

PROJECT MEETING MINUTES

PROJECT: New Hanover High School
LOCATION: Callahan Site Office

MEETING DATE: January 7, 2010
MEETING No. 10

ATTENDEES: *(Absent in Italics)*

PMA:	Chris Simmler	John Lyons	Robert Lambert	Chad Crittenden
HMFH:	John Nunnari	<i>Anthony Gomes</i>		
Callahan:	Steve Carley	David Bates	Mark Shom	Wayne Wendell
Town:	Dr. Raab	<i>Jim Hoey</i>	<i>Dr. Nash</i>	<i>Tony Hrivnak</i>
	<i>Chief Sweeney</i>	<i>Jeff Blanchard</i>	<i>Les Molyneaux</i>	<i>Joanne McDonough</i>
				Dan Pallotta

General/Misc. Items

Item	Responsible	Due	Notes
08:01	Callahan/PMA		CORI: Ongoing through completion
07.01	PMA	1/8/10	National Grid Agreement: 12/31/09: No owner items in existing agreement, Callahan to handle. PMA to contact NGrid regarding permanent power contract. 1/7/09: Chris S to contact Jim Hucksley and understand where National Grid and Hanover are with the Agreement/Design, and try to get National Grid out to support Callahan's 1/18 start.
07.02		Record	Vibrations from equipment: 1/7/10: JH and JL observed & documented a number of old stress cracks in CMU walls. JL recommended that school have a structural engineer perform further evaluation of pre-existing large stress crack @ Bar Joist in shop area. Dr.Raab took the action and will follow up with the school. This item closed for this project.
07.03	Owner	1/8/10	Vendor Contact Info: Callahan requested that the school provide them the contact info on their vendors for the fire alarm system and fire protection (sprinkler) for the schools. Coordination needs to occur with these vendors during the water shut down phase when it occurs. 12/31/09: J Hoey to provide contact info. 1/7/10: Not yet rec'd, Dr Raab to provide. Vendors needed to support water cross over work coming up.
01.05	Callahan	1/8/10	Site Web Camera: 12/31/09: Mat'l & pwr available, will install next week, web access will be restricted to select individuals. 1/7/10: Will be installed 1/7 and 1/8

Construction

Item	Responsible	Due	Notes
10.01	Callahan	1/14/10	Anchor Bolt Deficiency: Callahan to provide HMFH/FBR proposed remedy for anchor bolt deficiencies.
10.02	PMA	1/28/10	Steel Preconstruction Mtg: Chris S to set up meeting. Tentatively 1/28 @ 10:00am to review delivery, erection plans with all parties involved.
10.03	HMFH/Callahan	1/14/10	Foundation Waterproofing Substitution: Callahan submittal & product data sent on 1/5, substitution request to follow. Currently under HMFH review. Product submitted by Callahan is waterproofing and superior to the damp proofing product.
10.04		Record	Concrete – Winter Conditions: FBR has revised cold weather procedure (specifically when to strip forms) at the request of PMA and Callahan. This will result in a schedule and/or cost savings without sacrificing structural integrity. See attached email from FBR outlining procedure.
10.05	PMA/Callahan	1/14/10	Transite Pipe: Transite pipe was identified and needs to be removed. JL to contact UEC, Callahan to contact Yankee.
07.04	Callahan	3/1/10	Mock up: 1/7/10: The mock up will be constructed in front of or behind trailers. Callahan to start planning for a pad pour.
07.05		Record	Tree Removal: HMFH to review whether the tree at the construction entrance on Cedar Street can be removed now versus as called for in Phase 2. Roots have been cut during gas main install. 12/31/09: Awaiting GGD input

			1/7/10: The building committee confirmed it was ok to remove the tree in question. Callahan to remove as needed. Item closed.
06.01	Callahan	1/14/10	Coordination Drawings: 1/7/10: Sagamore drawings by EOW, Electrical & Fire Protection to follow.
06.02	HMFH	1/14/10	Elevator Substitution: 1/7/10: Substitution will impact steel for the elevator shaft. However, the two beams could be left out and installed later if the elevator substitution is not approved. HMFH reviewing extent of impact. Size of elevator also needs to be reviewed for compliance since code was modified in 2010.
02.05	Callahan/Owner	1/14/10	Existing Water/Gas Main under new building: 1/7/10: Cutover window is 1/15 – 1/18 pending receipt of acceptable test results, Cedar Elementary will experience ½ day water shutdown. Targeted cutover is 1/16 @ 8:00am. Callahan will need school opened and fire alarm disabled for cutover. See attached lookahead schedule for details.

