



June 1, 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, June 16, 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 that reads "Myra Vaughn". The signature is fluid and cursive, with the first name "Myra" being more prominent than the last name "Vaughn".

Myra Vaughn AIA, LEED® AP
Project Architect



May 31, 2011

CONSTRUCTION PROGRESS MEETING #4 – MEETING MINUTES

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

Date: May 26, 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) The last day of school for students is Thursday, June 2, 2011. However, principal Joan Cooke has stated that faculty will be remaining in the school building during the following week, June 6-10. Morel Construction and Owner to confirm if faculty will be in the building the entire following week. If so, this may hinder areas of site construction.
- 3) Owner also to confirm the quantity of parking spaces to be provided during the following week, beginning June 6 for school faculty. Site work will be commencing in the existing staff parking areas on June 6. However, Morel Construction needs to know how many parking spaces must be maintained during this week. Per the construction-phasing plan, the contractor was to receive full access of the site to finalize site development work starting June 6.
- 4) The first day for students for the Fall semester is *Wednesday, August 3, 2011*. However, parent/student orientation and open house will most likely occur earlier that week.

Work completed to date and Anticipated work

Mark Deasy of Morel Construction distributed a written list of Work completed and work anticipated (see attached).
The fluid-applied athletic rubber flooring installation in the Gymnasium is scheduled to start on July 13, 2011.

Pre-installation meetings

A pre-installation conference was held on Tuesday, May 24 for both metal roofing and built-up roofing systems. A pre-installation conference was also held that day for brick cleaning and brick staining.

Pre-installation meetings are to be scheduled for thick-set quarry tile, painting, and fluid-applied athletic rubber flooring. These pre-installation meetings can be scheduled to occur after the next construction progress meeting on June 30, 2011. Morel Construction to coordinate.

Delivery dates

Structural steel joists and roof decking are to be on site Wednesday, June 1, 2011. Due to their fabrication in Alabama, which received significant damage recently due to weather, the delivery of these items was delayed.

Accent face brick will be delivered to the site on Wednesday, June 1. The field face brick will arrive on site a week after.

After the meeting, Morel Construction presented the cost associated with Proposal Request No. 4 – electrical revisions due to changes in electrical requirements for some kitchen equipment. SCB and STW reviewed the pricing and found it acceptable. Due to a 3-week delivery time for the required electrical materials associated with the proposal request, Morel Construction requested that the Owner allow them to proceed with ordering the material. Email correspondence was received from Gary Milby on Friday, May 27 allowing Morel Construction to proceed with Proposal Request No. 4 work. SCB will be creating a change order for school board approval during their June 16 board meeting.

Final color and finish selections have been forwarded to Morel Construction. A subsequent ASI will be forwarded to Morel Construction that revises various floor pattern color designations within the Cafeteria and Gymnasium.

Shop drawings

All HBC required shop drawing submittals have been sent to HBC except for the range hood.

Lusk Mechanical has sent HBC a letter verifying the total amount (gallons) of refrigerant R-410A utilized within the VRV system to be installed.

All shop drawing submittals have been made with the exception of dampproofing at the existing coal chute. Morel Construction will be forwarding to SCB for review and approval within the following week.

Change Orders/PR/ASI/RFI

Currently, twenty-seven (27) Field RFIs and eight (8) Office RFIs have been submitted from Morel Construction. SCB has responded to all RFIs to date.

Per the May school board meeting, Change Orders No. 4 and 5 were approved. Change Order No. 4 addressed the unsuitable soils encountered within the new bus parking area. Change Order No. 5 was work associated with relocating the existing storm drainage line within the Media Center and replacing an existing sanitary sewer line within the Media Center to comply with the Kentucky Plumbing Code.

Morel to check status from Kentucky Utilities for utility pole relocation once final paving has occurred within the new bus parking area. Kentucky Utilities will not determine price for potential pole relocation until the bus parking/loop receives final paving.

