



March 9, 2010

Mr. Gary Milby  
Hardin County Schools  
65 W.A. Jenkins Road  
Elizabethtown, Kentucky 42701

Re: North Middle School  
SCB Project No. 0719  
Renovation to Radcliff Middle School – Phase 1  
SCB Project No. 0935

Dear Gary:

Sherman Carter Barnhart will be presenting at the board meeting on Thursday, March 18, at which time we will be reporting on the construction progress of North Middle School and Renovation to Radcliff Middle School – Phase 1. Attached are construction progress meeting minutes from the last meeting at Radcliff Middle School – Phase 1. Attached is also the proposed Change Order No. 8 Itemization List for North Middle School *(for discussion only)*.

If you have any questions or comments about this information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Myra Vaughn".

Myra Vaughn AIA, LEED® AP  
Project Architect

c: Kenny Stanfield



March 2, 2010

**PROGRESS MEETING MINUTES #2**

Re: Renovation to Radcliff Middle School – Phase 1  
SCB Project No. 0935

Date: February 25, 2010

Present: See attached Sign-In Sheet

**Review of previous minutes**

Previous meeting minutes were reviewed. There were no comments.

**Schedule**

- 1) The current estimated substantial completion dates are as follows:  
Areas 1 and 2 – Substantial Completion July 1, 2010  
Area 3 – Substantial Completion September 10, 2010

**Work completed**

Refer to Morel Construction's February 23, 2010, "Project Status" (copy attached).

**Work completed**

Refer to Morel Construction's February 23, 2010, "Project Status" (copy attached).

**Delivery dates**

- 1) KU cannot provide transformer to site sooner than 5-6 months. STW is to verify the use of existing transformers for work in all areas of Phase 1 construction (with exception of Kitchen, Cafeteria, Media Center, and Gymnasium) in lieu of utilizing a temporary transformer. STW is to calculate loads in these areas and discuss with the electrical subcontractor. Morel will start work on interior finishes during the first week of April. Electrical must be in operation by that time. Tim stated that the main priority will be controlling humidity in these areas, particularly in the Administrative area of Area "A" since this area receives the most drywall.

- 2) The panelboards have a lead-time of 6 weeks. Mechanical contractor requested the urgency for purchase orders of the ERUs since these may have a very long lead time. The VRF outdoor condensing units should on site by end of April.

#### **Shop drawings**

- 1) Morel Construction gave SCB a copy of the steel shop drawing for review by Bill Grigsby. *Myra and Gary Milby selected colors for the aluminum window/storefront frames and for the exterior louvers after the meeting. The exterior louver color shall be **Hampton Brown – GF105**. The aluminum frame color shall be **Herring Bone**.*
- 2) Rick Clauson requested that SCB select glazing color. Myra stated that SCB had not yet received glazing samples.

#### **Change Orders/ASI/RFI**

- 1) Morel Construction had received answers to RFIs No. 1, 2, and 3. Awaiting response to RFIs No. 4 and 5 from Mike with STW.
- 2) Regarding price received from Morel for the found conditions under slab and the cutting of conduit – Whitley Casey suggested providing a temporary fix to the cut conduits since these will ultimately be removed/abandoned in Phase 2. These conduits were “unforeseen” existing conditions that were not documented in existing building construction documents, and will therefore result in a change order. STW to provide temporary solution for revised pricing.
- 3) David Wyatt stated that temporary electric in the kitchen (previously requested) has been addressed. No need for a change order.

#### **Pay request**

- 1) Myra reviewed the draft pay application sent by Morel Construction the previous Friday. Myra requested that Morel Construction bring the final pay applications for signature to the following progress meetings if no comments are made during that time. Morel Construction is to provide a minimum of (5) pay applications for signature. Gary Milby will receive (3), Morel (1), and SCB (1).
- 2) The Schedule of Values previously sent by Morel is acceptable.

