



**Ahlborg Construction Corporation**  
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**Project: 24-009 Lincoln EMS/Rescue & Learning Center**  
98 Old River Road  
Lincoln, Rhode Island 02865  
P: 401-333-8455

## Centralized Rescue/Learning Center Project OAC Agenda: Meeting #35

**Meeting Date** Aug 19, 2025 **Meeting Time** 09:00 am - 10:00 am Eastern Time (US & Canada)

**Meeting Location** Town Hall with Virtual

**Overview** **ACC - MEETING AGENDA/MINUTES**  
**DISCUSSION TOPICS**

- 1. Documents for Reference-** Construction Documents
- 2. Roll Call** - Town of Lincoln and Downes Roll Call and Introductions - Building Committee, OPM Downes, Design-Build Construction Team
- 3. Previous Minutes** - Town of Lincoln review and approval of prior meeting minutes
- 4. Building Committee:** Chief Sean Thompson, Peter Dyer, Bruce Ogni, Leslie Quish, Captain Michael Reid, Anthony Feola, Vincent Porcaro

Additional Distribution: Glenn Ahlborg, Lee Matthews, Joe DeSanti

### Attachments

### Scheduled Attendees

| Name             | Company                            | Phone Number             | Email                         |
|------------------|------------------------------------|--------------------------|-------------------------------|
| Lee Matthews     | Ahlborg Construction Corporation   | P: 401 681 4949          | lmatthews@ahlborg.com         |
| Brian O'Connell  | Ahlborg Construction Corporation   | P: 401 681 4949 ext. 112 | boconnell@ahlborg.com         |
| Nicholas Pizzi   | Ahlborg Construction Corporation   | P: 401 681 4949          | npizzi@ahlborg.com            |
| Jessie Simas     | Ahlborg Construction Corporation   | P: 401 681 4949          | jsimas@ahlborg.com            |
| Rick Weijlard    | Ahlborg Construction Corporation   | P: 401 681 4949          | rweijlard@ahlborg.com         |
| Jeff Cabral      | Downes Construction                | P: (860) 936-1429        | jcabral@downesco.com          |
| Drew Serdakowski | Downes Construction                | P: (401) 430-0109        | dserdakowski@downesco.com     |
| Lance Green      | Kaestle Boos Associates, Inc.      | P: (508) 549-9906        | lgreen@kba-architects.com     |
| Scott Mangiagli  | Kaestle Boos Associates, Inc.      | P: (860) 229-0361        | smangiagli@kba-architects.com |
| Michael McKeon   | Kaestle Boos Associates, Inc.      | P: (508) 549-9906        | mmckeon@kba-architects.com    |
| John Cimino      | Town of Lincoln                    |                          | jcimino@lincolnri.org         |
| Philip Gould     | Town of Lincoln                    | P: (401) 333-1100        | pgould@lincolnri.org          |
| Leslie Quish     | Town of Lincoln                    | P: (401) 333-8415        | lquish@lincolnri.org          |
| Mike Reid        | Town of Lincoln                    |                          | mreid@lincolnri.org           |
| Sean Thompson    | Town of Lincoln- Rescue Department | P: (401) 333-8455        | sthompson@lincolnri.org       |

