

December 10, 2009  
Progress Meeting #3

RE: Gallatin County Upper Elementary Addition  
Gallatin County, Kentucky  
BG 09-263  
RTA 0913

Attendees

Dorothy Perkins  
Brad Gray  
Tripp Mullins  
Guy Oehler  
Kevin Krallman  
Drew Fiden

Representing

Gallatin County Schools  
Gallatin County Schools  
RossTarrant Architects, Inc  
Century Construction  
Krallman Masonry  
HWZ Contracting

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A progress meeting was held on December 10, 2009, at the Gallatin County Board Office, Warsaw, Kentucky, at 10:00 AM EST. During the meeting the following items were discussed:

1. OUTSTANDING ISSUES
  - a) RTA is still waiting for a submittal with the correct size fascia to match existing.
2. CONSTRUCTION PROGRESS (Schedule)
  - a) Work completed over the past month includes the following:
    - i) CMU walls have been completed.
    - ii) Waterproofing has been completed.
    - iii) The demolition of the existing exterior wall to the corridor has been completed.
    - iv) The steel work will be wrapping up this week.
  - b) Work for the next month includes the following:
    - i) The masonry veneer will have started.
    - ii) Lockers will be installed over Christmas break.
    - iii) The sprinkler tie in take place over Christmas Break.
    - iv) The lightweight concrete will be poured in early January.
3. SHOP DRAWINGS/SUBMITTALS
  - a) Brian Roomes has the remaining shop drawings and will be submitting them to RTA soon.
  - b) RTA has requested the storm drain shop drawings be submitted, documenting what was installed.
4. PROPOSED CHANGE ORDER ITEMS
  - a) None at this time.

5. FIELD ORDER ITEMS
  - a) None at this time.
6. CONTRACTOR'S APPLICATION FOR PAYMENT
  - a) The December board meeting is being held earlier than usual (December 14, 2009). The December pay app will be on the January board agenda (January 25, 2010).
7. REQUESTS FOR INFORMATION / CLARIFICATION
  - a) None at this time.
8. RECORD DRAWINGS
  - a) Tripp Mullins reminded Century Construction to record any changes to their field drawings.
9. ADDITIONAL ITEMS
  - a) Brad Gray complimented Century Construction on the cleanliness of their job site and keeping the site circulation unobstructed.
10. NEXT MEETING DATE AND TIME
  - a) January 14, 2010 at 1:30 PM EST.

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The above narrative represents my understanding of the major events that occurred at this meeting. Should there be any additions, clarifications or deletions to these minutes, please notify my office in writing within ten days.

Prepared By:

William Mullins III, AIA, LEED AP

/wpm

c: Ronald E. Murrell, Jr., AIA, LEED AP; William Mullins III, AIA LEED AP; Sarah Johnson, LEED Green Associate, Kelley Parker, RLA, ASLA, LEED AP, Laith M. Ross, PE, LEED AP  
File 0913-4C  
MM091210ProgressMtg#3-0913