

# Garbutt Construction Company

## MEETING MINUTES

No. 00007

621 Academy Ave

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Dublin, GA 31021

Fax: 478-275-0642

**PROJECT TITLE:** Hardman Farm Restoration

**MEETING DATE:** 6/17/2009

**LOCATION:** Jobsite

**SUBJECT:** OAC Meeting6

| DID ATTEND | INITIALS | ATTENDEE NAME      | COMPANY NAME                    |
|------------|----------|--------------------|---------------------------------|
| Y          | BH       | Buddy Harrison     | Department of Natural Resources |
| Y          |          | Debbie Wallsmith   | Department of Natural Resources |
| Y          |          | Jihan Stanford     | Lord Aeck Sargent               |
| Y          | JE       | John Erbele        | Department of Natural Resources |
| Y          |          | John Scott         | Garbutt Construction Company    |
| Y          |          | Jonathan Chambless | Garbutt Construction Company    |
| Y          |          | Randy Starr        | Department of Natural Resources |
| Y          | RW       | Rob Wanderman      | Lord Aeck Sargent               |
| Y          | SM       | Sean Moxley        | Garbutt Construction Company    |

| ITEM | STATUS | STARTED | DUE | BALL IN COURT |
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| 00001 | OPN | 3/26/2009 |  |  |
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There was a discussion about the placement of the Fire Sprinkler piping. After looking above the porch ceiling, it was discovered that there might not be enough room for the piping to enter in the way they had planned, through the bay window ceiling. It was decided we would go ahead and put out the Design/Build Fire Sprinkler Package. 4/9/09 SEAN SAID THE PACKAGE WILL BE SENT OUT NEXT WEEK. 4/23/09 A pre-bid meeting took place and the pricing is due on April 30. 5/7/09 DELTA WAS SELECTED SINCE THEY WERE THE LOW BIDDERS. WE ARE IN THE PROCESS OF SCHEDULING A POST BID INTERVIEW WITH THEM. 5/20/09 Charlie Garbutt stated that the post bid interview with Delta Fire Protection has been held and stated that it was his understanding that the scope had been thoroughly vetted with special concentration on compliance with the work category narrative. John Scott said that he sat in on the post bid and confirmed that this had been thoroughly discussed with Delta to confirm compliance. 6/3/09 BUDDY HARRISON STATED THAT HE WAS NOT SURE THE BID TABULATION ON THE FIRE PROTECTION PROPOSALS HAD BEEN SENT TO DAVID FREEDMAN. CHARLIE GARBUTT SAID HE WOULD BE SURE THAT THIS WAS FORWARDED TO DAVID. 6/17/09 Sean has not sent it to David yet. He was wanting to send it after today's Site Utilities Meeting.

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There was a discussion on the porch ceiling trim. It was discovered that the previous ceiling and the existing trim was/is plaster. 6/3/09 THE DECISION WAS MADE TO GO WITH PLASTER AT THE PORCH CEILING CROWN. IT WAS DECIDED TO WAIT AND INCLUDE THIS WORK IN THE OVERALL PLASTER PACKAGE. THIS WAS DISCUSSED WITH MIKE CARR WITH HARRISON TO THE IMPACT ON THE EXTERIOR PAINTING. HE SAID THER WOULD BE NO IMPACT TO THE PAINTING AND THEY COULD WORK AROUND THE NEED TO WAIT UNTIL AFTER THIS PLASTER WORK IS COMPLETED BEFORE FINISHING THE PAINTING ON THE PORCHES. DEBBIE WALLSMITH ASKED THAT WE INVESTIGATE THE USE OF ADDITIVES TO THE PLASTER THAT WOULD ENHANCE IT'S DURABILITY AND WEATHERABILITY. 6/17/09 Jihan with LAS stated that they are setting up a meeting for the Plaster Consultant and other Consultants. It will be on the same day as the OAC meeting on July 15.

