

Pinnacle Construction Group

10626 Justin Drive

Urbandale, IA 50322

MEETING MINUTES

No. 00016

Phone: 515-223-7710

Fax: 515-223-7731

PROJECT TITLE: Faith Lutheran Church

MEETING DATE: 6/9/2009

LOCATION: Faith Lutheran Church

SUBJECT: Progress Meeting - Minutes

| DID ATTEND | INITIALS | ATTENDEE NAME | COMPANY NAME |
|---------------|----------|----------------|-----------------------------|
| Y | DN | Dave Neyens | Pinnacle Construction Group |
| N | DB | Donald Beck | Faith Lutheran Church |
| N | PP | Phil Parrott | Durrant Group |
| N | RL | Ryan S. Larson | Durrant Group |
| Y | TN | TJ Neyens | Pinnacle Construction Group |
| N | 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] Parking lot/Sidewalks -- North parking lot complete and the east side sidewalk will be poured today along with north main drive up to west approach. North sidewalk will be poured 6/11/09. Control joints will be added at north/east sidewalk connection point, east sidewalk will be poured thru while north sidewalk is poured up to. Curb hood for intake at east sidewalk will not be used. 2 additional control joints will be added at the north entrance column lines. Temp sidewalk will need to be maintained during the parking lot pours.

2] Masonry -- Exterior masonry is complete, masonry infills at interior of addition remain.

3] Roofing -- Roof has been installed. Roof drain and scuppers continue to leak. This needs to be resolved before insulation starts.

4] Interior MEP rough in -- RTU's are currently being set on the roof. Fire Sprinkler, plumbing and electrical are complete except for some minor tie in to existing services.

5] Sheet Metal -- Skylight sheet metal is complete except for final flashing details at shingle/siding connection. Roof coping cap has been installed, tie in areas at existing church need to be completed. The following week these details should be complete.

6] Insulation -- Will be schedule once the roof leaks have been fixed. The current specifications on insulation need to be reviewed with the specifications of the Air Barrier. The possibility of moisture problems occurring is likely without changing specifications.

7] Gypsum -- Will start once insulation issues has been resolved.

8] Door Frames -- Have been set. Doors Inc. was schedule to meet today to go over final keying. They did not attend the meeting.

9] Final rough grade -- 2-4 weeks from now will the rough grade will begin.

10] Sod -- Will immediately follow the rough grade. PCG will have the initial watering. The watering after that will need to be worked out with Faith so that the sod will be watered.

11] Caulking -- Masonry caulking will continue next week.

12] Area intakes -- Currently the area intakes at the duplexes are being lowered to allow the water to drain from the retaining wall. Final grade may need to be adjusted to allow for the surface water to drain properly.

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Current Issues

- 1] Change orders -- COR #14 - Light Poles, COR #16 - Johnson Controls and COR #17 - Kitchen Hood -- PCG to get another quote on the hood install as the Bell Brother estimate seems high.
- 2] Kitchen Appliances -- Final MEP drawings for sub review
- 3] RTU screen wall -- Once the RTU screen wall has been install PCG to provide a credit for savings on revised screen wall.
- 4] Roof drain at transformer -- Roof drain will need to have a concrete flume installed to the north of the transformer connecting to the sidewalk.

A metal grate will be installed at the sidewalk. EcoTech to have price to PCG on 6/10/09

- 5] Asphalt/Concrete transition -- At the northeast drive, the asphalt is breaking up. PCG to adjust east pour so that the area in question could be replaced. The square footage of new concrete will be shorten at the turn around area to allow for the patching of the broken asphalt. Asphalt curb at the island in the same area is all broken up. This was broken up before PCG started the construction. The curb may be replaced with a 2' concrete curb and gutter. EcoTech will have a price for this on 6/10/09
- 6] Storm water at middle duplex -- They may be possible issues with how the water drains around the middle duplex -- Rhiners is currently lowering the area intakes to allow the surface water to drain properly.

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Master Schedule

- 1] See Schedule -- Schedule has a current completion date of Sept 21st.

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Submittals

- 1] 27% of the submittals have been approved.

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RFI's

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11]

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Miscellaneous

- 1] Owner -- Kitchen cabinets will need to be delivered the end of July for install. Existing cabinets will be removed from the site by one of the Church members. Faith will be finalizing the phone conduit to the duplex install before the insulation is installed. The mechanical room layout needs to be discussed with regards to the communications, Qwest dmark and HVAC controls.
- 2] Architect/Engineer -- There are some concerns about the duct work and other MEP rough in on the north side of the addition. Electrical and Fire Sprinkler rough in are conflicting with the duct work install.

3] Other

4]

07000 OLD

Next Meeting

- 1] Time: June 23rd @ 10:00

2] Location: Faith Lutheran Church

Prepared By: Pinnacle Construction Group

Signed: _____

TJ Neyens

Dated: 6/15/2009