#### **Record drawings**

- 1) Tim Metts is responsible for maintaining “as-built” documents throughout this project; in Tim’s absences, Jerry Johnson of Morel Construction will be responsible.
- 2) Tim stated that he is maintaining a “working” set of drawings and a “clean” set.

#### **Daily clean-up**

- 1) Tim Metts stated that he regularly meets with the subcontractors regarding daily clean-up expectations.
- 2) Rick Clauson reminded everyone that areas not part of construction scope are to be kept clean at

all times – i.e. kitchen, cafeteria, gymnasium, and media center.

### Safety issues

- 1) No comments.

### New business

1. Owner's comments:
  - a. Gary Milby stated that he has talked to the board attorney regarding the thru traffic on site to the church located at Wilson Rd. Gary stated an "Entrance Closed" sign will be provided at the rear entrance to site from Wilson Rd. Gary also stated that a "No thru traffic" sign will be provided at Dixie Blvd. Gary is going to talk to the church about their signage at the entrance to the school.
  - b. Gary asked status of demolition. Tim Metts stated that demolition is approximately 65-70% complete.
  - c. The first day of school will be August 4, 2010. Gary stated that teachers will need to start moving in by mid July.
2. Architect's comments:
  - a. Myra Vaughn stated that (per Morel's request) Bill Grigsby, SCB Structural engineer, would be present after the meeting to discuss any structural issues and questions.
  - b. The exterior field color brick selected for 1956 and 1959 infill is Harmar, #830 "Vertical Scratch." The exterior brick selected for the 1977 and 1990 infill is Sioux City "Sonoma Valley Colonial."
  - c. Myra reiterated that an electronic copy of shop drawing submittals may be sent to SCB and STW for review to expedite the shop drawing review process.
  - d. The Owner/Contractor draft agreement, Purchase Orders, Material Authorization Forms have been sent to KDE for approval. KDE has been contacted regarding approval status.
  - e. The Purchase Orders will be sent to Gary Milby, Assoc. Superintendent of Hardin Co. Schools, to expedite the owner purchase order submissions.
  - f. Myra stated that she is going to verify the additional fire protection requirements of the found floor/roof deck condition at the 1956 and 1959 portions of building. Should the interstitial spaces require fire protection, the existing riser will not have enough capacity.
3. Consultants' comments: The following issues were discussed.
  - a. Mike McGauhey, of Shroul Tate Wilson (STW), will be meeting with Tim Metts after the meeting to discuss RFIs No. 4 and 5.
4. Contractor's/Subcontractors' comments: The following issues were discussed.
  - a. Tim Metts requested to meet with Bill Grigsby of SCB regarding the following structural issues: interior existing bearing wall on thickened slab in lieu of foundation in Area "A;" existing steel beam in 1959 portion of building in lieu of concrete beam; and drawing for additional steel lintel at bearing wall in Area "A."
  - b. Morel requested that the Owner remove the portable units off site at their earliest convenience.
  - c. SCB to provide direction regarding the condition of existing masonry walls in restrooms with removed ceramic tile wainscoting. The face of the existing masonry walls are extremely rough due to the removal of the thickset ceramic wall tile.
  - d. SCB to review brick paver samples after the meeting and select at the earliest opportunity.
  - e. Morel stated that they are working on pricing for the sunken concrete slab condition in the Book Room. Morel is also working on the credit amount for not removing existing slab and portions of VCT floor tile in the Technology Lab.

- f. The main transformer shall be on site on June 2010. The electrical contractor stated that he may try to pull conductors for the transformer ahead of time. 11 sets of conductors will be required. The anticipated date for start-up is July 1<sup>st</sup>.
- g. The mechanical contractor requested that at minimum half of the units on the first floor and half of the units on the second floor get started together. There are a total of 9 systems. Therefore, power to the Trane controls and units must be in place at that time.

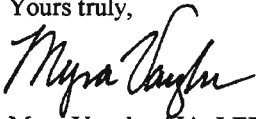
**Next scheduled meeting**

The next progress meeting will be held Thursday, March 11, 2010, at 9:30 a.m., at the project site (Cafeteria).

