

Meeting Minutes

Job: 14-24 Howard Elementary School
Location: 700 Howard Ave
Eugene, OR 97404

Meeting: Owner/Architect/GC # 4
Date: 1/7/15
Start Time: 9:00:00AM

Attendees

Attended

- | | |
|---|--|
| <input type="checkbox"/> Chomo Santana (Todd Construction, Inc.)
<input checked="" type="checkbox"/> Adam Davidson (PIVOT Architecture)
<input checked="" type="checkbox"/> Ben Brantley (Eugene School District 4j)
<input checked="" type="checkbox"/> Andy Turner (Todd Construction, Inc.)
<input checked="" type="checkbox"/> Ryan Spain (Eugene School District 4j) | <input checked="" type="checkbox"/> David Haggard (Todd Construction, Inc.)
<input checked="" type="checkbox"/> John Stapleton (PIVOT Architecture)
<input type="checkbox"/> Harv Wingerd (Todd Construction, Inc.)
<input checked="" type="checkbox"/> Allen Chinn (Eugene School District 4j) |
|---|--|

Item	Description	Responsible	Due Date	Closed
Old Business				
0-1	Schedule 1/7 - David reviewed the 3 week schedule. (See attached) Howard Street ROW sewer tie in is scheduled for 1/19 due to no school. Temporary power should be completed by the end of the week. SOG precon meeting 1/13 @ 1:30 Project Schedule will be reviewed and revised to match the current schedule track. Todd will distribute a revised project schedule by 1/16.	David Haggard	1/14/15	<input type="checkbox"/>
0-2	Safety/Security 1/7 - No issues this week. Todd is looking into pricing for a camera surveillance system and should have pricing by the next meeting. There were several issues with security at the beginning of the project and may need additional security.	Andy Turner	1/14/15	<input type="checkbox"/>
0-3	RFIs 1/7 - Reviewed attached RFI Log dated 1/7/15. Structural Steel is the top priority. RFIs discussed: 48R - CMU Wall Conflict with Drinking Fountain in Room A120 - Furred wall add may be the best solution. 59 - Skylight Glazing Light Transmission - Pivot is working with Phil @ Lacy Glass 71 - Masonry Submittal Review - Stainless fasteners vs galvanized - the concences was that galvanized fasteners should be sufficient. CMU cleaning agent - Davidson's needs to provide a non acidic cleaner as specified or protect finishes from damage. 86 - Sprinkler Pipe Routing at 6.3 to 12 & B.5 to B.8 - Pivot proposed running the sprinkler main through the adjacent framed soffit wall.	Adam Davidson	1/14/15	<input type="checkbox"/>
0-4	CORs 1/7 - Reviewed attached COR log dated 1/7/15. (See attached) COR 1R - PR 04 - Platform Stair Change - Pivot asked for revised pricing to include a credit for the precast stair treads. The original design will be used if the new design is not a cost savings. Andy is working on revised pricing. COR 2 - PR 05 - Structural Additions and Changes - Pivot asked for a breakdown of costs. Andy to gather additional information. COR 3 - PR 07 - Electrical/Low Voltage Changes - Pivot asked for a breakdown of costs. Andy to gather additional information. COR 4R - PR 08 - Plumbing and Civil RFI Changes - Todd received the revised PR this morning and will collect pricing by the end of the week.	Andy Turner	1/14/15	<input type="checkbox"/>

