire Marshall's Office "Preliminary Letter of Approval" dated August 29<sup>th</sup>, 2003 Life Safety Code Summary dated November 3<sup>rd</sup>, 2003 Boca Code Review, DD Phase dated October 21, 2003 Boca Code Occupancy Review dated October 20, 2003
2. Notes from the December 2003 meeting were reviewed. Changes to the plan were reviewed and exiting from various areas of the building was discussed..
3. The school will be designed under Boca 1999, Construction Type 3B (unprotected) and will have a full NFPA 13 sprinkler system.
4. The site plan will be reviewed with Lt. McDougal for fire prevention issues. The zoning of the sprinkler system on drawing M6 was acceptable. The 4 " stortz sprinkler connection on the outside of the sprinkler room is a good location. The 3 hydrant locations were reviewed. Lt. McDougall has been involved with the design since concept and basically approved the drawings.
5. The main lobby had doors added to east court for emergency egress based on dead end corridor, when the classroom wings are locked. This was added to the plans since the last review. The north classroom wing can egress into the main lobby for second means of egress.
6. The Lobby shall have gasketed & sprinkled glass along main office windows per 'Atrium' 404.5 exception 2. The Life Safety Code "Communicating space has the same requirements. Sprinkler heads no further than 1'-0" from glass and 6'-0" o.c.
7. Special Inspections for structural work required. We anticipate Pinkham & Greer -the project's Structural Engineers, to coordinate these services with a testing agency. A Special Inspections Submittal shall be provided before the construction project is started.
8. The ramp at the loading dock does not need to HC accessible and is sloped 1 to 8. Boca may require 1 to 12 maximum, which would require an 8' longer ramp and switchback. Mike Nugent & Joe Hemes to review.

10 Danforth Street

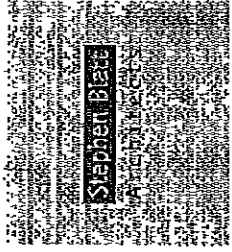
Post Office Box  
583 DTS

Portland, Maine  
04112-0583

Voice:  
207.761.5911

Fax:  
207.761.2105

Email:  
sba@sbaarchitects.com



## FAX TRANSMITTAL

**TO:** Tammy Munson  
City of Portland

**FAX #:** (207) 874-8716

**FROM:** Joe Hemes

**DATE:** 1/7/04

**PROJECT:** East End Elementary School

**RE:** Survey letter to date

**PAGES:** \_\_\_\_\_

### Special Comments or Instructions:

As requested, East End Elementary School survey letter to date. Please note that when the footprint is completed we will provide a final letter from surveyor, thanks.

10 Danforth Street

Post Office Box  
583 DTS

Portland, Maine  
04112-0583

Voice:  
207.761.5911

Fax:  
207.761.2105

Email:  
sba@sbarchitects.com

If you do not receive all pages please contact us A.S.A.P. (207) 761-5911

# OWEN HASKELL, INC.

Professional Land Surveyors

16 Casco Street • Portland, Maine 04101-2979 • 207/774-0424 • FAX: 774-0511 • [ohi@owenhaskell.com](mailto:ohi@owenhaskell.com)

**MEMO TO:** Clint Gendreau  
Ledgewood Construction  
Fax #767-1869

**FROM:** Ellen Brewer  
Owen Haskell, Inc.  
Fax #774-0511

**DATED:** January 6, 2005

**RE:** Layout at East End Elementary School, Portland, Maine

Dear Clint:

On November 12, 2004 and December 10, 2004 Owen Haskell, Inc. staked out on the ground column lines B3, EE, B5, A.5 and 1 as per the construction plans provided.

If you have any further questions or need any additional information please do not hesitate to call.

File: 2004-288-01-ECB

## EAST END ELEMENTARY SCHOOL

Date: November 4<sup>th</sup>, 2005 (1 PM)

### Attendance:

<u>Name</u>	<u>Company</u>	<u>Phone</u>	<u>Email</u>
Ellen Sanborn	City of Portland	874-8642	els@portlandmaine.gov
Jay Reynolds	City of Portland	874-8632	jayjr@portlandmaine.gov
Todd Merkle	City of Portland	650-6228	todd@portlandmaine.gov
Hank Dresch	School Department	874-8126	dresch@portlandschools.org
Doug Sherwood	School Department	874-8126	sherwd@portlandschools.org
Randy Stewart	School Department	874-8125	stewar@portlandschools.org
Ken Scott	Ledgewood	767-1866	
James Beaulieu	Ledgewood	767-1866	jbeausell@ledgewoodconstruction.com
Peter Benard	Ledgewood	767-1866	
Clint Gendreau	Ledgewood	767-1866	cgendreau@ledgewoodconstruction.com
Tony Lombardo	A.H. Grover	829-3373	tonylombardo@maine.rr.com
Goff French	Bureau of Gen'l. Services	624-7346	goff.french@maine.gov
Bill Hoffman	DeLuca Hoffman	775-1121	whoffman@delucahoffman.com
Bo Kennedy	DeLuca Hoffman	775-1121	bkennedy@delucahoffman.com
Sandy Miller	SBA Project Representative	TBD	TBD
Joe Hemes	Stephen Blatt Architects	761-5911	joe@sbarchitects.com

## PRE-CONSTRUCTION CONFERENCE

### Meeting Notes-Additions to agenda in Italics- (REVISED 11.10.04)

1. Introductions
  - a. Agencies
    - i. Owner, City of Portland/Portland Public Schools
    - ii. Bureau of General Services
    - iii. Department of Education
    - iv. State Fire Marshall
    - v. Bureau of Health Engineering, Plumbing Inspector
    - vi. Municipal planning and code officials
    - vii. D.E.P., Environmental Permits
2. Project Team
  - a. Owner's Financial Rep: **Ellen Sanborn**
  - b. Owners Project Representative: **Doug Sherwood**
  - c. Architects Representative: **Joe Hemes**
  - d. Architects Field Representative: **Sandy Miller**
  - e. Contractors Representative: Project Manager: **Clint Gendreau**,  
Superintendent: **Ken Scott**
  - f. Bureau of General Services: **Goff French**

g. *All lines of communication from contractors will go through Clint Gendreau of Ledgewood to Joe Hemes of SBA. All lines of communication from City/PPS/BGS/Architect will go through Joe Hemes of SBA to Clint Gendreau of Ledgewood.*

3. Architects Responsibilities

- a. Authorized agent of the Owner- **Joe Hemes**
- b. Directs administration of the contract.
- c. Interprets meaning and intent of plans and specification.
- d. Issues such detail as may be necessary.
- e. Issues all instructions to the Contractor in writing with copies to owner and Bureau of General Services.
- f. Forwards copies of all test results to consultants and Project Team.
  - i. Summit Geoen지니어ing has performed soils testing for previous demolition contract, recommendation is to continue with Summit for undivided responsibility.
- g. Reviews all Submittals, Shop Drawings, Product Data, etc. All items Approved and Stamped.

**Bill Hoffman requested that the Division 2 items have complete submittals for quicker review.**

h. On Site Representative (clerk)- **Sandy Miller**

- i. Authorized Agent of the Architect.
- ii. Observes construction of all phases of the work.
- iii. Authority to require prompt removal of faulty work or non-approved materials.
- iv. Checks progress of the work against Contractors Progress Schedule.
- v. Keeps project diary
- vi. Keeps record of changes made on the job.
- vii. Keeps Daily Reports, notes the following.

- (1) Work in progress.
- (2) Materials received.
- (3) Instructions issued.
- (4) Beginning and completion dates of major class of the work.
- (5) Defects noted and action resulting.
- (6) Visitors.
- (7) Document work done on time/materials basis
- (8) Authority to approve minor field changes (T&M)

4. Owners Representative-**Doug Sherwood**

- a. No spending authority.
- b. Negotiates issues for Owner/makes recommendation to Owner.
- c. Facilitates project schedule.
- d. Helps protect project budget.
- e. Coordinates Commissioning.
- f. **(Reviews requisitions)**
- g. **(coordinates furnishings move-in)**

5. Owner's Financial Representative-**Ellen Sanborn**
  - a. School district or Agency for whom the building is intended.
  - b. Has overall responsibility and accounting of funds.
  - c. Approval of all Change Orders.
  - d. **Ellen indicated that we should review the Building Committee bi-laws to make sure the dollar values will facilitate the change order approval process.**
  
6. Bureau of General Services- **Goff French**
  - a. Responsibility for planning and development of Long Range Capital Program.
  - b. Approval of payment, Requisition and Change Orders to contract.
    - i. Goff will attend monthly requisition meetings.
    - ii. Requisition meetings will be scheduled for **fast Thursday** of the month except holidays.
  - c. Recommendations to architect on anything affecting Owner's interests.
  - d. Recommendations for final acceptance.
  - e. Final inspection, punch list, etc. (Two week advance notice)
    - i. Periodic review of the general work progress.
    - ii. Report to the Bureau of General Services on problems that may affect Owner's interest.
    - iii. Make any recommendations that might be necessary to Architect or his Agent.
  
7. Contractors Responsibilities- **Ledgewood**
  - a. Insurance
    - i. Contractor and Filed Sub-Contractors provide certificates of insurance, copies to architect and Owner and BGS.
    - ii. Builder's Risk insurance, (State) (Owner) (Contractor) per Portland Contract. Owners Insurance Agent to review and approve certificates of insurance per current insurance industry standards. **Architect recommended Ledgewood and City insurance agencies discuss proper coverage to avoid any redundancy.**
  - b. Job site safety
    - i. The Contractor is responsible for Job site safety.
    - ii. Must comply with OSHA regulations.
    - iii. The General Contractor shall designate a Safety Officer who shall be responsible for compliance with OSHA and other safety requirements.
      - (1) **On site Safety Officer will be Ken Scott.**
  - c. Cost Breakdown (Schedule of Values)
    - i. Sufficient detail to check progress.
    - ii. Break out labor and material for easier review.
  - d. Construction Schedule, 1 month later than bid documents date **for Substantial Completion by end of November.**
    - i. updated for each requisition.

- e. List of Sub-Contractors and suppliers.
  - f. Responsibility to direct and coordinate Sub-Contractors.
  - g. Fulltime supervision, quality control.
  - h. Payment for Stored Materials.
    - i. Materials Stored off Site
      - (1) Near Project Site
      - (2) Certificate of insurance naming owner and contractor fully insured.
      - (3) Owners Right of Entry.
  - i. Maintains record drawings. (Secure Mylar reproducible drawings from Architect)  
**CAD record drawings would also be acceptable. Architect/ Clerk to review as-built.**
  - j. Secures permits
  - k. Reviews shop drawings with Certificate of Compliance attached.
  - l. Construction sign: **Addendum #3 with location to be near trailers facing North Street**
8. Bi-Monthly Team Meetings.  
Requisition meeting & Progress meeting (minutes by Contractor)
- a. Requisition meetings will be scheduled the **last Thursday of the month at 10 AM** at GC site office. **City Hall is available if necessary. Ledgewood shall provide a meeting schedule.**  
**The first Requisition Meeting shall be December 2<sup>nd</sup> 1 PM on site.**  
Review minutes, project schedule, phasing, time critical work sequence.
  - b. Review RFIs (request for pricing) , RFPs (Request for pricing), CO's (Change Orders, and Requisitions. (**Ledgewood to keep log of RFI's & RFP's**)
  - c. Payment
    - i. Monthly requisitions, Seven (7) copies on BGS form 17A. (Owner 1, Owner's Rep 1, BGS 1, DOE 1, Architect 1 Field Rep 1, G.C. 1.)
    - ii. Submission 7 days prior to monthly meeting.
    - iii. Include Lien Waivers. (Reflecting previous payment)
    - iv. Retainage on School Projects 5%.
    - v. Include certificates for materials stored off-site and allow time for inspection by Architect.
  - d. Change Orders.
    - i. Methods
      - (1) Lump Sum showing full cost breakdown, labor and materials.
      - (2) Unit price.
      - (3) Time and materials.
    - ii. Procedure
      - (1) Request for Proposal (RFP) issued by Architect.
      - (2) Proposals by General Contractor.
      - (3) Approval by Owner, Architect, BGS, DOE.

- (4) Seven copies prepared by Architect. Owner 1, Owner's Rep 1, BGS 1, DOE 1, Architect 1, Field Rep 1, G.C. 1.
- iii. Time extensions, if required, must be approved with change order.
  - iv. ***SBA will work as much as possible with Ellen Sanborn, Doug Sherwood & Goff French to receive verbal approvals on RFP's/Change Orders so that they can authorize contractor in writing so work can proceed. The Change Orders will be formalized with groups of RFP's for signing.***
  - e. Review progress with Leed submittals and requirements, Construction Waste Management and construction indoor air quality. Provide separate meeting with sub-contractors. ***This meeting should be scheduled with a majority of the major suppliers & sub-contractors. To update all present, a handout was provided with: contractor /sub-contractor LEED overview, a current registered LEED project checklist and a LEED credit requirements.***
  - f. Progress meetings- agenda to be determined
  - g. General discussion
9. Project Closeout / Request for Inspection
- a. By G.C. after contractors own punch list has been completed.
  - b. Punch List, standard setting inspections, final inspections.
  - c. Warrantee List. Specified warrantees will be included in the Owners manuals
  - d. Owners Instructions for maintenance and operations of equipment.
  - e. Owner's manuals, two copies.
  - f. As-built records to Architect/***clerk review & approval.***
10. Acceptance
- a. Payment of Retainage at Final Acceptance.
    - i. Affidavit Concerning Payment of Claims
    - ii. Certificate of Acceptance
  - b. Start Guarantee
11. End of Guarantee inspection. (12 months after acceptance with Owner, Contractor and Architect.)
12. General Discussion.
- a. Contractor's use of premises.
  - b. Construction activities, notification to owner of unusual noise, blasting.
  - c. Parking availability.
  - d. First aid in G.C Trailer.
  - e. Security.
  - f. Working hours (no noise before 7AM or After 7PM).
    - i. Ledgewood Construction will give 7-day notice of extended hour construction operations to City of Portland.



9. Pre installation Conferences, Mock up reviews.
- i. Review mock-ups for under slab vapor retarder.
  - ii. Review mock-ups of waterproofing.
  - iii. Masonry mock-ups,
  - iv. Roof installation mock-up.
  - v. Window installation, sealant adhesion testing.
  - vi. Building insulation and air barrier, review mock ups of roof/ceiling and wall assembly.
  - vii. Metal wall panels
  - viii. Other demanding or potentially troublesome installations. Attendance by Contractor, Sub Contractor, Manufacturers Reps, Architects Representative, Owners representative.
- h. Close in inspections: Prior to installing concealing work such as concrete slabs, gypsum board, ceilings etc.
- i. Water proofing/damp proofing
  - ii. Sub slab on grade vapor retarder/barrier assemblies.
  - iii. Building insulation and vapor retarder assemblies.
  - iv. Mechanical and electrical inspections
  - v. Firestopping inspection by Building Inspector.
  - vi. Above ceiling before flooding of acoustical tiles.
- i. Testing/Inspections Requirements:  
**Summit Geoen지니어ing will be the testing Agency, based on their Geotechnical Report and their involvement with the fill and compaction for the Jack School demolition. SBA is currently reviewing their proposal to the City. We will ask Summit to have the results e-mailed to facilitate schedule.**
- Boca Special Inspections are required. The structural engineers for the project, Pinkham & Greer has provided a SEAM report, which has been submitted to Code Enforcement. A copy will be forwarded to Ledgewood. Summit Geoen지니어ing will be the testing Agency for 'special inspections' through Pinkham & Greer.**

j. Distribution of Documents:

	Owner	Owner's Rep	Architect	Clerk	BGS
Submittals	no	x*	x	x	no
RFIs	no	x	x	x	no
RFPs	no	x	x	x	x
COs	x	x	x	x	x

x\* submittals for Commissioning review only.

