



# Pinnacle Construction Group

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MEETING MINUTES

No. 00002

**PROJECT TITLE:** Faith Lutheran Church

**MEETING DATE:** 11/25/2008

**LOCATION:** Faith Lutheran Church

**SUBJECT:** Progress Meeting

ITEM	STATUS	STARTED	DUE	BALL IN COURT
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#### Current Issues

- 1] Utilities at North Parking/Detention Area -- PCG has not received pricing from Baker Electric for their scope of work. PCG to contact Baker about pricing and scheduling. Mediacom has been contacted and they are ready to install when needed. Qwest will need to be contacted before Baker starts.
- 2] Duplex Garage -- PCG has provided a cost estimate for the renovation of the duplex garage. Any savings on the material will be provided back to the Church. The Church will contact tenant about removing any materials that may conflict with the garage renovation. PCG to schedule the demo for 12/1/08.
- 3] Ramp to Duplex -- PCG has provided a cost estimate for the new ramp to the gathering house. The Church would like further breakdown of materials to be installed for the new ramp.
- 4] Grease Trap -- Durrant has provided an ASI for the new grease trap. PCG to provide a cost estimate for the new grease trap.
- 5]

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#### Master Schedule

- 1] See Schedule -- PCG to provide a new project schedule at next meeting.

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#### Submittals

- 1] Subs list to submittal exchange -- Will need provide the remaining subcontractors/vendors to Submittal exchange.
- 2] Background checks -- PCG to provide next week the list of names that background checks will need to be done on. The Church will provide PCG further detail that they are looking for on this background check.

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#### RFI's

- 1] Transformer and Proposed Utilities -- Refer to revised, attached drawings. The east-west portion of the retaining wall has been relocated north, the grease interceptor location and size was revised, and the domestic sanitary waste line was routed out the north of the building.
- 2] Sanitary and Storm Utilities -- Storm sewer pipe can be moved to fit in between footings, NW storm connection is for drain tile and sanitary exiting north building is for future restrooms.
- 3] Misc. Structural --
- 4] Architectural Notes -- Masonry details have been clarified, references to sheet A8.2 was changed to A8.1 and details 1, 2 & 3 are similar to details 4, 5 & 6 respectively on sheet A8.1.
- 5]

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#### Miscellaneous

- 1] Owner -- Contract needs to be finalized.
- 2] Architect/Engineer -- Nothing at this time
- 3] Other
- 4]

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#### Next Meeting

- 1] Time: December 9th @ 10:00
- 2] Location: Faith Lutheran Church

**Prepared By:** Pinnacle Construction Group

**Signed:** \_\_\_\_\_

TJ Neyens

**Dated:** 12/1/2008