

October 27, 2011

CONSTRUCTION PROGRESS MEETING MINUTES - #9

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

Date: October 27, 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

Work completed to date and Anticipated work

Mark Deasy of Morel Construction discussed Work completed and work anticipated per the following:

Site and Building Exterior: Four sidewalk areas remaining for completion, entrance site signage and lighting, exterior site lighting, and final asphalt. Alternative Electric stated that seven (7) of the exterior light fixtures would be operational by the following day. Final caulking and remaining metal roofing work to be completed within the following week. Metal soffit installation under walkway covers would start the following day.

Sanitary sewer was backed up the previous day. After further investigation, it was determined that the existing sanitary sewer line at south of building had been cracked and damaged during site construction in the area. Bischoff Brothers were on site during the meeting to address the damaged sanitary sewer piping.

The damaged sanitary sewer piping also caused sanitary leak at drywall partition separating the principal's and assistant principal's office. After removal of carpet in the offices and partial removal of drywall, an uncapped, cut existing sanitary sewer pipe was discovered under the carpet. Morel Construction to cap existing, cut sewer piping and repair/replace damaged finishes in both offices.

Kitchen and Cafeteria: State HVAC inspector was on site October 19. State Boiler inspector had also been on site October 17. SCB Punchlist report was distributed to Morel Construction the previous day. STW would be conducting their punchlist review of the Kitchen and Cafeteria following the meeting.

Gymnasium: Telescopic bleacher installation is ongoing. Delivery of remaining wood bleacher seating boards has been delayed – expected to be delivered on site end of following week. Upon completion of bleacher installation, contractor will conduct final cleaning and schedule punchlist review with SCB.

Due to delay in final bleacher installation, the Owner Maintenance and Training meeting for the fluid-applied athletic rubber flooring and telescopic bleacher system has been rescheduled for *Monday, November 7 at 10:00am*. Should this date/time change, SCB will alert all parties.

Existing sprinkler piping at south Gymnasium wall has been relocated so that bleacher installation could go uninterrupted through the previous weekend.

Champion Flooring, fluid-applied athletic rubber flooring installer, has maintenance data and literature for Owner Training and Maintenance meeting. SCB to review and determine if representative from Champion Flooring to be present at the meeting.

General: Lusk Mechanical stated that HVAC Testing and Balancing would be conducted on Monday, October 31.

Review of built-up roof system was to be conducted immediately following the meeting. A separate report will be generated by SCB and Tremco's inspector regarding the review.

Pre-installation meetings

Telescopic bleacher pre-installation meeting was conducted on Monday, October 17.

Delivery dates

Wood bleacher seating material delivery delay. Morel anticipates remaining wood bleacher seating material to be delivered on site the following week, Friday, November 4.

Shop drawings

Lusk Mechanical has sent letter to Morel Construction verifying the total amount (gallons) of refrigerant R-410A utilized within the VRV system to be installed. Myra Vaughn stated that this letter must be forwarded to HBC plan reviewer, Lee White.

Change Orders/PR/ASI/RFI

Currently, thirty-three (33) Field RFIs and eight (8) Office RFIs have been submitted from Morel Construction. SCB has responded to all RFIs to date.

Change Order No. 12 was approved at last board meeting. Change Order No. 12 was for final cut/fill on site.

Owner will not be pursuing the revised Proposal Request No. 6 as a change order request. Owner has requested that the two exterior security cameras installed at east wall of Gymnasium remain. Owner will contact Technical Services directly to discuss cost for the cameras already installed. Owner will also be installing an exterior security camera, beneath walkway cover at southeast corner of Media Center. Metal soffit work shall commence in other areas on site until Owner installed security camera has been completed.

Morel to provide pricing for recent Proposal Request - relocation of existing sprinkler piping in Gymnasium so as to not conflict with new telescopic bleacher installation.