- k. Review of site issues related to the City of Portland.
- i. Eastern Promenade- **is a designated historical landscape (by Fredrick Law Olmstead) and cannot be used for any construction and needs to be protected and fenced. Contractor should consider a fenced corridor**

*between Eastern Promenade parking and site (at future stairway area) to minimize disturbance to this area. Eastern Promenade sidewalk must remain open to public use.*

- ii. *North Street- Bill Hoffman indicated contractor shall review North Street restrictions on drawing C-2. Contractor currently does not plan on narrowing north street, but will be using the entire ball field area for layout and staging the project.  
The City plans on a street asphalt overlay after all school work is done which may require some coordination.*
- Todd Merkle indicated that there will not be associated fees, the contractor is still responsible for taking out permits: sewer connection, street opening, etc. (traffic meets once a week so give time for obtaining permit).*
- iii. *The neighbors have not complained much during the demolition of Jack School. Contractor shall be sensitive to the many neighbors surrounding the site in the condominiums.*
- iv. *Bill Hoffman indicated there was a separate contract for brick sidewalks and stairs, and that coordination will be necessary.*
- v. *A requirement for North Street is that 2 parking spaces must be left available for the Community Garden on the south side of North Street. Contractor to coordinate.*
- vi. *(Bill Hoffman advised that Ledgewood to coordinate with resetting of utility poles by CMP. CMP has been advised)*

I. *Work hours: Monday thru Sunday 7 am to 7 pm, (no work on holidays)  
Give notice in advance of working on site past these hours.*

M. *Peter indicated that Ledgewood has reviewed the contract and will forward several questions to the City to work out.*

N. *Jay Reynolds indicated that he might not have to visit the site as often to verify the project is being built per the drawings & spec. with the clerk on site. Jay requested that revisions to the site plan during construction be sent to Planning. Jay requested CAD drawings of civil (only).*

O. *Ledgewood is planning on installing trailers on site next week, west of the building construction.*

Adjourn. See proposed revised meeting schedule next page

Fine Print: Please advise of any changes or additions to the notes within 10 days or they will be considered acceptable. thanks

CC: B. Peterfien (Summit), L. Bartlett, S. Doel, D. Pinkham, B. Hoffman, P. Carroll, T. McArdle, S. Blatt, S. Miller

**Subject:** Proposed Meeting Schedule - East End School

12/2/04, 1 pm – Requisition

12/16/04, 10am - Progress

1/06/05 , 10am - Requisition

1/13/05, 10am - Progress

1/27/05, 10am - Requisition

2/10/05, 10am - Progress

2/24/05, 10am - Requisition

3/10/05, 10am - Progress

3/31/05, 10am - Requisition

4/14/05, 10am - Progress

4/28/05, 10am - Requisition

5/12/05, 10am - Progress

5/26/05, 10am - Requisition

6/9/05, 10am - Progress

6/30/05, 10am - Requisition

7/14/05, 10am - Progress

7/28/05, 10am - Requisition

8/11/05, 10am - Progress

8/25/05, 10am - Requisition

9/8/05, 10am - Progress

9/29/05, 10am - Requisition

10/13/05, 10am - Progress

10/27/05, 10am - Requisition

11/10/05, 10am - Progress

**12/1/05, 10am - Requisition**

**12/8/05, 10am - Progress (if required)**

**12/29/05, 10am - Requisition (if required)**

Additional meetings, if required, to be scheduled as needed.



# E3000 Ground Heaters

## Features Benefits Specifications

Ground Heaters™ have changed cold weather construction forever!

**Thaw and cure large areas:**

- E3000 thaws 6,000 sq. ft./ application
- E3000 cures 12,000 sq. ft./ application

**Save money and time:**

- Keep equipment & crews working all winter
- Complete projects on time
- No enclosures to build
- Set, finish and cure concrete like it's summer
- Protect newly poured concrete from frost

**Flexible hoses put heat wherever it's needed:**

- On ground to thaw
- On ground to pre-heat for concrete placement
- Cure all concrete placements
- slabs on grade
- poured walls

**Performance**

- Gross heat input
- Net heat output
- Fuel consumption
- Fuel requirement
- Operating time

- Dimensions a
- Length
- Width
- Height
- Ground clearance
- Weight w/o fuel
- Weight with fuel
- Fuel capacity
- Heat Transfer Fluid
- Hose (2 x 1500 ft)
- Hose reels
- Hose rewind
- Circulation loops
- Tires
- Tire inflation
- Hitch

**Control Panel:**  
Central location of all switches; complete with a low-level-override switch allowing for Heat Transfer Fluid to be easily added to the system.

**Roll Up Doors:**  
side and rear roll up doors provide easy access to the E3000's gauges, valves and other components. Superior performance in windy conditions. Lock for security.

**From:** "Joe Hemes" <joe@sbarchitects.com>  
**To:** "Tammy Munson (E-mail)" <tmm@portlandmaine.gov>  
**Date:** Thu, Dec 16, 2004 8:43 AM  
**Subject:** East End Elementary School

Hi Tammy,  
Good to meet you on site yesterday.

1. Attached is our Pre-construction notes with meeting schedule.
  2. We will forward you updates on the SEAM inspections.
  3. You requested that "Ledgewood provide a letter from Owens Haskell stating that building foundation is located per the approved drawings";
  4. We have attached your card for those copied needing the information.
- Look forward to working with you on this project- see you on the site soon.

Joe Hemes, AIA, LEED AP  
Stephen Blatt Architects  
10 Danforth Street  
Portland, ME. 04101  
Tel. 207-761-5911  
Fax. 207-761-2105  
joe@sbarchitects.com  
www.sbarchitects.com

**CC:** "Doug Sherwood (E-mail)" <sherwd@portlandschools.o...

# E3000 Groun

## Features

## Benefits

**1** **Control Panel:**  
 Central location of all switches; complete with a low-level-override switch allowing for Heat Transfer Fluid to be easily added to the system.

**Ground Heaters™** have changed cold weather construction forever!

Thaw and cure large areas:

- E3000 thaws 6,000 sq. ft./ application
- E3000 cures 12,000 sq. ft./ application

Save money and time:

- Keep equipment & crews working all winter
- Complete projects on time
- No enclosures to build
- Set, finish and cure concrete like it's summer
- Protect newly poured concrete from frost

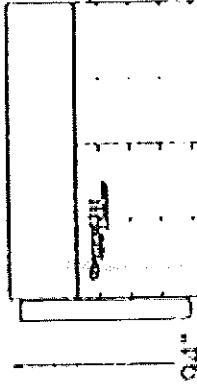
**2** **Roll Up Doors:**  
 side and rear roll up doors provide easy access to the E3000's gauges, valves and other components. Superior performance in windy conditions. Lock for security.

Flexible hoses put heat wherever it's ne

- On ground to thaw
- On ground to pre-heat for concrete placement
- Cure all concrete placements:
  - slabs on grade
  - poured walls
  - bridge decks / elevated slabs
  - columns

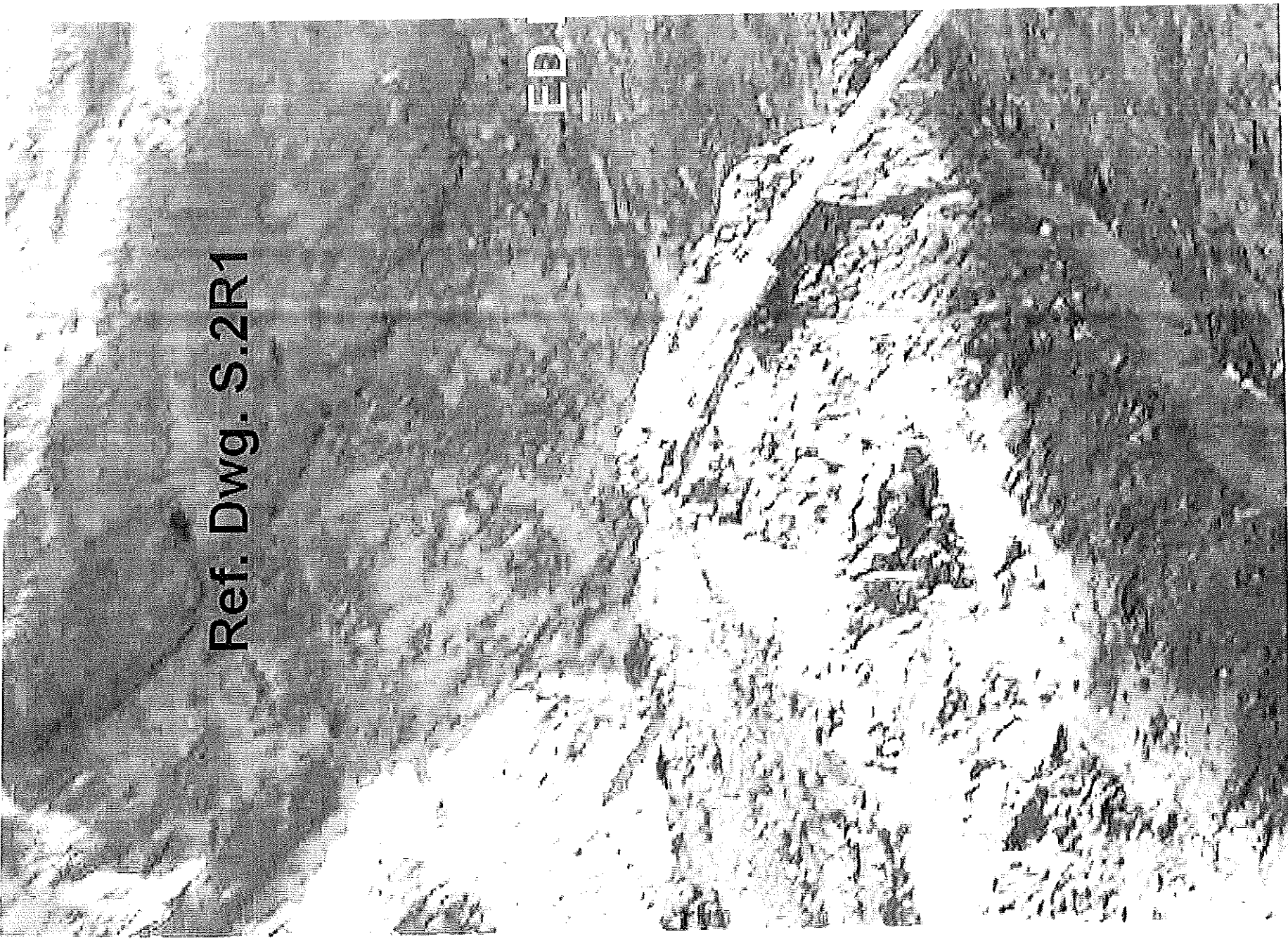
**3** **Fuel Fill Cap:**  
 Heavy duty, 4" diameter cap. Locks for security.

**Front View**



**4**

Ref. Dwg. S.2R1





Hi Tammy and Doug

Here attached is the spec. on the Heating Unit that is used for to keep the concrete warm after placement. Noted that after Wed. 10 yds cast in place temp was at 52\*. and temp this morning was at 54\*. So this unit is work great as designed.  
Sandy

**From:** "Sandy Miller" <messclerk@gwi.net>  
**To:** "Tammy Munson" <tmm@portlandmaine.gov>  
**Date:** Thu, Dec 16, 2004 7:52 AM  
**Subject:** Fw: Field report 12,15-2004 with photos

Hi Tammy

Sandy Miller here at the East End School Project  
Nice to meet you.  
Sandy

----- Original Message -----

**From:** Sandy Miller  
**To:** Joe Hemes  
**Cc:** Ken Marsh ; Goff French ; Doug  
**Sent:** Thursday, December 16, 2004 7:48 AM  
**Subject:** Field report 12,15-2004 with photos

Hi Joe  
Wednesday's report along with photos.  
Sandy

**STEPHEN BLATT  
ARCHITECTS**

10 Danforth Street

Post Office Box  
583

Portland, Maine  
04112-0583

Voice:  
207.761.5911

Fax:  
207.761.2105

Email:  
sba@sbarchitects.com

Date: 12-15-04 Wednesday	Job No. 03.09
Project: East End Elementary School	
Location Portland, Maine	
Contractor Ledgewood Construction	Owner City of Portland
Weather: Partly Cloudy AM Clear PM	Temp. 18 ° at 6:00 AM 22 ° at 4:00 PM
Present at Site: Ledgewood Construction (GC) 2 Men Grover Construction Inc. (Site Work) 5 Men Newman Concrete (Foundation) 9 Men Visitors: Ken Marsh (Pinkham & Greer) Joe Hemes (SBA) Tammy Munson (Code Enforcement Officer City of Portland)	

The following was noted:

**Ledgewood Construction**

Covered footings that were filled today with concrete using insulated blankets.  
Along with covering open trench where footings for E5 line (ref. S.2R1 dwg.)

**Grover Construction (site work) 1 Excavator, 1 Bulldozer, 1-10 Compactor Roller,  
4 Truck**

Removing soil stock pile from site located on E5 line.  
Excavating soils on B5 line for footing location on this line.

**Newman Concrete Inc (foundations) Reference to Drawing S.2R1**

Building forms for footings and placement of steel rebar ref. to  
E5/ED and EE line down to B3/BAE line location

Cast in Place 10 cu. yds. Slump at 3", air at 6.2%, temp out of truck at 56\*  
Concrete reference to the above footing location and using  
E3000 Ground heater along with covering footings using insulated blankets.  
Noted 3:30 pm concrete temp. at 52\* ( Noted Temp at 7: am next day at 54\*)

**Note:** Ken Marsh from Pinkham & Greer Engineering here today and inspection done on  
the steel rebar that has been placed in footings also viewed the placement of the  
concrete being cast in place today.

Code Enforcement Officer on site to inspect concrete cast in place  
Summit Geoen지니어링 Services here and took samples of concrete that was used for  
Footings.