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Item	Description	Responsible	Due Date	Closed
	A 5% P & O will be included in all Deductive CORs - Per Ben Todd to provide the team with a timeline for COR decision making to avoid project delays.			
0-5	Submittals	Information		<input type="checkbox"/>
	1/7 - Reviewed attached submittal log dated 1/7/15. Structural Steel & Rebar submittals are the top priority.			
0-6	Hot Items	Adam Davidson	1/14/15	<input type="checkbox"/>
	1/7 - Pricing for PR 08R Structural Steel & Rebar Shop Drawing review.			
1-1	Permits	Ben Brantley	1/14/15	<input type="checkbox"/>
	12/10 - Adam will contact the City to get an update on the Building Permit & Site Utility Permit. The Site Utility Permit is needed asap to avoid any delays with starting the underground utilities. This is a hot item.			
	12/17 - David picked up the site utility permit and building permit. The City has deferred a few items in the building permit. Pivot is working on the revisions.			
	12/23 - 4J School District needs to apply and pay for a water connection with EWEB for the domestic and fire water connections. Contact - Steve Ewing - EWEB @ (541) 685-7173			
	1/7 - Ben contacted Bruce with 4J to contact EWEB and start the water connection process.			
1-4	New PM for 4J School District	Ben Brantley	1/5/15	<input checked="" type="checkbox"/>
	12/10 - The new PM for the School District will commence after the holidays. The identity of the person is TBD.			
	12/17 - No change from the prior meeting.			
	1/7 - Ryan Spain will be the new PM for the school district for Howard.			
2-2	Stair Treads	Andy Turner	1/14/15	<input type="checkbox"/>
	12/17 - Chomo requested the School District evaluate the stair treads by Bertelson Precast. Chomo will present a VE alternative for the School District's review.			
	12/23 - John stated that the District could not accept the Bertelson stair tread substitution. Any VE alternative will need to be from the pre-approved manufacture list.			
	1/7 - Andy will provide an alternate tread product for review.			
2-3	Low Voltage & Electrical Coordination Meeting	Andy Turner	1/7/15	<input type="checkbox"/>
	12/17 - A low voltage and electrical meeting was held onsite on 12/11. Pivot will provide summary notes of the meeting. Adam requested an AMEX connection equipment list prior to submittal if possible.			
	12/23 - The AMEX connection equipment list is needed from Scofield for review. Todd to contact Scofield regarding the AMEX connection list.			
	1/7 - Ongoing			
3-1	HM Door Frames for CMU	Andy Turner	1/7/15	<input type="checkbox"/>
	12/23 - Todd will need the HM Door Frame submittal reviewed and frames ordered soon for the CMU walls. John suggested submitting the door hardware submittal at the same time so the School			

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Item	Description	Responsible	Due Date	Closed
	District has a chance to make changes if needed. Andy to set up a door hardware coordination meeting with Bell Hardware and 4J School District.			
	1/7 - Ongoing			
New Business				
4-1	Floor Flatness	David Haggard	1/14/15	<input type="checkbox"/>
	1/7 - David asked about the floor flatness testing requirement in the specifications. The team will check on the necessity of the testing.			
4-2	Howard School Schedule	Information		<input type="checkbox"/>
	1/7 - Allen provided additional days when school will be out, which will be 2/13 & 5/29.			
4-3	Slab Mockup	Information		<input type="checkbox"/>
	1/7 - Slab mockup will be part of the building envelop mockup. The team will review the polished concrete color options on the slab mockup to determine if color will be added.			

Meeting adjourned at 11:00.

Next meeting at 9:00:00AM on Wednesday, January 14, 2015.

The preceding is assumed to be a complete and correct account of the items discussed, directions given, and conclusions drawn, unless this office is notified to the contrary by the next regular meeting. If no notification is received, these minutes will be deemed an accurate account of the meeting.

Prepared by: Andy Turner

Copy To: Brent Schafer (Todd Construction, Inc.)

