

August 1, 2013

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

Attendees

Leonard Whalen  
Ken Jones  
David Beiersdorfer Jr.  
Tom Wessling  
John C. Gilbert, LEED AP  
Heath  
2 others not listed...

Representing

Gallatin County – Deputy Supt.  
Endeavor  
Endeavor  
CMTA, Inc.  
RossTarrant Architects, Inc.  
Jacob Masonry

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The items below are items reviewed and discussed at the meeting occurring August 1, 2013.

1. REVIEW OF PREVIOUS MINUTES
  - i) No comments have been made to date.
2. CONSTRUCTION PROGRESS (Schedule)
  - a) Review current status of work and impending progress over the next few weeks.
    - i) Site Development and Utilities
      - a) Utility transitions
        - (1) Football Press Box
          - (a) Owner to set up account for service with KU? This is complete.
          - (b) Contractor scheduled hook-up for service? This is correct.
        - b) Spray on insulation complete?
          - (a) Testing was recently completed.
        - c) Geothermal well.
          - (1) Field surveyed / located?
            - (a) Work not complete to date.
          - (2) Flushed or tested yet?
            - (a) Once the inside is completed, they will do a full flush of the system in lieu of two.
        - d) Storm Drainage
          - (1) Downspouts to be tied in after boots and storm lines are installed and located.
          - (2) Progress of storm lines at the press box areas?
            - (a) Contractor hit a few unknown utilities and has requested the subcontractor to move forward with the work of the storm lines and work around them while the pricing is being considered by the Owner.

- ii) Slab work
  - a) Sidewalk work occurring in conjunction with storm drainage work?
    - (1) This is correct. Some elevation issues possibly remain to look into correcting with a rail or stepping down on the plan-south end of the bleacher seats. Contractor moving forward with the resolution pending for a new rail solution as requested by Owner in lieu of step.
- iii) Electrical
  - a) Transformer inspection is still looking to be completed.
  - b) Field light testing is still pending. Contractor to give the Owner advance notice so they can have personnel and press on hand for the turning on of the lights.
- iv) Field House / Alternative School
  - a) Metal decking and joists are nearly completed. The versa deck canopy on the plan south elevation remains.
  - b) Lightweight concrete and roofing?
    - (1) Drain water to be diverted until roof is installed.
    - (2) Lightweight may occur the week of August 5<sup>th</sup>.
  - c) Masonry veneer is nearly 50% complete as of this meeting. Should be completed near the time of the next progress meeting (about 2.5 weeks).
    - (1) Flashing should be reviewed and discussed if needed at the next meeting.
  - d) Sidewalks and site related items are attempting to be finished before the first home game of the season, but with a few recent unknown utilities and slope issues, this may be very close.
  - e) The path for the underground to the new facilities has been sent via email for the record.
- v) Softball Press Box
  - a) Glazing nearly completed.
  - b) Interiors nearly completed and scheduled to be completed August 15<sup>th</sup>.
  - c) Electrical power is awaiting final inspections and a minor adjustment in the transformer (one fuse has blown needing adjustment). This could be complete any day.
  - d) Technology by Contractor is still being completed.
- vi) Football Press Box
  - a) Stairs are blocked off at the moment, but installed from the bleachers.
  - b) Decking is completed and platforms are completed.
  - c) Interior finishes
    - (1) Metal studs are installed and awaiting finishes with drywall to occur within a week.
    - (2) The mechanical units (heaters) are to be installed by August 15<sup>th</sup>.
    - (3) Speakers are yet to be installed but should be within the next few weeks.
    - (4) Casework scheduled to be completed around August 15<sup>th</sup>.
    - (5) Technology by Contractor is still being completed.
  - d) Electric same as softball.
- b) Looking Ahead – Noted above in conjunction with recent progress.
- c) Delivery dates and other schedule items to note.
  - i) Ken Jones will be on vacation August 5-9.
  - ii) Start of School

- a) Teachers: August 7.
- b) Students: August 8.
- c) Ready Fest was last week and things sounded like they went well.
- iii) Summer sports practice schedule has been transmitted from owner to contractor. Owner and contractor to coordinate accessibility issues as needed.
- iv) Football schedule has been released. First home game is scheduled for 9/6/13.
- d) Possible delays.
  - i) Hitting existing utility lines under existing concrete sidewalk.
  - ii) 10 days to consider for Change Order 12 pricing work (define as site related items if needed for future change order consideration and separate from other completion goals in some way – if needed)

3. SHOP DRAWINGS/SUBMITTALS

- a) Below are outstanding shop drawings.
  - i) Sports Lighting. Received 07/10/13. No return required. Keep for record.
  - ii) Thermoplastic Membrane (075400) and Sheet Metal (076200). Received 07/25/13. This shop drawing has been reviewed since this meeting.