SCB and STW are awaiting proposed cost of submitted Proposal Request No. 6 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 previous progress meeting).

In order to provide a freeze-proof, sidewall sprinkler head within the Preschool Storage room and stay above the existing ceiling height of the adjacent Preschool Classroom, the drywall ceiling within the storage room must be eliminated. David Wyatt stated that this would be acceptable. SCB is to create a proposal request to delete the unfinished drywall ceiling within the Preschool Storage room.

Pay request

Pay Application No. 4 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

No items.

New business

1. *Owner’s comments: David Wyatt inquired about the disconnection and relocation of the existing exterior VRV condensing units at the west building elevation to accommodate new below-grade storm drainage work. Steve Robinson of Lusk Mechanical stated that Trane would be re-certifying the exterior VRV condensing units after disconnection and re-connection.*

Mary Kuhn, Hardin County Food Service Director, asked when the temporary kitchen serving equipment in the Gymnasium needed to be removed. The existing Gym Storage room (that houses some of the temporary equipment) will not be affected during Phase 3 construction. Therefore, the remaining temporary equipment items can be stored within this room until the Gymnasium construction is complete. Myra Vaughn recommended that should any of the equipment be needed prior, to remove the items before start of Gym construction so as to not damage ongoing work within the Gym. The existing tables within the Gym could be moved to other adjacent corridors that are not part of Phase 3 construction.

Ms. Kuhn also asked when the new cafeteria tables could be delivered to the school. The first day for students is Wednesday, August 3, 2011. Open House/Orientation will most likely occur earlier that week. Therefore, all new cafeteria tables/school furnishings should be delivered to the site the week prior (last week of July). Owner to coordinate with Morel Construction regarding delivery of all Owner-provided furnishings and equipment.

2. *Architect’s comments: Myra Vaughn asked if the water main shutdown required for the HCWD removal of existing fire hydrant affected the school’s occupants since faculty will be on site a week later than anticipated. Per a follow-up email from Morel Construction, “We will be relocating the fire Hydrant on 6/08/11, starting at 7:30 AM. Hardin County Water District will have the Main shut off and this will not affect the school sanitary*

water as it is fed from the other direction. It will affect the sprinkler system though. We will put the system in test mode and Hardin County Water District will notify the fire department. This should not take any longer than about 4 hours."

3. Consultants' comments: *Lusk Mechanical stated that they have received the HVAC permit.*
4. Contractor's/Subcontractors' comments: *Morel Construction has yet to receive response from KDL regarding Morel's requests to lower the existing fiber optic box within the new bus parking area. 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, has been contacted numerous times 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. Per email correspondence from Steve Boone of Hardin County Schools, he will be meeting with KDL representatives on site Tuesday, May 31, 2011. Steve Boone to relay information received during the on-site visit with KDL.*

C&T Design (Food Service Equipment contractor) expressed concern over the height of the double combi-oven and the kitchen hood. It appears that there will be approximately 5"-6" clear between the double combi-oven and the hood above. Mary Kuhn later spoke with Dale Kramer and stated that the submitted double-combi oven is acceptable.

Wasco, masonry subcontractor, created a sample masonry panel located at the southwest corner of the new Kitchen. The sample panel included both the new field and accent brick utilized on the project. SCB to review the sample panel and relay to the contractor any concerns or questions.

The site contractor stated that one of the exterior VRV condensing units might not require relocation during new below-grade storm drainage work. Morel Construction and site contractor coordinate.

STW was requested to verify the thermostat locations for the three (3) RTUs for the Kitchen and Cafeteria. STW was also requested to verify the vestibule heater location. STW to verify if VRV within the Media Center is to be on one sensor. Should the VRVs within the Office and Workroom have individual controls?

Trane requested Autocad electronic drawing files from STW for the mechanical drawings. STW to coordinate.

