

# PROJECT MEETING MINUTES

**PROJECT: New Hanover High School**  
**LOCATION: Callahan Site Office**

**MEETING DATE: April 22, 2010**  
**MEETING No. 25**

**ATTENDEES:** *(Absent in Italics)*

PMA:	Chris Simmler	John Lyons	Robert Lambert	Chad Crittenden
HMFH:	Anthony Gomes	Lori Cowles	Alan Pemstein	
Callahan:	Steve Carley	Mark Shom	Wayne Wendell	Brian Parmenter
Town/School:	Dr. Raab	Jim Hoey	Dr. Nash	Dan Pallotta
	Chief Sweeney	Jeff Blanchard	Les Molyneaux	Joanne McDonough
				Tony Hrivnak

**General/Misc. Items**

Item	Responsible	Due	Notes
24.01	Town	4/29/10	<b>Site Water Supply:</b> Callahan advised that water department time restrictions for water meter usage could impact construction. D Pallotta to investigate. <b>Update 4/22/10:</b> Water dept rep on vacation, unable to resolve at this time.
11.03	Callahan	4/22/10	<b>Water Main Break: Update 3/11/10:</b> Callahan is reviewing Lopes proposals and will submit cost to PMA/HMFH by 3/12 for presentation at the 3/22 SBC meeting. <b>Update 4/22/10:</b> Decision of whether or not to replace AC pipe is pending receipt of revised cost estimate from Callahan/Lopes.

**Submittals / RFIs**

Item	Responsible	Due	Notes
11.01	Callahan / HMFH	Every Thursday	<b>Submittals: Update 4/22/10:</b> Recently submitted Fire Protection submittals are most critical at this time.
11.01b	Callahan / HMFH	Every Thursday	<b>RFIs: Update 4/22/10:</b> Floor boxes @ auditorium are critical.
11.02	Callahan	4/29/10	<b>Link-Seal Replacement: Update 4/15/10:</b> Submittal (UPlug) approved 4/14. Callahan to provide HMFH & PMA with cost today. Callahan indicated that cost may be upwards of \$8,000. <b>Update 4/22/10:</b> PMA & HMFH advised that similar product is specified in both Drawings and Specs, Callahan to review.

**Construction**

Item	Responsible	Due	Notes
24.02	Callahan	4/29/10	<b>Slab Pours:</b> SOD @ Auditorium to be poured mid next week. SOG @ SW quarter of bldg to begin 4/22. SOG @ gym to be poured in the next few weeks. <b>Update 4/22/10:</b> Bldg "B" SOG pour pushed to mid next week. SOD @ Auditorium pour is pending auditorium floor box RFI.
24.03		Record	<b>Preconstruction Meetings: Update 4/22/10:</b> Fireproofing and roofing meetings to be held 4/22. Item closed.
24.04	Callahan	4/23/10	<b>Slab Insulation:</b> Callahan to submit substitution request to use Insultarp. <b>Update 4/22/10:</b> Substitution request not submitted yet, could delay next week's SOG pour.
23.01	Callahan	4/29/10	<b>Steel Inspection:</b> Briggs inspector identified several areas of concern and issued a punchlist. Callahan to monitor punchlist & inspect ongoing work for deficiencies. <b>Update 4/22/10:</b> Correctional work ongoing, Briggs needs to verify work has been completed before Chapman can proceed with Base Mastic @ Bldg B.
23.02	HMFH / Callahan	4/29/10	<b>DMH #11 Elevation Issues:</b> A site drainage design deficiency was identified that could result in drainage issues at the auditorium. GGD issued an SK involving extensive re-work that must be reviewed to ensure there is no favorable alternative (i.e. installation of a check-valve). HMFH to follow up w/ GGD. <b>Update 4/15/10:</b> HMFH / GGD determined that a backwater valve can be used to resolve issue, HMFH to provide spec to Callahan, Callahan to provide cost. <b>Update 4/22/10:</b> Lopes is in possession of GGD spec and needs to provide cost.

