



## **PROGRESS MEETING AGENDA**

RE: New Spencer Co. Elementary  
BG No. 15-310  
S-C-B Project No. 1257

DATE: June 16, 2015, 10:00 a.m.

## **CONTRACT AMOUNT AND TIME**

Original Contract Amount	\$11,525,700.00
Change Orders to Date: 0	\$0.00
Present Contract Amount	\$11,525,700.00
Current Percent Complete	%

Contract Date: April 25, 2016  
Substantial Completion: July 1, 2017  
Final Completion: July 31, 2017

### **1 Schedule**

- A. Work Completed in Past 30 Days
  - 1. Morel reported the following:
    - a.
- B. Anticipated Work for Next 30 Days
  - 1. Morel reported the following:
    - a.

### **2. Shop Drawings**

- A. Shop Drawings from Contractor to Architect/Engineer
  - 1. Discuss critical shop drawings
- B. Color Selections
  - 1. All Color Samples shall be submitted prior to any selections.

3. **Operation & Maintenance Manuals**

- A. These shall be submitted prior to Owner training, reviewed and approved by the Architect and Engineer.

4. **Deliveries**

- A. Discuss delivery concerns.

5. **Outages**

- A. Discuss any outages.

6. **Items Delaying the Project or Possible Delays**

- A. Discuss any potential delays.

7. **Time Extensions**

- A. Discuss time extensions.

8. **ASI's / RFI's**

- A. ASIs No. 1, 2, & 3 have been issued.
1. ASI No.1 and 2 was issued for clarification to contract document for the anchor bolt submittals.
  2. ASI No. 3 was issued for construction job site sign layout.
- B. RFIs No 1 & 2 have been submitted and answered.
1. RFI No.1 was answered regarding verification of fire extinguisher cabinet location.
  2. RFI No. 2 was answered regarding dimension clarifications for ICF.

9. **Proposal Requests**

- A. No Proposal Request have been issued.

10. **Change Orders**

- A. No Change Orders have been issued.

11. **Pay Requests**

- A. Pencil copy of the schedule of values has not been submitted for review. Schedule of values must be approved prior to any pay request.

12. **Record Drawings**

- A. The Contractor is reminded to maintain record drawings on site. All deviations from plans and uncharted utilities encountered shall be documented on the as-builts.

13. Daily Clean-up

- A. Discuss status of clean up

14. New Business

- A. Owner Comments

1.

2.

3.

- B. General Contractor Comments

1.

2.

3.

- C. Subcontractors' Comments

1.

2.

3.

- D. Architect / Engineer Comments

1.

2.

3.

15. Next Meeting Date

- A. The next progress meeting will be held on July 21, 2016 at 10:00 a.m. at the job site.