**Safety**

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Mtg Origin | Title         | Assignment | Due Date | Priority | Status |
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| 1.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 25         | Safety Update |            |          | High     | Open   |
| <b>Description</b><br><b>3-18-2025</b> New Item -No Update<br><b>4-1-2025</b> Ongoing- No Issues to Report<br><b>4-15-2025</b> Ongoing- No Issues to Report<br><b>5-6-2025</b> Ongoing- No Issues to Report<br><b>5-20-2025</b> Superintendent is making sure PPE, eye wash stations, and all other safety related items are on site and ready for when project remobilizes and work begins.<br><b>6-3-25</b> Ongoing. The daily reports on Procore will also serve as a safety log, as any safety related incidents would be logged there as well. ACC is also making sure all subcontractors and site visitors have proper PPE at all times.<br><b>6-17-2025</b> -No safety violations or incidents to date. Log updated daily.<br><b>7-8-2025</b> Site Superintendent Jessie Simas will begin having toolbox talks now that subcontractor involvement has ramped up on site. Also, no safety violations or incidents have occurred to date.<br><b>7-22-2025</b> ACC will report on current safety status- Hours of Operations 7:00 AM to 3:30 PM ACC will continue to monitor and report safety items on Daily Reports<br><b>8-5-2025</b> ACC Site Superintendent Jessie Simas reassured the team that all workers have followed safety protocols and there have been no incidents to date. Jessie has also been holding toolbox talks as manpower continues to ramp up on site.<br><br><b>8-19-2025</b> - ACC Site Superintendent will discuss jobsite safety |            |               |            |          |          |        |

**Permit**

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Mtg Origin | Title   | Assignment | Due Date | Priority | Status |
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| 2.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 25         | Permits |            |          | High     | Open   |
| <b>Description</b><br><b>2-18-2025</b> Awaiting DEM UIC approval, DOT, and NBC. Final Planning submitted, to be included in permit approval process.<br><b>3-4-2025</b> DEM Comments Answered Awaiting Final Permit Letter, DOT Ongoing, Final Planning & Building Ongoing, NBC Approval Received<br><b>3-18-2025</b> - DEM Permit Issued #24-196, DOT Permit Ongoing, Final Building Ongoing<br><b>4-1-2025</b> - DOT Permit Pending, Final Building Permit Pending<br><b>4-15-2025</b> DOT permit finalized. Waiting for DEM permit to be finalized.<br><b>5-6-2025</b> Limerock Fire Review fee - \$25,783.99 was brought up and discussed.<br><b>5-20-2025</b> Building permit has been approved. The DEM permit is pending the results of the environmental testing. Results are expected today, 5/20, or on Wednesday 5/21.<br><b>6-3-25</b> We received the full release DEM permit on 5/27. ACC & RT Nunes remobilized on 5/28. ACC will also call Jacob regarding WRAP requirement.<br><b>6-17-2025</b> Team discussed filing 128 forms monthly.<br><b>7-8-2025</b> Team discussed procuring a Rhode Island Energy permit for the transformer. Additionally, plumbing and HVAC permits were received and have been uploaded to the documents folder in Procore.<br><b>7-22-2025</b> ACC reported that Kelly Electric had a site visit with RI Energy on June 17th under WR # 13850543 RI Energy is working on the design<br><b>8-5-2025</b> ACC to pursue utility permit for tapping into water lines in the street.<br><br><b>8-19-2025</b> ACC will update on any permitting-Specifically DOT utility permits |            |         |            |          |          |        |

**Schedule**

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Mtg Origin | Title           | Assignment | Due Date | Priority | Status |
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| 3.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 25         | Master Schedule |            |          | High     | Open   |
| <b>Description</b><br><b>Prior to 3-4-2025</b> D-B team is coordinating design schedule and milestones with A/E and OPM, and will bring to next meeting. Team will revise schedule and update on any early packages, as required, after SD set review. Revised schedule presented 10/15 meeting. Update: ACC to provide updated schedule and 3-week lookaheads through construction<br><b>3-4-2025</b> Ongoing<br><b>3-18-2025</b> Ongoing, ACC to Update Master Schedule<br><b>4-15-2025</b> Team decided to include long lead items in weekly schedule discussion<br><b>5-6-2025</b> Ongoing, and nothing new was discussed regarding schedule.<br><b>5-20-2025</b> ACC is working on creating an updated schedule now that the project is gearing up to remobilize.<br><b>6-3-25</b> ACC will update master schedule now that remobilization has occurred and ledge removal has officially started.<br><b>6-17-2025</b> Master schedule still ongoing.<br><b>7-8-2025</b> Master schedule will be ready to present at the next OAC meeting on Tuesday, July 22, 2025.<br><b>7-22-2025</b> Schedule was Presented with Substantial Completion Projected May 31, 2026<br><b>8-5-2025</b> ACC provided several copies of the master schedule at the meeting. The schedule is also attached to this meeting minutes item for those who wish to view online.<br><br><b>8-19-2025</b> ACC will update on any open permit status. |            |                 |            |          |          |        |