21.03	HMFH / Callahan	4/23/10	<b>Terrazzo Substitution:</b> Town is investigating possibility of using terrazzo for Cafeteria & stair #4, these heavily trafficked areas will be prone to heavy wear. <b>Update 4/22/10:</b> HMFH to provide spec to PMA & direction to Callahan. PMA to handle pre-quals & filed sub bid. Callahan to depress slab 3/8" and delete stained concrete per HMFH direction.
19.02	Callahan / HMFH	6/1/10	<b>Irrigation Wells:</b> <b>Update 3/25/10:</b> Not critical, Callahan/Merrill to survey, Geosphere will confirm locations. <b>Update 4/1/10:</b> Merrill not expected onsite until June. <b>Update 4/22/10:</b> No change in status.
13.03	Callahan	4/22/10	<b>Hazardous Materials:</b> <b>Update 4/15/10:</b> ~20lf transite pipe uncovered earlier this week while installing ductbank. Callahan contacted Yankee. <b>Update 4/22/10:</b> Material is still onsite, Callahan to contact Yankee again.
13.03	Callahan	4/29/10	<b>Loading Dock Holidays</b> <b>Update 3/11/10:</b> Material is on site, walls will be parged when weather permits. <b>Update 4/22/10:</b> Parging started but results were unacceptable. Callahan to re-evaluate approach and provide an acceptable solution.
12.03	Callahan	4/23/10	<b>Loam Relocation:</b> <b>Update 4/22/10:</b> Relocation is underway and ~75% complete. It was reconfirmed that pile will stay >35' from school and Dr. Raab requested that pile stay within a few feet of the approved 10' height. PMA/Callahan also advised that the pile may be slightly longer than originally anticipated (closer to the North) – Dr. Raab had no issues.
07.04	Callahan	4/29/10	<b>Mock up:</b> <b>Update 3/25/10:</b> VPS will start framing on Monday. Callahan to ensure that wall is properly braced. HMFH has no issue with west-facing orientation of mock-up. <b>Update 4/22/10:</b> Mock-up framed & sheathed. PMA requested that Callahan put mock-up activities on 2 wk lkahead. HMFH reminded that mock-up should also accommodate a curtain wall.
06.01	Callahan	4/22/10	<b>Coordination Drawings:</b> <b>Update 4/15/10:</b> Floors #2, 1A, 1B signed off. Remainder will be signed off this week. <b>Update 4/22/10:</b> Will be 100% complete during the 4/22 10AM meeting.

#### Schedule

Item	Responsible	Due	Notes
01.16	Callahan	Every Thursday	<b>2 Week Look Ahead:</b> See attached schedule that was reviewed.
01.17	Callahan	4/29/10	<b>Base Line Schedule Compilation:</b> <b>Update 4/8/10:</b> HS04 (March Update) submitted on 4/5. Schedule displays -9 days of TF on true critical path but can be recovered by expediting light gauge metal framing submittals. Callahan has previously indicated that they will proceed at-risk to avoid impacting the critical path. <b>Update 4/22/10:</b> HS05 (April Update) to be submitted on 4/29.

#### Budget/Cost Items

Item	Responsible	Due	Notes
08.03	PMA/ HMFH	4/29/10	<b>Delay Cost:</b> <b>Update 4/1/10:</b> HMFH provided response, PCO #3 to be discussed at PCO review meeting later today. <b>Update 4/8/10:</b> PCO #3 cost has been reconciled. CO to be processed after court decision. <b>Update 4/22/10:</b> No change.

#### Next meeting will take place on Thursday, April 29, 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: April 22, 2010

CALLAHAN																					
21-Apr-10																					
ACTIVITY	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue
	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30	5/1	5/2	5/3	5/4	5/5	5/6	5/7	5/8	5/9	5/10	5/11
<b>General Activities</b>																					
Maintain Parking Area	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
Mock up Frame	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
Site Safety	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
General Clean up	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
Remove AC Pipe								X		X					X		X				X
<b>G. Lopes Construction</b>																					
Haul Loam	X	X	X																		
Erosion Control/Maintenance	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
Excavate for field	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
Excavate Underground Electric																					
Sewer / Drainage/ Bioclere	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
Domestic Water 4", 8"	X	X	X																		
Electric/Communication	X	X	X																		
Light Pole Bases			X			X	X	X	X	X			X	X	X	X	X			X	X
<b>Callahan, Inc. - Site</b>																					
Backfilling/Grading SOG	X	X	X			X	X	X	X	X			X	X	X	X	X	X		X	X
Back fill maintenance/concession			X			X	X	X	X	X											



CALLAHAN																					
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	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30	5/1	5/2	5/3	5/4	5/5	5/6	5/7	5/8	5/9	5/10	5/11
Action Floors, Inc.																					
Prep Theater	X	X	X			X	X	X	X	X			X	X	X	X	X				
Prep SOG (B)						X	X	X	X	X			X	X							
Griffin Electric																					
SOG	X	X	X			X	X	X	X	X											
Grid UG Ductbank	X	X	X			X	X	X	X	X											
UG in Building, Temp electric/Lights	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
Chapman Waterproofing																					
Base mastic			X																		
Elevator Pit			X																		
Sagamore Plumbing																					
Special tanks						X	X	X	X	X			X	X							
Underground Plumbing	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
Clean outs SOG	X	X	X			X	X	X	X	X											
Norgate Metal																					
													X	X	X	X	X			X	X
Decking and detail 17-20	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X
D'Agostino																					

CALLAHAN																					
21-Apr-10																					
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	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30	5/1	5/2	5/3	5/4	5/5	5/6	5/7	5/8	5/9	5/10	5/11
Maintenance		X	X			X	X	X	X	X											
Concession													X	X	X	X	X			X	X
RicMor Contruction Fireproofing																					
Mobilize		X				X	X	X	X	X											
Newton Roofing																					
Mobilze	X						X	X	X	X											