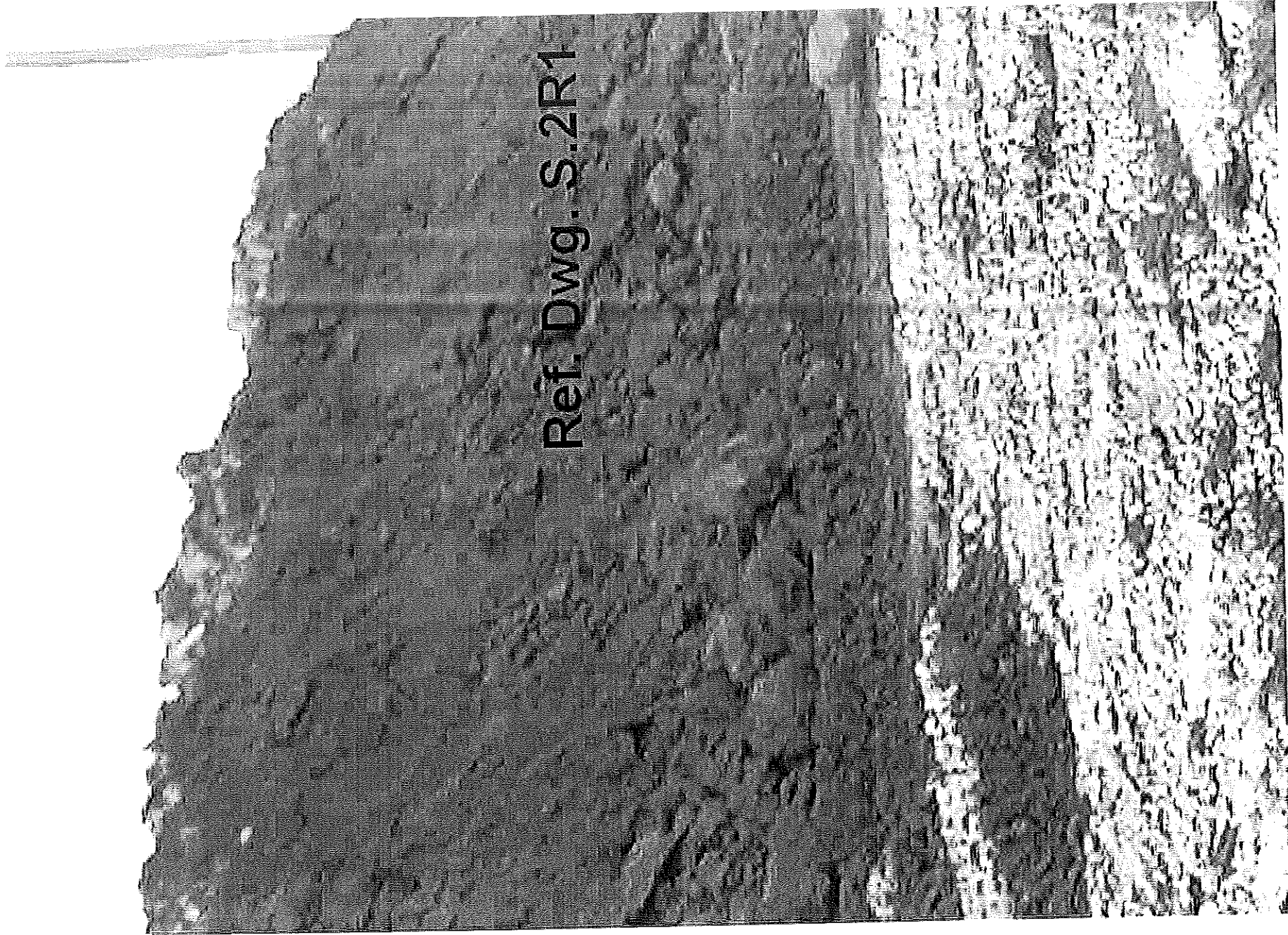
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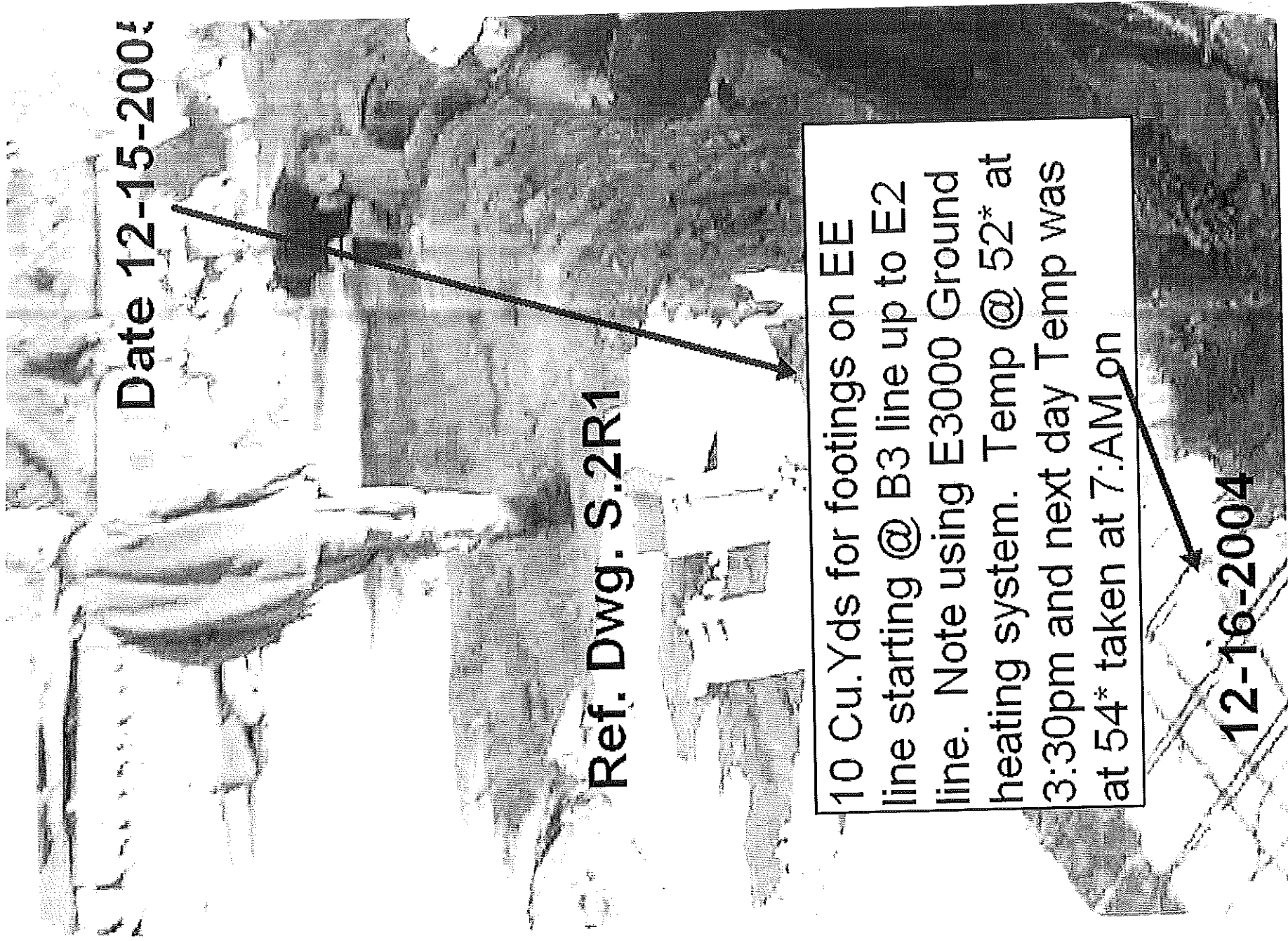
**PROJECT REPRESENTATIVE FIELD REPORT**

Copies to:  
D. Sherwood, G. French, J. Hemes

Signed:  
Sandy Miller







Date 12-15-2004

Ref. Dwg. S.2R1

10 Cu.Yds for footings on EE line starting @ B3 line up to E2 line. Note using E3000 Ground heating system. Temp @ 52\* at 3:30pm and next day Temp was at 54\* taken at 7:AM on

12-16-2004



**Date 12-15-2004**

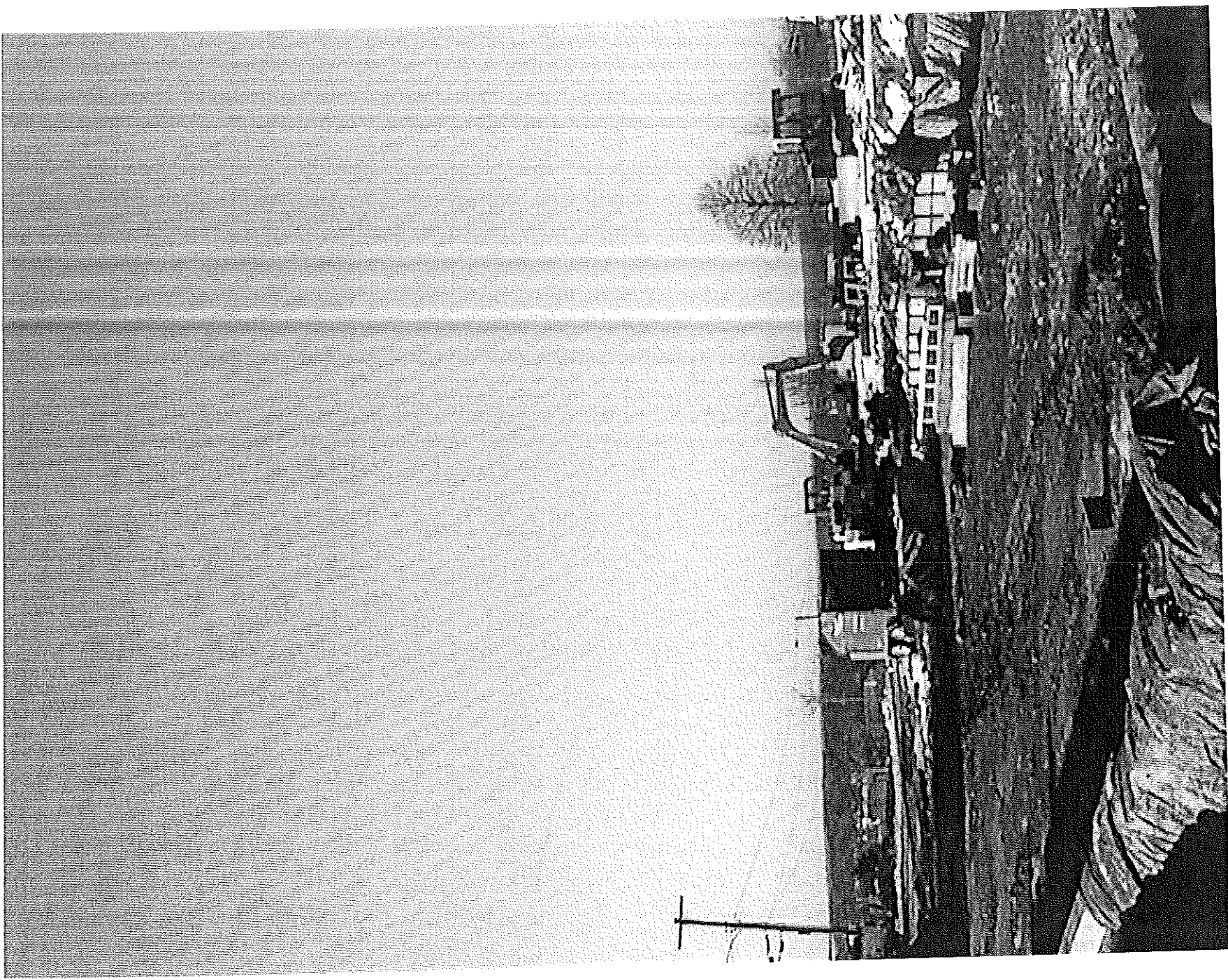
**Ref. Dwg. S.2R1**

10 Cu. Yds for footings on EE line starting @ B3 line up to E2 line. Note using E3000 Ground heating system. Temp @ 52\* at 3:30pm and next day Temp was at 54\* taken at 7:AM on

