



## **PROGRESS MEETING AGENDA**

RE: Spencer Co. Early Learning Center and Bus Garage  
for the Spencer Co. Board of Education  
BG 19-371 and 17-261  
SCB Project No. 1744

DATE: June 11, 2020, 10:00 a.m.

| <b>CONTRACT AMOUNT AND TIME</b> | <b>Early Learning</b> | <b>Bus Garage</b> |
|---------------------------------|-----------------------|-------------------|
| Original Contract Amount        | \$3,548,761.93        | \$953,311.01      |
| Change Orders to Date: 0        | \$0.00                | \$0.00            |
| Present Contract Amount         | \$3,548,761.93        | \$953,311.01      |
| Current Percent Complete        | 3%                    | 3%                |
| Contract Date:                  | April 28, 2020        | April 28, 2020    |
| Substantial Completion:         | June 1, 2021          | June 1, 2021      |
| Final Completion:               | July 1, 2021          | July 1, 2021      |

### **1 Schedule**

- A. Work Completed in Past 30 Days
  - 1. Rising Sun reported the following:
    - a. Refer to Rising Sun hand out.
- B. Anticipated Work for Next 30 Days
  - 1. Rising Sun reported the following:
    - a. Refer to Rising Sun hand out.

### **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**
  - A. **Early Learning Center**
    1. ASI No.1 – was issued in response to RFI No.1-Framing question
    2. ASI No.2 – was issued for the dedication plaque layout
  - B. **Bus Garage**
    1. None issued at this time
9. **RFI's**
  - A. **Early Learning Center**
    1. RFI No.1 – Framing was answered as ASI No.1
    2. RFI No.2 – Confirm downspout boot is open
    3. RFI No.3 – Dimensional letters is open
    4. RFI No.4 – Plaque layout was answered as ASI No.2
    5. RFI No.5 – Canopy connection is open
    6. RFI No.6 – Concerning HVAC demo was answered
    7. RFI No.7 – Plumbing stacks is open
  - B. **Bus Garage**
    1. RFI No.1 – Confirm downspout boot is open
9. **Proposal Requests**
  - A. There is current no Proposal Request issued for either project.
10. **Change Orders**

- A. A Change Order will be written for the deletion of Tennessee Valley Metal's DPO. This amount will be added to Rising Sun's contract.

11. **Pay Requests**

- A. A pencil copy of the Schedule of Values has been submitted for the Bus Garage. SCB is awaiting the Schedule of Values for the Early Learning Center.

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. Architect / Engineer Comments

1.

2.

3.

15. **Next Meeting Date**

- A. The next progress meeting will be held on July 9, 2020 at 10:00 a.m. at the job site.



**June 10, 2020**

**Bus Garage**

**Past 30 days:**

Mobilization complete  
Silt fence installed  
Demo of building structures on going

**Next Thirty Days**

Demo finished  
Complete building foundation  
electrical and plumbing under slab rough-in

**Early Learning Center**

**Past 30 Days:**

Mobilization complete  
Silt fence installed  
Temporary fence installed  
Trailer installed  
Utilities disconnected from building  
Demo of interior walls  
Demo exterior walls  
Saw cut door openings  
Electrical demo of wire mold  
Installed temporary power  
Installed temporary lights  
Plumbers demo of all fixtures  
Demo of wall heaters and air conditioners  
Shoring of walls

**Next 30 days**

Install interior spread footings  
Continue with demo