



PROGRESS MEETING MINUTES

HARDIN COUNTY SCHOOLS ATHLETIC FACILITIES (BG 17-111)

Project No: 2016133
Meeting No: 6
Date: January 5, 2018
Time: 10:00 AM
Location: Fieldhouse Football Office, John Hardin High School
Participants: (see attached sign-in sheet)

I. Review and Acceptance of the Previous Meeting Minutes

- No comments.

II. Project Schedule

Worklist:

- Complete fencing. (3 to 4 days)
- Aluminum fencing slats will be black.
- Paint the interior of the media towers. (Hold until all painting can happen.)
- Paint cast iron downspouts.
- Patch grass and asphalt.
- Repair damaged concrete around the track building. (Complete on Monday/Tuesday.)
- Install track locker rubber flooring. There is enough material to finish one side, but C-H will wait and install both sides at the same time. C-H will determine a completion time.
- Install additional netting above the baseball and softball fences to protect the media tower windows.
- Joe Calvert needs to inspect the door hardware.
 - Install media tower hold-opens.
 - Remove construction cores.
 - HCS has possession of final cores.
 - C-H and HCS coordinated the keying of doors.
- Technology
 - HCS will install switches next week on Tuesday.
 - New racks are in place.
 - Lighting control training will possibly be on 01/30.
- Complete sound system, test, and provide training. (1 week)
- Complete camera installation. (1 week)
- Complete fiber optic termination on the school side. (Monday)
- Tentatively, buildings will be turned over at the end of next week.
- Complete electrical final inspection. (Completed 01/04)
- Complete plumbing final inspection.

- Complete final building inspection after the final walkthrough.
- IT Subcontractor:
 - Installing speakers at baseball today and the rest next week.
 - Waiting on intercom speakers for locker rooms. There is no ETA.
 - Subcontractor has cameras.
 - Tack sound system cabinet is complete. The rest are not complete.
 - The sound system will be ready to test next week.
 - There is no data cable pulled for the security cameras.
 - C-H will work out cabling with the electrical and IT subcontractors.
 - Raceway and boxes are complete
- The scoreboard controls are existing and wireless.

III. Material/Equipment Delivery Conflicts

- C-H is waiting on rubber flooring for track building.

IV. Progress Payment Status

- Pay Application #6, received 01/03/18, is under review by the design team.
 - JRA needs consultant comments by 01/10 for submission to the school board.

V. Proposed Changes to the Work

- The school board approved Change Order 2. Board meeting minutes are needed to send to KDE.
- Change Order 3 work is complete.

VI. Old Business

- C-H will schedule a keying meeting with HCS/JHHS, hopefully allowing all keying to finish by 12/15.
 - **Construction cores are still in use. HCS has the final cores.**
- The soccer buildings storage area may require a wire cage partition.
 - **Completed other than installing hinges on the gate.**
- Icon Engineering will check on some outstanding structural issues after the progress meeting.
 - **Complete along with CSI's special inspection letter.**
- Closeout Items for the project completion are in the closeout section of the specifications. These include punch lists, keying, turning over of keys, O&M's, final cleaning, and other information such as final inspections and the BG-4 for KDE.
 - C-H will submit O&M's to JRA for review in electronic format before submitting them to HCS in hard copy.
 - **C-H will send O&M's to JRA in an organized PDF.**
- A special inspections letter from CSI is required.
 - The installation of three hangers in the softball media tower needs to happen before the letter is signed.
 - **The letter is complete.**
- The following dates were confirmed:
 - 12/7: sound system and scoreboard testing **(01/13/18)**
 - 12/15: soccer building punch **(back punched 01/05/18)**
 - 12/16 to 22: punch remaining buildings **(Baseball/softball 01/05/18, Track and all media towers 01/12/18)**

- 12/19: brief progress meeting at 10:00 am (01/05/18)
- ASAP: keying and baseball and softball netting (HCS has cores and will find out about netting.)
- No electrical contractors will be on site on 12/4 and 5.

VII. New Business

- None

VIII. Announcement of the Substantial Completion Meeting

- The substantial completion meeting will be Friday, January 12, at 10:00 a.m.
- Location is TBA.