Schedule

Item	Responsible	Due	Notes
01.16	Callahan	Every Thursday	2 Week Look Ahead: See attached schedule that was reviewed.
01.17	HMFH/PMA	1/14/10	Base Line Schedule Compilation: 1/7/10: REV2 Received, PMA recommended conditional acceptance, HMFH & Consultants currently reviewing.
01.20	Callahan/HMFH	1/14/10	Structural Steel Shop Drawings: 12/31/09: Seq 1-4 review completed, 5,6 & Deck drwgs in progress, HMFH to provide anticipated completion date. Seq 13-21 have not been submitted yet. 1/7/10: Seq 5 reviewed & returned, Deck drwgs under HMFH review.

Budget/Cost Items

Item	Responsible	Due	Notes
08.03	Callahan	1/14/10	Delay Cost: 1/7/10: Callahan still determining potential costs.
01.21	Callahan	1/14/10	Certified Payrolls: 12/31/09: Ongoing, Callahan to have subs submit “NO WORK” for period 11/21 – 12/22. 1/7/10: Ongoing

Next meeting will take place on **Thursday, Jan 14, 2010 at 9:00am in Callahan Site Trailer**

PMA Construction Services assumes, to the best of our knowledge, that the above content of these Meeting Minutes depict all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.

Prepared By: PMA Construction Services

Signed: Chad Crittenden

Date: January 7, 2010

<div>CALLAHAN</div> <div>January 6th, 2009 - January 19th, 2010</div>																					
ACTIVITY	Wed 12/30	Thur 12/31	Fri 1/1	Sat 1/2	Sun 1/3	Mon 1/4	Tue 1/5	Wed 1/6	Thur 1/7	Fri 1/8	Sat 1/9	Sun 1/10	Mon 1/11	Tue 1/12	Wed 1/13	Thur 1/14	Fri 1/15	Sat 1/16	Sun 1/17	Mon 1/18	Tue 1/19
Callahan, Inc.																					
Building Permitting	X	X				X	X	X	X	X			X	X	X						
Install & Setup Webcam						X	X	X	X	X			X	X	X	X	X				
Snow Removal	X	X		X	X	X															
Ground Heating	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Concrete Blankets	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
G. Lopes Construction																					
Layout & Control	X	X				X	X	X	X	X			X	X	X	X	X			X	X
Domestic Water Line (See Attached Schedule)						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Callahan, Inc. - Site																					
Foundation Excavation	X	X	X			X	X	X	X	X	X		X	X	X	X	X	X		X	X
Sleeving						X							X							X	
Rigid Insulation								X	X	X			X	X	X	X	X	X		X	X
Backfilling								X	X	X	X		X	X	X	X	X	X		X	X
Action Floors, Inc./Superior Foundations																					
Form Foundations	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Rebar Delivery																					
Pour Concrete						X			X				X			X				X	
Griffin Electric																					
Building Temp Electric								X	X	X			X	X	X	X	X			X	X
Chapman Waterproofing																					
Damproofing													X	X	X	X	X	X		X	X

<div>CALLAHAN</div> <div>December 30th, 2009 - January 19th, 2010</div>																	
ACTIVITY	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue
	1/3	1/4	1/5	1/6	1/7	1/8	1/9	1/10	1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19
Water Main Bypass Schedule																	
Tap Existing ACT Pipe		X															
Install Bypass		X	X	X	X	X	X										
Fill & Test						X	X										
Chlorinate & 1st Sample							X	X	X								
2nd Sample									X	X							
Receive Results										X	X						
Pending Results, Off Hours Tie-In													X	X	X	X	

Chad Crittenden

From: John Nunnari [Nunnari@hmfh.com]

Sent: Wednesday, January 06, 2010 10:39 AM

To: Chris Simmler

Cc: Lori Cowles; George Metzger ; Chris Carroll; John Lyons; Chad Crittenden; scarley@callahan-inc.com; Wayne Wendell; Daniel Pallotta; Chris Martin

Subject: RE: Schedule Savings Proposal

Chris,

I have had FBRA reviewed your proposal. (noted below) In general the proposal is acceptable, but with a few clarifications. They are as follows:

Item #1 – OK provided that the winter protection/heating is not suddenly stopped – need to follow ACI 306 Table 5.5 guidelines – temperature needs to be gradually reduced a maximum of 40 degrees F. over a 24 hour period after the 3 day (= 72 hour) protection/curing period. Temperature records should be taken during the protection/curing and cool-down periods and submitted to the Architect.

Item #2 – the extra cylinder should be field cured with the concrete element it comes from under the blankets at the most exposed areas (not next to the heater for false representation). There typically are no 14 day breaks on the job, strength tests are typically 1 at 7 days and 2 at 28 days.

Item #3 – see #2 above.

Sub-grade protection – foundations should be backfilled as soon as possible to provide frost protection. The Geotechnical Engineer should be consulted to review this matter especially at areas where less than code frost depth can be provided.

Please feel free to call or write if you have any questions, comments or concerns.

Thanks!

John