



April 5, 2011

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

Re: Renovation to Radcliff Elementary School – Phase 3
SCB Project No. 1004

Dear Gary:

Sherman Carter Barnhart will be presenting at the board meeting on Thursday, April 21, at which time we will be reporting on the construction progress of the Renovation to Radcliff Elementary School – Phase 3. Attached are meeting minutes from the last construction progress meeting.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, reading "Myra Vaughn".

Myra Vaughn AIA, LEED® AP
Project Architect



March 30, 2011

CONSTRUCTION PROGRESS MEETING #2 – MEETING MINUTES

Re: Renovation to Radcliff Elementary School – Phase 3
SCB Project No. 1004

Date: March 29, 2011

Present: See attached Sign-In Sheet

Review of previous minutes

No comments were made regarding the previous meeting minutes.

Schedule

- 1) The current substantial completion date is as follows:
Substantial Completion: November 25, 2011
- 2) Spring Break for the school district is the following week: April 4 – April 8.
- 3) School testing will be from April 25 – May 6. Morel Construction to coordinate with Principal Joan Cooke regarding when during these days testing will be conducted. Gary Milby stated that every school would have their own testing schedule during these days. Rick Clauson stated that during this time, they would be mindful of the types of work being conducted and will take effort in minimizing disturbance during testing.
- 4) The last day of school for students is Wednesday, June 1, 2011. The last day of school for teachers is Thursday, June 2, 2011.

Work completed to date and Anticipated work

Mark Deasy of Morel Construction distributed a written list of Work completed and work anticipated (see attached).

Pre-installation meetings

At the end of the progress meeting, a pre-installation meeting was held for light gauge metal framing. Morel Construction conducted the meeting. Bill Grigsby, SCB structural engineer, was also present.

Morel Construction conducted the Concrete pre-installation meeting on Wednesday, March 9, 2011.

The pre-installation meeting for the Bio-retention areas will occur after the permanent seeding is down in these areas, as recommended by Toby Spalding, city of Radcliff engineer.

Delivery dates

A meeting was held the previous week with the Owner, Wasco (masonry subcontractor), Lee Brick & Block, SCB, and Morel Construction to select Field and Accent brick colors. The Field brick selected is *Sioux City "Myra Blend Velour."* The preferred Accent brick selected was *Sioux City "Chateau Grey."* However, both brick selections exceed the brick allowance outlined in the specifications. Rich Russell of Lee Brick & Block stated that he would see if the costs for the bricks could be reduced. The "Myra Blend Velour" field brick color is a custom blend that was previously used during Phase 1 construction.

Prior to the construction progress meeting, Rich Russell submitted another Accent brick color that is less expensive and close in color range to the Sioux City brick. The proposed substitute is Carolina Ceramics "Shadow Gray Velour." However, Gary Milby stated that he would like for Lee Brick & Block to submit what the additional cost would be to proceed with the Sioux City "Chateau Grey" accent brick – since this is the preferred brick selection.

Nawkaw (brick staining contractor) took the samples of the selected field and accent brick colors after the meeting. Nawkaw will be on site Monday, April 18, 2011 at 1:00pm to conduct sample stain panels on the building for final approval by the Owner and SCB. Both field and accent color brick stains will be applied at three different areas of the building: at the existing 1990 utility brick, the existing 1976 utility brick (around Gymnasium), and on the existing yellow brick. Spray brick staining application will take place on the existing yellow brick. Individual brick staining application will take place on all existing utility brick walls.

Structural Joists and Decking shops drawings are currently under review. SCB will be releasing these to the contractor the following day. There is approximately 4-week delivery time on these items.

Insulated translucent glazing shop drawings are currently under review. SCB will be releasing these to the contractor by end of the week. There is approximately 2-month delivery time on these items.

Morel Construction requested that the Kitchen plumbing and Kitchen Equipment shop drawings be reviewed and returned as soon as possible. Myra Vaughn stated that new plumbing code requirements implemented on January 2011 have required some revision in the kitchen plumbing design. STW and Lusk Mechanical have been discussing ways to revise the current design in order to comply with the new plumbing code standards recently implemented. Myra also stated that some of the kitchen equipment items submitted do not match electrical requirements implemented in the design. Some kitchen equipment cut-sheets do not match those provided during the design and may require electrical revisions. The Kitchen Equipment submittal also lacked some information on specific equipment. SCB has contacted C&T Design to obtain the missing information in order to complete the submittal review.

