

January 14, 2010  
Progress Meeting #4

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

Attendees

Dorothy Perkins  
Brad Gray  
Tim Biddle  
Tripp Mullins  
Tom Wessling  
Guy Oehler  
Brian Roomes  
Rick Mathers

Representing

Gallatin County Schools  
Gallatin County Schools  
Gallatin County Schools  
RossTarrant Architects, Inc  
CMTA  
Century Construction  
Century Construction  
RCM Electrical

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A progress meeting was held on January 14, 2010, at the Gallatin County Board Office, Warsaw, Kentucky, at 1:30 PM EST. During the meeting the following items were discussed:

1. OUTSTANDING ISSUES
  - a) None at this time.
2. CONSTRUCTION PROGRESS (Schedule)
  - a) Work completed over the past month includes the following:
    - i) Steel work is complete.
    - ii) The masonry veneer is 90% complete.
    - iii) Metal stud framing is 90% complete.
    - iv) Fire protection is 60% complete.
    - v) Electrical conduit is 75% complete.
  - b) Work for the next month includes the following:
    - i) All masonry work will be complete.
    - ii) The lightweight concrete will begin next Tuesday. It is anticipated to take 2 days to complete the installation.
    - iii) Mechanical units will arrive Monday. Installation of the units and ductwork will then begin.
    - iv) Drywall installation will begin once the space is dried-in.
3. SHOP DRAWINGS/SUBMITTALS
  - a) The Fire Alarm shop drawings were delivered to RTA at the meeting. A copy of the transmittal was made and the submittal was given to Tom Wessling at CMTA for review.
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) Pay App #3 has been forwarded to the owner for the January 25 board meeting. Brian Roomes stated Pay App #4 will be delivered January 15 to be added to the board agenda.
- 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) Brian Roomes mentioned Fire Chief Delmar has requested the existing Fire Department Connection be relocated to within 50' of the fire suppression pit. This work is estimated to be \$4,000. Tom Wessling and CMTA will investigate this issue further.
  - b) It was noted that the new lockers, which were installed over Christmas break, are 12" taller than the existing lockers, which they should be matching. The installed lockers do meet the specification. RTA is working to have the lockers replaced with the correct size.
  - c) Brian Roomes noted that the supplier of the intake hood has an issue with the color selection made in the shop drawings. An epoxy color was selected, which is a mark up from that specified. This will be changed to a standard finish. The color will remain white.
  - d) Rick Mathers noted that the drawings call for the Momentary Contact to be relocated, but he cannot find the existing item in the building. This will be reviewed on site with Tom Wessling after the meeting.
  - e) Rick Mathers also noted that the specified height for the fire pull stations do not match the existing. It is the intent to match the existing heights, though CMTA will verify that the existing heights are acceptable per code.
- 10. NEXT MEETING DATE AND TIME
  - a) February 11, 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  
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