



July 5, 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, July 21, 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", is written over the word "Sincerely,".

Myra Vaughn AIA, LEED® AP
Project Architect



July 4, 2011

CONSTRUCTION PROGRESS MEETING #5 – MEETING MINUTES

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

Date: June 30, 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 first day for students for the Fall semester is Wednesday, August 3, 2011.
Teachers and faculty will be arriving at the school to prepare for start of school on Monday, July 25, 2011.
- 3) The school's orientation and enrollment will occur "off-site" due to ongoing construction up to last week of July.

Work completed to date and Anticipated work

Mark Deasy of Morel Construction distributed a written list of Work completed and work anticipated (see attached). Due to revisions in construction schedule due to delays of certain materials to site, Rick Clauson stated that Morel Construction would be distributing a revised construction schedule to all parties.

The first day of school for students is Wednesday, August 3. Therefore, it is mandatory that the front Lobby entrance and parking/car and bus loops be usable by this date.

Media Center must be completed for delivery of new furniture and preparation by faculty by Monday, July 25.

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.

A pre-installation meeting was held on Monday, June 6 for thick-set quarry tile. Pre-installation meeting for painting was held following today's progress meeting.

Morel Construction to coordinate scheduling pre-installation meetings for VCT floor tile, carpet, and fluid-applied athletic rubber flooring.

Delivery dates

The required delivery dates for structural steel items were delayed. Per All-American Fabricators, 95% of all structural steel items are to be delivered to site by the following Wednesday, July 6.

Alternative Electric stated that a few light fixtures were not delivered to site, but would be resolved.

According to Morel Construction, all other material deliveries are on schedule.

HVAC rooftop units have been delivered to site for installation over Kitchen roof. New built-up roof system to start installation on the 5th or 6th of July over the existing Area "B."

All final color and finish selections have been forwarded to Morel Construction with exception of footrest color for the telescopic bleachers. SCB selected color "37 Grey Panelam" for the footrest color of the telescopic bleachers.

Shop drawings

All HBC required shop drawing submittals have been sent to HBC. Morel and Lusk to verify that range hood shop drawing submittals were sent to HBC.

Lusk Mechanical will send HBC a letter verifying the total amount (gallons) of refrigerant R-410A utilized within the VRV system to be installed. Lusk stated that this letter would be forwarded to HBC after installation of the VRV systems to verify total amount of refrigerant utilized after completion.

All shop drawing submittals have been submitted and reviewed with the exception of self-adhered sheet waterproofing and fire resistive joint systems. SCB received these shop drawings a few days prior and are currently under review.

Change Orders/PR/ASI/RFI

Currently, thirty-one (31) Field RFIs and eight (8) Office RFIs have been submitted from Morel Construction. SCB has responded to all RFIs to date.

Per the June school board meeting, Change Order No. 6 was approved. Change Order No. 6 addressed electrical revisions in the Kitchen for specific food service equipment items.

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 May progress meeting).

Pricing has been received for PR No. 8 – freeze-proof hydrant in Preschool Storage and deleting drywall ceiling. Both STW and SCB have reviewed pricing and found it acceptable.

Pricing has been received for PR No. 9 – relocating existing 6” fire protection piping at front of school site to avoid installation of new curb inlet. The site survey did not show correct location of the existing fire protection piping. Both STW and SCB have reviewed pricing and found it acceptable. Morel Construction requested a verbal approval by Owner to start work and not delay progress of site development work. *After the meeting, Gary Milby gave verbal approval for Morel Construction to start this work.* PR No. 9 will be presented to the school board as a change order request on the July 21 school board meeting agenda.

Pay request

Pay Application No. 5 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

Gary Milby asked why the ladies’ restrooms were dirty and why the contractors had used them. When asked, no contractors stated that they had female employees on site. Rick Clauson with Morel reiterated that no contractors are to use the restroom facilities within the school building. The Owner has custodial crews within the areas of building for cleaning in preparation of start of school. These areas of the building are not within the construction scope of work and therefore, should not be affected by contractors. However, Gary stated that remaining areas of the building have gotten dirty due to contractor use. The Owner’s custodial staff is neither required nor responsible for cleaning up after contractors.

Mark Deasy of Morel reiterated that there is 5 weeks left of construction before the teachers/faculty start moving back into the school building. All contractors are required to provide labor to clean up their respective work at the end of every day.

Safety issues

Teachers and faculty will be arriving on site Monday, July 25 to prepare for the first day of school – Wednesday, August 3. Therefore, during this time contractors must take extra precautions to maintain a safe project and building site.