3 WEEK SCHEDULE

Howard Elementary School

HOW 14-24



ACTIVITIES	SUB	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	1/20	1/21	1/22	1/23
		Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri
SITE																				
Sanitary piping	Jackson		X	X	X	X			X	X	X	X	X			X	X	X	X	X
Tie-in sanitary Howard Ave	Jackson															X				
Trench undgrnd temp power	Jackson	X	X																	
EWEB hook up temp power	EWEB				?	?														
SECTOR C																				
Deliver anchor bolts	Advanced		X																	
Place rebar	SI	X	X																	
EOR site visit 1:30 PM				X																
Pour footings	Todd					P														
Strip footings	Todd								X											
Form slab edge	Todd								X	X	X	X	X							
Underslab plumbing	HydroTemp	X	X	X	X	X														
Grade SOG rock	Jackson								X											
Underslab electrical	Scofield									X	X	X	X			X	X			
Rebar	SI																	X	X	
SOG preconference 1:30 PM	Todd									C										
Pour SOG	Todd																			P
SECTOR B South																				
Underslab plumbing	HydroTemp	X	X	X	X	X			X	X	X									
Grade SOG rock												X	X							
Underslab electrical	Scofield															X	X	X	X	X
Deliver footing rebar	Dixon								X											
Place footing rebar	SI									X	X									
Pour footings	Todd											P								
SECTOR B North																				
Excavate footings	Jackson		X	X																
F&P F10 spread ftgs	Todd		P																	
Form footings	Todd												X			X	X	X		
Place footing rebar	SI																		X	X
4J School District																				
NO SCHOOL Monday 1-19	4J															OFF				
Apply for water meter service	4J			X																

ACTIVITIES	SUB	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	1/20	1/21	1/22	1/23
		Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri

RFI #	Date Issued	Title	Date Requested	Status	CO Req'd	Response Date	Posted in Asbuilts	Forwarded Date
1	11/25/14	Needed Column Locations	12/02/14	CLO	PR	12/03/14		12/04/14
2	11/28/14	Joists Clarifications	12/03/14	CLO	PR	12/04/14		12/04/14
3	11/28/14	Coping Angle Iron	12/02/14	CLO		12/04/14		12/04/14
4	11/28/14	Bolts in CMU Wall for Stairs	12/01/14	CLO		12/04/14		12/04/14
5	11/28/14	Columns Around Elevator	12/01/14	CLO		12/04/14		12/04/14
6	11/28/14	Projection Screen Controls	12/05/14	CLO		12/03/14		12/04/14
7	11/28/14	Mounting Detail	12/05/14	CLO		12/01/14		12/04/14
8	11/28/14	Courtyard Access Control	12/05/14	CLO		12/01/14		12/04/14
9	11/28/14	Light Pole Base	12/05/14	CLO	PR	12/04/14		12/05/14
10	11/28/14	Sound System Raceway	12/05/14	CLO		12/04/14		12/05/14
11	11/28/14	Stair Details	12/03/14	CLO	PR	12/02/14		12/04/14
12	11/30/14	Skylight Controls	12/07/14	CLO	PR	12/04/14		12/04/14
13	11/30/14	ENT Raceway	12/07/14	CLO		12/04/14		12/04/14
14	11/30/14	Gym Floor Box	12/07/14	CLO	PR	12/04/14		12/05/14
15	11/30/14	Back Flow Vault Feeder	12/07/14	CLO		12/04/14		12/05/14
16	12/03/14	Roof Ridge in Sector A	12/04/14	CLO		12/03/14		12/04/14
17	12/04/14	Projection Screen Controls	12/11/14	CLO		12/05/14		12/05/14
18	12/04/14	Data Raceways	12/11/14	CLO		12/05/14		12/05/14
19	12/04/14	Cable Tray Route	12/11/14	CLO		12/05/14		12/08/14
20	12/04/14	Lab/Island Location	12/11/14	CLO		12/05/14		12/08/14
21	12/04/14	ENT Raceway	12/11/14	CLO		12/11/14		12/11/14
22	12/04/14	Skylight Control at Kitchen	12/11/14	CLO	PR	12/05/14		12/08/14
23	12/04/14	Sectional Door Control	12/11/14	CLO		12/10/14		12/11/14
24	12/04/14	Gym Low Voltage Switches	12/11/14	CLO		12/09/14		12/10/14
25	12/04/14	Data Conduit Stubs	12/11/14	CLO		12/09/14		12/10/14
26	12/05/14	Lighting Control System	12/12/14	CLO		12/09/14		12/10/14
27	12/05/14	Storm Drain and Cleanout	12/12/14	CLO	PR	12/10/14		12/11/14
28	12/05/14	Waste Piping at L-2 in A107	12/12/14	CLO	PR	12/09/14		12/10/14
29	12/05/14	Storm Drain and Waste Systems Slope	12/12/14	CLO	PR	12/10/14		12/11/14
29R	12/31/14	Storm Drain and Waste Systems Slope	01/05/15	CLO	PR	01/06/15		01/06/15
30	12/05/14	Civil FFD Inlet Size Clarification	12/12/14	CLO		12/08/14		12/09/14
31	12/05/14	Area A Storm Drain Connection Clarifications	12/12/14	CLO		12/09/14		12/10/14
32	12/05/14	End of Line Vent for Floor Sink in Area A	12/12/14	CLO	PR	12/09/14		12/10/14
33	12/05/14	SS Piping for Larger DCW	12/12/14	CLO		12/09/14		12/10/14
34	12/05/14	Yard Trap Primer Connections Clarification	12/12/14	CLO		12/09/14		12/10/14
35	12/05/14	Joist Seat Depths	12/08/14	CLO		12/09/14		12/09/14
36	12/05/14	Cap Plates at SLRS	12/09/14	CLO		12/09/14		12/09/14
37	12/05/14	Skewed Shear Tabs	12/09/14	CLO		12/09/14		12/09/14
38	12/05/14	LH Joist Seats	12/09/14	CLO		12/09/14		12/09/14
39	12/05/14	Harness Supports	12/09/14	CLO		12/05/14		12/08/14
40	12/05/14	Joist Struts at Gym Roof	12/08/14	CLO		12/09/14		12/09/14
41	12/09/14	Survey Discrepancies	12/10/14	CLO		12/09/14		12/09/14
42	12/09/14	Required Elevation at Low Roof	12/11/14	CLO		12/12/14		12/12/14
43	12/09/14	More Needed Information about Operable Partitions	12/11/14	CLO		12/11/14		12/12/14
44	12/09/14	CMU Wall Dimensions	12/11/14	CLO		12/11/14		12/12/14
45	12/09/14	Missing Detail	12/11/14	CLO		12/11/14		12/12/14
46	12/09/14	Embed Setting	12/11/14	CLO		12/11/14		12/12/14