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Mtg Origin | Title                      | Assignment | Due Date | Priority | Status |
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| 3.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 25         | 3-Week Look Ahead Schedule |            |          | High     | Open   |
| <b>Description</b><br><b>3-18-2025</b> ACC will develop 3-Week Look Ahead Schedule and Maintain w/ Master Schedule<br><b>4-15-2025</b> Team discussed the current status of the DEM permit and the potential start date once finalized.<br><b>5-6-2025</b> Nothing new was reported or discussed regarding three week look ahead.<br><b>5-20-2025</b> ACC will start to develop three week look ahead schedules.<br><b>6-3-25</b> The next three weeks will primarily consist of ensuring site controls, removing ledge, and stripping/stockpiling loam. The only material being hauled offsite is ledge.<br><b>6-17-2025-</b> Three week look ahead was submitted. For this time period, the three week lookahead mostly consisted of drilling and blasting, ledge removal, and foundation excavation and prep.<br><b>7-8-2025</b> Team discussed the 3-week look ahead starting this week, Monday, July 7, 2025. In this 3 week time period there will be deliveries for rebar, anchor bolts, plates, and washers. For production, work includes finishing prepping foundations, and placing footings and walls. Preparation for the transformer pad will also be starting Monday July 21, 2025.<br><b>7-22-2025</b> Jessie Simas Reviewed Current 3- Week Look Ahead<br><b>8-5-2025</b> ACC provided copies of the three-week lookahead at the meeting. The next three weeks includes more ledge removal, final completion of the foundation walls, mobilization and erection of structural steel, and mobilization of the mason subcontractor.<br><br><b>8-19-2025</b> ACC will provide copies of 3 week look ahead for review |            |                            |            |          |          |        |

## Submittals

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Mtg Origin | Title      | Assignment | Due Date | Priority | Status |
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| 4.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 25         | Submittals |            |          | High     | Open   |
| <b>Description</b><br><b>3-4-2025</b> ACC to copy Downes<br><b>3-18-2025</b> Submittal process just ramping up, team discussed development of log and distribution. Ongoing<br><b>4-1-2025</b> ACC & KBA working together on early submittals, Downes to be copied on final.<br><b>4-15-2025</b> Team discussed bring copies of the submittal log to each meeting for all members to review.<br><b>5-6-2025</b> The submittal process is ongoing and will increase in volume as procurement progresses<br><b>5-20-2025</b> Submittals are still ongoing and going smoothly.<br><b>6-3-25</b> Ongoing.<br><b>6-17-2025-</b> Submittal are still moving forward at a consistent pace. |            |            |            |          |          |        |

**7-8-2025** ACC has had multiple coordination meetings with truss manufacturer, HVAC subcontractor, and A/E design team. These meetings were highly productive and addressed many obstacles before the submittal process.

**7-22-2025** ACC presented current submittal log for review- Team discussed reports will only be published with open or overdue items

**8-5-2025** ACC provided a log of open submittals at the meeting. The log is also attached to this meeting minutes item for those who wish to view.

