

NOBLIN & ASSOCIATES L. L. C.
CONSULTING ENGINEERS
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April 29, 2015
Project #13294

Canal Place Condominium Association
c/o Ms. Catherine Deloge
Royal Management
P. O. Box 850
Methuen, MA 01844

RE: Masonry Restoration and Related Work, Phase 2
Canal Place Condominium
Lowell, Massachusetts

Dear Ms. Deloge,

On April 22, 2015, a Pre-Construction Meeting was held for the above referenced project. The following people were in attendance:

Cathy Deloge	Royal Management
John Yepes	Tom Mathena Contracting
Peter Czepiel	Noblin & Associates

The following items were reviewed:

- The Contracts have been signed and delivered to the Owner, Contractor, and Noblin.
- An insurance certificate naming the Association and Noblin & Associates as additional insureds is in process. Cathy Deloge stated that workers could not enter the premises until the current insurance certificate is delivered.
- Submittals and requisitions will be sent to Noblin for review.
- The Contractor has acquired the required building permits.
- Mobilization on the north elevation of the building is beginning today. The first staging drop will be located at the east end of the elevation and work will proceed to the west. A second staging platform will be erected around the mid-wall area. No work is anticipated to interfere with building entrances or parking spaces. It is anticipated that the work on the first drop will be complete within 2 weeks.
- The full scope of work is anticipated to be complete within 10 to 12 weeks, weather permitting.

- Debris will be removed from the site by truck during the work. No dumpster will be permanently located onsite. Room for a tool storage box and materials will be available in the garage.
- Work hours will be 8:00 am to 5:00 pm. There shall be no weekend work without approval by the Owner/Management.
- Power and water will be available to the Contractor from the building. The Association's electrician will be contacted to install an additional connection for power at the west end of the roof.
- The Contractor's crew will wear appropriate clothing, including shirts, at all times.
- The Contractor's crew will not use inappropriate language, or excessively loud radios, when on the site.
- Noblin will typically make weekly site visits of approximately one hour in duration to get a representative sampling of the work. Additional site visits will be made when necessary to cover critical phases of the work.

If you are in need of additional information, please do not hesitate to contact us.

Sincerely,



Peter Czepiel
Senior Project Manager

cc: Tom Mathena Contracting

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FIELD REPORT

Project: Masonry Restoration & Related Work
Canal Place Condominium
Lowell, Massachusetts

Date: 4/29/15
Project: #13294
Report: #1B

Contractor: Tom Mathena Contracting

Foreman/PM: Johnny Yepes

Work Force: 4

Equipment Used: swing staging, power hand tools

Time: 10:00 am

Weather: cloudy, 55°(F)

Attendees: Peter Czepiel, Johnny Yepes

Work Completed:

- Erection of swing staging on the 1st drop.
- Cutting of brick mortar joints on the 1st staging drop.

Work In Progress:

- Pointing of brick mortar joints on the 1st staging drop.

Observations:

- 1) Swing staging has been erected on the 1st staging drop on the east end of the north building elevation (Photograph 1). Cutting of the masonry mortar joints on this drop is complete and new mortar placement will be completed by the end of the week (Photograph 2). A workman is also moving across the wall at ground level cutting and pointing joints (Photograph 3). The staging will be moved to the second drop early next week.

Person(s) Notified: Peter Czepiel, Johnny Yepes

Submitted by: Peter Czepiel – Project Engineer

Distribution: Cathy Deloge – Royal Management
Tom Mathena – Tom Mathena Contracting



Photograph 1 – The masonry in the 1st staging drop is located within the dotted rectangle.



Photograph 2 – Newly pointed mortar joints at the base of the 1st staging drop.



Photograph 3 – Workman cutting mortar joints in ground level masonry.