

June 6, 2013

RE: Gallatin County Alternative School & Field House
Gallatin County, Kentucky
BG 12-133
RTA 0914

Attendees

See Attached Sign-In Sheet

Representing

A meeting was held *Thursday, June 6*, in the construction trailer and the items below (and attached) are items to review and discuss in the meeting.

1. REVIEW OF PREVIOUS MINUTES

- i) No comments have been made at this time.

2. CONSTRUCTION PROGRESS (Schedule)

a) Review current status of work.

i) Site Utilities, Building Pad, and Foundation Updates

a) Storm line installation

- (1) Nearing completion pending shallow installation near building and work related to PR#09.

b) Storm line near tennis courts

- (1) Complete.

c) Utility transitions

- (1) Nearing completion.

d) Building Pad.

- (1) 1st pour planned for June 7, pending weather.

e) Geothermal well.

- (1) Tying last row. Will start connection to building soon.

f) Storm Drainage

- (1) Ongoing.

ii) Foundations Update.

a) Football Press Box

- (1) Column bases – To be cored by CSI soon.

iii) Slab work

a) Bleacher slab pours are complete.

b) Sidewalk work planned for July.

iv) Electrical

a) Ongoing

v) Other Utilities

- a) Ongoing
 - vi) Field House
 - (1) Exterior walls have been brought to bearing height.
 - vii) Softball Press Box
 - (1) CMU Complete.
 - (2) Block-fill complete.
 - (3) Overhead doors expected on site 6/6.
 - (4) Millwork 6/21
 - (5) Flooring forthcoming
 - (6) Roof expected 6/17, pending pre-install meeting.
 - viii) Football Press Box
 - (1) Wood framing continues.
 - (2) Steel framing expected soon.
 - (3) Exterior painting underway.
 - ix) Other items
 - a) Sidewalks expected in July
 - b) Work related to PR#09 expected to start as soon as possible.
 - c) Schedule was reviewed for completion of items relative to first football game.
 - (1) The outlook is very positive and things are on track.
 - b) Looking Ahead
 - i) Press Box roofing in July.
 - ii) Press Box doors, hardware and millwork.
 - iii) Geo thermal runs to building.
 - iv) PR#09 underground work to begin as soon as possible.
 - v) Pull electrical wiring for field lights and set transformers.
 - c) Delivery dates.
 - i) Exterior finish masonry forthcoming.
 - d) Possible delays.
 - i) None known at this time.
3. SHOP DRAWINGS/SUBMITTALS
- a) Review of Log. Attached for reference.
 - i) Log is up to date and there are no immediate outstanding issues. Review Endeavor list of submittals for any priority needs.
 - ii) A summary of outstanding items are as follows:
 - a) Endeavor stated Masonry Re-Bar submittal had not been returned. This is not in RTA's log.
 - (1) This issue will be looked into by RTA and any missing information will be reviewed and returned as soon as possible.
 - (2) Contractor stated that the masonry reinforcement has been installed according to the construction documents on site as observed by special inspections.
 - b) All other shop drawings have been returned as of this date.

- c) Forthcoming submittals
 - (1) HVAC Sheet Metal
 - (2) Roofing Details
 - (3) Revised Musco Shop Drawings

4. PROPOSED CHANGE ORDER ITEMS

- a) Log attached for reference.
- b) Status of open Proposal Requests.
 - i) PR #04 – Remove and replace existing cracked concrete walk.
 - a) Scope included in PR#09 for this change.
 - b) PR #04 will likely be voided.
 - ii) PR #05 – Revise grading and drainage at concrete walk areas between alternative school and football press box.
 - a) Scope included in PR #09 for this change.
 - b) PR #05 will likely be voided.
 - iii) PR #09-Add Storm Drainage
 - a) RTA review comments forwarded to owner.
 - b) Likely to generate Change Order #11
 - c) Board of Education expecting price recommendation by email for review and early vote.
 - iv) PR #10-South Canopy Column Revisions
 - a) Revised shop drawings reviewed and returned to Endeavor.
 - b) Pricing from Endeavor received 6/5 and under review.
 - v) PR #11-Re-Install fence and add gate at sanitary manhole
 - a) Issued to Endeavor
 - vi) Possible PR for Bleacher Bench color.
 - a) May not be required pending review of existing blue bench re-distribution.
 - b) To be reviewed with owner.
- c) Status of Change Orders.
 - i) Log attached for reference.
 - ii) Approved at Change Orders:
 - a) No new change orders at this time
 - iii) Possible Change Order:
 - a) Proposal Request #9 Replace sidewalk and add French drain.
 - b) Proposal Request #10-South Canopy Column Revisions
 - c) Outstanding Proposal Request #11- Re-Install fence and add gate at sanitary manhole.