**8-19-2025** ACC will review any open submittal items

## Procurement

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Mtg Origin | Title       | Assignment | Due Date | Priority | Status |
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| 5.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 25         | Procurement |            |          | High     | Open   |
| <b>Description</b><br>Long lead items and status updates: early bid packages for preliminary site/foundations, structural, and electrical infrastructure. Update: E-Gear, 24-week lead. Bid packages: foundation and Structure by 11/15. Construction Documents bid packages out. ACC to update weekly<br><br><b>3-4-2025-</b> ACC working on bid packages & long lead time items<br><b>3-18-2025-</b> Ongoing<br><b>4-1-2025-</b> Ongoing<br><b>4-15-2025-</b> Ongoing<br><b>5-6-2025</b> Procurement was brought up and ACC is in the progress<br><b>5-20-2025</b> Procurement is still ongoing.<br><b>6-3-25</b> Ongoing. Drew spoke about adjusting cash flow projections, and ask for slightly more money in the bond.<br><b>6-17-2025-</b> Team reviewed the procurement status which is still ongoing<br><b>7-8-2025</b> ACC estimates the project is ~78% bought out at this point, with all the major groups already procured. The finishes and other minor, miscellaneous items will be bought out in the coming weeks.<br><b>7-22-2025</b> - Procurement On Going<br><b>8-5-2025</b> ACC discussed how they are still in the process of procuring contracts for the building's finishes.<br><br><b>8-19-2025</b> ACC will provide update on procurement |            |             |            |          |          |        |

## RFI's

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
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| 6.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 25         | RFI's |            |          | High     | Open   |
| <b>Description</b><br><b>3-18-2025</b> New Item- No Item to Review<br><b>4-1-2025</b> Ongoing as needed KBA and Team responding quickly<br><b>4-15-2025</b> Team decided it is a best practice to bring copies of the RFI log to the bi-weekly meetings.<br><b>5-6-2025</b> Only several items have been RFI'd to date and all have been resolved.<br><b>5-20-2025</b> Nothing new to report on RFIs since the previous meeting.<br><b>6-3-25</b> Ongoing.<br><b>6-17-2025</b> -RFI's have been coming in and addressed in a timely manner.<br><b>7-8-2025</b> An RFI log will be presented at OAC meetings, beginning meeting #33.<br><b>7-22-2025</b> No Open RFI presenting issues or delays- In future Open RFI<br><b>8-5-2025</b> There were no open RFI's to present at the meeting.<br><br><b>8-19-2025</b> ACC will provide update on any open RFI's |            |       |            |          |          |        |

## FF&E

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
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| 7.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 25         | FF&E  |            |          | Medium   | Open   |
| <b>Description</b><br><b>3-4-2025</b> Met w/WB Mason re: furniture - Velcro logo on loungers for ease of cleaning, ACC to price good/better/best for appliances. Ongoing<br><b>3-18-2025-</b> WB Mason requested 1st & 2nd Floor CAD Drawing Files-KBA & ACC will Distribute<br><b>4-1-2025</b> WB Mason has received CAD files- Ongoing<br><b>4-15-2025</b> Team discussed receiving used, good condition fitness equipment and WB Mason developing furniture plans.<br><b>5-6-2025</b> Ed from WB Mason will meet with the team soon to present first draft the FF&E. ACC & KBA will coordinate<br><b>5-20-2025</b> ACC and KBA have decided to move the previous meeting with Ed from SB Mason from Tuesday, May 27th, to Tuesday, June 3rd, pending Ed's availability.<br><b>6-3-25</b> Ed from WB Mason attended the meeting and reviewed the FF&E plan.<br><b>6-17-2025-</b> Team discussed coordinating with Captain regarding the wire mesh lockers and other items on the equipment schedule.<br><b>7-8-2025</b> ACC will reach out to Ed from WB Mason and discuss plans for the remainder of the building, as mostly the Learning Center has been addressed at this point.<br><b>7-22-2025</b> Ongoing ACC will contact WB Mason on Budget #'s for Learning Center and Balance of Bldg.<br><b>8-5-2025</b> ACC updated the team regarding discussions with Ed from WB Mason.<br><br><b>8-19-2025</b> ACC will present Phase 1 Learning Center Plans |            |       |            |          |          |        |
| <b>Attachments</b><br><a href="#">Lincoln EMS.pdf</a> , <a href="#">25-0609_LincolnCentralizedRescue&amp;LearningCenter_Phase1_36x48.pdf</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |            |       |            |          |          |        |