A Proposal Request will be forthcoming to provide a new sidewalk extension from single exterior Gym egress door to front drive. *Owner to verify if ADA tactile pavers are to be installed at ramp from sidewalk extension.* Gary Milby stated that David Wyatt is to provide direction whether ADA pavers are to be installed at this location. Myra Vaughn stated that the ADA pavers are not required in this location, and therefore, would not be necessary should the Owner choose not to have them installed.

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.

Pay request

Pay Application No. 9 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

All contractors are to be diligent with daily clean up. School is in session. The Owner also has custodial crews within the areas of building for cleaning. Any contractors working after school hours should be diligent in cleaning and removing any spare materials within the school. The Owner’s custodial staff is neither required nor responsible for cleaning up after contractors’ work. All contractors are required to provide labor to clean up their respective work at the end of every day.

Safety issues

All contractors are to wear identification badges while on project site.

During school hours, construction crews must be cognizant of parent, faculty traffic at rear of site during construction work. All construction traffic from rear of site to front of site must be directed so as to not interfere with school traffic, parents, visitors, school deliveries, etc. Many parents may be walking their children to school. All contractors to be on “high alert” for pedestrians on site. *Safety of students, faculty, parents, and visitors is top priority.*

New business

1. Owner’s comments:

Owner has not yet been given keys to black box for equipment within the AV Storage room, adjacent to the Media Center, nor do they have TV remotes. Technical Services will not turn over items to Owner until Owner Training has been conducted. Steve Boone to contact Technical Services to schedule Owner Training. Steve Boone to let SCB and STW know when the Owner Training has been schedule.

Since final grading and dampproofing at the exterior coal chute and exterior stairs to the Lower Level Storage Room, Mark Deasy stated that water infiltration within the interior area has not occurred since. However, Morel will be keeping an eye on the areas to verify that the coal chute and lower level interior spaces do not

experience water infiltration. The exterior stair appears to receive water infiltration from below grade. SCB will review further.

Ponding of water at rear bus loop and bus parking appears to have been corrected. Rusty Taylor stated that areas of water are minimal in size and appear to be draining properly.

Morel Construction to verify availability of "Field" color VCT floor tile installed during Phase 1 construction. Owner's stock of such tile was utilized during infill for Phase 3. Owner's stock to be replenished.

Gary Milby requested response from Morel Construction, in writing, regarding a supplier's notice to file lien recently received.

Principal Joan Cooke provided a list of punchlist items noted for both Phase 1 and Phase 3 areas of the building. SCB will separate items in Ms. Cooke's report by phase of construction. A 1-year Phase 1 review will be scheduled with the Owner and Morel Construction within the following month.

Rusty Taylor stated that water is consistently streaming from the overflow drain scupper located at the south elevation, to the left of the exterior Cafeteria entrance. Myra Vaughn stated that water should not be coming from an overflow scupper unless the roof drain is clogged or not functioning properly. Subsequent roof review indicated that two (2) overflow drains on the Kitchen and Cafeteria roof have not been properly sealed and water is infiltrating these drains.

2. *Architect's comments: SCB has only received one report from metal roofing inspector. Since metal roofing installation is near substantial completion, metal roofing inspector is required to visit site and document conditions in their report.*

All exposed wiring in Gymnasium to be concealed. Exposed wiring to new light fixture at landing of Stair C, adjacent to Gymnasium, also to be concealed.

Additional photos and items noted after the construction progress meeting are attached at the end of these meeting minutes.

3. *Consultants' comments: STW to provide direction regarding mechanical diffuser in Janitor 182 per Addendum No. 1. Addendum No. 1 addressed architectural, electrical, and plumbing revisions required for addition of wall-mounted roof ladder and roof hatch.*

STW to conduct punchlist review of Kitchen, Cafeteria, and Main Entrance Lobby following the meeting.

STW to verify if new electrical outlets were to have been installed in the Vestibule and/or new Lobby at building entrance. Currently, there are no electrical outlets installed in these two spaces. Principal and custodian have asked STW to verify.