New business

1. Owner’s comments: *At last month’s progress meeting, 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. The site contractor also stated that one of the condensing units might not have to be disconnected and relocated. One of the units did not have to be moved during storm drainage work. However, the exterior housing (frame) of the unit was damaged by site equipment. The unit is still operational, but the frame will have to be replaced.*

The temporary kitchen serving equipment in the Gymnasium will remain in the Gymnasium. The Gymnasium will more than likely have to serve as temporary food service to students after start of school in August and until the Kitchen and Cafeteria are completed. The existing tables previously within the Gym will need to be moved back in the Gym during the temporary food service as well. Mary Kuhn to be notified regarding revised construction schedule to coordinate with local health department as required. The delivery of new cafeteria tables to the school will also have to be delayed. Morel Construction to provide Ms. Kuhn proposed revised dates for delivery of new cafeteria tables, as well as timeline for temporary use of Gym during the Fall school semester.

Owner to coordinate with Morel Construction regarding delivery of all other Owner-provided furnishings and equipment.

Revised date for delivery of new Media Center furniture to site will be Monday, July 25, 2011.

Gary Milby stated that the school district is not responsible for cleaning up after the contractors or removing scrap materials after construction. Gary Milby stated that sheet metal screws were found on VCT floor tiles in areas outside of construction scope of work within the building. Contractors are to clean up after their work and remove all miscellaneous scrap materials and waste.

2. *Architect's comments: The water main shutdown required for the HCWD removal of existing fire hydrant was conducted on June 8, 2011. However, Mark Deasy stated that Tri-State installed the valve housing too low and will have to relocate the valve housing. This work will not require disconnection of water mains, etc.*

Kenny Stanfield of Sherman Carter Barnhart reiterated that students would be starting school on Wednesday, August 3, 2011. This date is not negotiable. The school district cannot delay first day of school. Doing so would require the school district to delay first day for ALL schools in the district. This would be VERY costly to the school district and therefore, not an option. The school district has 14,000 students and 23 schools.

3. *Consultants' comments: STW to review recent comments from Simplex regarding Phase 1 security camera installation and equipment as per specifications. STW and Morel to clarify requirements in order for Proposal Request 6, additional exterior security cameras, to move forward as change order request to the school board.*
4. *Contractor's/Subcontractors' comments: KDL has been on site and lowered the existing fiber optic box within the new bus parking area as requested and as required to finalize site development work.*

The front Lobby entrance and site parking/car and bus loops must be usable by first day of school, Wednesday, August 1, 2011.

Faculty and teachers will be on site by Monday, July 25, 2011 to prepare for start of school.

Media Center must be completed by Monday, July 25, 2011 for delivery of new media center furniture and set-up by librarian for start of school.

SCB Site to verify proposed tactile warning plates as sent via email to Ben Sorrell from Rick Clauson. Ben Sorrell and Owner to verify using the specific type of tactile warning plates. Subsequent email correspondence with Owner and Ben Sorrell found proposed tactile warning plates acceptable to install.

Mark Deasy stated that storage of all materials and removal of all temporary structures is the responsibility of the subcontractors. All contractors are responsible for providing labor to clean up after every day's work.

Lusk Mechanical stated that the curbs for the RTUs would be on site the following day. Overhead mechanical work will commence in the Kitchen.

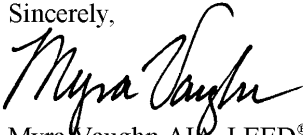
Next scheduled meeting

The next progress meeting will be held Thursday, July 28, 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, July 12, 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,

A handwritten signature in black ink, appearing to read "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

c: All present (Morel Construction to distribute to subs), David Wyatt, Mary Kuhn, Brian Ashley, Adam Green, Mike McGaughey, Whitley Casey, Tyler Wilson, Bill Grigsby, Ben Sorrell

**CONSTRUCTION PROGRESS MEETING
 SIGN-IN SHEET**

Project Renovation to Radcliff Elementary School - Phase 3 Project No. 1004 Date June 30, 2011

(IMPORTANT: PLEASE PRINT CLEARLY!)