### Miscellaneous

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Mtg Origin | Title        | Assignment | Due Date | Priority | Status |
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| 8.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 25         | Digital Sign |            |          | Low      | Open   |
| <b>Description</b><br>Finalize design through submittal process<br><b>3-4-2025</b> Ongoing<br><b>3-18-2025</b> Ongoing<br><b>4-1-2025</b> Ongoing<br><b>4-15-2025</b> Ongoing<br><b>5-6-2025</b> Ongoing- Team need s more detail from vendor. ACC will follow up.<br><b>5-20-2025</b> Ongoing, nothing new to report regarding the digital sign.<br><b>6-3-25</b> Ongoing<br><b>6-17-2025</b> Team discussed receiving samples for the digital sign.<br><b>7-8-2025</b> Ongoing.<br><b>7-22-2025</b> Ongoing<br><b>8-5-2025-</b> ACC to push design and submittal<br><br><b>8-19-2025</b> ACC to provide update |            |              |            |          |          |        |

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| 8.2                                                                                                                                                                                          | 25         | Rescue 1 & 2 Similar Plaque PEC,<br>Station 1/2 monument @ EMS |            |          |          | Open   |
| <b>Description</b><br>Finalize design through submittal process<br><br><b>3-4-2025</b> Ongoing<br><b>3-18-2025-</b> Move to Submittal<br><b>4-1-2025</b> Ongoing<br><b>4-15-2025</b> Ongoing |            |                                                                |            |          |          |        |

**5-6-2025** Ongoing  
**5-20-2025** Ongoing. Drew from Downe's has been working on finalizing the plaque  
**6-3-25** Ongoing. Drew will share with design team to determine a location. He will also determine the size of the plaque, and anticipates it will be 12" x 12".  
**6-17-2025-** Ongoing  
**7-8-2025** Ongoing.  
**7-22-2025** Ongoing  
**8-5-2025** ACC will field verify dimensions of the existing monument and begin planning its relocation.  
  
**8-19-2025** Ongoing

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Mtg Origin | Title       | Assignment | Due Date | Priority | Status |
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| 8.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 25         | RIE Credits |            |          |          | Open   |
| <b>Description</b><br>Copy Ethan Belt/Leidos Station on submittals for M/P<br><b>3-4-2025</b> Ongoing<br><b>3-18-2025</b> Leidos to update credits/ Leidos will need submittals on HVAC<br><b>4-1-2025</b> Downes reported to Grant Status<br><b>4-15-2025</b> Downes reported to Grant Status<br><b>5-6-2025</b> Ongoing- ACC to loop in Ethan on Submittals<br><b>5-20-2025</b> Ongoing<br><b>6-3-25</b> ACC will send submittals to Ethan Leidos<br><b>6-17-2025</b> Ongoing<br><b>7-8-2025</b> ACC will reach out to Ethan to confirm he has all the information he needs.<br><b>7-22-2025</b> Downes to contact and provide update<br><b>8-5-2025-</b> ACC to provide updates as they are provided<br><br><b>8-19-2025</b> Ongoing |            |             |            |          |          |        |

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Mtg Origin | Title                               | Assignment | Due Date | Priority | Status |
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| 8.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 25         | Construction Plans & Specifications |            |          | High     | Open   |
| <b>Description</b><br>Remaining packages bidding<br><b>3-4-2025</b> ACC is continuing with bid packages for GMP-Ongoing<br><b>3-18-2025</b> Addendum No.1 Issued Addendum No. 02 in Draft<br><b>4-1-2025</b> Addendum No. 02 in Draft Downes asked for distribution electronically. ACC to provide.<br><b>4-15-2025</b> Addendum No. 02 in Draft Downes asked for distribution electronically. ACC to provide.<br><b>5-6-2025</b> Ongoing- Addendum No. 02 in Draft KBA & ACC continue to add items/modifications<br><b>5-20-2025</b> Ongoing- Addendum No. 02 in Draft KBA & ACC continue to add items/modifications<br><b>6-3-25</b> Ongoing, and still adding to addendum #2<br><b>6-17-2025</b> Addendum 2 to be finalized and distributed<br><b>7-8-2025</b> Addendum No. 2 will be finalized by this Friday, July 11, 2025.<br><b>7-22-2025</b> Addendum No. 2 Published 7-11-2025 received 7-14-2025 All Documents are uploaded to Procore. ACC to Send Link to Updated Plans & Specifications<br><a href="https://ahlborg.egnyte.com/fi/MDxHb88VhgCb">https://ahlborg.egnyte.com/fi/MDxHb88VhgCb</a><br><b>8-5-2025-</b> new ASI's were released since the previous meeting. ASI No. 1 addressed changes in door 223, ASI No. 2 addressed site bollard changes, and finally, ASI No. 3 showed a change from 8" metal studs for the dormer framing to 6" studs. All ASI's have been uploaded to the current drawing set in Procore.<br><br><b>8-19-2025</b> ACC to provide update on new ASI's |            |                                     |            |          |          |        |