VRV and HVAC rooftop units have been delivered to the subcontractor's shop.

Shop drawings

Reviewed Fire Protection shop drawings were given to Morel Construction prior to the meeting.

STW will be releasing sprinkler shop drawings to the contractor within the following day.

Morel Construction to follow-up with subcontractors to verify that all shop drawing submittals required by HBC are being sent. The required shop drawing submittals to HBC were outlined in their review letter. These include range hood, fire alarm, sprinkler, and telescopic bleacher shop drawings.

HBC also requests a letter verifying the total amount (gallons) of refrigerant R-410A utilized within the VRV system to be installed.

Myra Vaughn stated that as soon as all interior finish submittals have been received (along with finish color samples), the color selections will be made. SCB will verify final selections with the Owner prior to releasing to the contractor.

STW has reviewed and accepted the re-submittal for light fixture types F, F1, and FE. The color selection for these light fixtures shall be **“Bronze.”**

Morel Construction shall submit to SCB two (2) hard copies of electronic shop drawing reviews for record purposes.

SCB recently received the Metal Roof and Built-Up Roof shop drawing submittals. These will be reviewed and returned to contractor by end of the week.

Rick Clauson of Morel Construction commended SCB for the quick review and turn around on the Structural Steel shop drawing submittals.

Change Orders/ASI/RFI

Currently, twenty-two (22) Field RFIs and three (3) Office RFIs have been submitted from Morel Construction. SCB has responded to all RFIs to date.

Proposal Requests No. 1 and 3 pricing has been reviewed and accepted by SCB and STW. These will be generated as change orders and forwarded to the Owner for approval.

Gary Milby stated that they have signed the HCWD agreement regarding Proposal Request No. 3 – removing existing fire hydrant and piping at south of property per HCWD’s review of construction documents. The costs from HCWD associated with Proposal Request No. 3 shall be included in the change order proposal to the Owner and paid for by Morel Construction. HCWD will require the signed contract 15 days prior to pre-construction meeting. Morel Construction is to contact HCWD to schedule the pre-construction meeting and coordinate all work to be conducted by HCWD.

Per the construction documents, the site contractor has cut a portion of the new bus parking area to subgrade. However, unsuitable soils have been encountered at plan bottom depth. Per American Engineers (geotechnical engineer), their recommendation is to undercut this area and replace with suitable fill material. The area has been exposed to warmer weather and is drying out. However, it will still require undercutting and replacement with suitable fill materials. American Engineers will document actual quantities and unit prices established at bid opening will dictate the additional costs for these required measures. Once final quantities are determined, a change order request will be sent to the Owner for approval.

Kentucky Department of Education no longer permits allowances as part of a project (with the exception of brick allowances). Therefore, allowances for remediating unsuitable soils on site could not be included in this project. The site contractor encountered unsuitable soils at the new bus loop around the relocated ball field. The site contractor went ahead and remediated these areas (at the recommendation of American Engineers) to continue work and not delay construction progress. *The site contractor did this work at no additional cost to the school district.* However, remediating the soils underneath the new bus parking area will require additional cost.

Mark Deasy of Morel Construction requested an ASI from SCB revising the exterior building elevations – eliminating the stone veneer and replacing with accent brick staining. The front exterior building elevations should also reflect the revised entry masonry portico per the “Deduct Alternate No. 2” at the front entrance Lobby.

Myra Vaughn stated that she would submit all proposed change order items to Gary Milby the following week for inclusion in the next school board meeting agenda.

ASI No. 6 has been issued that revises grading at the north loop, near the Gymnasium. After the meeting, SCB met with the site contractor to discuss options for regrading. SCB will submit a revised ASI or Proposal Request reflecting this discussion.

Pay request

Pay Application No. 2 was submitted to SCB for signature and submittal to Owner for payment.

Record drawings

Mark Deasy is responsible for maintaining “as-built” documents throughout this project. All revisions per proposal requests, change orders, ASIs, etc. are to be indicated on the as-built drawings.