5. FIELD ORDER ITEMS

- a) Review of Log.
 - i) Log attached for reference.
 - ii) No new Field Orders as of this date.

6. CONTRACTOR'S APPLICATION FOR PAYMENT

- a) Pay Application #5- only (1) Board meeting is scheduled for June 24. Application will be due to RTA for review by June 5 if it is to be reviewed and considered at next board meeting.

- b) Pay Application #5 Review Copy received by RTA 6/5 and under review.
- c) July 22nd Board meeting is the only meeting scheduled for July.

7. REQUESTS FOR INFORMATION / CLARIFICATION

- a) Review of Log. Log attached for reference.
- b) RFI received 5/22 for structural porch connections to Football Press Box and returned.
- c) Confirming RFI expected for alternative route from high school to Alternative School and Field House.

8. RECORD DRAWINGS

- a) Changes are being documented on a regular basis.

9. DAILY CLEAN-UP

- a) Site being cleaned on a regular basis.

10. SAFETY ISSUES

- a) Site access to baseball and softball is being maintained
 - i) Summer sports practice schedule has been transmitted from owner to contractor. Owner and contractor to coordinate accessibility issues as needed.
 - ii) Heavy sidewalk work expected starting July 16 that will disrupt current access to baseball, softball and football field. Alternative gates to be used as needed. Contractor to continue coordinating with owner as needed.
- b) Football schedule has been released. First home game is scheduled for 9/6/13.
- c) Contractor stated that students and staff have been doing an excellent job of staying safe and away from job site.
- d) No other comments made by Owner or Contractor.

11. ADDITIONAL ITEMS

- a) Data route from High School to Field House
 - i) Alternate route was proposed by subcontractor to bear a direct line from High School connection point southeast under parking lot to entry point of Field House at no additional cost.
 - ii) This avoids trenching parking lot and grass areas.
 - iii) Contractor proposes locating pull boxes as needed.
 - iv) Known obstacles have been noted by underground surveying agency and include power to parking lot light pole and storm water drain line, which should be easily avoided per the subcontractor.
 - v) Issue was reviewed with CMTA on site. Confirming RFI of final plan from contractor is expected.
- b) Electrical Floor boxes-locations to be reviewed after the meeting.
 - i) Location was determined for Health & Wellness Room 118 floor boxes(2) to be centered in the north-south direction and evenly spaced in the east-west direction.
 - ii) Apparent floor boxes shown in classrooms were identified as ceiling location
- c) Musco Field Lights start up is to be scheduled by contractor.
- d) Black top- topping and striping pricing and installation to start next week.
 - i) Site superintendent requested construction area of parking lot be done at a later date for best final product.
 - ii) Owner agreed and will coordinate.
- e) Door keying schedule

- i) Owner indicated this was sent to hardware subcontractor by email.
 - ii) Any additional comments from hardware consultant are to be returned to Endeavor.
 - iii) Endeavor requested this be reviewed by Hardware consultant if required.
 - iv) Information emailed from owner to subcontractor to be shared with RTA and Endeavor.
- f) Electronic Door Information
 - i) RTA to verify all information has been submitted and reviewed.
- g) Electrical Contractor requested information for owner furnished equipment for coordination of installation and includes:
 - i) Ceiling projector mount product information.
 - ii) Ceiling projector location.
 - iii) Smart Board product information.
- h) Office 103
 - i) After the progress meeting, it was determined with the electrical contractor that the above counter receptacle/outlet shown in the drawings is to be located on the west end of the countertop for the fax machine.
- i) Alternate route for geo thermal loops to building.
 - i) Alternative route proposed by contractor is acceptable.
 - ii) Route is to avoid structural zones of influence.
 - iii) Route is to avoid foot print of future track.
 - iv) Changes are to be recorded in Record Drawings by contractor.
- j) Paint pattern as shown in the construction documents for press boxes were reviewed after the progress meeting.
 - i) Softball Press Box is to be blue.
 - ii) Football Press Box is to be white with blue bands.
- k) Concrete design strengths were discussed after the progress meeting.
 - i) Design strengths were found throughout the specifications and discussed by phone 6/7.

NEXT MEETING DATE AND TIME

- l) June 20 at 9:00am.
 - m) July 11 at 9:00am.
 - n) Roofing pre-installation meetings
 - i) Date to be determined. Anticipating mid-June pending related shop drawings.
 - o) Structural pre-installation meeting.
 - i) Date to be determined. Anticipating mid-June. To be coordinated with Paul Davis-SDG.
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The above narrative represents my understanding of the major events that occurred at this meeting. Should there be any additions, clarifications or deletions to these minutes, please notify my office in writing within ten days.

Attachments Meeting Sign-In Sheet and Pertinent logs. Field Observations sent separately.

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File 0914-4C

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