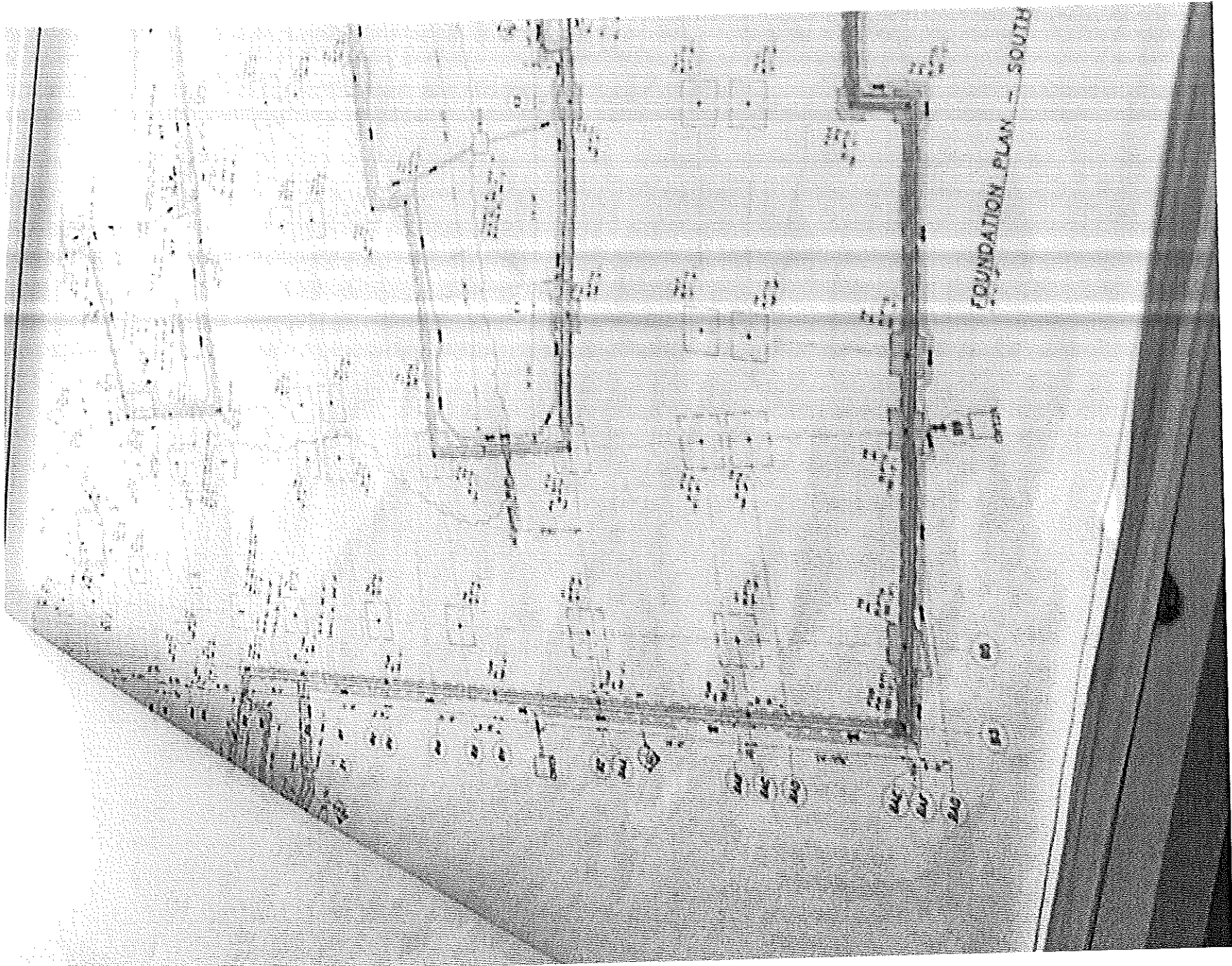
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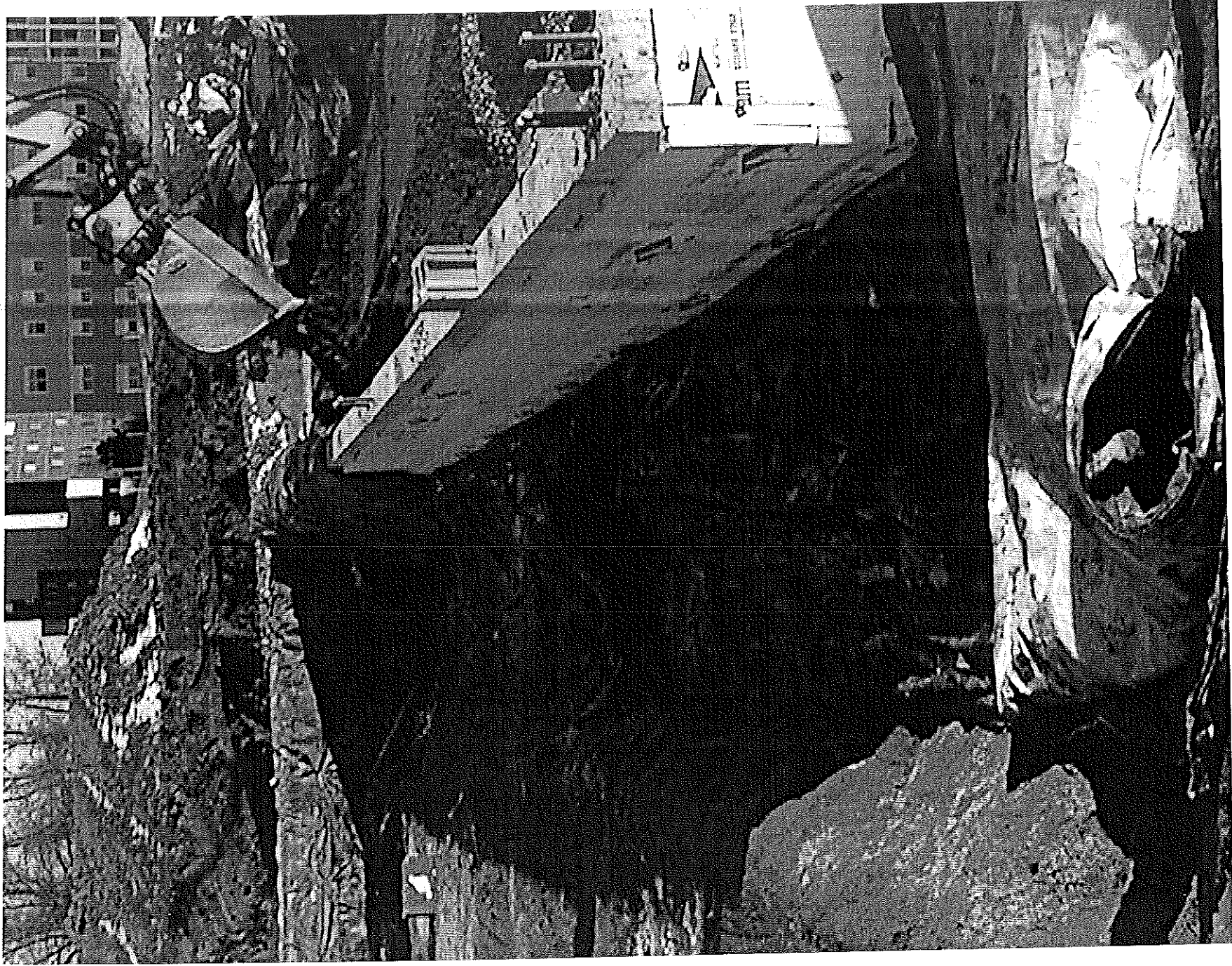




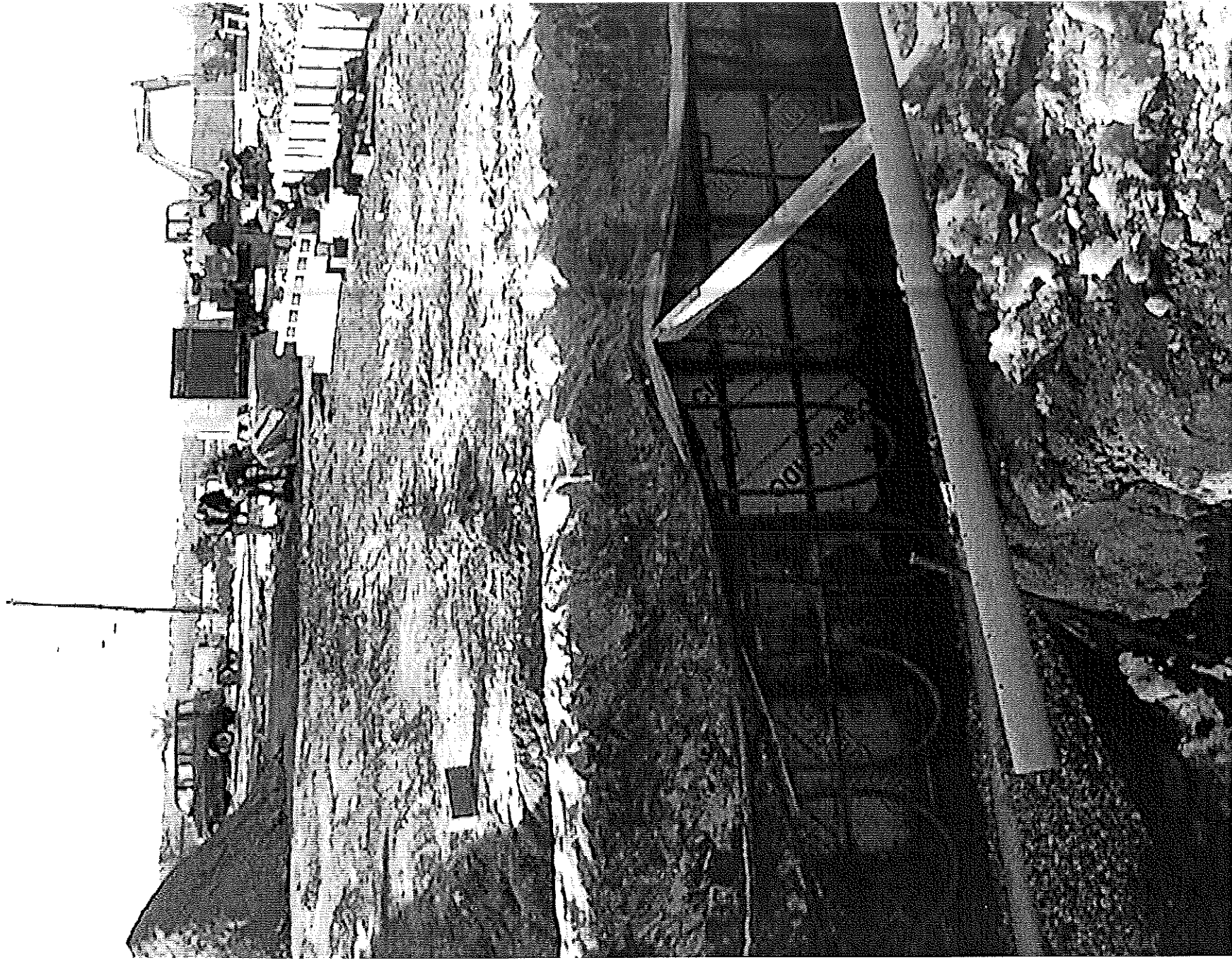






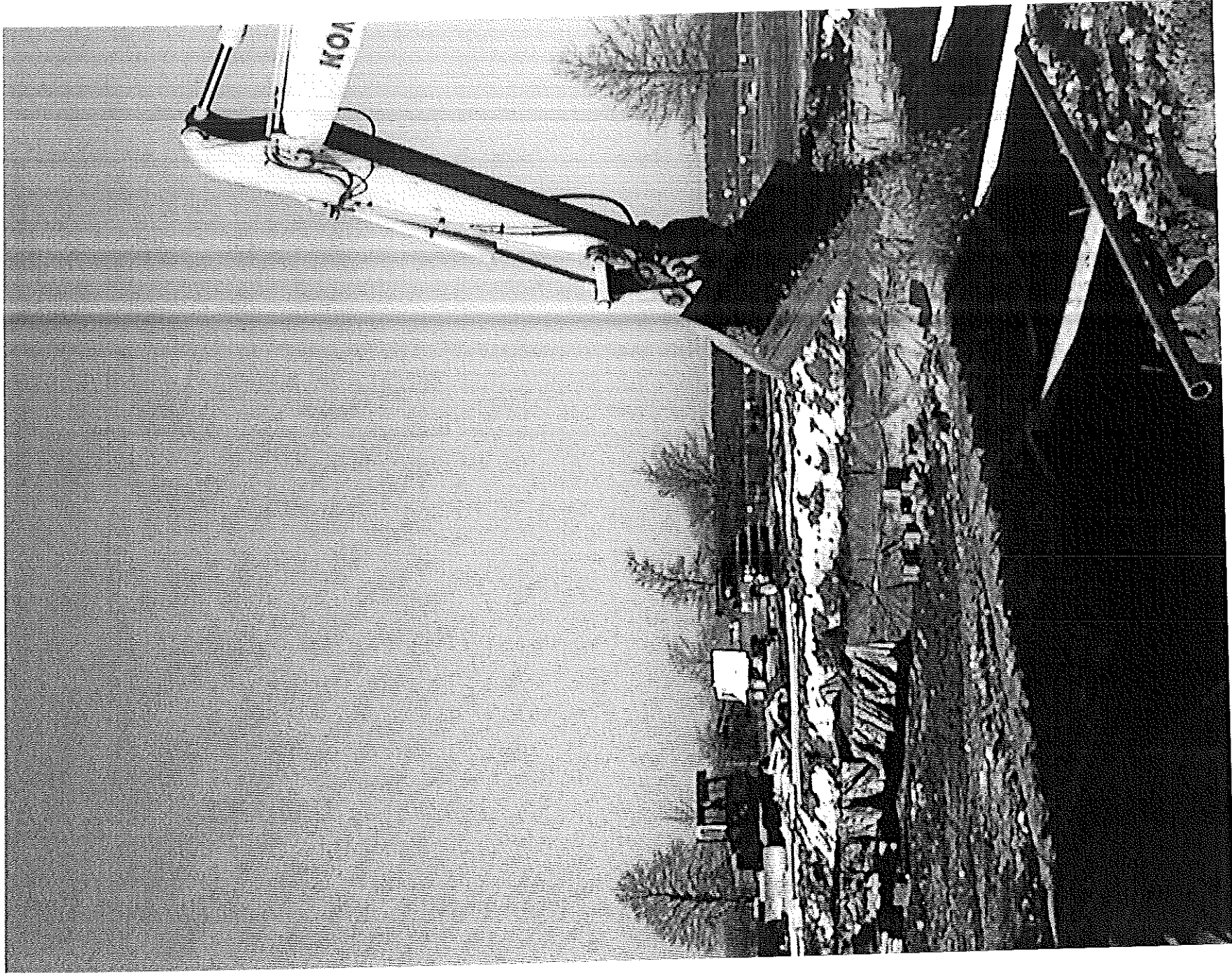














**From:** Douglas Sherwood  
**To:** Hank Dresch; Mike Nugent ; Randy Stewart; Tammy...  
**Date:** Mon, Jan 3, 2005 8:40 AM  
**Subject:** FW: Fwd: RE: East End - RFI # 3

FYI

>>> "Joe Hemes" <joe@sbarchitects.com> 1/3/2005 8:30:46 AM >>>

Hi Clint,  
Concerning RFI # 3- The Owners/City prefer keeping the 1/4" per foot slope on sanitary lines.  
I have attached a revised RFI # 3 with this stated.  
Thanks  
joe

-----Original Message-----

**From:** Douglas Sherwood [mailto:[SHERWD@portlandschools.org](mailto:SHERWD@portlandschools.org)]  
**Sent:** Thursday, December 30, 2004 9:17 AM  
**To:** Joe  
**Cc:** Hank Dresch; Randy Stewart  
**Subject:** Re: Fwd: RE: East End - RFI # 3

Joe,

Hi!

Please note attached response from Mike Nugent.

Doug

>>> Mike Nugent 12/23/2004 4:52:28 PM >>>  
I'd prefer to stay with the 1/4 inch, unless it's impossible

Happy Holidays

>>> Douglas Sherwood 12/23/04 3:03 PM >>>  
Tammy,

Please note attached request from Ledgewood. Unless there is some compelling site condition I'm not aware of, I'm inclined to abide with the 1/4" per foot code requirement. What do you think?

Happy Holidays!

Doug

# LEDGEWOOD CONSTRUCTION

P. O. Box 8107  
Portland, ME 04104  
Ph : (207)767-1866

*RFI*

**To:**

Joe Hemes  
Stephen Blatt Architects  
10 Danforth Street  
Portland, ME 04101  
Ph: (207)761-5911 Fax: (207)761-2105

**RFI #:** 3

**Date:** 12/22/2004

**Job:** 04475 East End School

**Phone:**

**CC:** Ken Scott (Ledgewood Construction)  
Jim Beaulieu (Ledgewood Construction)

**Subject:** Underslab Sanitary Piping

**Drawing:**  
**Cost Impact:** none

**Spec Section:**  
**Schedule Impact:** none

**Request:**

**Date Required:** 12/23/2004

Specifications require 1/4"/ft pitch for the sanitary piping, which based on our distances will result in a trench depth of 93" +/-.  
We are requesting permission to install sanitary piping at a slope of 1/8"/ft. Please confirm.

**Requested by:** Clint Gendreau

**Response:**

1. The design is based on 1/4" per foot and we can't review with PPS until the 1<sup>st</sup> week of January.
2. The Maine Plumbing Code requires prior Code Enforcement Officer approval for slopes of less than 1/4" per foot. We would like to keep the slope as close to that as possible, but the local plumbing inspector (Authority Having Jurisdiction) has the final say and if he is OK with 1/8" per foot (minimum), then we will discuss it with the Owners the 1<sup>st</sup> week of January.
3. The City has reviewed it and Mike Nugent prefers to keep the 1/4" per foot slope.