<u>Name:</u>	<u>Company:</u>	<u>Phone #:</u>	<u>E-mail address:</u>
* Myra Vaughn <i>MV</i>	Sherman Carter Barnhart	(502) 721-6100	mvaughn@scbarharts.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
Steve Boone <i>SP</i>	Hardin County Schools	(270) 769-8800	steve.boone@hardin.kyschools.us
Brandon Cecil	Shrout Tate Wilson	859-277-5177	brandon.cecil@stewey.com
Dan Starnab	WTI	502 594-9828	A3000ave@aol.com
Mark Bishop	Huelsman? Sweeney	812-246-4946	hsc@digicoye.com
Kenny STANFIELD	SCB	502-721-6100	KSTANFIELD@SASARCHITECTS.COM

Sherman Carter Barnhart ^{PSC}
P A R T N E R S I N A R C H I T E C T U R E
100 WALLARD CREEK ROAD, SUITE 151, LOUISVILLE, KY 40207 502-721-6100 FAX 502-721-6111

**CONSTRUCTION PROGRESS MEETING
SIGN-IN SHEET**

Project	Project No.	Date
Renovation to Radcliff Elementary School – Phase 3	1004	June 30, 2011

(IMPORTANT: PLEASE PRINT CLEARLY!)

Name:	Company:	Phone #:	E-mail address:
Jeremy Heston	Lusk Mechanical	(270) 222-8010	
Steve Duff	Trane	502-548-7963	steven.duff@trane.com
Mark DEASY	Morel Construction	502-301-9453	mdeasy@morelconstruction.net
STEVE ROBINSON	LUSK MECHANICAL	502-942-6966	srobinson@theluskgroup.com
Jo Wilburn	White Horse	859-327-1354	

Sherman Carter Barnhart PSC
 PARTNERS IN ARCHITECTURE
 100 MALLARD CREEK ROAD, SUITE 151, LOUISVILLE, KY 40207 502-721-6180 FAX 502-721-6111

CONSTRUCTION PROGRESS MEETING SIGN-IN SHEET

Project Renovation to Radcliff Elementary School - Phase 3 Project No. 1004 Date June 30, 2011

(IMPORTANT: PLEASE PRINT CLEARLY!)

<u>Name:</u>	<u>Company:</u>	<u>Phone #:</u>	<u>E-mail address:</u>
<u>Robert Bowling</u>	<u>Zero Company</u>	<u>502-456-5848</u>	<u>rbowling@zerocompany.com</u>
<u>Glenn McClellan</u>	<u>McClellan Ptg Inc</u>	<u>396-9146</u>	<u>McClellan PAINTING 358 @ BallSouth.net</u>
<u>Josh Bennett</u>	<u>ANT ELECT.</u>		<u>on file</u>
<u>Rob Eckert</u>	<u>ANT Elect.</u>	<u>502 962-2448</u>	
<u>John Meador</u>	<u>Simplexbrimall</u>	<u>502-318-0500</u>	<u>jomeador@simplexbrinnell.com</u>
<u>Jacob Hurst</u>	<u>TBE</u>	<u>502 714 3337</u>	
<u>Rodney Dool</u>	<u>Wasco Inc</u>	<u>605 405 2143</u>	

RADCLIFF ELEMENTARY CONTRACTOR PROGRESS REPORT

6/30/11

LAST MONTHS PROGRESS

1. KITCHEN/CAFETERIA-

-Exterior brick completed, Interior walls 95% completed, Joist Girders and Joist installed with decking underway.

2. MEDIA CENTER- CMU complete on floor plan, Demolition completed, CMU at new window Jambs is underway, and Soffit framing is underway.

↳ 90%

3. ENTRANCE- Demolition completed, Footings and new foundation completed, Steel erected to a point that Masonry can begin.

4. NEW ROOF OVER EXISTING SCHOOL- Demolition of main roof area completed.

5. SITE WORK- Asphalt demolition completed Site storm work 95% complete, final grading underway, site utilities complete, Walkway canopies CMU underway.

↳ mostly

6. GYMNASIUM- Demolition completed, electrical rough in 90% completed, painting preparation and dry fall underway.

NEXT MONTHS PROJECTED PROGRESS

1. KITCHEN/ CAFETERIA- interior walls completed, steel framing completed, Roofing underway, Mechanical rough in underway, freezer cooler installation completed, window and door installation complete.

2. MEDIA CENTER- All Work in Media Center to be completed. Furn. on July 25.
Completed by July 25.

3. ENTRANCE- entrance completed to a usable point, less some interior and exterior finish work.
(Critical!)

4. NEW ROOF AT EXISTING SCHOOL- All roof work to be completed, less some metal panel work.
Starting on July 6.

5. SITE- Roadway Entrances at East and West sides to be completed, Bus loop drop off to be completed to a usable point, all curb gutter asphalt work to be completed with some sidewalk work remaining, and Walkway canopy roofing (metal) will still be underway.

6. GYMNASIUM- Ceiling and wall painting to be completed, Athletic equipment installation to be complete, Flooring completion subject to owners discretion as to whether to ins+all or not.

↳ Gym will be temp. food service through Sept.