

Up to date	<b>Present:</b> Dirk Bertram – Murphy Group Architects
<b>Project: North Park/New Highland Elementary</b>	
<b>Date: November 29, 2016</b>	IC-Incomplete C-Complete

During a review of the above referenced project the items listed below were noted by those present:

ITEM DESCRIPTION	REVIEW DATE	STATUS	REVIEWED BY
<b>General Notes:</b>			
1) Final Cleaning shall be performed.	11-29-2016	IC	DAB
2) O&M Manual must be submitted along with other remaining closeouts noted in Volume 1 of the specification.	11-29-2016	IC	DAB
3) Submit all necessary extra stock materials required by the Specifications to the owner, along with any necessary training sessions.	11-29-2016	IC	DAB
<b>North Park Elementary</b>			
1) Contractor shall replace all silver colored screws with black screws at all Aluminum Doors and frames, Door 103 specifically.	11-29-2016	IC	DAB
2) Owner shall install all key cores.	11-29-2016	IC	DAB
3) Above door 103 lobby side, wall paint has made its way onto the ACT ceiling tile, clean tile free of paint.	11-29-2016	IC	DAB
4) Clean resilient base in office 104A drywall dust and paint appears to have splattered on the base in places.	11-29-2016	IC	DAB
5) Apply caulking where new gypsum board assemblies meet existing structures/walls, specifically at door 103A.	11-29-2016	IC	DAB
6) The wall partition housing door 103A shall be re-sanded and another coat of paint applied at cafeteria side only. Several clumps and debris seem to be in the paint.	11-29-2016	IC	DAB
7) Verify that all door closers are set to the proper closing measures.	11-29-2016	IC	DAB
8) At door 105A contractor has utilized wire mold on the face of wall to feed the EPT devise since this was an existing frame, which is acceptable, however contractor shall paint wire mold to match wall color.	11-29-2016	IC	DAB
9) All new masonry installed by this contract at the decorative fence area shall be cleaned.	11-29-2016	IC	DAB

ITEM DESCRIPTION	REVIEW DATE	STATUS	REVIEWED BY
10) Contractor shall prep and paint existing tube steel columns that the decorative fencing is adjacent to. Refer to note 4 on page A1.0.	11-29-2016	IC	DAB
11) Now that the exits signs are installed, the closures shall be connected to all gates.	11-29-2016	IC	DAB
12) Clean all windows and aluminum framing.	11-29-2016	IC	DAB
<b>New Highland Elementary</b>	11-29-2016	IC	DAB
1) The resilient base at door 103 shall be completed.	11-29-2016	IC	DAB
2) Clean all Windows and aluminum framing.	11-29-2016	IC	DAB
3) Clean all resilient base.	11-29-2016	IC	DAB
4) Standing at vestibule side of door 100B, right hand corner, VCT floor tile has significant gaps, replace this tile with a properly fitting VCT tile.	11-29-2016	IC	DAB
5) Contractor shall touch up entire drywall partition, there are several drywall imperfections, and the entire partition both sides shall also receive an additional coat of paint after patches are complete. The corridor side has several visible patches that the additional coat of paint will fix.	11-29-2016	IC	DAB
6) Owner provided cylinders need to be installed.	11-29-2016	IC	DAB
Next break for students and teachers starts December 20 <sup>th</sup> ; it is our recommendation that work either take place then, or on a weekend.	11-29-2016	IC	DAB

No other items were noted, if upon review of this report, you have any question please feel free to contact this office.

Sincerely,

Dirk Bertram  
 Murphy Group Architects

To: H. Wayne Smith Construction

CC: Robin Thomas  
 Tracy Helm  
 H. Wayne Smith  
 John Stith  
 Andrea Bradford