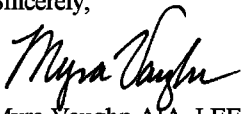
Next scheduled meeting

The next progress meeting will be held Thursday, June 30, 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, June 14, 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), Gary Milby, Steve Boone, Kenny Stanfield, Brian Ashley, Adam Green, Mike McGaughey, Brandon Cecil, Tyler Wilson, Bill Grigsby, Ben Sorrell

RADCLIFF ELEMMENTARY PROGRESS REPORT 5/26/11

LAST MONTHS PROGRESS

1. Kitchen/cafeteria footings and floor slabs are completed.
2. North & West Kitchen CMU walls are completed. With south wall and interior walls under construction.
3. Media Center CMU walls still under construction.
4. Media Center soffit framing has begun.

NEXT MONTHS PROJECTED PROGRESS

1. Kitchen Cafeteria-

-CMU completed, Brick Completed, Steel Erection Completed, Roofing to be at a dried in condition. New Quarry tile work underway. Framing Underway.

2. Media Center-

- Walls & Soffit framing completed with 1st coat of paint. Drywall underway.

3. Entrance-

- Demolition completed, Concrete footings and foundations CMU underway. Steel Erection underway.

4. New Roof-

- Removal and put back of new roof underway.

5. Gymnasium-

- Demolition completed, painting underway.

6. Site Work-

-Asphalt Demolition complete, Site Storm work Completed, with ongoing grading operations.

Site Utilities underway, with site sidewalks and concrete pavement ASAP.

7. Walkways-

- Light gauge trusses installation to be underway, with metal decking ASAP.

Sherman Carter Barnhart PSC
PARTNERS IN ARCHITECTURE
100 MALLARD CREEK ROAD, SUITE 151, LOUISVILLE, KY 40207 502-721-6100 FAX 502-721-6111

PRE-CONSTRUCTION MEETING SIGN-IN SHEET

Project Renovation to Radcliff Elementary School – Phase 3 **Project No.** 1004 **Date** 5-26-11

(IMPORTANT: PLEASE PRINT CLEARLY!)

Name:	Company:	Phone #:	E-mail address:
Mary Kuhn	Hardin Co. Rd.	270-709-8877	Mary.Kuhn@Hardin.Kyschools.us
John Robinson	Wisk Mecht	502-942-6166	srbrinson@the100kygroup.com
Steve Doff	Harshaw Trane.	502-548-7963	Steven.doff@trane.com
Josh Bennett	Alt. Sealer	502-819-1702	
Jeremy Hunter	Lusk Mechanical		
Joe Wilburn	White Horse	859-327-1354	

Name:

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White Horse	859 327 1354
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Sherman Carter Barnhart PSC
 PARTNERS IN ARCHITECTURE
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CONSTRUCTION PROGRESS MEETING
 SIGN-IN SHEET

Project Renovation to Radcliff Elementary School — Phase 3 Project No. 1004 Date May 26, 2011

(IMPORTANT: PLEASE PRINT CLEARLY!)

<u>Name:</u>	<u>Company:</u>	<u>Phone #:</u>	<u>E-mail address:</u>
Myra Vaughn	Sherman Carter Barnhart	(502) 721-6100	mvaughn@scbarchitects.com
Rick Clauson <i>RAC</i>	Morel Construction	(502) 568-6200	relauson@morelconstruction.net
Mark Deasy <i>MD</i>	Morel Construction	(502) 301-9453	mdeasy@morelconstruction.net
Gary Milby <i>GM</i>	Hardin County Schools	(270) 769-8800	gary.milby@hardin.kyschools.us
David Wyatt	Hardin County Schools	(270) 769-8800	david.wyatt@hardin.kyschools.us
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<i>Whitley Casey</i>	<i>STX</i>	<i>859-277-8177</i>	
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<i>Damon Bell</i>	<i>Bischoff Geathers Etc</i>	<i>502 960-5464</i>	
<i>Brian Procter</i>	<i>Wasco, Inc.</i>	<i>615-405-6582</i>	<i>brian.procter@wasco-inc.com</i>