4. *Contractor's/Subcontractors' comments: The air bubbles that have occurred under VCT installed in Phase 1 construction in Existing Lobby area may be result of moisture beneath existing floor slab. Due to the age of the building in this area, it is unlikely that vapor barrier was installed beneath existing floor slab. Morel to examine air bubbles at "blue" VCT floor tiles and presence of moisture. The "blue" VCT can be replaced to match existing color more closely.*

Construction Progress meeting was held in the Preschool Classroom 114. There were numerous damaged ceiling tiles within the room. Morel stated that the damage was from condensate leaks due to humidity within the space while HVAC system was turned off to conduct work earlier in year. Morel to verify if adjacent Preschool Classroom and Administrative Offices also have condensate leaks.

Contractor to address persistent roof leak above Gymnasium doors, to left of Media Center entrance from existing corridor – and to the right of the interior courtyard.

Rick Clauson stated that Mark Deasy would not be on site the following week. Richard Jackson with Morel would be at the site in Mark's absence. Richard's email is rjackson@morelconstruction.net. Mark Deasy should continue to be copied on all correspondence.

Mark stated that the new sidewalk along Hwy 31W from entrance to the north of the site had been completed. The sidewalk south of the entrance has not yet been completed. The sidewalk will be installed once all site work at the southeast area had been completed.

Following the construction progress meeting, the extent of damage to the south existing sanitary sewer line had been defined. Bischoff Brothers was working on the repairs to the sewer line. After carpet and partial drywall removal at the principal's and assistant principal's office, it was discovered that the source of sanitary leak in these spaces was an uncapped existing sanitary sewer pipe that had been cut per Phase 1 construction. Morel Construction will cap the existing pipe and repair/replace finishes within both offices.

Next scheduled meeting

Due to Thanksgiving holiday, the next progress meeting will be held on Wednesday, November 23, 2011, at 9:30 a.m., at the project site.

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), David Wyatt, Kenny Stanfield, Brian Ashley, Phil Gayhart, Tyler Wilson, Mike McGaughey, Brandon Cecil, Bill Grigsby



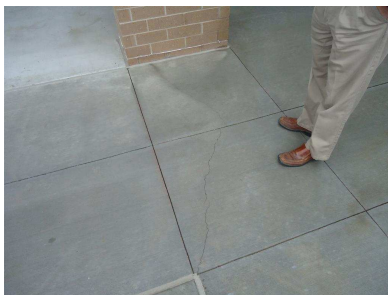
Installation of pea gravel and landscaping has started at islands along south of building, Cafeteria entrance.



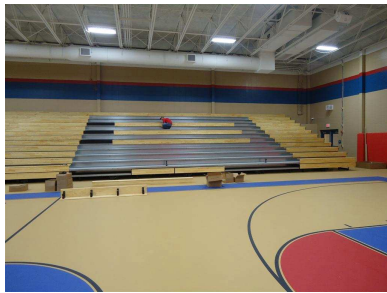
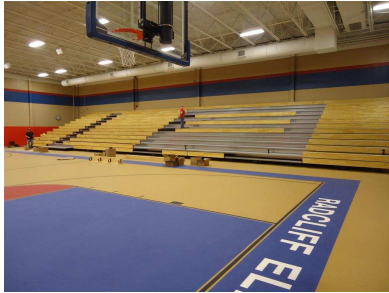
Water flowing from overflow scupper located at south elevation, to left of exterior Cafeteria entrance.



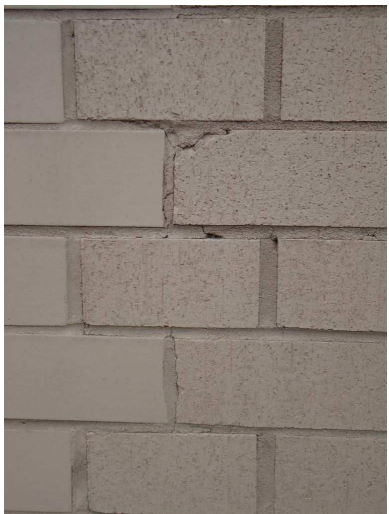
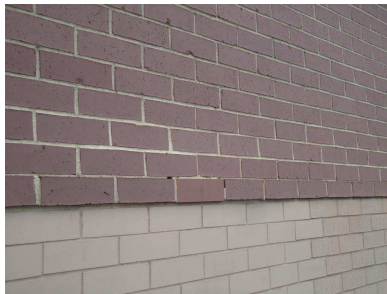
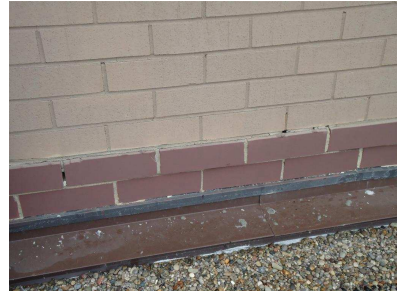
Site contractors removing area of car loop and drive to investigate damaged existing sanitary sewer pipe.