Joe, Please note attached response from Mike Nugent. Doug

>>> Mike Nugent 12/23/2004 4:52:28 PM >>>  
I'd prefer to stay with the 1/4 inch, unless it's impossible

**Answered by:**

Stephen P. Doel, P.E & Joe Hemes, SBA

**Date :** Dec 22, 2004/Revised January 6, 2005

**Company:**

Bennett Engineering  
PO Box 297  
7 Bennett Road  
Freeport, ME 04032  
(207) 865-9475

# LEDGEWOOD CONSTRUCTION

P. O. Box 8107  
Portland, ME 04104  
Ph : (207)767-1866

*RFI*

**To:**

Joe Hemes  
Stephen Blatt Architects  
10 Danforth Street  
Portland, ME 04101  
Ph: (207)761-5911 Fax: (207)761-2105

**RFI #:** 3

**Date:** 12/22/2004

**Job:** 04475 East End School

**Phone:**

**From:** Douglas Sherwood  
**To:** Alex Jaegerman ; Anita LaChance; Barbara Barhydt...  
**Date:** Mon, Jan 3, 2005 9:24 AM  
**Subject:** East End Elementary School Construction Update - January 3, 2004

Ladies and Gentlemen  
Professionals One and All

Happy New Year!

Ledgewood and a select group of subcontractors (Grover and Newman) continue to make progress on the new school. The foundation wall of the academic wing facing North Street is virtually complete. Forms and concrete have been cast in place for footings and the foundation wall when conditions were favorable; then, protected and insulated to allow curing. Summit Geoeengineering Services has been on site to test the concrete and other materials to ensure they meet specifications and/or industry standard. Weep holes (2" pvc piping) have been placed through the foundation wall roughly 10 feet on center. A filter fabric has been placed along the outside wall along with gravel and 4" pvc drain piping. The outside wall is then backfilled and compacted as required. Three requests for information (RFIs - specification clarification and/or contractor requested changes) have been processed. Our first requisition meeting is this week.

Till next time...

Though it may look dreary outside and present challenges for the construction team, the future continues to look brighter!!

Sincerely,  
Douglas Ritter Sherwood  
Facilities Engineer  
Portland School Department

**CC:** Carole Ireland; Janet Dibiasi; Rebecca Dore

**From:** Douglas Sherwood  
**To:** Alex Jaegerman ; Anita LaChance; Barbara Barhydt...  
**Date:** Fri, Jan 21, 2005 10:08 AM  
**Subject:** East End Elementary School Construction Update - January 21, 2005

Ladies and Gentlemen  
Professionals One and All

Good day!

Despite the harsh, some might call brutal weather of late, Ledgewood and select subcontractors (Grover and Newman) continue to make steady progress on site. The foundation wall now encloses most of the middle academic wing. The column footings have been poured in the wing closest to North Street. Newman has also started placing forms, pouring footings and working the rebar for the foundation wall that runs along the exterior wall of the support spine framing the school side of the main entrance. In addition, E. S. Boulos has installed electrical meter trim and panel for temporary power approximately 30 feet from the front corner closest to North Street. The first pay requisition totaling \$306,997 was processed on January 6, 2005.

The School Committee and City Council have both tabled plans to add up to \$1,000,000 to the project from the sale of the Martin's Point property, but formal action is anticipated by my next report.

Ms. Shirley Conner's 5th grade class at Adams School continues to document the process (history of Jack, demolition of Jack and construction of the East End Elementary School). They have interviewed the architect, project manager and owner's representative. They will be charting the progress of the construction effort by highlighting foundation plans and elevation drawings for display at Adams.

Till next time...

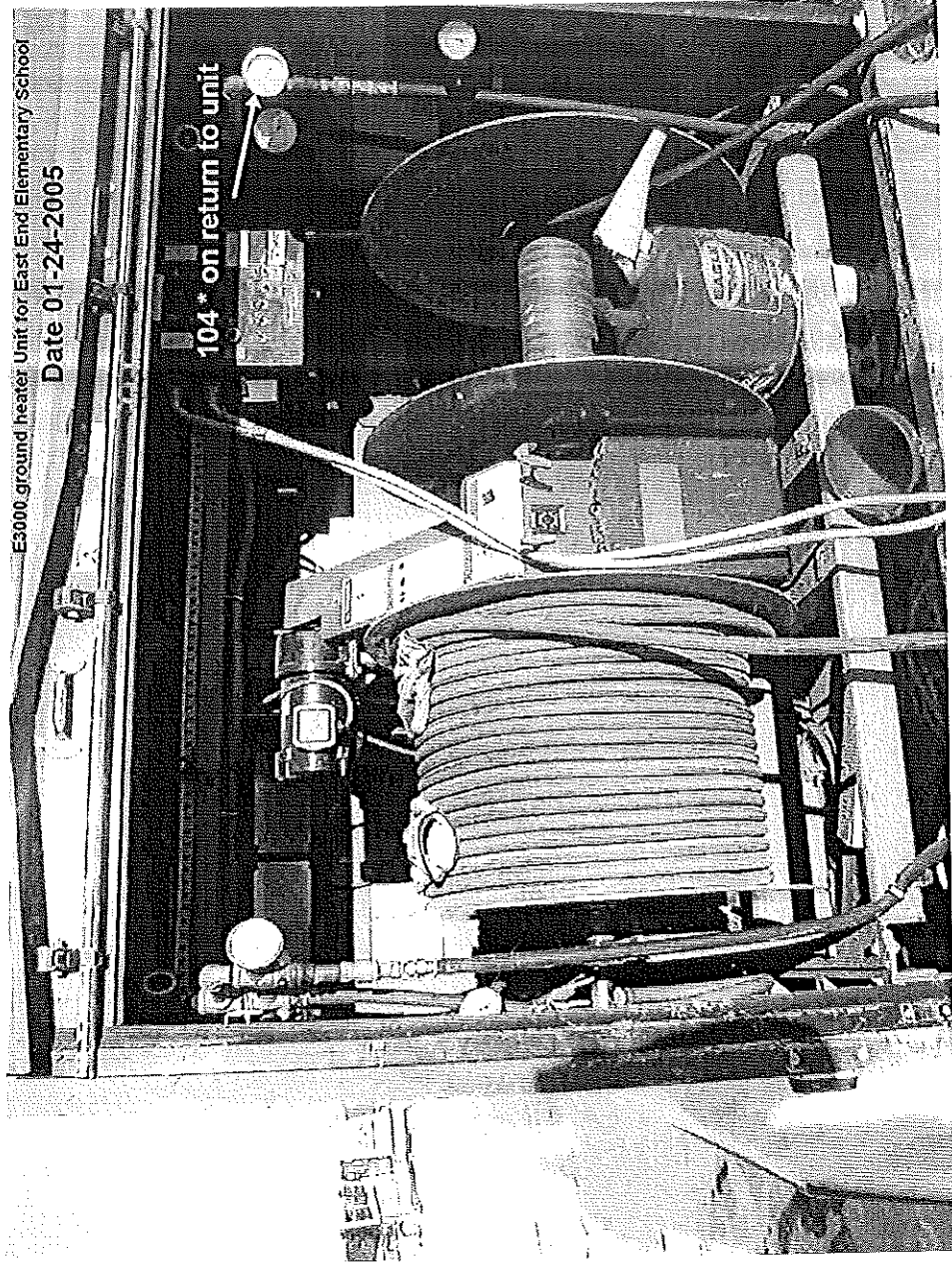
Sincerely,  
Douglas Ritter Sherwood  
Facilities Engineer  
Portland School Department

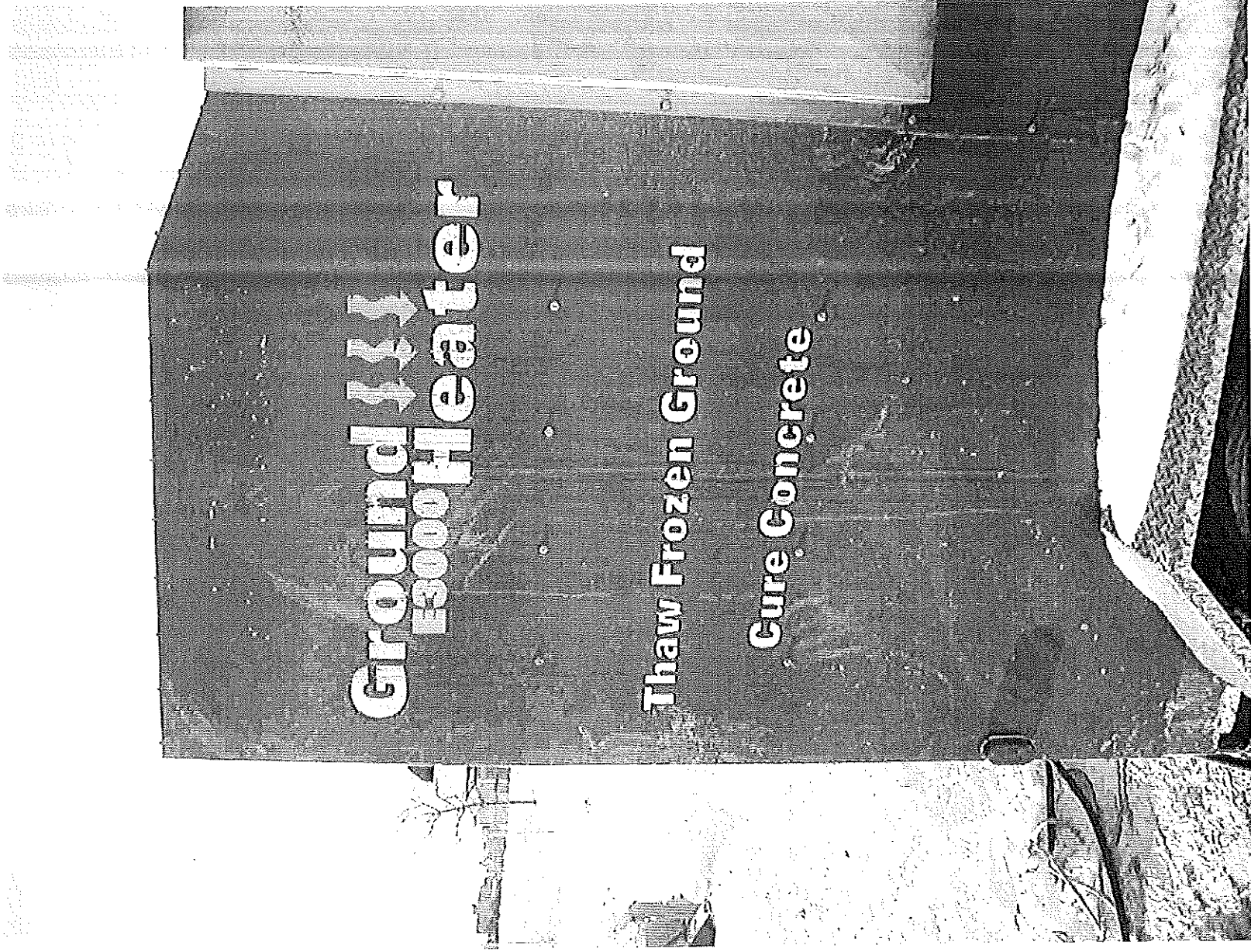
P.S. Just a reminder: Please note that the site is a hard hat area and that all visitors should report to the site trailer before entering the construction area (see photo dated 01-12-05 attached).

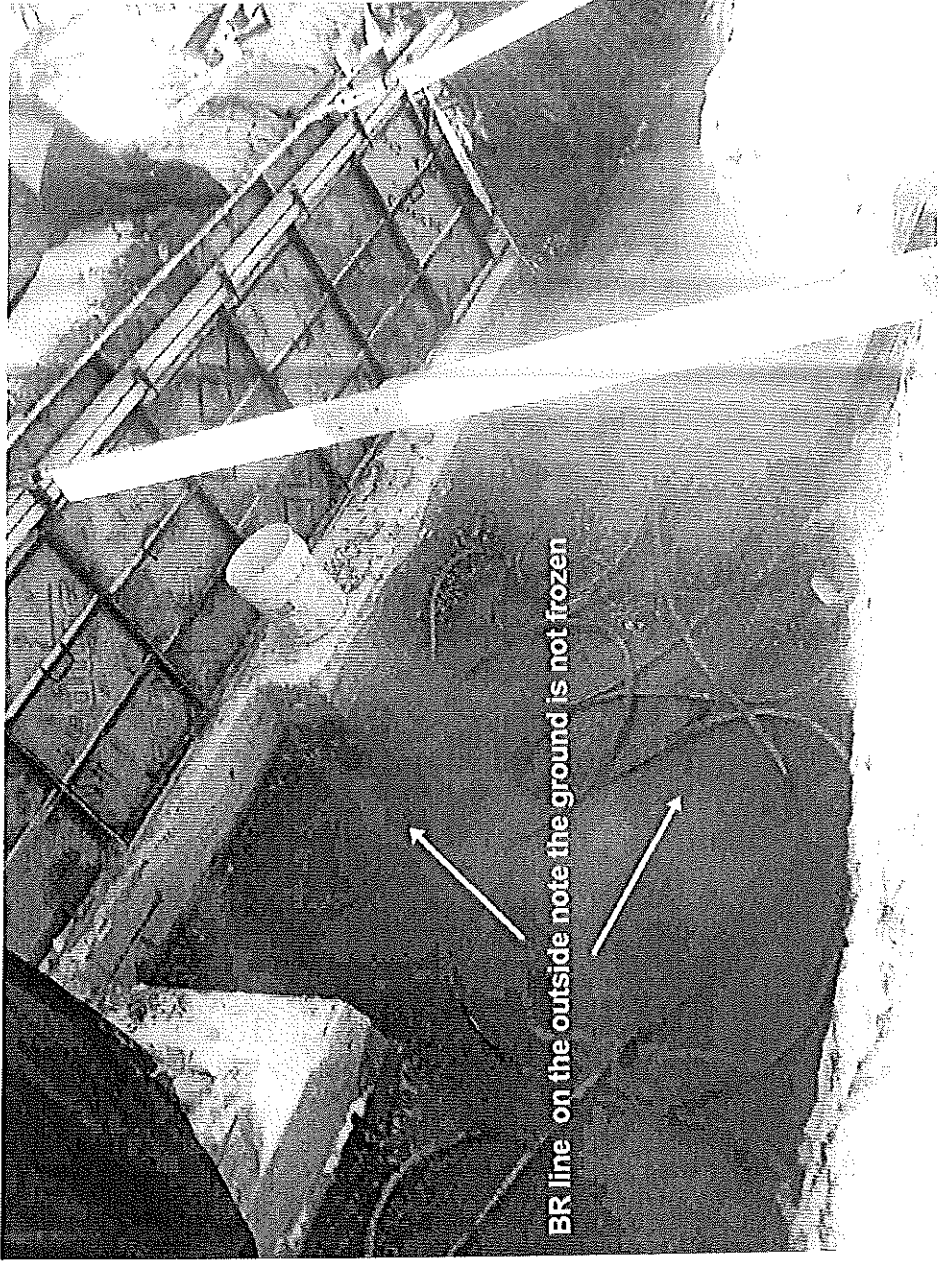
**CC:** Carole Ireland; Janet Dibjase; Rebecca Dore