## Commissioning

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Mtg Origin | Title               | Assignment | Due Date | Priority | Status |
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| 9.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 25         | Commissioning Items |            |          | Medium   | Open   |
| <b>Description</b><br>Downes Construction (OPM) is drafting an RFP for commissioning services for the Lincoln EMS project, for review/comment/approval by the Building Committee at the next meeting. SES on-board and D-B will provide documents, review, etc.<br><br><b>3-4-2025</b> Downes presented Commissioning Agents Contract and Price for Approval- Committee Voted and Approved<br><b>3-18-2025</b> Downes to set up kick off meeting<br><b>4-1-2025</b> Downes to coordinate kick off meeting date and time<br><b>4-15-2025</b> Kickoff meeting was coordinated and scheduled for 4-9-25<br><b>5-6-2025</b> Commissioning agent reviewed the design and provided comments. ACC & KBA working on review document and managing SES workflow & review of submittals<br><b>5-20-2025</b> Update submittals.<br><b>6-3-25</b> Ongoing. SES has access to Procore.<br><b>6-17-2025</b> Ongoing-Incorporated into Addendum 2<br><b>7-8-2025</b> Commissioning comments will be incorporated into Addendum No. 2.<br><b>7-22-2025</b> Downes (Drew) will reach out to Commission Agent to set up Meeting<br><b>8-5-2025</b> ACC will schedule a meeting with Ken from SES this week regarding the building envelope, and a meeting next week for the HVAC Commissioning.<br><br><b>8-19-2025</b> ACC to provide update on recent meeting and field mock up inspection |            |                     |            |          |          |        |

## Grants

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
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| 10.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 25         |       |            |          |          | Open   |
| <b>Description</b><br>Downes and Town to provide updates and team requirements for compliance and reporting. OPM budget by October 31, 2024 (OPM updated log 12/07, 12/20 report) update: single invoice (separated grant line items) potentially two checks to ACC (same day approval/delivery)<br><br><b>3-4-2025</b> - Ongoing<br><b>3-18-2025</b> 160 K Received w/ compliance OP-M will develop a balance ledger-Bond fund process should be complete end of March-Ongoing<br><b>4-1-2025</b> Downes discussed CPF & Municipal Public Safety Grant distribution and ACC Pay Application funding 2 through 5. Downes working on reporting that is du<br><b>4-15-2025</b> Downes provided update<br><b>5-6-2025</b> Downes submitting monthly anticipated spend log, as well as transaction log. SPF will be performing a site visit soon. Downes to Coordinate<br><b>5-20-2025</b> Downe's has a meeting scheduled on Tuesday, May 20th at 10:30 AM to discuss the grant spending.<br><b>6-3-25</b> Drew met with PRO office last week. We also discussed certified payrolls with back up.<br><b>6-17-2025</b> Bond signed 6/16/25. Site visits and inspections will occur with 2-3 weeks notice.<br><b>7-8-2025</b> All bond proceeds have been received at this point. Drew spoke about the payment process from the account to Ahlborg.<br><b>7-22-2025</b> PRO Office next meeting via zoom will be 9/3/2025 to discuss status. Drew S. requested from John C. reports with evidence of account transfers for reporting to PRO Office<br><b>8-5-2025</b> Downes to provided update.<br><br><b>8-19-2025</b> Downes will provide update |            |       |            |          |          |        |