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Julie Arnold stated that she had a couple of companies listed for the Light Fixtures Restoration. She stated that she would like to try and find a contractor that could possibly do the Plumbing Fixtures along with the Electrical Fixtures. This is being researched. 4/9/09 JULIE HAS FOUND TWO FIRMS THAT COULD POSSIBLY DO THE RESTORATION ON BOTH FIXTURES. JOHN ERBLEE WITH DNR SAID HE WOULD CHECK WITH BRUCE MINISH FOR MORE FIRMS. 4/23/09 It was decided on that the downstairs sink in the bathroom will have the only functional bathroom fixtures in the house. 5/7/09 JULIE HAS SELECTED TWO FIRMS AND IS IN THE PROCESS OF SENDING OUT THE RFP. 5/20/09 Julie said the names have been given to Sean. Charlie will check with Sean to confirm he has received the names and the status. 6/3/09 CHARLIE GARBUTT SIAD THAT SEAN MOXLEY HAS ISSUED THE RFP FOR THESE FIXTURES. IT WAS REQUESTED THAT COPIES OF THE RFP BE SENT TO DEBBIE WALLSMITH, DAVID FREEMAN, JULIE ARNOLD AND BUDDY HARRISON. 6/17/09 Sean is to confirm this.

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| 00007 | OPN | 4/9/2009 |  |  |
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There was a discussion on an alternative detail for the porch fascia as well as the size of the visible caulk joint. Julie requested that the caulk joint is to be no larger than 1/4". Mike with Harrison Contracting agreed that they would be able to control and keep the joint less than 1/4". 4/23/09 MIKE IS TO MAKE A SKETCH OF THE PORCH FASCIA BOARD AND SEND TO JULIE. HE IS TO BASE THE SKETCH ON REPLACING THE DECK BOARDS. 5/7/09 Julie drew up a sketch of this detail and gave it to Harrison for them to do a mock-up so she could approve it. 5/20/09 THE MOCK UP WAS INSPECTED BY JULIE, JOHN, CHARLIE AND DAVID. IT WAS DECIDED THE 1/2" ROUND NOSING WAS NOT GOING TO WORK WELL DUE TO THE UNEVENNESS BOTH HORIZONTAL AND VERTICALLY OF THE PORCH DECKING BOARDS AND THE WAVY APPEARANCE IT WOULD CAUSE AND THE CONCERN THAT IT WOULD BE A WATER TRAP THAT WOULD SOON FACILITATE ROT. TWO NEW SCENARIOS WERE DISCUSSED AND SKETCHED. HARRISON WILL DO TWO NEW MOCK-UPS, ONE WITH A 1/4" ROUND CLOSURE BENEATH THE DECKING AND ON THE FACE OF OF THE FACIA BOARD AND ONE WITH A 1/2" X 4" BOARD AS A CLOSURE PIECE. JULIE WILL INSPECT AT THE NEXT MEETING. 6/3/09 Julie Arnold provided two new details. The one with 1/2" round will be mocked-up. Mike Carr questioned the expense to run the 1/2" round profile for the mock-up. It was decided to run the mock-up with a stock 1/2" round member for inspection of appearances only, but we would run the profile that was sketched if this detail was selected. The second detail will not be mocked-up unless the "Plan A" detail is not selected. 6/17/09 AFTER WE LOOKED AT THE MOCK-UP, WE NOTICED THAT THE HALF ROUND LOOKED SMALLER THAN WHAT THEY WANTED. ROB ASKED IF HARRISON WOULD USE A 1 1/4" HALF ROUND INSTEAD OF A 1". ONCE THIS IS DONE JONATHAN WILL TAKE A PICTURE AND SEND IT TO ROB TO GET IT APPROVED.

