

Project Meeting 12/10/2025:

- In attendance: James Drumm, Alexander Taylor, Jay Hickey (Pro-Mech), Bill Trudelle, Josh Greenwood (Aramark)
- Pro-Mech
 - The change order for the additional work surrounding the transformer is expected to be ready soon
 - Smoke inspectors have been installed and their wiring is expected to be finished by Friday (12/12/25)
 - The alarm company is expected to be out on Wednesday (12/17/25) to tie them into the system
 - Balancing work is expected to take place in January
 - Working to get the DOA running
 - Chiller startup is planned for April when the weather is expected to be warmer
 - Pro-Mech requests a reduced retainage given the extension to the schedule this component will cause
- Bill
 - No word from Eversource re: Transformer tie-in
 - No major concerns with temperature, heat is working well
- Aramark
 - DOA waiting on duct smoke detector installation before start-up
 - Further tests are waiting on DOA
 - Waiting on updates on changes for fan coil units
 - Tweaks on boiler sequence required

Project Meeting 12/22/2025:

- In attendance: James Drumm, Bill Trudelle, Scott Fitch (ICDS), Alexander Taylor, Josh (Aramark), David Petrone, Bonita Bruciati (Aramark)
- Aramark
 - Looking for an update on start-up process for several components
 - Once several confirmations are received regarding the work from sub-contractors as it pertains to programming and controls, Aramark's testing can resume

- Bill explains that Pro-mech has been attempting to get this confirmation, the programmer has been slow to respond due to family concerns
- Available to be on site first or second week of January assuming controls work is finished
- Expects most of the commissioning to be done by the end of January
- IAQ standards testing may take longer pending final balancing work
- Commissioning and documentation is expected to be finished once the weather warms and the chiller can be started up
- Bill
 - Eversource tie-in planned of transformers for the 30th
- Reimbursement
 - Waiting on feedback from resubmission of second HVAC reimbursement request
 - Bill is waiting on receiving a missing page on an invoice before moving forward with Roof reimbursement

Project Meeting 1/7/26:

- In attendance: Alexander Taylor, Jay Hickey (Pro-Mech), Bill Trudelle, Scott Fitch (ICDS), David Petrone, Josh Greenwood (Aramark), Bonita Bruciati (Aramark)
- Pro-Mech
 - Leak identified in DOA unit
 - Necessitated the unit to be shut down
 - Problem was originally identified on Christmas Eve
 - Contractor expected to be on site for repairs on Friday (1/9/26)
 - Not expected to impose major delays on schedule
 - Balancing contractor putting together a schedule
- ICDS
 - Waiting on tab report and resolution of punch-list items
- Aramark
 - Issues found are being logged into the system for pro-mech to resolve
 - Waiting on update from controls contractor

Project Meeting 1/21/26:

- In attendance: Alexander Taylor, Jay Hickey (Pro-Mech), Bill Trudelle, David Petrone, Josh Greenwood (Aramark), Bonita Bruciati (Aramark)
- Pro-Mech
 - Coil on DOA has been fixed
 - No issues, Aramark has confirmed it is up and running
 - Pro-Mech has printed out reports from Aramark to review and address
 - Balancing is being scheduled, the process will likely take several weeks
 - Similarly, the punch-list will likely be finished in several weeks
 - Change order is still being worked on, explains there is an internal discussion taking place
- Aramark
 - Basic parts and installation have been commissioned
 - Still waiting on some programming for boilers and heating system
 - Aramark identified a potential issue where valve handles on fan coil units are covered by installation
 - Further discussion necessary with ICDS regarding potential solutions to allow for easier access
 - Several other minor issues throughout which Pro-Mech identifies they have received and plan to address

Project Meeting 2/4/26:

- In attendance: James Drumm, Alexander Taylor, Jay Hickey (Pro-Mech), Bill Trudelle, David Petrone, Josh Greenwood (Aramark), Scott Fitch (ICDS)
- Pro-Mech
 - Working on change order, expect to send out later today (2/4/26)
 - Balancer scheduled for the 16th and 17th, with the process expected to take 2-3 weeks in total
 - Working on punch list items
 - Working with subcontractors on programming of system

- Still looking into fan coil valve insulation
- Aramark
 - Functional testing largely complete
 - Waiting for programming work on boiler to conduct further tests to that system
 - Waiting on balancing to conduct further testing
- Dr. Petrone
 - Reminded all parties of the project deadline on June 30th and cautioned that with the paperwork required, that limit will approach sooner than expected