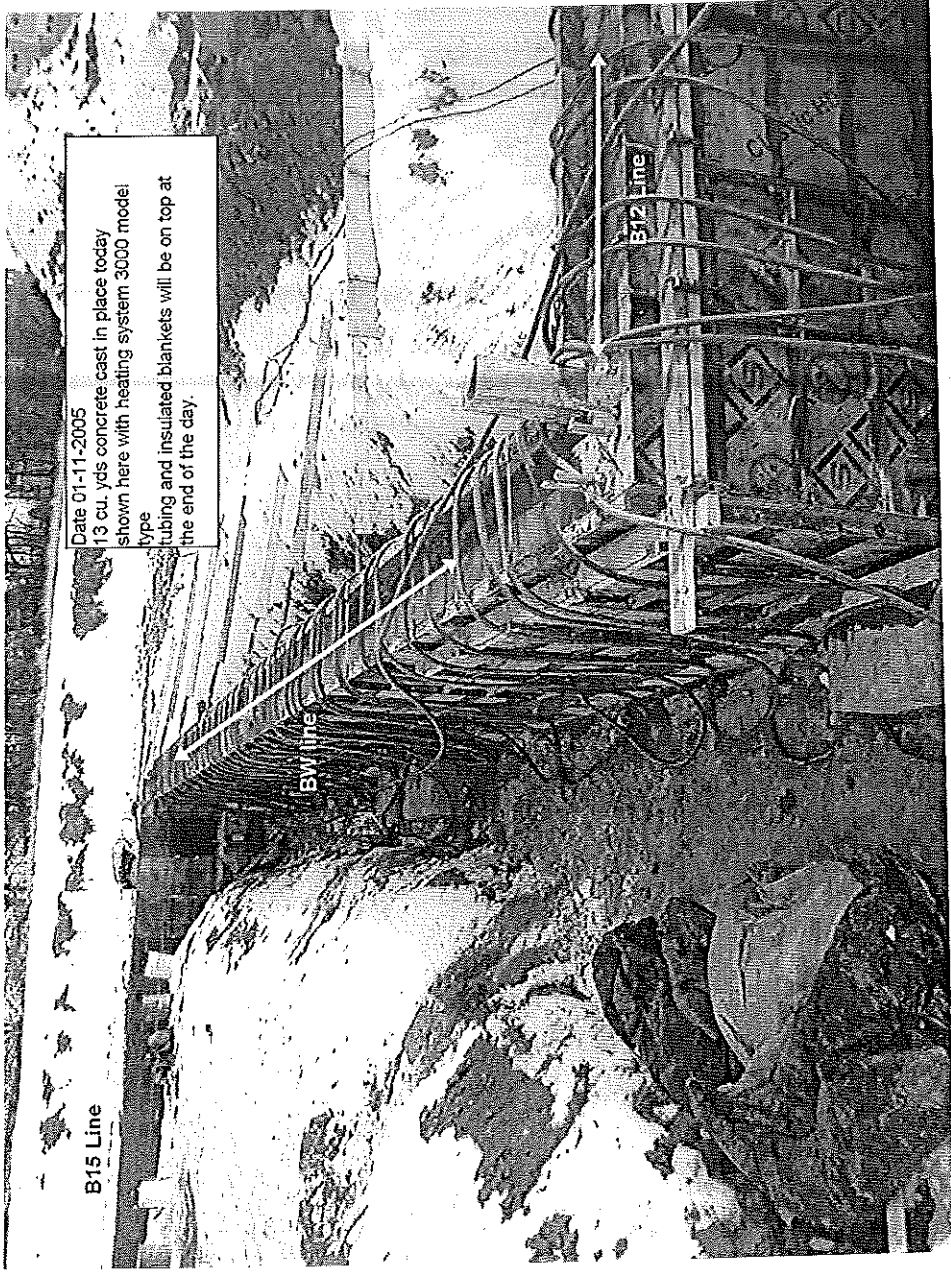


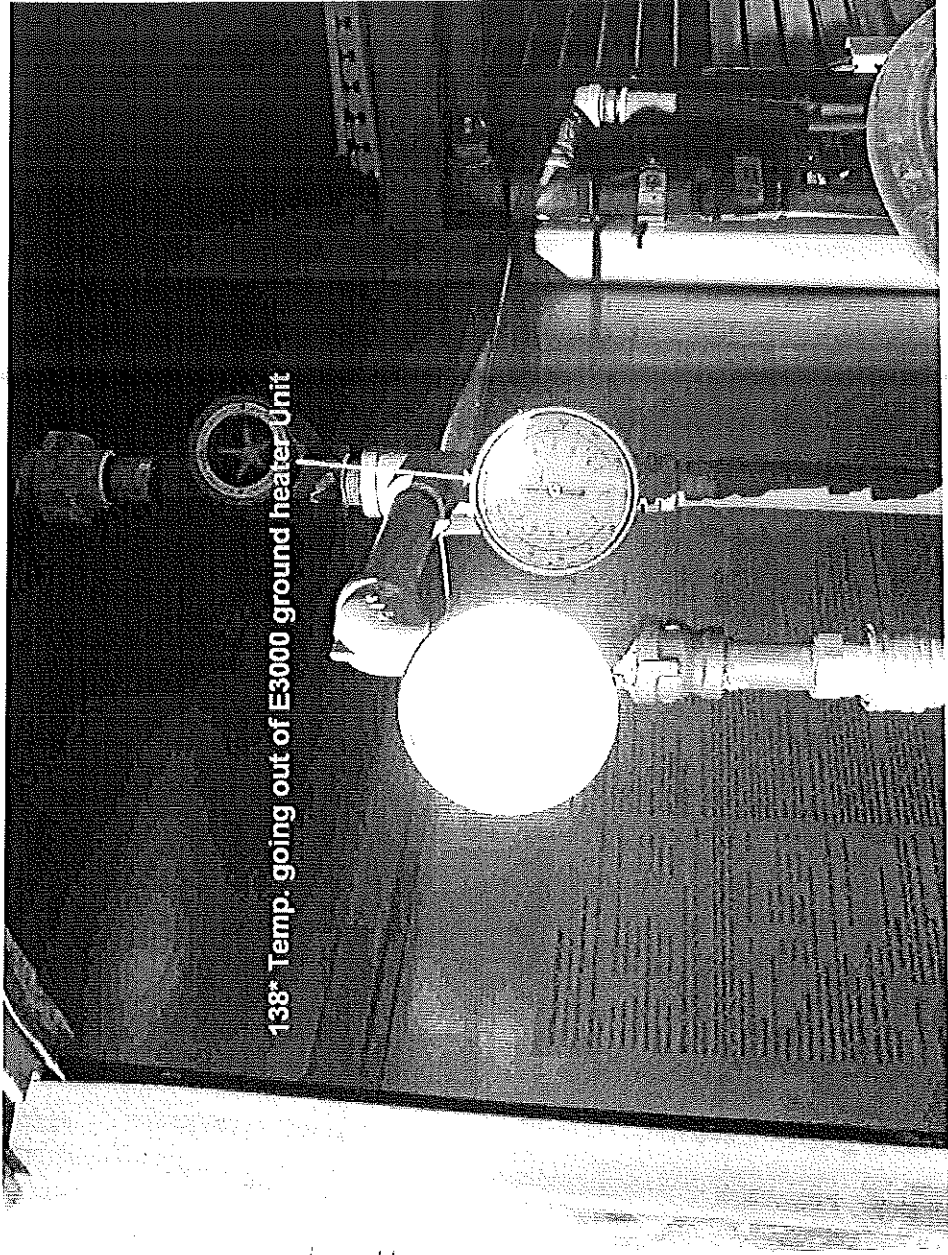




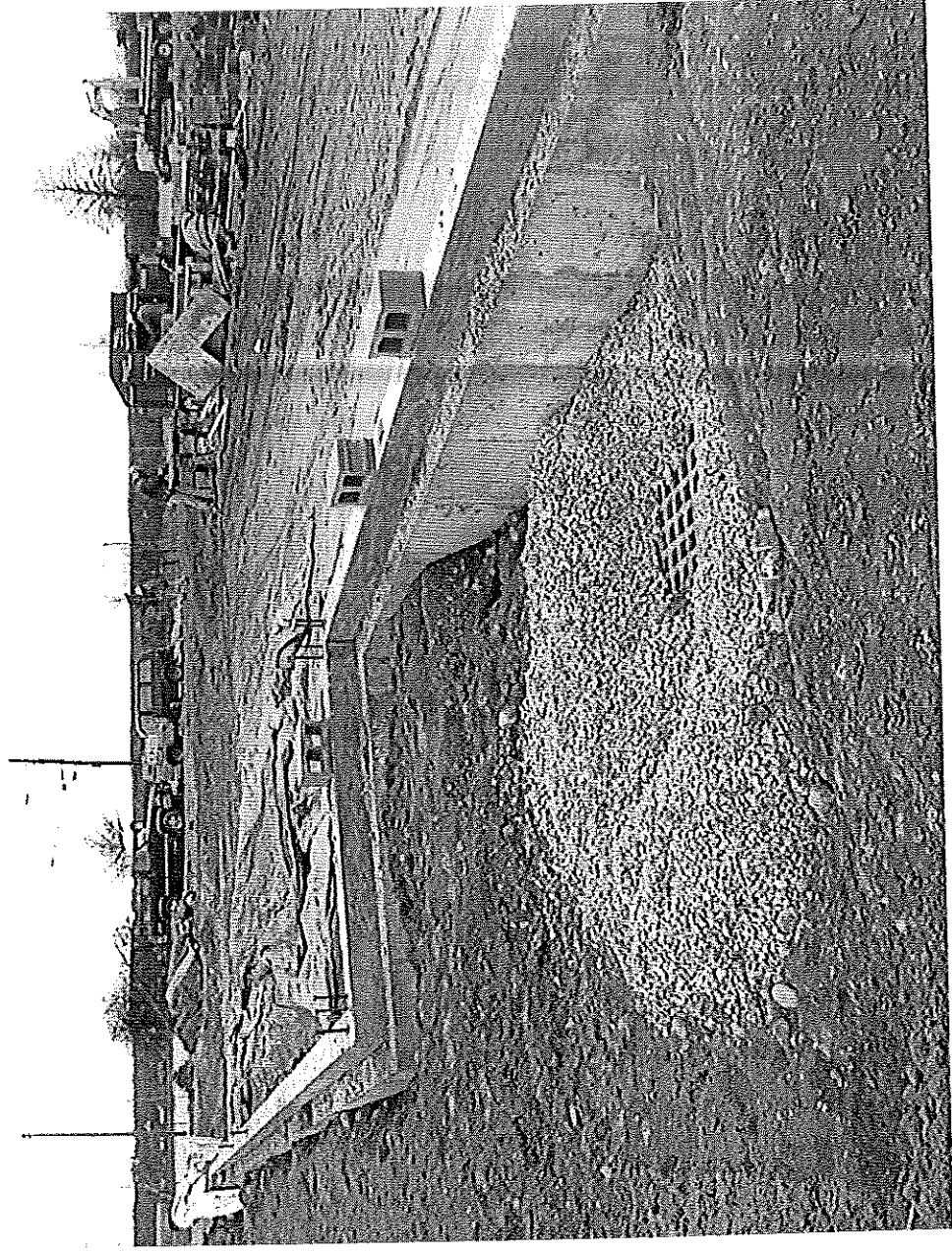






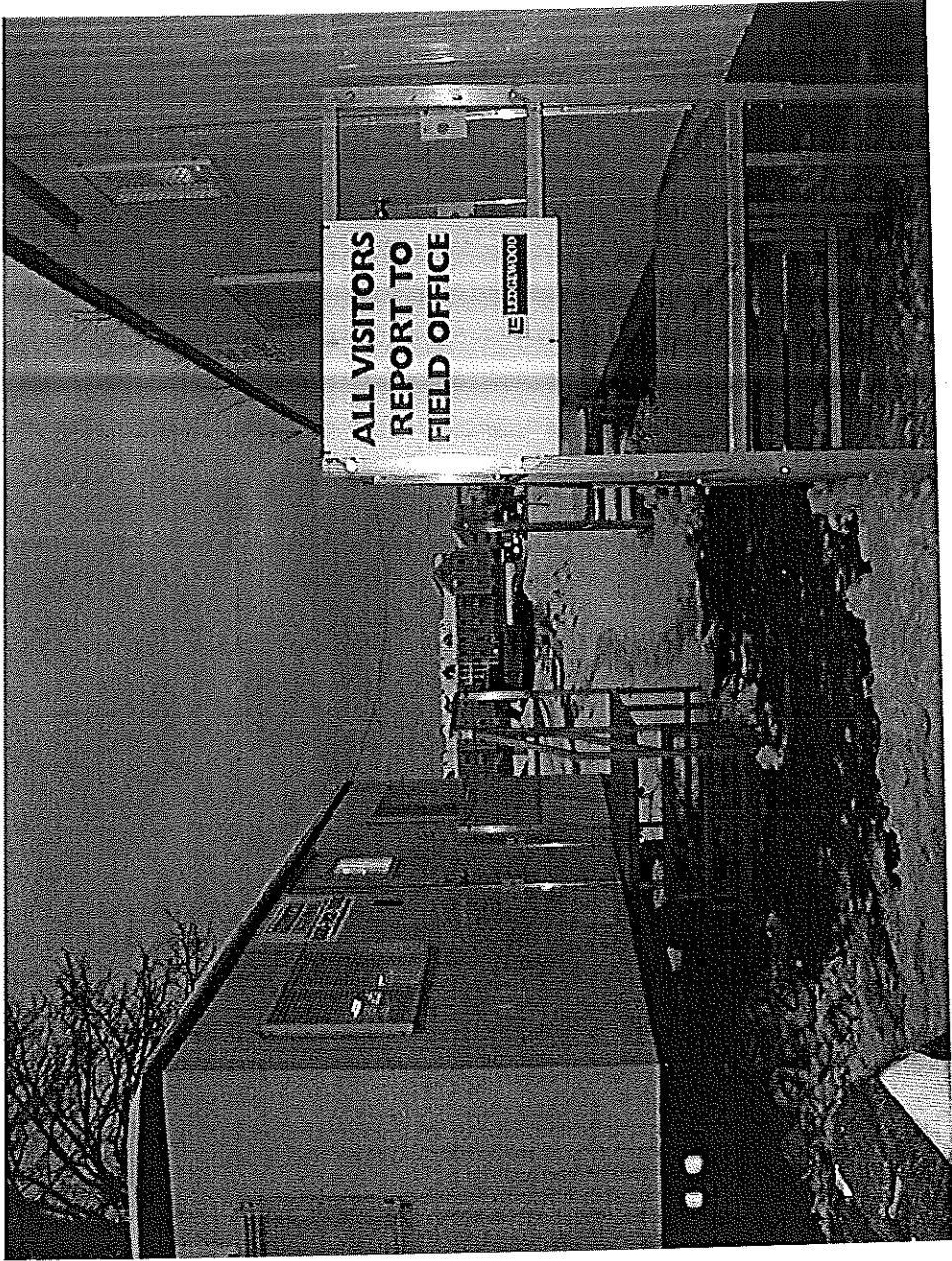


138\* Temp. going out of E3000 ground heater Unit

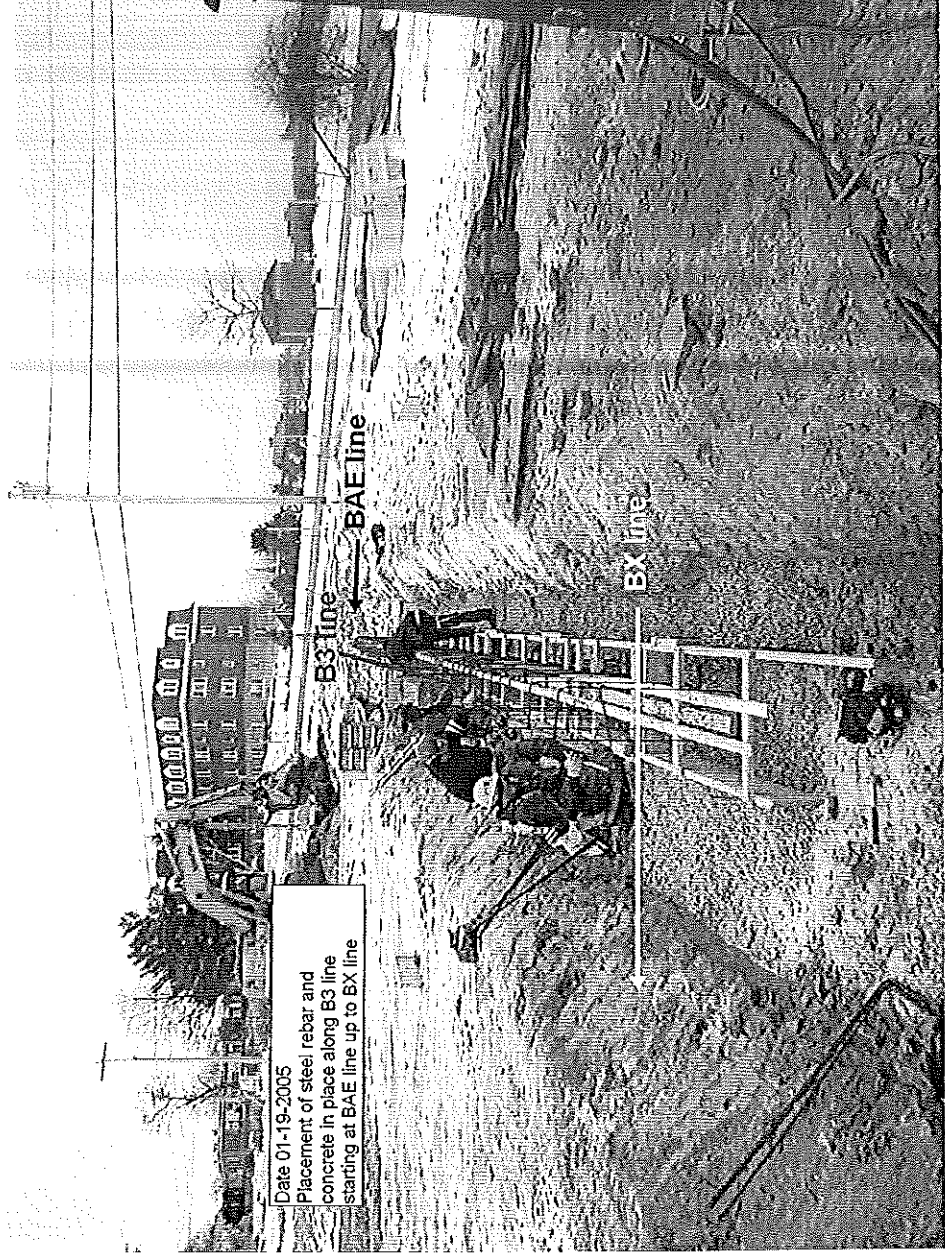


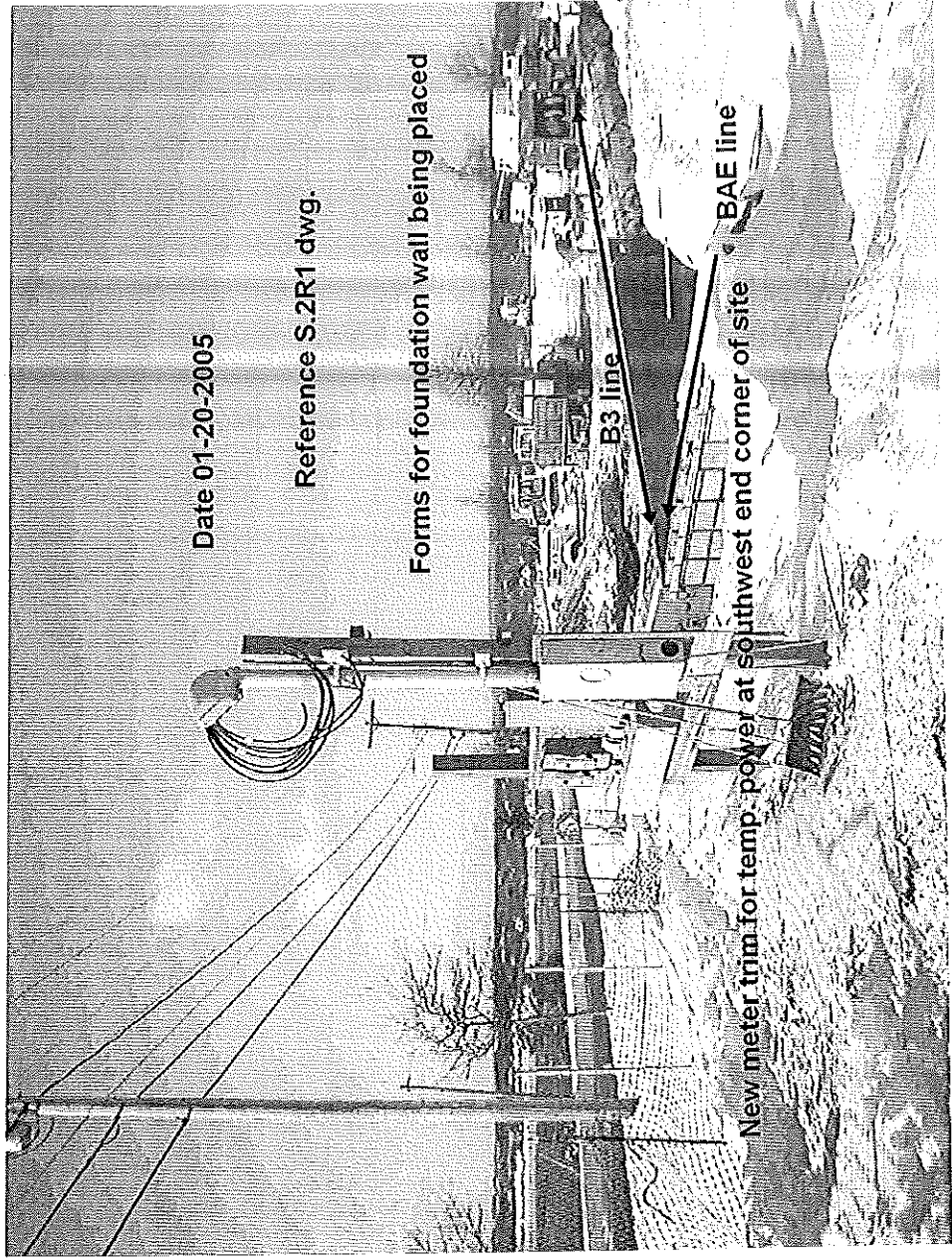












**From:** Douglas Sherwood  
**To:** Alex Jaegerman ; Anita LaChance; Barbara Barhydt...  
**Date:** Fri, Feb 4, 2005 4:19 PM  
**Subject:** East End School Construction Update - February 4, 2005

Ladies and Gentlemen  
Professionals One and All

Good day!

Predominantly single digit with some subzero temperatures last week gave way to near tropical 20's and 30's this week. The former did not stop the Ledgewood team from setting forms, erecting rebar and pouring concrete, but progress was certainly more noticeable this week. The foundation walls have fully enclosed the front and middle academic wings as well as the support spine from the corner closest to North Street all the way to the main entrance giving dimension to the interior space. Most of the column footings and anchor bolts for the front and middle wings are in place, but only