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Mike with Harrison Contracting asked Julie about the wheel chair dimensions. Julie is to check with Susan and get back with Mike. 4/23/09 JULIE STATED THAT SHE IS CLOSE TO BEING COMPLETE WITH THESE DIMENSIONS. 5/7/09 Julie stated that she is in the process of revising the drawings and that they should be out some time next week. 5/20/09 JULIE SHARED A SKETCH OF THE LATEST DESIGN OF THE WHEELCHAIR LIFT STATION. SHE SAID IT STILL NEEDED REFINING BUT WAS CLOSE. CHARLIE, JOHN AND DAVID AGREED THAT WE SHOULD HOLD OFF ON THE BREEZWAY BAY WHERE THE WHEEL CHAIR LIFT IS TO BE LOCATED. THE PROPOSED LIFT IS A "TRUSS-T" BY "RAM". 6/3/09 Julie is wanting for more input from the Structural Engineer. 6/17/09 JIHAN STATED THAT THE LIFT PACKAGE WILL BE OUT BY NEXT WEDNESDAY. SHE ALSO SAID THAT MECHANICAL AND ELECTRICAL WILL ALSO BE IN THIS PACKAGE.

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There was a follow up conversation about the window glazing mock up and a way to minimize the water spots that seemed to show up on the bottom sash of Window M112. Julie requested there be an additional mock up done by Shanendoah and for them to wipe the sash off after removal from the steamer to see if this would help remove the water spots. 4/23/09 SHANENDOAH WAS CONTACTED AND THEY STATED THAT THEY WOULD BE ON SITE IN THE MIDDLE OF NEXT WEEK TO START THE REMOVAL OF ALL THE WINDOWS AND TO PROCEED WITH THE SECOND MOCK-UP. 5/7/09 Shanendoah is still in the process of removing the windows and will hopefully have the second mock-up done for approval with in a week or two. 5/20/09 SHENANDOAH HAS NOW REMOVED ALL THE WINDOWS. TODD PESENTED THE LATEST MOCK UP SHOWING THE SASH WITHOUT GLSS PANES AND GLAZING. THE PAINT REMOVAL OF THE EXTERIOR PAINT WAS DONE WITH "PEEL-AWAY #1" THIS WAS APPROVED BY JULIE AND CONFIRMED BY PHONE WITH SUSAN TURNER AT LAS. JULIE SAID THAT EVENTHOUGH VERBAL APPROVAL WAS GIVEN FOR "PEEL-AWAY #1" AND TODD WAS AUTHORIZED TO PROCEED THAT THE SUBMITTALS SHOULD INCLUDE INFORMATION ON THE SYSTEM. TODD STATED THAT HE WAS VERY CERTAIN THAT THE SASHES WERE CYPRESS. JULIE TOOK A WOODCHIP SAMPLE OF A DTERIORATED MUNTIN TO CONFIRM THE WOOD SPECIES. TODD SAID THAT SITE STRIPPING OF THE WINDOW CASING COULD BE DONE NEXT WEEK AND THIS WAS OKED. IT WAS CONFIRMED THAT THE LIMITS OF PAINT STRIPPING AS IT RELATES TO THE WINDOWS STOPS WHERE THE PAINT WOULD BE EXPOSED INSIDE THE HOUSE AND WILL ENTAIL THE ENTIRE SCREEN MOLD ON THE OUTSIDE. TODD BROUGHT RESUBMITTAL DATA AND SAMPLES. THE PAINT SUBMITTALS WERE DURON AND JULIE EXPLAINED THAT THE PAINT MANUFACTURER HAS BEEN CHANGED TO PPG AND WILL REQUIRE A RESUBMITTAL. 6/3/09 We received the "Peel-away #1" and weatherstripping submittals from Shanendoah. These submittals were placed in Julie's hand at todays meeting. Tod stated over a phone call that he would be on site no later than Monday to start the stripping of paint on the window casings. 6/17/09 SHANENDOAH IS ON SITE AND APPLYING THE PEEL-AWAY ON THE WINDOWS. WE RECEIVED SHANENDOAH'S PAINT SUBMITTALS THIS WEEK. WE WILL BE SENDING THEM TO LAS TO GET APPROVED.