4. PROPOSED CHANGE ORDER ITEMS

- a) Status of open Proposal Requests.
  - i) PR #04 – Void.
  - ii) PR #05 – Void.
  - iii) PR #09-Add Storm Drainage
    - a) Approved July 22 as Change Order 12.
  - iv) PR #11-Re-Install fence and add gate at sanitary manhole
    - a) Issued to Endeavor
    - b) Pricing forthcoming
  - v) No PR # or CO # but Owner looking to request additional fencing to protect football field. Review at this meeting and designate as a future Proposal Request. This work may coincide with additional fencing work.
- b) Status of Change Orders.
  - i) Approved Change Orders:
    - a) CO #12 – PR 9 to replace sidewalk and add storm drainage (approved at July mtg.)
      - (1) Signatures and KDE processing need to occur post-Board approval.
  - ii) Change Orders for Board Consideration:
    - a) CO #13 – Unforeseen utility lines under sidewalk to work around for base bid needs and to complete adjustments to Change Order 12 as requested by the Contractor. Proposed pricing is \$5,720.00.
      - (1) Contractor has recently given approval to proceed with work while being reviewed for an August 12<sup>th</sup> meeting.
  - iii) Other Possible Change Orders:
    - a) Proposal Request #11 and other additional fencing items as requested.
    - b) High School Work? (not officially part of this project) How to proceed?
      - (1) Contractor is pursuing in working with the Owner on working on within the week.
    - c) Pending need; approximately \$892 remains in a utility fee allowance. All allowances may occur at the end of the project if balances remain.

5. FIELD ORDER ITEMS
    - a) No new items since the last meeting.
  6. CONTRACTOR'S APPLICATION FOR PAYMENT
    - a) Pay Application #7 awaiting submittal from Contractor.
  7. REQUESTS FOR INFORMATION / CLARIFICATION
    - a) RFI #30: Boring two-4" conduits to the high school in lieu of cutting an asphalt and trench. Acceptable as noted in the RFI response. What is current status in the field?
  8. RECORD DRAWINGS
    - a) Updates since the last meeting. No additional items noted not already addressed above.
  9. DAILY CLEAN-UP
    - a) Site being cleaned on a regular basis?
    - b) Sealing and painting soon at rear of High School and Tennis Court area. Owner asked that construction traffic avoid this area. Status?
    - c) An exterior "sweep" of the area prior to the start of school is recommended.
  10. SAFETY ISSUES
    - a) No items commented on or noted by the Owner or the Contractor.
  11. ADDITIONAL ITEMS
    - a) Review letter from Housing Building and Construction initially rejected application for approval of bleacher construction siting no sealed engineered drawings had been provided for review and special inspections are required.
      - i) Installer has provided drawings sealed by an engineer to reviewer.
      - ii) Follow up conversation with the reviewer found that special inspections are not required for aluminum pole structure type bleachers and related review comments were made in error. This matched design team's expectations.
      - iii) Approval is expected. Awaiting acceptance letter.
    - b) Owner Data items were discussed for the Alternative School
      - i) School is installing their own equipment without an Audio Visual contractor.
      - ii) Only fitting out (2) classrooms initially. Projector Mounts will be in Owner's possession until requested by Contractor for installation.
      - iii) VGA/Audio to be placed from mounting plate to teacher drop.
        - a) Path is in contract.
        - b) Scope of work to be determined.
          - (1) If owner does not perform this work, PR is anticipated.
            - (a) Amount of work is minor and to be discussed with Tim Biddle upon his return. Update?
- c) NEXT MEETING DATE AND TIME
  - August 22 at 9:30am
    - i) No pre-installs were noted by the Contractor to be needed prior to the next progress meeting.

Prepared By:

John C. Gilbert, LEED AP

/jcg

c: Dorothy Perkins, Gallatin Co. Schools  
Leonard Whalen, Gallatin Co. Schools  
Ronald E. Murrell, Jr., AIA, LEED AP BD+C  
John C. Gilbert, Associate AIA, LEED AP  
Steven E. Maggard, PE  
David Beiersdorfer Jr., Endeavor Construction  
Tom Wessling, CMTA, Inc.  
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