



May 3, 2011

Mr. Gary Milby
Hardin County Schools
65 W.A. Jenkins Road
Elizabethtown, Kentucky 42701

Re: Renovation to Radcliff Elementary School – Phase 3
SCB Project No. 1004

Dear Gary:

Sherman Carter Barnhart will be presenting at the board meeting on Thursday, May 19, at which time we will be reporting on the construction progress of the Renovation to Radcliff Elementary School – Phase 3. Attached are meeting minutes from the last construction progress meeting.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, reading "Myra Vaughn".

Myra Vaughn AIA, LEED® AP
Project Architect



May 3, 2011

CONSTRUCTION PROGRESS MEETING #3 – MEETING MINUTES

Re: Renovation to Radcliff Elementary School – Phase 3
SCB Project No. 1004

Date: April 29, 2011

Present: See attached Sign-In Sheet

Review of previous minutes

No comments were made regarding the previous meeting minutes.

Schedule

- 1) The current substantial completion date is as follows:
Substantial Completion: November 25, 2011
- 2) School testing will be from Tuesday, May 3 – Thursday, May 5. Additional testing day will occur on Tuesday, May 12. During this time, Morel Construction will be mindful of the types of work being conducted and will take effort in minimizing disturbance during testing.
- 3) The last day of school for students is Thursday, June 2, 2011. The last day of school for teachers is Friday, June 3, 2011.

Work completed to date and Anticipated work

Mark Deasy of Morel Construction distributed a written list of Work completed and work anticipated (see attached).

Pre-installation meetings

A pre-installation conference will be scheduled for all exterior brick staining work. Morel Construction to coordinate. The Owner has requested another Field brick stain sample be conducted on the existing yellow modular brick. The Owner felt that the original sample stain was too “red” in color.

Steel erection pre-installation meeting will be coordinated by Morel Construction soon. Bill Grigsby, SCB structural engineer, is to attend this meeting.

After the next construction progress meeting, the roofing pre-installation conference will be scheduled. Myra Vaughn requested that TectaAmerica have roofing system manufacturer's rep present, as well as the roof inspector.

The pre-installation meeting for the Bio-retention areas will occur after the permanent seeding is down in these areas, as recommended by Toby Spalding, city of Radcliff engineer.

Delivery dates

Structural steel joists are to be on site in 2 weeks. However, the joists are fabricated in Alabama, which received significant damage recently due to weather. At the time of the meeting, the fabrication factory did not have power. Morel will keep track of the fabrication and delivery to site. There will be no issue as to the structural steel to site.

Wasco to provide status as to the Field and Accent color brick recently approved by the school board the previous week.

The site contractor requested a 6" x 6" color metal sample for the downspouts along the west and north side of the building. SCB to select color from the metal roof color chart. Morel will coordinate getting a 6"x6" sample from the metal roofing supplier to the site contractor once a color has been selected by SCB.

Morel Construction requested that SCB forward final color selections as soon as possible so as to not delay delivery of materials, equipment, and finishes. Myra Vaughn stated that SCB is in the process of getting final approval of all color selections by the school board – at which point the final color selections would be released to Morel.

Light fixture "M" (in the Media Center) will be on site May 24, 2011.

Myra Vaughn stated that the color selections for light fixtures R and RE is "Satin Aluminum."

Shop drawings

Morel Construction to follow-up with subcontractors to verify that all shop drawing submittals required by HBC are being sent. The required shop drawing submittals to HBC were outlined in their review letter. These include range hood, fire alarm, sprinkler, and telescopic bleacher shop drawings.

HBC also requests a letter verifying the total amount (gallons) of refrigerant R-410A utilized within the VRV system to be installed. Lusk Mechanical stated that this would be sent the following week.

Morel Construction shall submit to SCB two (2) hard copies of electronic shop drawing reviews for record purposes.

Morel will be forwarding athletic equipment shop drawing to SCB soon.

Change Orders/ASI/RFI

Currently, twenty-six (26) Field RFIs and seven (7) Office RFIs have been submitted from Morel Construction. SCB has responded to all RFIs to date.

Per the previous week's monthly school board meeting, Change Orders No. 1, 2, and 3 were approved. These change orders included credit for eliminating culvert and other site drainage items; cost associated with HCWD and removing existing fire hydrant; and additional cost associated with the field and accent face brick selections. Myra Vaughn recommended that Morel conduct the required pre-construction meetings with HCWD prior to last day of school so that HCWD can perform their work immediately after school closes for the semester. HCWD will require the signed contract 15 days prior to pre-construction meeting. Morel Construction is to contact HCWD to schedule the pre-construction meeting and coordinate all work to be conducted by HCWD. Additional cost associated with undercutting and addressing unsuitable soils at the new bus parking area has been

generated as change order and forwarded to the Owner for approval. SCB reviewed the proposed cost and unit prices were incorporated.

Proposal Request No. 5 (replacing existing sanitary line and relocating existing storm line in the Media Center) has been reviewed by SCB and STW. This will be generated as change order and forwarded to the Owner for approval.

Morel to check status on cost from Kentucky Utilities for utility pole relocation. Kentucky Utilities will not determine price for potential pole relocation until the bus parking/loop receives final paving.

STW to create a proposal request to add four (4) exterior security cameras at front of building (east elevation) near the Media Center exit and the two Gymnasium exits (per comments received from Gary Milby after the progress meeting).

Mark Deasy of Morel Construction has requested an ASI from SCB revising the exterior building elevations – eliminating the stone veneer and replacing with accent brick staining. The front exterior building elevations should also reflect the revised entry masonry portico per the “Deduct Alternate No. 2” at the front entrance Lobby. The revised exterior elevations will also reflect the revision requested by the school board to modify the accent/field brick stain at the west elevation. SCB to forward to Morel by the following week.

