

March 26, 2010

PROGRESS MEETING MINUTES #4

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

Date: March 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 March 25, 2010, "Project Status" (copy attached).

Work completed

Refer to Morel Construction's March 25, 2010, "Project Status" (copy attached).

Delivery dates

- 1) Lusk Mechanical stated that the Energy Recovery Units will be delivered to site around May 28.
- 2) SCB recently received shop drawing submittals for Toilet Partitions, Markerboards, and Tackboards. Morel stated that these materials have a 6 week lead time.
- 3) Aluminum windows will be on site around mid-April.

Shop drawings

- 1) SCB recently received shop drawing submittals for Toilet Partitions, Markerboards, and Tackboards.
- 2) SCB sent Morel Construction interior finish schedule the previous week. SCB still needs the following samples for selection: toilet partition colors, grout colors, markerboard, and tackboard colors, display case fabric, and 6" high acrylic reception desk letters.

Change Orders/ASI/RFI

- 1) Rick Clauson stated that he had not yet received from SCB written approval to leave the existing tech. room floor slab in place under new raised floor slab in this area. Structural engineer had previously given verbal approval for slab to remain in place. SCB to follow-up with written approval.
- 2) All RFIs have been addressed to date.

Pay request

- 1) Myra reviewed the draft pay application sent by Morel Construction the previous Friday. Myra approved and signed the pay applications and forward Owner's copies to David Wyatt.
- 2) Myra also forwarded recently received and reviewed invoices to Owner.

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.

Daily clean-up

- 1) Rick Clauson stated that the daily clean-up was "abysmal" and that everyone needed to do a better job of keeping the building and site free from debris, trash, etc.

Safety issues

- 1) No comments.

New business

1. Owner's comments: No comments at this time.
2. Architect's comments:
 - a. Myra Vaughn stated that a large Proposal Request No. 1 will be sent to the contractor within a week or so. This proposal request will include the following scope of work: Media Center demolition, new finishes, new ceiling, new lights, new HVAC, new fire protection, networking, new masonry partitions, plumbing demolition and new plumbing; new Gymnasium HVAC and fire protection; and demolition of existing EIFS parapet and trim at the 1990 portion of building

- and replacing with masonry parapet. All contractors will be required to utilize submitted Unit Prices for this work per the Kentucky Department of Education.
- b. Also, a separate Re-Roofing bid package is currently being created that will re-roof the 1976 and 1990 portions of the building. This bid package will likely go out to bid in May 2010.
 - c. Myra requested that Morel send SCB a detailed breakdown of cost to remove and infill existing septic tank found on site.
 - d. Morel gave Myra additional cost associated with ASI No. 3. SCB to review then recommend to Owner if acceptable.
 - e. Myra asked if the temporary ventilation issues have been addressed. Morel stated that interior finishes work will begin mid-April. Rick Clauson stated that he is most concerned about casework installation that will begin around early May and maintaining ventilation in those areas.
 - f. Myra stated that the new site signage to be provided at the front of the school property shall read "Radcliff Elementary School." This is the new name of the school.
3. Consultants' comments: The following issues were discussed.
- a. Whitley Casey, of Shrout Tate Wilson (STW), met with Steve Boone (Hardin Co. Schools) after the meeting to discuss Intercom for the project. STW is awaiting letter from Simplex regarding the Intercom Warranty.
 - b. Mike McGaughey, of STW, stated that he will be hand delivering sanitary sewer drawings to Toby Spaulding of the City of Radcliff as requested.
4. Contractor's/Subcontractors' comments: The following issues were discussed.
- a. Tim Metts stated a few structural questions and concerns in the existing building that they needed direction on by the structural engineer. The existing locker bases in the 1976 portion of building were poured concrete bases. The contractor is concerned about the removal of these concrete bases and damaging/cracking the existing adjacent concrete slab. Also, upon removal of the corridor walls in the 1956/1959 portion of building, the floor/roof joists were bearing on concrete brick, but with no bearing plate. The last issue regarded the removal of a masonry wall on the second floor. Upon removal, the concrete floor slab on either side of the masonry wall was at two different levels. SCB to review these conditions with structural engineer and advise.
 - b. Rick Clauson asked how SCB wanted to address the removed floor finish at Existing Lobby 100 adjacent to the new Administration Area entrance doors.
 - c. Tim Metts stated that American Engineers will be testing the subgrade below the sunken slab in the existing Book Room to determine condition.

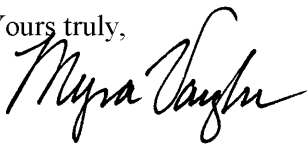
Next scheduled meeting

The next progress meeting will be held Thursday, April 8, 2010, at 9:30 a.m., at the project site.

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, Tyler Wilson

Past 30 days progress.

Area A First Floor

Completed selective demolition
Completed UG rough-in
Completed concrete ftgs. And 90% of slab infill
Completed cmu foundation walls & 80% of cmu walls
Continued hanging HVAC units, duct work, plumb. & fire sprinkler rough -in
Continued Elec. Rough-in above clg. and at cmu walls
Started revisions to exterior openings.

Area B First Floor

Completed selective demolition
Continued concrete ftgs. & slab infill
Continued cmu walls
Continued MEP rough-in
Continued revisions to exterior openings
Started hanging HVAC units

Area C First Floor

Continued Selective demolition
Installed angle supports for new 2nd floor walls
Started UG MEP rough-in
Started concrete ftgs.

Exterior / Site

Installed and tested UG fire sprinkler
Installed and tested sanitary sewer system
Removed RTU and patched roof. Filed measured for EEF caps, installed drywall and insulation.

Area B & C Second Floor

Continued selective demolition and shoring
Started revisions to exterior openings
Started MEP rough-in

Next 30 days anticipated

Area A First Floor

Complete cmu walls
Continue MEP rough-in
Complete interior portion of exterior openings

Start LG framing
Start Brick infill
Set added steel beam at corridor alcove
Continue HM frames
Start block filler / paint

Area B First Floor

Complete cmu walls
Continue MEP rough-in
Complete interior portion of exterior openings
Start LG framing
Continue structural steel
Start brick
Continue HM frames
Start block filler / paint

Area C First Floor

Complete concrete fgs .and slab infill
Start cmu walls and HM frames
Continue MEP rough-in
Continue revisions to exterior openings
Continue structural steel
Complete Elevator shaft

Area B & C Second Floor

Complete selective demolition
Complete interior portion of exterior openings
Continue cmu walls
Continue MEP rough-in
Start HM frames
Start block filler / paint

Exterior / Site

Install domestic water line to new meter
Install sanitary sewer from bldg. to new sewer system
Start earthwork and install new stone access road
Complete capping of removed roof top equipment
Install roof hatch

Sherman Carter Barnhart ^{PSC}
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CONSTRUCTION PROGRESS MEETING SIGN-IN SHEET

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

(IMPORTANT: PLEASE PRINT CLEARLY!)

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Project No. 0935

Date March 25, 2010

(IMPORTANT: PLEASE PRINT CLEARLY!)

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Company:

Phone #:

E-mail address:

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