Daily clean-up

Mark Deasy stated that on-going daily clean-up is occurring to maintain a clean site since existing building is in use during construction. Gary Milby asked if there had been any traffic issues. Mark Deasy stated that he had not been notified of any traffic issues. Gary also asked if any theft had occurred – Mark stated that no theft has occurred during construction.

Safety issues

Rick Clauson stated that all construction personnel on site required hard hats and identification tags. Rick also stated that OSHA had visited the construction site on a few occasions.

With the removal of the existing utility pole at the northwest area of the site, there currently is no exterior lighting in this area. The existing light on the utility pole south of the existing Staff parking area was to have been repaired by KU. Mark Deasy stated that he had not verified if the light is now working. Morel Construction asked the Owner if temporary lighting is to be provided in the northwest area of the site. The kitchen staff arrives at the school very early in the morning and is currently working at the temporary kitchen serving area in the Gymnasium. Per the Owner’s request, Alternative Electric will look at providing temporary electrical service to an existing exterior wall pack light in this area to provide exterior lighting.

New business

1. Owner’s comments: *Gary Milby stated that testing would occur at the school from April 25 through May 6. Morel Construction to coordinate with principal Joan Cooke as to when during these days testing will occur.*

David Wyatt stated that the 4’-0” high downspout boots as indicated in the construction documents is acceptable. Extending the downspout boots to 6’-0” high above grade would be additional cost.

2. Architect’s comments: *Myra Vaughn stated that light fixture color selections had been made and forwarded to Morel Construction. With the acceptance of Alternate No. 2, the clerestory roof structure in the entrance Lobby was eliminated. Therefore, light fixture type “T” is no longer applicable.*

Additional Color Selections:

- *Metal Roof/Gutter/Downspouts/Downspout Boots – Berridge “Bristol Blue”*
- *Aluminum Canopies and Walkway Covers – Valspar “Aegean Blue”*
(Per Specification, Architects to select from manufacturer’s Full Range of available colors)
- *Verticle Blinds – Hunter Douglas “Tan 43904”*

3. Consultants’ comments: *STW asked about status of HVAC permit. Lusk Mechanical stated that the HVAC permit would be pulled this week. The Plumbing permit has been received from the state.*
4. Contractor’s/Subcontractors’ comments: *The site contractor requested that the downspouts and downspout*

boot colors be selected soon (refer to sheet metal color selections above).

Lusk Mechanical requested that the Kitchen Trough Drains be delivered and installed by end of following week in order to stay on schedule. Per the specifications, the Food Equipment Contractor is to install the trough drains.

Per the Owner, the existing Media Center furniture and equipment would be removed by end of the day.

The existing transformer at the northwest area of site has been removed.

Morel Construction has tried to contact KDL about lowering the existing fiber optic box within the new bus parking area. The existing fiber optic box appears to be approximately 10 inches higher than the surrounding grades per the construction drawings. The elevation of the box was indicated on the site survey information received during design. The surrounding grades were modified accordingly. However, the site contractor stated that recent spot elevations taken indicate that the fiber optic box elevation may be incorrect. KDL, a subcontractor of Windstream, has been contacted by Morel Construction but has not responded. Rick Clauson of Morel Construction requested that Steve Boone contact KDL about lowering the fiber optic box. Lowering the box will take a significant amount of time and could possibly delay site work in the area.

SCB has confirmed that the requirement for a bonded site contractor has been waived by KYTC due to work on public school property.

Ben Sorrell of SCB Site stated that he would issue a drawing revising grades at the new Staff parking lot. The site contractor has recommended re-grading the area so that water would "sheet" over the entire length of the parking lot into the bio-retention area, in lieu of at the northwest curb cut. David Wyatt stated that the existing wheelstops on site could be reused. Therefore, the north concrete curbing at the parking area could be eliminated and a flush curb could be installed. This will ensure that storm drainage from the parking area will drain to the bio-retention area. Good compaction will be required under the flush curbing due to amount of water the area will receive.

There are existing sanitary sewer and storm clean-outs located at the new exterior Preschool Playground Storage 129. The clean-outs may have to be lowered for installation of new concrete slab in this area. Morel Construction to verify.

