

Pinnacle Construction Group

10626 Justin Drive

Urbandale, IA 50322

MEETING MINUTES

No. 00003

Phone: 515-223-7710

Fax: 515-223-7731

PROJECT TITLE: Faith Lutheran Church

MEETING DATE: 12/9/2008

LOCATION: Faith Lutheran Church

SUBJECT: Progress Meeting

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
Y	DN	Dave Neyens	Pinnacle Construction Group
Y	DB	Donald Beck	Faith Lutheran Church
Y	RL	Ryan S. Larson	Durrant Group
Y	TN	TJ Neyens	Pinnacle Construction Group
Y	TH	Tom Hardin	Faith Lutheran Church

ITEM	STATUS	STARTED	DUE	BALL IN COURT
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Meeting Agenda

01000] Current Activities & 2 Week Look Ahead

02000] Current Issues

03000] Master Schedule

04000] Submittals

05000] RFI's

06000] Miscellaneous

07000] Next Meeting

01000 OLD

Current Activities & 2 Week Look Ahead

1] Building Foundation -- Helmkamp Construction is ready to mob on site, waiting for approved shop drawings.

2] Restroom Demo -- The nursery will be closed for Christmas break from December 19th to January 5th. PCG will start the renovation of the restroom at that time. The plumbing fixtures and door frame/door are to be reused. The door swing will be not be switched, it will remain as is. PCG will provide a temp door at existing hall for construction as the shop drawings for the new frame and door will not be approved in time for install. Durrant will provide a VCT selection for install in the restroom.

3] Ramp -- PCG to verify with subs that the ramp can be complete by December 21st. The church will verify with their sub that they can have the ramp done in that time as well. Schedule will determine who will install the ramp as the quotes were \$300 different.

4] Parking lot lights -- Currently only one light works. The remaining disconnect lights need to be on by Christmas. The conduit install to modify the current lights will need a one foot trench removed for conduit install and will be filled back with rock to cross the parking lot.

5]

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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 -- Shingles and gutters still need to be completed, weather will determine schedule.

3] Ramp to Duplex -- PCG provided a breakdown of material for the 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] HVAC -- PCG to provide a cost estimate for Bell Brothers to provide new 30 ton unit. Durrant to schedule a meeting with PCG, Bell Brothers, FLC and Durrant to discuss value engineered items that Bell Brothers has offered.

6]

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Master Schedule

1] See Schedule

2] Transformer -- PCG will move the dates of the transformer to around March of 09. FLC will send a check at the end of the year to MAE for the new transformer. MAE work should be complete within 30 working days from receipt of the check.

3] Exterior utilities -- PCG will move the exterior utilities to 09

4]

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Submittals

- 1] Rebar Shops -- Logan Contractors has submitted and currently being reviewed by Durrant. PCG would like these returned as soon as possible to start foundations, Helmkamp Construction is ready to mob on site
- 2] Pella Windows -- PCG needs to review and submit
- 3] Wood Trusses -- PCG needs to review and submit
- 4] Millwork -- PCG needs to review and submit
- 5] Steel shops will be submitted soon
- 6] Background checks

05000 OLD

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] PCG is waiting for revised pricing from subcontractors

06000 OLD

Miscellaneous

- 1] Owner -- FLC are happy with the progress that has been made with the current weather conditions. FLC would like subs to be aware of the members as they are working around them and be polite when asking the members to do anything. When the fence was installed, a worker asked a member to move their vehicle in a not so polite way. Pella windows are currently installed in the church and do not work very well. Window hardware has been failing and not allowing windows to be closed once opened. PCG will let Pella know the Church is not happy with Pella Windows and an alternative window maybe used if Pella can not assist in fixing the existing windows. The Eagle Scouts that belong to the church are looking for a project for the Church during the construction. Some suggestions were reworking the irrigation lines, signage for 104th Street entrance, landscaping at 104th Street and landscaping for the gathering house. The scouts will also be tacking the wood from the old ramp.
- 2] Architect/Engineer -- Durrant asked PCG how submittal exchange is going, PCG stated that they are trying to get all of their subs on board with using it.
- 3] Other -- N/A
- 4]

07000 OLD

Next Meeting

- 1] Time: December 23rd @ 10:00
- 2] Location: Faith Lutheran Church

Prepared By: Pinnacle Construction Group

Signed: _____
TJ Neyens

Dated: 12/9/2008