RFI #	Date Issued	Title	Date Requested	Status	CO Req'd	Response Date	Posted in Asbuilts	Forwarded Date
47	12/10/14	Steel Fabrication	12/12/14	CLO		12/11/14		12/12/14
48	12/10/14	Sanitary Sewer Venting and Cleanout	12/12/14	CLO	PR	12/12/14		12/12/14
48R	01/02/15	CMU Wall Conflict with Drinking Fountain in Room A120	01/09/15	NEW				
49	12/11/14	Section Clarification	12/15/14	CLO	PR	12/19/14		12/19/14
50	12/11/14	Details Clarification	12/15/14	CLO		12/18/14		12/18/14
51	12/11/14	Fire Department Connection	12/18/14	CLO		12/11/14		12/12/14
52	12/12/14	Control Central Stage Lighting	12/19/14	CLO	PR	12/16/14		12/17/14
53	12/13/14	Details Clarification	12/16/14	CLO	PR	12/17/14		12/17/14
54	12/15/14	Blocking Width	12/18/14	CLO		12/18/14		12/18/14
55	12/15/14	Diamond or Circular Column Block Outs	12/22/14	CLO	PR	12/17/14		
56	12/19/14	Skylight Conflict	12/23/14	CLO		12/29/14		12/29/14
57	12/19/14	Bent Plate Dimensions	12/23/14	CLO		12/19/14		12/19/14
58	12/19/14	RFI 47 Clarification	12/23/14	CLO		12/19/14		12/19/14
59	12/19/14	Skylight Glazing Light Transmission	12/26/14	NEW				
60	12/19/14	Story Cove Structural Details	12/26/14	CLO		01/06/15		01/06/15
61	12/19/14	Rail Mounting at Loft	12/26/14	CLO		12/30/14		12/31/14
62	12/19/14	Exposed Beam	12/26/14	CLO		12/30/14		12/31/14
63	12/19/14	Handrail bracket	12/26/14	CLO	PR	12/21/14		12/26/14
64	12/29/14	HSS 7x2	01/05/15	CLO		12/31/14		01/02/15
65	12/29/14	Under Slab Vapor Barrier - VOID	01/05/15	CLO		12/31/14		
66	12/29/14	Fire Sprinkler Access	01/05/15	CLO		12/31/14		01/02/15
67	12/29/14	Number of Anchor Bolts per Pattern	01/05/15	CLO		01/05/15		
68	12/30/14	Area C Trap Primers and Location	01/02/15	NEW				
69	12/30/14	Cleanout for Main Waste Leaving the Building	01/02/15	CLO	PR	01/06/15		01/06/15
70	12/30/14	Detail for Downspout Brackets and Standoff	01/02/15	CLO		01/05/15		01/06/15
71	01/01/15	Masonry Submittal Review	01/08/15	NEW				
72	01/01/15	Water Closet Types, Locations and Dimensions	01/08/15	NEW				
73	01/01/15	Vent for Mop Sink in Room B138	01/08/15	NEW				
74	01/01/15	W&V for Floor Sink and Riser in B112	01/08/15	NEW				
75	01/01/15	Venting for Shower in Room B125C	01/08/15	NEW				
76	01/01/15	Room B121 Waste Clarifications for UG and AG	01/08/15	NEW				
77	01/01/15	Cleanout on Main Line in Area B Inside the Building	01/08/15	NEW				
78	01/01/15	Area B 3 Inch Line for Cleanout	01/08/15	NEW				
79	01/01/15	Area B 2 Inch UG Storm Feeding 3 Inch AG Storm	01/08/15	NEW				
80	01/02/15	Seconday Holes in Handrail Bracket	01/06/15	CLO		01/06/15		01/06/15
81	01/02/15	Area A West Side Storm Drain Riser Clarification	01/09/15	NEW				
82	01/02/15	Furred Wall for DSN in Area A at CMU Wall	01/09/15	NEW				
83	01/02/15	Details 12/S709 & 15/S708	01/06/15	NEW				
84	01/05/15	City Approved Interim Access Plan	01/12/15	NEW				
85	01/05/15	Stair Questions	01/07/15	NEW				
86	01/05/15	Sprinkler Pipe Routing at 6.3 to 12 & B.5 to B.8	01/12/15	NEW				
87	01/05/15	Concrete Opening for Stairs	01/07/15	CLO		01/06/15		01/06/15
88	01/05/15	Deck Bearing Elevation	01/07/15	CLO		01/06/15		01/06/15
89	01/05/15	Bottom of Deck and Top of Steel Elevations	01/07/15	CLO		01/06/15		01/06/15
90	01/07/15	Elevator Detail Clarifications	01/09/15	NEW				
PR 002	12/19/14	P002 Signage Changes and Equipment Labeling	12/19/14	CLO		12/22/14		

