

Pinnacle Construction Group

10626 Justin Drive

Urbandale, IA 50322

MEETING MINUTES

No. 00019

Phone: 515-223-7710

Fax: 515-223-7731

PROJECT TITLE: Faith Lutheran Church

MEETING DATE: 7/21/2009

LOCATION: Faith Lutheran Church

SUBJECT: Progress Meeting - Minutes

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
Y	DN	Dave Neyens	Pinnacle Construction Group
Y	DB	Donald Beck	Faith Lutheran Church
Y	MG	Mike Gaul	Faith Lutheran Church
Y	PP	Phil Parrott	Durrant Group
Y	RL	Ryan S. Larson	Durrant Group
Y	TN	TJ Neyens	Pinnacle Construction Group

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] Gypsum -- Hanging gypsum currently, 90% complete, topping out sound walls now. 4-5 gypsum finishers have started.

2] Kitchen Finishes -- Gypsum currently being installed, with finishers to follow.

3] Gypcrete -- Is scheduled for the end of next week pending gypsum being complete.

4] Kitchen Hood -- Material has been delivered. Shield for hood was not delivered, the shield is the stainless steel angle that is installed on top of the hood to allow the drop ceiling to be installed. The wall that the hood will be hung from, may need to have an additional layer of rock due to the wall being wood framed. PCG is talking with the City about what is an acceptable wall detail.

5] Sod -- Sod will be installed at the end of the week/beginning of next. Water from duplexes will be used to irrigate the new sod.

6] Utilities at duplex -- Mediacom will be finishing their underground cabling before the sod is installed. A new pedestal will be installed behind the middle duplex due to the storm sewer intake.

7] Steel -- Angle iron is currently being installed for the railing. Angle will leave a 1/8 gap for caulking.

8] HVAC -- Bell Brothers is currently working on all the RTU's. Existing duct work in lower level of church that was sagging/falling apart was fixed with out any issues. Supply line on the upper level at the transitions from new to old in Hall 210 will be installed on the addition side of the wall so the supply line will not need to go thru the existing wall.

9] Electrical -- Baker Electric is currently pulling wire for phone lines. Qwest, Baker and Faith will have a meeting this week to finalize the details for the new dmark location. Existing conduit for phone line will need to be taken apart and routed to new mechanical room.

10] Demolition -- Quick is removing existing masonry/framing for new hallways.

11] Debris -- Debris on the west side of the church was removed and disposed in PCG's dumpster.

12] Roof Leaks -- A new leak was noticed but it was due to the MEP install on the roof was not caulked temporarily before the flashing was installed.

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02000	OLD			
Current Issues				
1] Change orders -- COR #17 - Kitchen Hood -- PCG to ask Comfort Systems if they would work on a time and material basis., COR #18 - Roof Drain -- work is complete, COR #19 - Concrete Island -- the island replacement will not be complete, COR will be revised to show credits, COR #20 - SSU-1 & 2 -- one of the units is shown on the drawings, COR needs revised to reflect one unit and not two, COR #21 - Additional Can Lights -- no issues, COR #22 - Membrane Vapor Retarder -- this work is complete, COR #23 - Revised MEP Drawings -- PCG needs to verify Bakers scope regarding the double duplex at the island and COR #24 - East Wall Furring --				
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 -- Once Exterior Sheet Metal installs screen wall siding the credit will be finalized by PCG				
4] Keying Schedule -- This items needs to be finalized soon				
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. PCG to have Ingamells provide a cost for additional floor prep.				
7]				
03000	OLD			
Master Schedule				
1] See Schedule -- Schedule has a current completion date of Sept 21st.				
2]				
04000	OLD			
Submittals				
1] 29% of the submittals have been approved.				
2]				
05000	OLD			
RFI's				
10]				
11]				
06000	OLD			
Miscellaneous				
1] Owner -- Martens Masonry needs to fix brick on the west side around window that was installed by Gary. PCG needs to have Baker Electric at the meeting with Qwest this week. Cabinets for kitchen will be delivered next week and stored in St. Michaels. PCG to have PIC box out around electrical panels in kitchen. Telephone service to Gathering House to be finished by Faith, no work will be needed from Baker Electric to finish. Security pad at the old north entrance in the lower level will need to be moved. Faith to contact monitoring service about the relocation. If need be PCG will have Baker assist if the monitoring service cannot complete the work. Thermostats at kitchen renovation will be relocated by Johnson Controls. Automatic flush valves are being considered by Faith, PCG to discuss low voltage wiring rough in with Baker Electric. PCG needs to get the price for the future hand dryers. PCG needs to clean up the debris around the dumpster area that was used for the kitchen renovation.				
2] Architect/Engineer -- PCG needs to provide a COR for installing river rock east of addition between concrete retaining wall and addition.				
3] Other				
4]				
07000	OLD			
Next Meeting				
1] Time: August 6th @ 10:00				
2] Location: Faith Lutheran Church				
3] TJ cannot make the August 4th meeting				

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Prepared By: Pinnacle Construction Group

Signed: _____
TJ Neyens

Dated: 7/27/2009