



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. 1933 & 1745

DATE: July 8, 2021, 10:00 a.m.

CONTRACT AMOUNT AND TIME	Early Learning
Original Contract Amount	\$3,548,761.93
Change Orders to Date:	\$230,125.74
Present Contract Amount	\$3,778,887.67
Current Percent Complete	98%
Contract Date:	April 28, 2020
Substantial Completion:	June 30, 2021
Final Completion:	July 30, 2021

1 Schedule

- A. Project is substantially complete and has received a Temporary Certificate of Occupancy.
- B. Anticipated Work for Next 30 Days
 - 1. Rising Sun reported the following:
 - a. Discuss remaining work to be complete.

2. Shop Drawings

- A. Shop Drawings from Contractor to Architect/Engineer
 - 1. Shop drawing submittal process is complete.
- B. Color Selections
 - 1. All colors have been selected.

3. Operation & Maintenance Manuals

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

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4. **Deliveries**

A. Discuss delivery concerns.

5. **Outages**

A. Discuss any outages.

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

A. Discuss potential delays.

7. **Time Extensions**

A. Discuss time extensions.

8. **ASI's**

A. **Early Learning Center**

1. No new ASI issued since last month.

9. **RFI's**

A. **Early Learning Center**

1. There are currently no open RFIs.

10. **Proposal Requests**

A. **Early Learning Center**

1. No new Proposal Request since last month.

11. **Change Orders**

A. **Early Learning Center**

1. No Change Order issued since last meeting

12. **Pay Requests**

A. Pay Application No. 15 has been submitted for review.

13. **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.

14. **Daily Clean-up**

A. Discuss status of clean up.

15. New Business

A. Owner Comments

1.

2.

3.

B. General Contractor Comments

1.

2.

3.

C. Architect / Engineer Comments

1.

2.

3.

5. Next Meeting Date

- A. The next progress meeting will be held on August 12, 2021 at 10:00 a.m. at the ELC Band Room.