End of meeting minutes.

If you have questions or comments regarding these minutes, please contact this office.

Yours truly,



Myra Vaughn AIA, LEED® AP

c: All present (Morel Construction to distribute to subs), Kenny Stanfield, Brian Ashley, Ben Sorrell, Sarah Sammons, Bill Grigsby, Adam Green, Tyler Wilson

**Renovation to Radcliff Middle School**

**2-23-10**

**Past 30 days progress.**

Selective demolition in area A, B and C  
Shoring in area A & B  
MEP demolition in area A, B and C  
Plumb. And Elec. UG rough-in started in area A and B  
HVAC Sheet metal started in area A  
Conc. Footings started in area A and B  
CMU infill and foundations started in Area B  
Start site and courtyard demolition

**Next 30 days anticipated.**

Complete Archit. selective demolition  
Complete shoring  
Continue UG rough-in Start AG rough-in  
Continue HVAC sheet metal  
Complete Conc. Footings & start slab infill  
Continue CMU walls and infill  
Start HM frames at CMU walls  
Start Structural Steel.

Sherman Carter Barnhart <sup>PSC</sup>  
 PARTNERS IN ARCHITECTURE  
 108 MALLARD CREEK ROAD, SUITE 101, LOUISVILLE, KY 40207 502-721-6100 FAX 502-721-6111

CONSTRUCTION PROGRESS MEETING  
 SIGN-IN SHEET

Project Renovation to Radcliff Middle School -- Phase 1 Project No. 0935 Date Feb. 25, 2010

(IMPORTANT: PLEASE PRINT CLEARLY!)

Name:	Company:	Phone #:	E-mail address:
Myra Vaughn	Sherman Carter Barnhart	(502) 721-6100	mvaughn@scbarchitects.com
Stankuluma	LUSK mechanical	502-942-6966	srobinson@theLuskgroup.com
Dennis Brothers	ARTISAN	502-639-6097	Dennis@ArtisanMetals.com
Scott Moritz	Demolition Solutions	502-655-2377	Scott@demolitionsolutions.us
Duane Blankenship	MCTRO Sheetmetal	502-773-9247	
Erik Eury	LUSK MECHANICAL	502-643-9974	
Bob Eckenfels	Alternative Elect	502-962-2448	alt@ecoeel.com
Tim Morris	Morel Construction	502-301-9457	tim@morelconstruction.net
Adam Green	SCP	502-721-6100	agreen@scbarchitects.com
Richard A. Clauson	MOREL CONSTRUCTION	502-568-4200	RLAUSON@MORELCONSTRUCTION.NET

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# CONSTRUCTION PROGRESS MEETING

Date Feb. 25, 2010

**IMPORTANT: PLEASE PRINT CLEARLY!!**

**Name:**

**Company:**

**Phone #:**

**E-mail address:**

Whitley Casey

STW

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Carly Milby Chandler, Ky Schools, US

SAM SMALLWOOD

BAILEY'S MASONRY

6962-592-022

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North Middle School  
SCB Project No. 0719

**Itemization of Change Order #8**

\$ Add/Deduct

- |  |   |                          |
|--|---|--------------------------|
| 1.                                       | (COR 45) Relocate existing stop sign adjacent to school sign.<br><i>Add of \$575.00 (0 days) – Owner</i>  | \$575.00                 |
| 2.                                       | (COR 46/PR #26) Provide material and labor to install two layers of batt insulation above the suspended acoustical tiles in Band Room 111 and Vocal 117.<br><i>Add of \$4,587.86 (0 days)</i> | \$4,587.86               |
| 3.                                       | (COR 51 / PR 29) Remove one dumpster enclosure gate and relocate bollard / gate post adjacent to the loading dock per drawing SD1.3 / Plan C<br><i>Add of \$1,460.50 (0 days) -- Owner</i>    | \$1,460.50               |
| <b><i>Total add to the contract:</i></b> |   | <b><u>\$6,623.36</u></b> |