

Pinnacle Construction Group

10626 Justin Drive

Urbandale, IA 50322

MEETING MINUTES

No. 00018

Phone: 515-223-7710

Fax: 515-223-7731

PROJECT TITLE: Faith Lutheran Church

MEETING DATE: 7/7/2009

LOCATION: Faith Lutheran Church

SUBJECT: Progress Meeting - Meeting Minut

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
N	DN	Dave Neyens	Pinnacle Construction Group
Y	DB	Donald Beck	Faith Lutheran Church
Y	PP	Phil Parrott	Durrant Group
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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00000 OLD

Meeting Agenda

01000] Current Acitivities & 2 Week Look Ahead

02000] Current Issues

03000] Master Schedule

04000] Submittals

05000] RFI's

06000] Miscellaneous

07000] Next Meeting

01000 OLD

Current Acitivities & 2 Week Look Ahead

1] Electrical rough in -- Complete for insulation install, Faith should do a walk thru with Durrant to verify rough in locations. If changes are needed, now would be the time to do so before gypsum is installed.

2] Mechanical rough in -- Complete for insulation install.

3] Voice/Data/Audio rough in -- Same as #1, Faith should verify rough in before gypsum is installed.

4] Insulation -- Will be complete by the end of the week.

5] Gypsum -- Gypsum will be delivered 7/8/09 and install start next week.

6] Concrete Paving/Sidewalks -- Complete, Faith noticed Rhiners driving on sidewalks on 104th Street between the Gathering House and the main drive for the Church. Sidewalk will need to be checked for cracks and settling.

7] Final rough grade -- Complete and ready for finish grading. A lot of debris has been piled in the parking lot and a lot of debris(rock and fill material) still remains around the curbs. This should be cleaned up to allow for sod to grow. Areas of concern are the parking lot island and the ramp at the Gathering House.

8] Sod at duplex -- Sudas does not allow for sod to be installed at this time, August 15th would be the earliest. Faith would like the houses to be sodded from 10th Street to the East side of the houses. Durrant to draft a letter indicating the areas to be sodded.

9] Glass and Glazing -- Frames to be installed later this week. A revised sample of the White Spandrel glass panel should be submitted next week. Aluminum Storefront hardware will be delivered this week to Orning. Entrance should be installed shortly.

10] Kitchend remodel -- Most of the MEP rough in is complete, will need to finalize so that the gypsum maybe installed at the same time as the addition.

11] Roofing -- The northeast corner of the addition has water ponding and not draining to the scupper. PCG to investigate.

12] Qwest -- PCG to submit a price for installing a 2" conduit from Tom's office down to the mechanical room. Roughly about 50-60'.

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Current Issues

1] Change orders -- COR #17 - Kitchen Hood, COR #18 - Roof Drain and COR #19 - Concrete Island -- The revised COR #17 reflecting the MEP drawing for the kitchen, will be submitted next week, Bell Brothers quote did not change much, Baker Electric has no additional charges and McCuddin has a \$350 add. COR #19 will be revised to reflect a credit of \$500 for concrete/asphalt demo that was not done.

2] Kitchen Appliances -- The refrigerator has scratch/dent on the right side, this could have happened during the kitchen demo. PCG to look in to how/why it happened.

3] RTU screen wall -- Posts have been delivered and are ready for install next week.

4] Insulation -- COR needs to be written for the change in insulation scope.

5] Roofing Credit -- PCG is still working on this credit. Wolf is only providing a credit of about \$900 currently.

6] Kitchen Floor prep -- Before the finished floor is installed in the renovated kitchen, additional floor prep will be needed to raise up the floor so that the floor does not have a ridge in the middle of the kitchen.

7] Transition from old to new on 2nd floor -- A wood headed will be installed in the masonry wall at Hall 210 and Hall 209 connection area.

8] Water sod -- The houses water supply will be used to water sodded area until sod is established.

9]

03000 OLD

Master Schedule

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

2]

04000 OLD

Submittals

1] 27% of the submittals have been approved.

2]

05000 OLD

RFI's

10]

11]

06000 OLD

Miscellaneous

1] Owner -- Building security needs to be addressed. With the north entrance being a fire exit it cannot be locked while the existing church is occupied. Aluminum Storefront should be installed with the proper hardware allowing for the door to be locked and emergency exit if needed. Dust control needs to be better. During the demo phase dust control was poor and needs to change before the gypsum is installed. Temp walls will be installed to minimize dust. A stop sign was taken down at the 104th St. entrance during the construction of the parking lot, Faith would like to not install the sign. No Left turn on University should be taken down as well. Damage was done to the refrigerator during the demo phase of the kitchen. Faith would like to approve the ceiling outlet in the kitchen before rough in is complete. Faith submitted to PCG a check list for the install of the Ansul System by FireGuard.

2] Architect/Engineer

3] Other

4]

07000 OLD

Next Meeting

1] Time: July 21st @ 10:00

2] Location: Faith Lutheran Church

Prepared By: Pinnacle Construction Group

Signed: _____

TJ Neyens

Dated: 7/13/2009