## Pay Requisitions

| No.                                                                                                                                                                     | Mtg Origin | Title            | Assignment | Due Date | Priority | Status |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------------|------------|----------|----------|--------|
| 11.1                                                                                                                                                                    | 25         | Pay Requisitions |            |          | High     | Open   |
| <b>Description</b><br>Payment Requisition: As we transition into construction, approve monthly requisition- <b>Pay Applications Must Be Presented on Meeting Agenda</b> |            |                  |            |          |          |        |

**3-4-2025** Downes presented their monthly billing and committee Voted & Approved  
**3-18-2025** ACC Pay Application # 5 for \$280,000.00 was presented and approved for payment  
**4-1-2025** ACC Pay Application funding 2 through 5 Funded, Downes asked for vote to approve Downes monthly invoice, Voted and Approved  
**4-15-2025**- No Invoices to Process  
**5-6-2025** Downes Monthly Invoices & ACC Pay Application will be reviewed for processing on 5-13-2025, Downes will also present SES Invoice at 5-13-2025  
**5-20-2025**  
 ACC \$172,794.00 was voted and approved Downes \$11,550.00 was voted to pay SES \$6,175.00 was voted and approved  
**6-3-25** Next meeting on June 17th will be the 2nd invoice for Ken Harding from SES  
**6-17-2025** ACC, Downes and SES Pay Applications and Invoices will be reviewed as submitted  
**7-8-2025** June invoices were unable to be voted on due to quorum not being met. This has been rescheduled to the next OAC meeting.  
**7-22-2025** June & July Invoices from ACC & Downes to be presented for Approval June's ACC Req #7 \$602,828.00 Approved, July ACC Req #8 \$549,337.00 Approved, Downes Monthly Invoice also approved \$11,550.00  
**8-5-2025** There were no pay requisitions to discuss at this meeting. ACC received payment for Req. #7 and Req. #8  
  
**8-19-2025** Pay applications will be presented to Downes and Owner by Aug, 25th and presented to committee at the following meeting Sept. 2nd 2025

### New Business

| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Mtg Origin | Title              | Assignment | Due Date | Priority | Status |
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| 12.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 25         | New Business Items |            |          | High     | Open   |
| <b>Description</b><br><b>3-18-2025</b> No New Items<br><b>4-1-2025</b> No New Items<br><b>4-15-2025</b> No New Items<br><b>5-6-2025</b> Team will provide sign in sheets to record attendees at each meeting moving forward<br><b>5-20-2025</b> Some misc. materials at the back of the site need to be moved prior to remobilization. Team met on site after the meeting to discuss which items needed to be moved.<br><b>6-3-25</b> Team discussed sending the application for the water tie into Jared Nunes to fill out ASAP.<br><b>6-17-2025</b> - Review ledge removal progress<br><b>7-8-2025</b> Team discussed voting on substituting White Everlast siding in lieu of the aluminum plank siding originally called out in the specifications. ACC will bring a larger sample of the siding to the next OAC meeting.<br><b>7-22-2025</b> Team discussed continued ledge removal and the mechanics of the reallocation of contingency and GMP adjustment to the SOV.<br><b>8-5-2025</b> There was no new business to discuss at this meeting.<br><br><b>8-19-2025</b> Open discuss for new business items |            |                    |            |          |          |        |

### Next Meeting Date & Time

| No.                                                      | Mtg Origin | Title                    | Assignment | Due Date | Priority | Status |
|----------------------------------------------------------|------------|--------------------------|------------|----------|----------|--------|
| 13.1                                                     | 25         | Next Meeting Date & Time |            |          | Medium   | Open   |
| <b>Description</b><br><b>September 2, 2025 @ 9:00 AM</b> |            |                          |            |          |          |        |