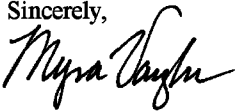
Next scheduled meeting

The next progress meeting will be held Thursday, April 28, 2011, at 9:30 a.m., at the project site. Brian Ashley of Sherman Carter Barnhart will be conducting his next site visit on Tuesday, April 12, 2011 at approximately 11:30am. Brian Ashley will conduct his site visits the second Tuesday of every month.

End of meeting minutes.

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

Sincerely,

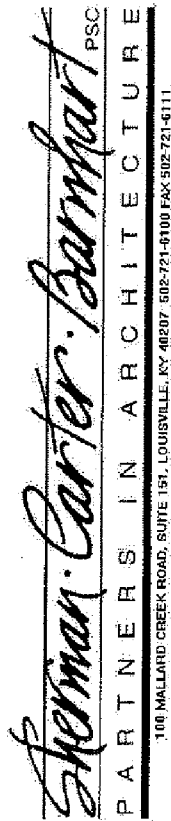


Myra Vaughn AIA, LEED® AP

c: All present (Morel Construction to distribute to subs), Kenny Stanfield, Brian Ashley, Adam Green, Whitley Casey, Brandon Cecil, Tyler Wilson

Radcliff Elementary Contractor Progress Report 3/29/11

- I. Last 4 weeks Progress
 1. Demolition of existing Kitchen/Cafeteria approximately 80% complete.
 2. Mechanical demolition of Boiler and all Media Center associated HVAC units has begun.
 3. KU has removed existing utility poles and transformer.
 - LG&E gas demo remaining.
 4. Sitework:
 - Storm drainage systems have been installed on the West, South, & North side of site.
 - Sub-grades at new bus loop have been corrected where unsuitable soils were located.
 - Stone sub-base is being installed for Asphalt base coat.
- II. Projected Progress for next 4 week period
 1. Installation of curbs & gutter at new bus loop.
 2. Installation of Asphalt Base at new bus loop.
 3. Completion of Kitchen/Cafeteria, and Media Center demolition.
 4. Installation of new footings and foundation at new addition, MEP under slab rough in to follow.
 5. New footing and CMU installation in Media center.
 6. Area 2 site demolition to begin 4/04/11.



CONSTRUCTION PROGRESS MEETING SIGN-IN SHEET

Project Renovation to Radcliff Elementary School - Phase 3 Project No. 1004 Date March 29, 2011

(IMPORTANT: PLEASE PRINT CLEARLY!)

<u>Name:</u>	<u>Company:</u>	<u>Phone #:</u>	<u>E-mail address:</u>
<u>Myra Vaughn</u>	<u>Sherman Carter Barnhart</u>	<u>(502) 721-6100</u>	<u>mvaughn@scbarchitects.com</u>
<u>Rick Clauson</u> <i>RC</i>	<u>Morel Construction</u>	<u>(502) 568-6200</u>	<u>rclauson@morelconstruction.net</u>
<u>Mark Deasy</u> <i>MD</i>	<u>Morel Construction</u>	<u>(502) 301-9453</u>	<u>mdeasy@morelconstruction.net</u>
<u>Gary Milby</u> <i>GM</i>	<u>Hardin County Schools</u>	<u>(270) 769-8800</u>	<u>gary.milby@hardin.kyschools.us</u>
<u>David Wyatt</u>	<u>Hardin County Schools</u>	<u>(270) 769-8800</u>	<u>david.wyatt@hardin.kyschools.us</u>
<u>Steve Boone</u>	<u>Hardin County Schools</u>	<u>(270) 769-8800</u>	<u>steve.boone@hardin.kyschools.us</u>
<u>Damon Bell</u>	<u>Bischoff Builders Inc</u>	<u>502 460 5464</u>	<u>damonbell@bischoffbuildersexcavating.com</u>
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Sherman Carter Barnhart ^{PSC}
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CONSTRUCTION PROGRESS MEETING SIGN-IN SHEET

Project Renovation to Radcliff Elementary School - Phase 3 Project No. 1004 Date March 29, 2011

(IMPORTANT: PLEASE PRINT CLEARLY!)

<u>Name:</u>	<u>Company:</u>	<u>Phone #:</u>	<u>E-mail address:</u>
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