the two closest to North Street have completed along the support spine. The footings for the leading edge of the third academic wing that faces North Street have been poured and forms are in place for the remainder of that face.

The School Committee voted to support adding \$800,000 from the sale of Martin's Point to the project last Wednesday night. The City Council plans to address a \$1,000,000 motion at its Monday (February 7, 2005) night meeting.

The City of Portland issued the building permit this week. If we are fortunate enough to secure supplemental funding and are able to go back to the original design footprint, the plans will need to be reviewed and the permit either amended or issued anew.

Ledgewood plans to start erecting steel on March 1, 2005. The "tower" required to start going vertical should start shooting toward the sky next week.

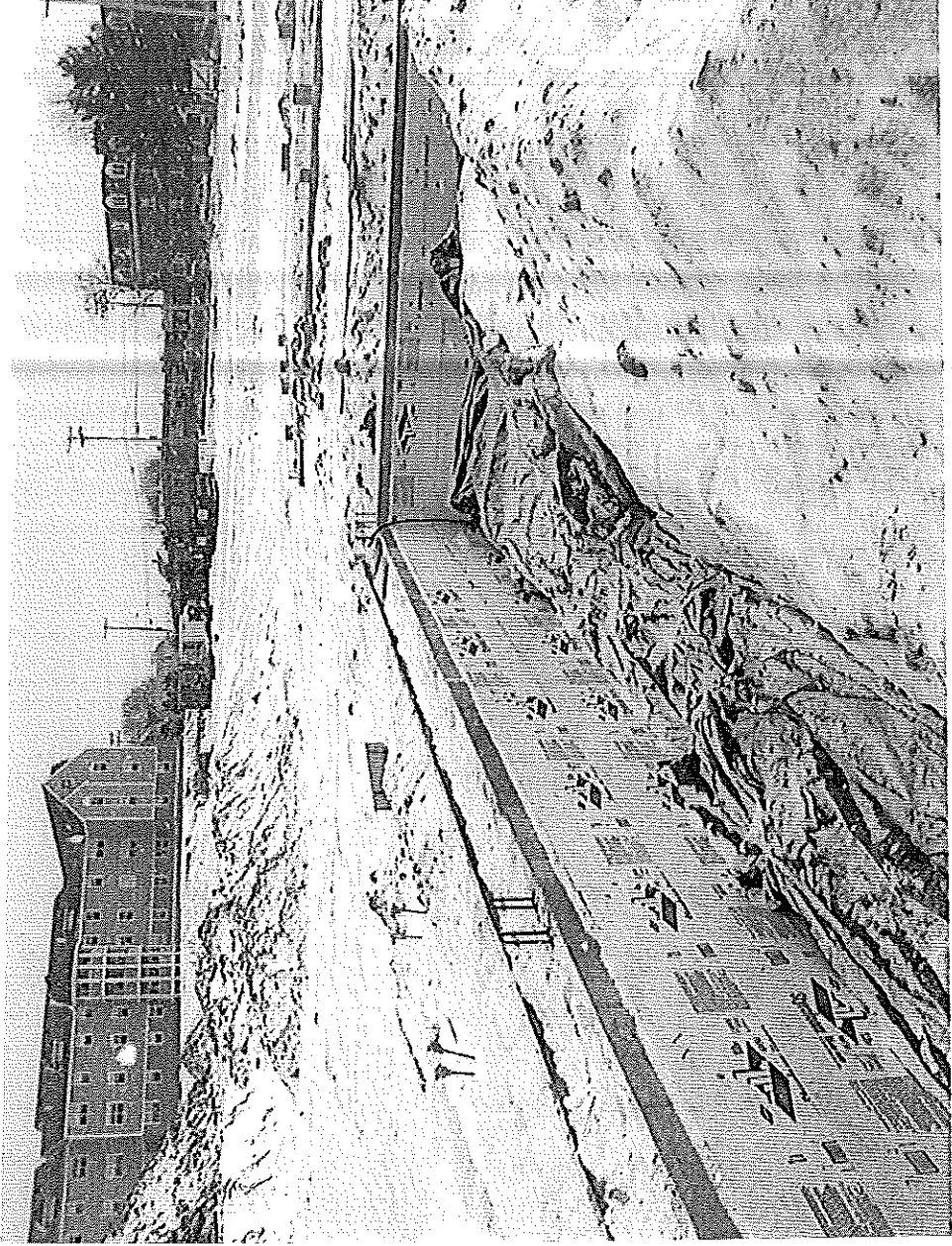
The ground has turned from hard to soft. If you must visit the site, please check in at the trailer first. You can get a hard hat from the clerk of the works, but I strongly suggest you bring your boots.

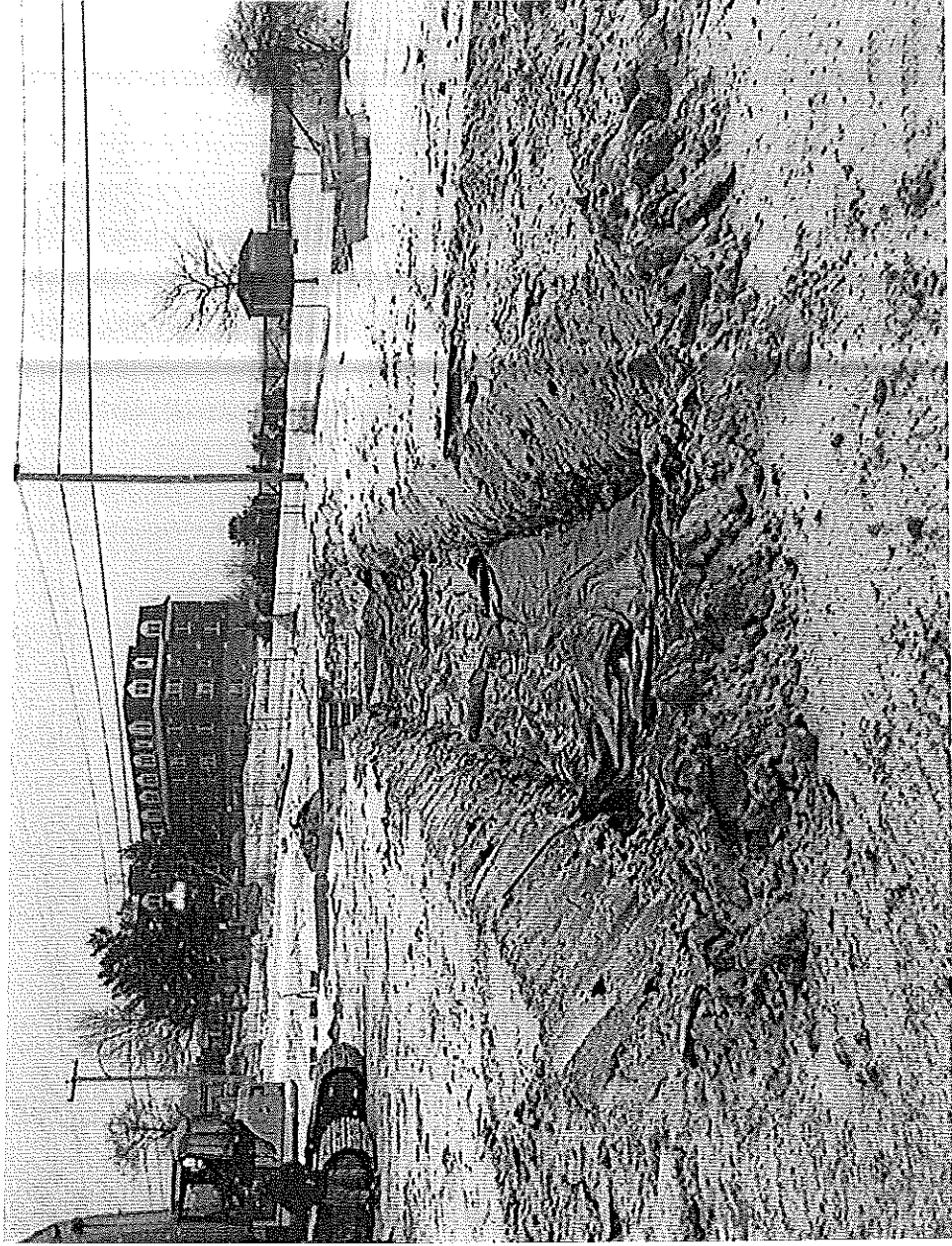
Till next time...