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| 00013   | OPN    | 4/9/2009  |     |               |
| <p>Julie stated that she would forward a copy of the proposed energy model to Buddy Harrison. 4/23/09 BUDDY STATED HE DID RECIEVE THIS FROM JULIE. SEAN IS TO GET THE PRICING DONE BY FRIDAY. 5/7/09 The basic report is complete but still trying to figure up the life cycle costing. 5/20/09 JULIE REVIEWED THE MEETING THIS PAST MONDAY ON THE HVAC SYSTEM AND SUBMITTED A REPORT ON THE HVAC ANALYSIS. SHE WILL BE FORWARDING FULL MINUTES ON THE MEETING AS SOON AS SUSAN TURNER HAS REVIEWED. JULIE STATED THAT THE MAJOR DECISIONS CONCERNING HVAC HAVE BEEN MADE BUT THERE IS STILL SOME CONSIDERATIONS AND POSSIBLE ADDITIONAL INFORMATION FORTHCOMING ON VENTILATION. 6/3/09 No Entry Added. 6/17/09 Jihan asked about possibly putting an outlet in the closest closet to the fireplace. John Erblee agreed that this was a good idea.</p>  |        |           |     |               |
| 00014   | OPN    | 4/23/2009 |     |               |
| <p>There was a discussion brought up about the location of the solar panel. Julie stated that LAS is working on the picture which shows where the panel will be located. 5/7/09 JULIE BROUGHT THE PHOTOS OF THE LOCATION AND WHAT IT WILL LOOK LIKE FROM THE BRICK BUILDING. DAVID FREEMAN ASKED IF SHE COULD SHOW A VEIWF OF THE PANEL IF YOU WERE LOOKING DOWN FROM THE CUPOLA. JULIE SAID SHE WOULD. 5/20/09 This has been done but Julie still wants to take some pictures from another location. John Scott has roughly staked out the location of the solar panels. 6/3/09 JULIE ARNOLD SAID THAT WE WILL NEED TO HAVE HPD INSPECT AND ADVISE ON THE SOLAR PANALS. THERE WAS A DISCUSSION ON GETTING RAY LUCE TO THE JOBSITE, BUT NOTHING DEFINITIVE ON THAT WAS DECIDED. 6/17/09 Jihan gave submittal to Randy Starr.</p>  |        |           |     |               |
| 00016   | OPN    | 4/23/2009 |     |               |
| <p>There was a discussion brought up by David with Harrison Contracting concerning the decorative eave brackets. In the process of replacing the soffit boards around the house, they came across an issue with these brackets. There were several brackets that are rotten and that will have to be replaced. 5/7/09 DURRING A WALK THROUGH, DAVID WITH HARRISON SHOWED THE BRACKETS TO JULIE. SHE ASKED FOR THEM TO GET AN EXACT NUMBER OF HOW MANY NEED TO BR REPLACED. DAVID SAID THEY ARE STILL IN THE PROCESS OF REMOVING THEM AND WILL GET THIS INFORMATION TO HER AS SOON AS THEY ARE THROUGH. 5/20/09 The corbel brackets were inspected by Julie, David, Charlie and John. Julie picked out one that she considered acceptable for reuse and reinstallation. David will use this as the benchmark for reusing or replacing the corbel brackets. 6/3/09 JULIE, BUDDY, MIKE, JOHN, AND JONATHAN INSPECTED EACH CORBEL INDIVIDUALLY AND CONCENSUS DECISIONS WERE MADE AS TO THE APPROACH AND REPAIR OF EACH CORBEL. INSTRUCTIONS WERE PUT ON EACH CORBEL WITH A MARKER AND TAPE. 6/17/09 We are waiting on Harrison to get us pricing.</p> |        |           |     |               |
| 00018   | OPN    | 5/20/2009 |     |               |
| <p>Julie said that they were consulting with someone concerning impact and/or possibility of the freeze-thaw on the house plaster with the proposed HVAC system. 6/3/09 NO ENTRY ADDED. 6/17/09 There will be a meeting scheduled for the week of July 13 to further discuss this.</p>  |        |           |     |               |
| 00020   | OPN    | 5/20/2009 |     |               |
| <p>Julie stated that David Freeman encouraged us to go ahead and put out the erosion control. She said this design was completed and Julie will release this to Sean for contracting. 6/3/09 CHARLIE GARBUTT SAID THIS HAS BEEN RECIEVED AND AN RFP FOR THIS WORK WILL GO OUT NEXT WEEK ON THIS WORK. 6/17/09 Sean asked if John Erblee or Buddy Harrison knew of anyone who would want to place a bid on this. John Erblee suggested Terry Sims.</p>   |        |           |     |               |
| 00021   | OPN    | 5/20/2009 |     |               |
| <p>Debbie Wallsmith will be sending Julie pictures that can be used for the project sign. 6/3/09 JONATHAN CHAMBLESS HAS E-MAILED PROOFS OF THE PROJECT SIGN. THE CONCENSUS WAS THAT THE SIGN WITH THE HISTORIC BLACK AND WHITE PHOTO WILL BE USED. 6/17/09 It has been ordered and Jonathan is to check with Hope to see if it has been sent yet.</p>   |        |           |     |               |
| 00023   | OPN    | 5/20/2009 |     | HARCON SH     |
| <p>The submittal package was discussed with David Scruggs. There was confusion about getting approval of wood materials. This ball is in Harrison's court and requires submittals in accordance with the plans and specs. The only decision by Julie is the structural members(sills and floor framing) that was discovered and classified as hidden conditions. Harrison also needs to submit proposals on all outstanding extras or changes ASAP. 6/3/09 MIKE WITH HARRISON STATED THAT HE WOULD HAVE THEIR SUBMITTAL PACKAGE COMPLETE AND SENT TO GARBUTT CONSTRUCTION NO LATER THAN THIS FRIDAY. JULIE STATED THAT WE WILL HAVE THE STRUCTURAL PACKAGE WITHIN A COUPLE OF WEEKS. 6/17/09 We received their submittals this week and will be sending them to LAS to get approved.</p>  |        |           |     |               |