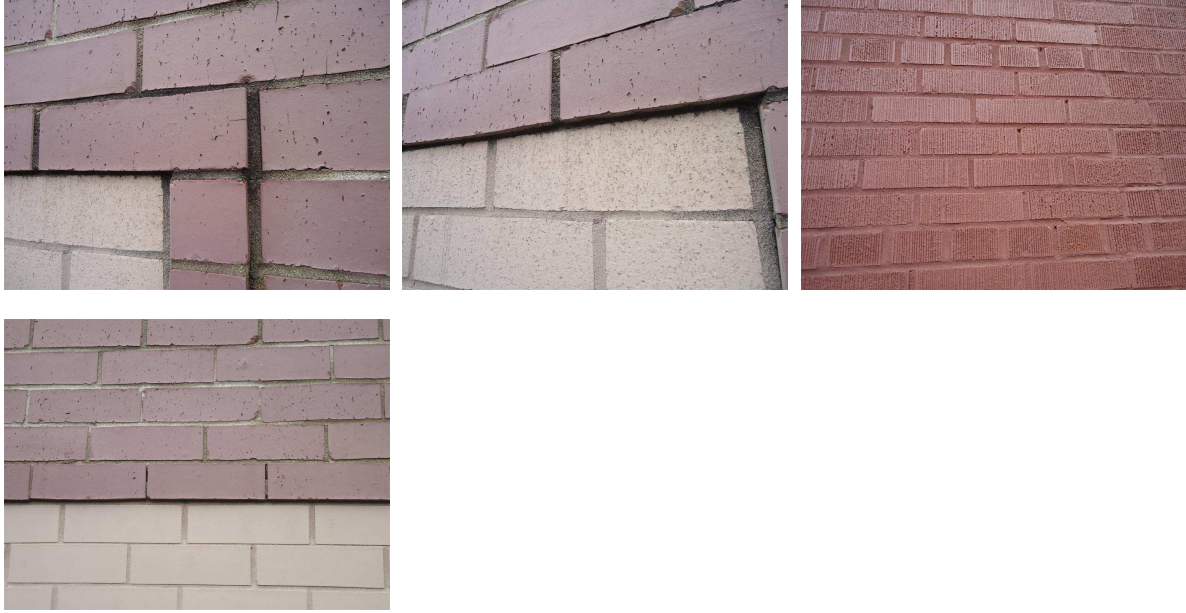


Cracked sidewalk at right of main building entrance masonry portico.



Telescopic bleacher installation in Gymnasium.





Per construction documents, brick staining contractor is required to patch all holes; remove existing screws and other existing items; and tuck point existing cracks and mortar joints at existing exterior face brick. Upon review of the built-up roof system, it was discovered that the brick staining contractor had not performed this work during staining. Contractor to also verify application of final brick water repellent at existing utility brick receiving individual brick stain.

West elevation of Gymnasium, adjacent to roof ladder has significant water penetration into existing brick mortar.

Sherman Carter Barnhart ^{PSC}
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**CONSTRUCTION PROGRESS MEETING
 SIGN-IN SHEET**

Project Renovation to Radcliff Elementary School — Phase 3 Project No. 1004 Date October 27, 2011

(IMPORTANT: PLEASE PRINT CLEARLY!)

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