SCB to submit Proposal Requests to modify the staff parking grading as well as grading at the north loop, near the Gymnasium. Ben Sorrell of SCB stated that the proposal requests would be submitted to Morel the following week.

Pay request

Pay Application No. 3 was submitted to SCB for signature and submittal to Owner for payment.

Record drawings

Mark Deasy is responsible for maintaining “as-built” documents throughout this project. All revisions per proposal requests, change orders, ASIs, etc. are to be indicated on the as-built drawings.

Daily clean-up

Mark Deasy stated that on-going daily clean-up is occurring to maintain a clean site since existing building is in use during construction. Joan Cooke, school principal, has not reported any concerns thus far.

Safety issues

With the removal of the existing utility pole at the northwest area of the site, there currently was no exterior lighting in this area. The existing light on the utility pole south of the existing staff parking area was repaired by KU. Alternative Electric has provided temporary lighting in this area since the kitchen staff arrives at the school early in the morning and is currently working at the temporary kitchen serving area in the Gymnasium.

New business

1. Owner's comments: *Gary Milby asked about status of lowering the fiber optic box within the new bus parking area. Rick Clauson of Morel Construction stated that KDL has been contacted but has not responded to requests to lower the existing fiber optic box. The existing fiber optic box appears to be approximately 10 inches higher than the surrounding grades per the construction drawings. The elevation of the box was indicated on the site survey information received during design. The surrounding grades were modified accordingly. However, the site contractor stated that recent spot elevations taken indicate that the fiber optic*

box elevation may be incorrect. KDL, a subcontractor of Windstream, was contacted by Morel Construction but has not responded. Lowering the box will take a significant amount of time and could possibly delay site work in the area.

Currently, the sprinkler piping extending from the southeast Preschool Classroom into the adjacent exterior Storage Room contains anti-freeze since the exterior storage room is not conditioned. This would require the sprinkler piping to route within a new chase in the classroom or through existing casework cabinet. David Wyatt stated that on previous projects a "freeze-proof" side-wall sprinkler head was installed in similar conditions. STW to verify the application of side-wall "freeze-proof" sprinkler head to eliminate the need to route piping within the adjacent Preschool Classroom.

2. Architect's comments: *No additional comments.*
3. Consultants' comments: *STW asked about status of HVAC permit. Lusk Mechanical stated they have not received response regarding the submitted HVAC permit.*
4. Contractor's/Subcontractors' comments: *Morel Construction asked for clarification regarding the required work on the existing exterior concrete stair leading to the lower level storage room. Morel is concerned about water infiltration into the stairway after repair work has been conducted. Per Phase 3 construction documents, the existing floor drain and piping at the bottom of the stair is to be cleaned out. The existing piping from this drain extends to the existing sump pump that was provided per Phase 1 construction. Per Phase 3, the existing sump pump will discharge to the new storm drainage piping installed. These measures shall divert water away from the building, thus minimizing the amount of water infiltrating the stair. Gary Milby asked SC'B to consider possibility of adding wall-mounted aluminum canopy over the exterior stair. SC'B will verify.*

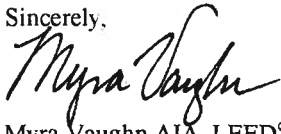
Next scheduled meeting

The next progress meeting will be held Thursday, May 26, 2011, at 9:30 a.m., at the project site. Brian Ashley of Sherman Carter Barnhart will be conducting his next site visit on Tuesday, May 10, 2011 at approximately 11:30am. Brian Ashley will conduct his site visits the second Tuesday of every month.

End of meeting minutes.

If you have questions or comments regarding these minutes, please contact this office.

Sincerely,



Myra Vaughn AIA, LEED® AP

c: All present (Morel Construction to distribute to subs), Kenny Stanfield, Brian Ashley, Adam Green, Mike McGaughey, Brandon Cecil, Tyler Wilson

RADCLIFF ELEMENTARY CONTRACTOR PROGRESS REPORT

4/29/11

I. Last 4 weeks Progress

1. Bus loop curbs and gutters has been installed and Bus loop open for use .
2. Kitchen /cafeteria/Media center demo has been completed.
3. Exterior footings and foundation wall at kitchen /cafeteria has been completed with interior footings 50% complete.
4. New footings and CMU walls in media center are underway.
5. Under-slab Rough-in in kitchen cafeteria is underway and will be ready for plumbing inspection early next week.
6. Area 2 site demolition is complete with the canopy footing and pier construction underway.

II. Projected Progress for next Month

1. Kitchen /cafeteria:

- Completion of footings, CMU walls, and floor slab.
- Steel erection to be underway.

2. Site:

- Walkway Canopy Ftgs completed from the Kitchen to the main Entrance.

3. Media Center:

- Complete MEP rough in.
- Complete footings and CMU walls
- Framing for soffits to be completed.

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SIGN-IN SHEET

Project No. 1004

Date April 29, 2011

(IMPORTANT: PLEASE PRINT CLEARLY!)

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PRE-CONSTRUCTION MEETING SIGN-IN SHEET

Project Renovation to Radcliff Elementary School - Phase 3 Project No. 1004 Date 4-29-11

(IMPORTANT: PLEASE PRINT CLEARLY!)

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PRE-CONSTRUCTION MEETING SIGN-IN SHEET

Project Renovation to Radcliff Elementary School – Phase 3 **Project No.** 1004 **Date** 4-29-11

(IMPORTANT: PLEASE PRINT CLEARLY!)

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