

July 12, 2013

RE: **PRE-INSTALLATION CONFERENCE MEETING MINUTES – Alternative School & Field House Roofing**
Gallatin County Alternative School & Field House
Gallatin County, Kentucky
BG 12-133
RTA 0914

Attendees:

David Beiersdorfer Jr.	Endeavor Construction
Ken Jones	Endeavor Construction
Greg Bush	Sika Sarnafil
Kevin Kramer	Wm. Kramer & Sons, Inc.
Roger Hatton	Wm. Kramer & Sons, Inc.
Thomas Bomkamp	Technicrete Corporation
Joe Herrmann	Hart Plumbing
John Gilbert	RossTarrant Architects
Greg Hosfield	RossTarrant Architects

Purpose of this meeting was to discuss the installation of single ply membrane roof at the Alternative School and Field House building and satisfy the specified requirements for Pre-Installation Meeting (Spec. 075400 part 1.07).

1. Roof types discussed are to be:
 - a. Type 1 per detail D/A3.1 and related specifications.
 - i. Fully adhered single-ply PVC roofing (075400) over
 - ii. Light-weight concrete
 - iii. Insulation board embedded in light-weight concrete on
 - iv. Vented metal decking.
 - b. Type 2 per detail E/A3.1 and related specifications.
 - i. Fully adhered single-ply PVC roofing (075400) over
 - ii. Exterior grade fiberglass faced gypsum board over
 - iii. Versadeck
2. Installation Discussion (Building):
 - a. Need for coordination between trades was emphasized.
 - b. Typical drain detail reviewed.
 - i. Wood blocking reviewed
 - ii. Sump area and drain to be protected from concrete during pour.
 - c. Light-weight Concrete
 - i. Perimeter and penetrations of metal deck require sealing before concrete pour.

- ii. Technicrete to seal perimeter.
 - iii. Technicrete representative and Endeavor to review deck and sealing before concrete pour.
 - iv. Some curing time is required.
 - v. Greg Bush recommends waiting approximately (1) after concrete pour to perform peel test, if conditions have been ideal.
 - vi. Concrete has no known exposure limitations for this installation.
 - vii. Summer conditions are favorable for installation.
 - viii. 2" minimum top covering required over insulation.
 - d. Contractor to coordinate with Sika Sarnafil representative for review of roof installation:
 - i. Before membrane goes down on concrete.
 - ii. Early in membrane installation.
 - iii. Final roof inspection upon completion.
 - e. Contractor to coordinate with RTA for review of roof installation:
 - i. Before concrete is installed over metal deck.
 - ii. After concrete is poured.
 - iii. Final roof inspection.
 - f. Plumbing Contractor to install drain and vent penetrations before concrete is poured.
 - i. Contractor to consider core drilling after pour where possible.
 - g. Mechanical and roof hatch curbs to be set before concrete is poured.
 - h. Temporary measure to be used to get water from concrete roof to drains before tapered insulation and membrane is installed.
 - i. Height of overflow pipe to be transmitted to contractor. Pipes will be left long during installation and cut to final length during roof installation.
 - j. Curbs are to be 12" above roof per detail.
 - k. Endeavor to protect building, cover drains, move stored materials during pour.
 - l. Technicrete to wash any concrete spilling down face of CMU with hose during pour.
 - i. Importance of protecting texture for final finish in building was emphasized.
 - m. Term bar to be eliminated at parapet wall per Sika Sarnafil details where vertical distance is less than 30" and in keeping with manufacturer's warranty.
 - n. Asphalt materials in contact with PVC products is to be avoided.
3. Type 2 Installation discussion (South Canopy):
- a. Details were reviewed.
 - b. Versadeck is being used in order to conceal fasteners and create a flat appearance on bottom side.
 - c. Structure slopes towards the building to gutter.
 - d. Gutter is detailed as a metal gutter on structure attached to wall with tapered insulation creating slope to downspouts covered by membrane.
 - i. Alternative metal gutter lining detail to be developed and considered during the shop drawings review.
4. Installation Schedule:
- a. Joist / Metal Decking – Next two weeks.

- b. Light-weight Concrete – 1 week, end of July
 - c. Roofing – Week of 8/5
5. Additional Notes:
- a. Plan drawings, details, metal trim details and color selection to be submitted for shop drawing review.
 - b. RTA to transmit ACAD drawing files to Wm. Kramer & Son, Inc. for their use.
6. Warranty
- a. All buildings (Alternative School/Field House, Softball Press Box, and Football Press Box) and specified conditions are to be included in the warranty.
 - b. Be mindful of conditions of warranty during installation.

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.

Prepared By:

Greg Hosfield, AIA, LEED AP BD+C

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Enclosures None.

c: Dorothy Perkins, Superintendent, Gallatin County Schools
 Leonard Whalen, Deputy Superintendent, Gallatin County Schools
 David Beiersdorfer Jr., Endeavor
 Ken Jones, Endeavor
 Stephanie Beiersdorfer, Endeavor
 Ronald E. Murrell, Jr., AIA, LEED AP
 John C. Gilbert, LEED AP

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