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| 00024   | OPN    | 6/3/2009  |     |               |
| <p>Charlie Garbutt stated that he has talked to Carl Powel, the Glass Artist, that we are working to replicate the red glass at the front door transom and side lights. Carl has located the glass and Charlie has instructed him to proceed with purchasing sufficient glass to do the job. Julie would like to see a sample with the etching as soon as Carl has a piece of glass he can use to do this. 6/17/09 SEAN IS TO CHECK WITH CHARLIE GARBUTT ABOUT THIS.</p>  |        |           |     |               |
| 00026   | CLO    | 6/3/2009  |     |               |
| <p>Julie suggested that there may be a need to revisit the LEED checklist with Randy Starr at DNR and Tom Butler with LAS. 6/17/09 RANDY BROUGHT AND DISTRIBUTED THE UPDATED CHECKLIST TO EVERYONE.</p>   |        |           |     |               |
| 00027   | OPN    | 6/3/2009  |     |               |
| <p>Garbutt needs to check with Sean about the breezeway change with Harrison. 6/17/09 WE RECEIVED THE CHANGE REQUEST THIS WEEK. ROB IS TO LOOK INTO ALTERNATIVE MATERIAL.</p>   |        |           |     |               |
| 00028   | CLO    | 6/3/2009  |     |               |
| <p>There was a discussion about how to make sure the wood that Harrison would be using for the structural repairs would match with the existing timbers. Mike Carr suggested getting a visual inspection done by the Wood Scientist. Mike brought a sample of the beam that they would be using for the structural repairs, deck boards, and trim. He gave Julie a portion of the sample he brought along with a section from the exiting beam so she could get them inspected. 6/17/09 THE WOOD SCIENTIST STATED THAT THESE TWO SAMPLES WERE COMPATABLE.</p> |        |           |     |               |
| 00029   | NEW    | 6/17/2009 |     |               |
| <p>Jihan asked Debbi Wallsmith about the location of the desk and computer. Debi stated that either front parlor would be fine.</p>   |        |           |     |               |
| 00030   | NEW    | 6/17/2009 |     |               |
| <p>Debbi Wallsmith stated that she will be getting information on Abmient Sound wiring and motion sensors for the house.</p>  |        |           |     |               |

**Prepared By:** Garbutt Construction Company

**Signed:** \_\_\_\_\_  
J Charlie Garbutt

**Dated:** 6/18/2009