Job No: 14-24

Request for Information

Show: All RFIs

Howard Elementary School

Date: 1/7/2015

RFI #	Date Issued	Title	Date Requested	Status	CO Req'd	Response Date	Posted in Asbuilts	Forwarded Date
PR 004	12/04/14	P004 Platform Stair Change	12/04/14	CLO	COR 1	12/04/14		12/04/14
PR 005	12/04/14	P006 Structural Additions and Changes	12/04/14	CLO	COR 2	12/04/14		12/04/14
PR 007	12/09/14	P011 Electrical/Low Voltage Changes	12/09/14	CLO	COR 3	12/09/14		12/09/14
PR 008	12/12/14	P016 Plumbing and Civil RFI Changes	12/12/14	CLO	COR 4	12/15/14		12/15/14
PR 008R	01/05/15	P016 Plumbing/Civil Revisions	01/05/15	CLO	COR 4R	01/06/15		01/07/15
PR 009	12/16/14	P008 Gym Equipment Addition	12/16/14	CLO	COR 5	12/15/14		12/16/14
PR 010	12/30/14	P019 Specification Revisions	12/30/14	CLO		12/30/14		01/01/15
PR 011	12/19/14	P024 Structural Revisions and Handrail Revision	12/19/14	CLO	COR 6	12/22/14		12/23/14
PR 012	12/19/14	P020 Control Central Stage Lighting	12/19/14	CLO	COR 7	12/22/14		01/02/15
PR 013	12/31/14	P015 HVAC Controls Related Revisions	12/31/14	CLO		12/31/14		01/05/15