Sincerely,  
Douglas Ritter Sherwood  
Facilities Engineer  
Portland School Department

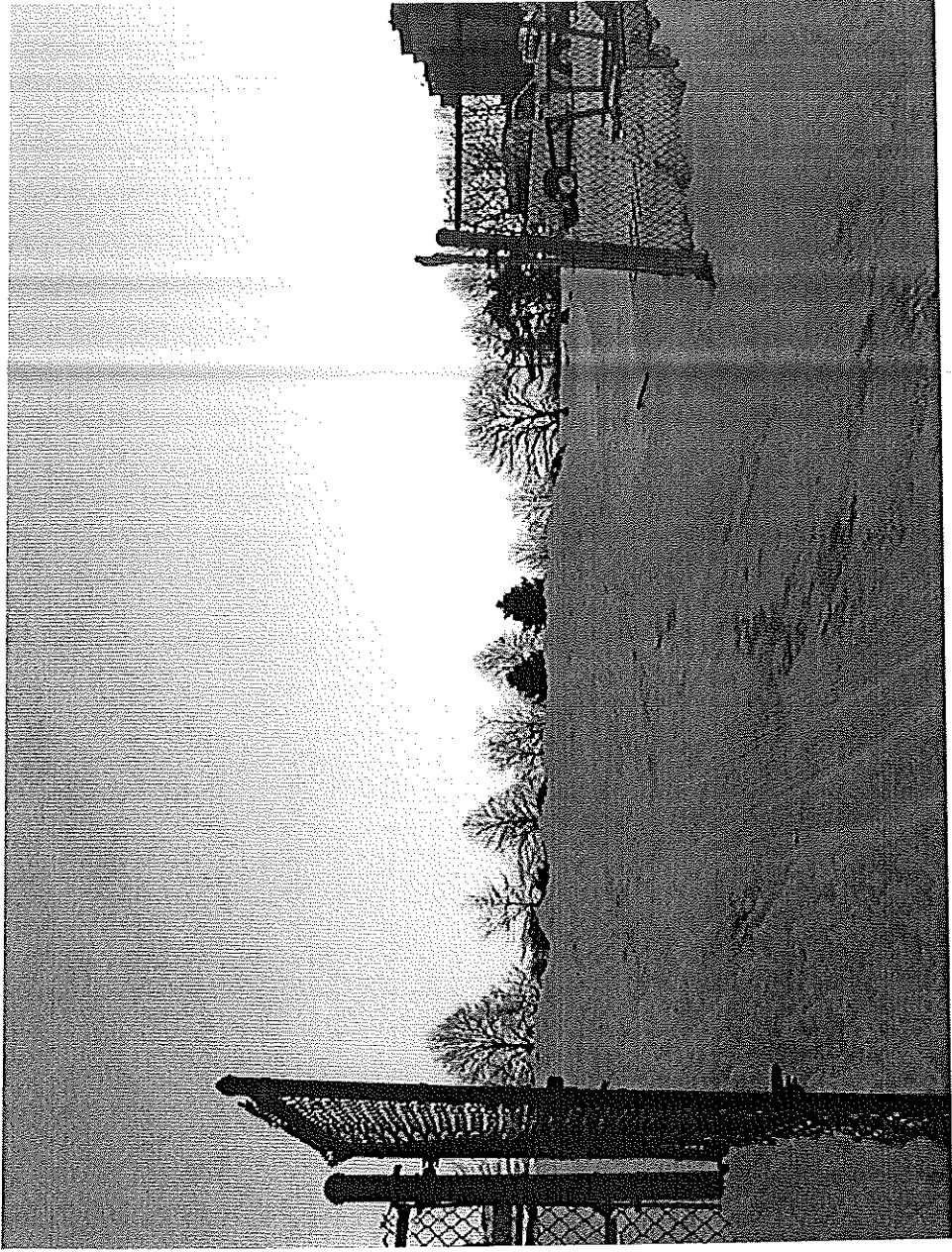
**CC:** Carole Ireland; Janet Dibiase; Rebecca Dore

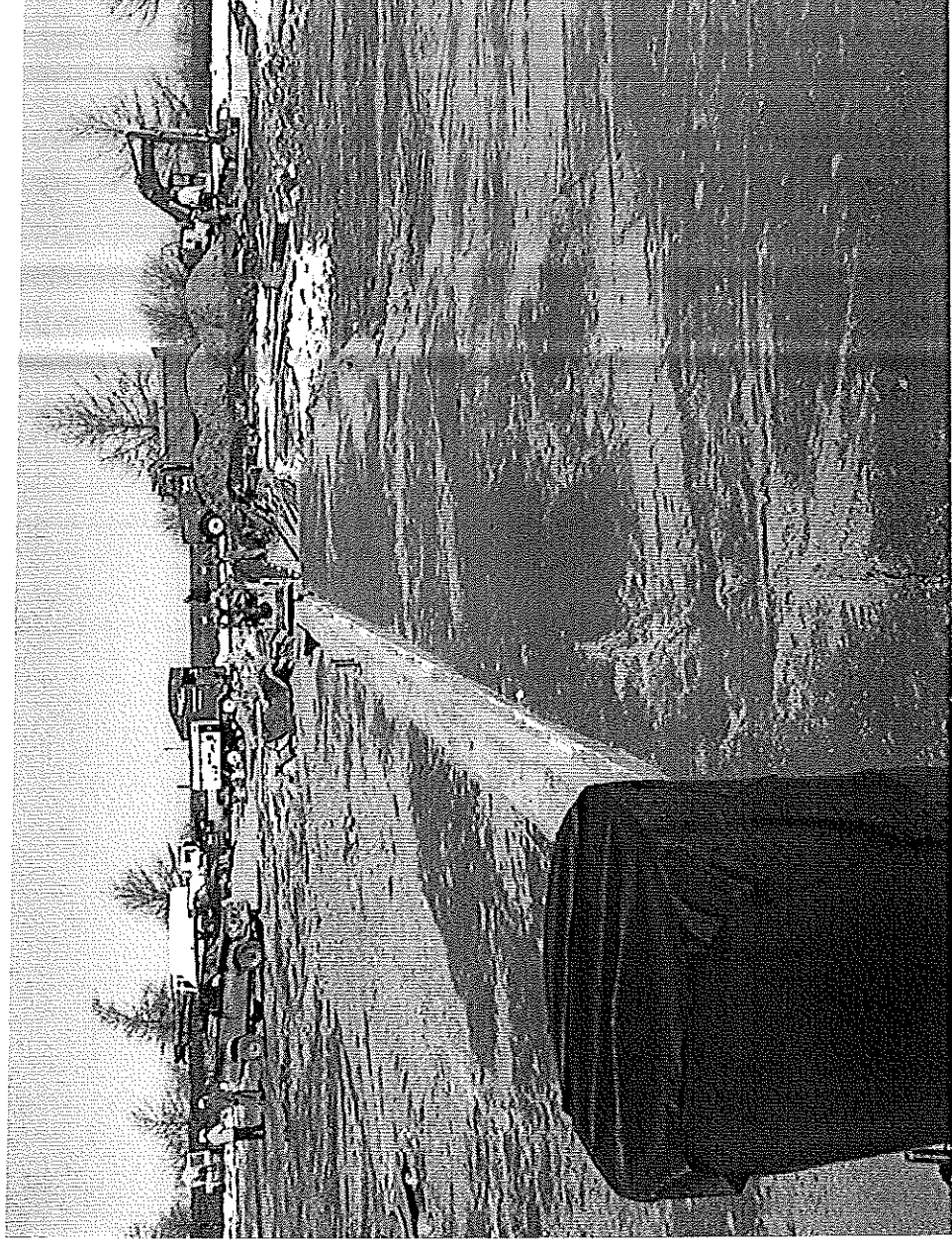


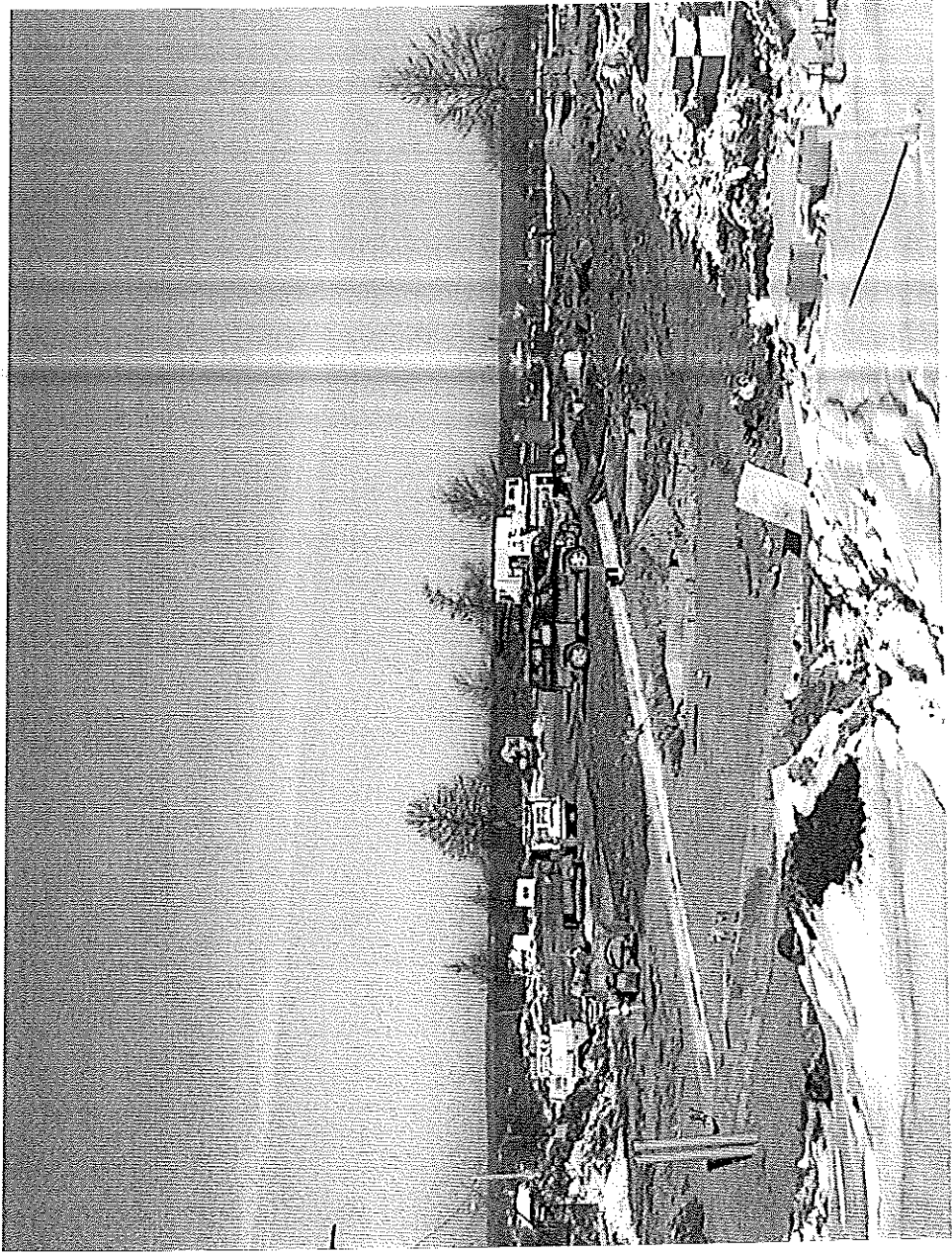














**From:** Douglas Sherwood  
**To:** Alex Jaegerman ; Anita LaChance; Arthur Rowe ; ...  
**Date:** Fri, Feb 18, 2005 10:33 AM  
**Subject:** East End School Construction Update - February 18, 2005

Ladies and Gentlemen  
Professionals One and All

Good day!

The foundation wall currently runs from the main entrance toward North Street and almost all the way around the three academic wings with footings already in place along the art wall pointed in the direction of Casco Bay. Warren Mechanical has joined Ledgewood, Grover and Newman as a working member of the on-site team. They have placed sanitary drain piping roughly down the center of the front and middle academic wings as well as between column lines B8 and B9 along the majority of the support spine that connects the three academic wings to the rest of the building. In fact, Mr. Arthur Rowe, one of the city's code enforcement officers, came out for a look yesterday. (Thanks, Art!)

The City Council has approved the request to add \$800,000 to the project from the sale of the Martin's Point property. Stephen Blatt Architects has asked Ledgewood to reprice some of the original design elements that were deleted from the project to bring it within budget. The Building Committee is tentatively scheduled to meet on March 3, 2005 to review and prioritize the list of items to add back to the project. They may also be looking at window color options at that time.

The crane that towers over the site has attracted a lot more attention to the project. Weather permitting, Ledgewood hopes to start employing the crane in steel erection of the two story academic wing around the time of my next report.

Again, please note that the project site is a hard hat area. If you have to visit the site, please check in at the trailer first. The ground remains soft and slushy as we prepare to embrace another storm on Monday, so bring your boots.

Till next time....

Sincerely,  
Douglas Ritter Sherwood  
Facilities Engineer  
Portland School Department

**CC:** Carole Ireland; Cynthia Wiesner; Janet Dibiase; ...