Change Order Request Log

Job No: 14-24
Howard Elementary School

Date: 1/7/2015

Number	Change Issue	Description	Date to Sub	Quoted	Time Requests	Date to Owner	Date Approved	CO #	Approved Amount
1R	PR 004	Platform Stair Change - PR 04	12/04/14	\$491.94	0				
2	PR 005	Structural Additions and Changes - PR 05	12/04/14	\$34,914.91	4	12/23/14			
3	PR 007	Electrical/Low Voltage Changes - PR 07	12/09/14	\$18,948.24	0	12/23/14			
4R	PR 008R	Plumbing and Civil RFI Changes	12/15/14	\$23,893.09	10				
5	PR 009	Gym Equipment Addition	12/16/14						
6	PR 011	Structural Revisions and Handrail Revision	01/02/15						
7	PR 012	Control Central Stage Lighting	01/02/15						

Approved Time Extensions:	0	Original Contract Amount:	\$21,663,000.00
Start Date:	11/12/14	Approved Contract Changes:	\$0.00
Revised End Date:	02/01/16	Revised Contract Amount:	\$21,663,000.00

Job No: 14-24
Howard Elementary School

Submittals Awaiting Review
by Package

Date: 1/7/2015

Spec	Submittal	Rev	Title	Subcontractor	Due Date	Sub to Todd	Todd to Arch	From Arch	Todd to Sub	Status
032000	CONCRETE REINFORCING									
	032000-01	0	Shop Drawings: Sector A	Dixon Steel & Supply Co	12/12/14	12/11/14	12/13/14			
	<i>David reviewing 12/11 - concurrent review. Andy reviewed 12/31.</i>									
051200	STRUCTURAL STEEL FRAMING									
	051200-02	0	Shop Drawings: Sector A	Advanced Welding & Steel, Inc.		12/16/14	12/18/14			
	<i>David reviewing 12/18 - concurrent review. Harv reviewed 12/31. Structure added 1/6/15.</i>									
052100	STEEL JOIST FRAMING									
	052100-02	0	Shop Drawings: Sectors B and C	Advanced Welding & Steel, Inc.		12/08/14	12/09/14			
	<i>David reviewing 12/9 - concurrent review. Harv reviewed 1/5. Sent to Adam 1/5.</i>									
053100	STEEL DECKING									
	053100-04	0	Shop Drawings: Sectors B and C	Advanced Welding & Steel, Inc.		12/12/14	12/17/14			
	<i>David reviewing 12/15 - concurrent review. Harv reviewed 1/5. Sent to Adam 1/5.</i>									
087100	DOOR HARDWARE									
	087100-01	0	Hardware Schedule	Bell Hardware of Eugene	12/26/14	12/11/14	12/18/14			
	087100-02	0	Product Data and Installation Instructions	Bell Hardware of Eugene	12/26/14	12/11/14	12/18/14			
114000	FOODSERVICE EQUIPMENT									
	114000-01	0	Rough-In Drawings	Smith & Greene Company	12/12/14	01/06/15	01/06/15			
222113	PIPE AND PIPE FITTINGS PLUMBING									
	222113-03	0	Product Data: 2.8	Hydro-Temp Mechanical Inc		12/22/14	12/22/14			
	<i>Kalai e-mailed 12/22</i>									
236400	PACKAGED WATER CHILLERS									
	236400-01	0	Product Data	Hydro-Temp Mechanical Inc	12/19/14	12/26/14	12/31/14			
237000	CENTRAL HVAC EQUIPMENT									
	237000-01	0	Product Data	Hydro-Temp Mechanical Inc	12/19/14	12/26/14	12/31/14			