

Garbutt Construction Company

MEETING MINUTES

No. 42809

P.O. Box 712
621 Academy Ave
Dublin, GA 31040

Phone: 478-272-4410
Fax: 478-275-0642

PROJECT TITLE: Renovate/Stabilize Huntington Hall

MEETING DATE: 4/28/2009

LOCATION: Huntington Hall FVSU

SUBJECT: Jobsite Progress Meeting

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
Y	AM	Adam McEachern	Garbutt Construction Company
Y	AF	Albert L Foster	Fort Valley State University
N	CG	Charlie Garbutt	Garbutt Construction Company
Y	CCA	Cheryl Canty-Aaron	Fort Valley State University
N	DI	Dewayne Ivey	Ben Hill Roofings
N	DB	Doug Bethea	Garbutt Construction Company
N	GW	Gary Woodall	Ben Hill Roofings
Y	JRJ	Joseph Robinson , Jr.	J W Robinson & Associates
N	JMT	Joy Moten-Thomas	Fort Valley State University
N	KC	Kent Chipmen	Moisture Control
Y	RS	Rayford Soles	Garbutt Construction Company
Y	SM	Sean Moxley	Garbutt Construction Company
N	SJ	Stanley Jennings	J W Robinson & Associates
N	TP	Ted Posey	Ben Hill Roofings

ITEM	STATUS	STARTED	DUE	BALL IN COURT
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00035	CLO	3/12/2009		BHR GW
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There was a discussion concerning the vent stacks for the future bathrooms. Gary stated that it would be better to go ahead and place the vent stacks in the roof prior to the slate being placed. This would prevent any damage to the new slate roof if the vents had to be cut after the slate was placed. Joe stated that he didn't know what size vents would be needed, nor does he know where the bathrooms will be at this time. It was agreed upon by all that two stacks would be placed on the back side of the roof on opposite ends of the building. It was also agreed upon by all that a 6" vent would be acceptable. Gary stated he would send the appropriate submittals.03/24/09 Adam stated that Ben Hill would be on site Thursday 03/27/09 to field measure the gutters for the copper lining. There was also a discussion concerning the placement of the vent stacks. One solution discussed was to place two stacks on the back side of the roof, centered behind the pilasters.03/31/09 Adam stated that we have not receive the information from Ben Hill, but would contact them.04/07/09 NO UPDATE 04/14/09 Adam stated that we had received the submittals on the vent stacks and would forward it to Stan & Joe.04/28/09 THE LOCATION OF THE VENT STACKS WERE CONFIRMED WITH STAN AT THE JOBSITE AND WERE PLACED ON THE BACK SIDE OF THE ROOF CENTERED BEHIND THE EXISTING PILASTERS HALFWAY UP THE ROOF.

00036	OLD	3/12/2009		JWR JRJ
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There was a discussion concerning the door hardware. Adam stated that the hardware chosen by Joe went considerably over budget. He also stated that we had gathered three separate prices and all were very high. 03/24/09 Sean questioned whether it would be acceptable to defer ordering the permanent hardware until Phase II. He stated that by doing this we would eliminate the chance of damaging the permanent hardware during Phase II construction. Joe stated that this would also be beneficial by allowing more time to choose hardware that would match the interior hardware as well. Sean stated that the doors could be prepped to receive temporary hinges that would be the same size as the permanent hinges, allowing us to go ahead and order the doors, as they are critical to the schedule. It was agreed upon by all to wait until Phase II to choose and order the permanent door hardware.03/31/09 Adam stated that Ailes has started on the shop drawings and he would contact them to find out when we would receive them. Sean stated that we would buy the hasps out of the allowance. Cheryl stated that she would check with the university about providing Best keyed padlocks.04/07/09 AI stated that he would contact Cheryl and contact the appropriate people about the locks.04/14/09 NO UPDATE04/28/09 NO UPDATE

00038	CLO	3/31/2009		GCC AM
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There was a discussion regarding the trim profile proposed by Willingham. Joe stated that this would be acceptable. Sean stated that we would have Willingham to provide a sample piece to run as a mock up for everyones review.04/07/09 Adam stated that the sample piece was being made and we would have the mock up ready as soon as we received it for everyones review.04/14/09 NO UPDATE NOTE: Adam picked up the sample piece Wednesday 04/15/09.04/28/09 ADAM STATED THAT STAN VISITED THE JOBSITE LAST TUESDAY TO REVIEW THE MOCK UP IN PLACE. HE STATED THAT HE WAS STILL CONCERNED ABOUT THE PROPORTION DIFFERENCE. A NEW DRAWING WAS MADE AND SENT TO WILLINGHAM TO HAVE A LARGER TRIM PIECE MADE.

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00042	CLO	4/7/2009		GCC AM

There was a discussion concerning the reuse of the existing 1x4 ceiling decking on the porches. Adam had asked Stan earlier in the day what needed to be done with the existing flaking paint. The main concern was that the existing paint contained lead and could possibly necessitate an abatement procedure. Stan had said it would be acceptable to remove the paint in a manner that would not place breathable dust in the air, such as sanding. This was also answered in RFI #36. 04/14/09 Adam stated that we would deliver the existing to Tony Long, who will then remove the existing paint and reprime. He will deliver the 1x4s back to the jobsite when finished. 04/28/09 ADAM STATED THAT THE 1X4s WERE DELIVERED TO TONY LONG, WHO IS IN THE PROCESS OF CLEANING / REPRIMING THEM.

00043	CLO	4/14/2009		JWR JRJ
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Rayford stated that the drawings call for 1x4 T&G floor decking on the back porch. His concern is that the decking will buckle when exposed to the elements, seeing that it can only be nailed in the tongue once every 16". He asked if it would be acceptable to use 1x6s and face nail them to the joists. Joe said that this would be acceptable and to send a RFI regarding this issue. 04/28/09 JOE DIRECTED TO USE 1X4 T&G AND FACE NAIL THE BOARDS. THERE WAS A DISCUSSION EXPRESSING THE CONCERN THAT THE T&G WOULD STILL BUCKLE WHEN EXPOSED TO THE ELEMENTS. IT WAS DECIDED TO USE TREATED 1X4s INSTEAD OF T&G. NOTE: THERE WAS A PHONE CONVERSATION BETWEEN RAYFORD AND JOE, 04/29/09, IN WHICH RAYFORD STATED THAT THE 1X4 T&G WAS ALREADY ON SITE AND HE DID NOT FEEL THERE WOULD BE ANY PROBLEM PLACING IT AS LONG AS IT WAS GLUED AS WELL AS FACE NAILED. JOE AGREED.

00044	CLO	4/14/2009		JWR JRJ
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Rayford stated that the South entry basement stair drawing show using compacted gravel underneath the brick stairs. He stated that he didn't believe that the compacted gravel would carry the weight of the steps. Joe stated that it would be acceptable to use compacted soil under the brick stairs instead. Adam stated that he would follow up with an RFI. 04/28/09 JOE CONFIRMED THIS IN RFI 39. JOE ALSO STATED THAT THE FIRST FLOOR WOULD BE THE MEANS OF EGRESS IN THE BUILDING.

00045	CLO	4/14/2009		JWR JRJ
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There was a discussion regarding the South basement entry doors. Joe stated that the shop drawings showed the doors swinging outward, when they were actually suppose to swing inward. He stated that he noted this on the shop drawings. Adam asked if the basement doors were to be considered a means of egress, and if so wouldn't the doors have to swing outward. Joe stated that the basement doors were not to be considered a means of egress. 04/28/09 ADAM STATED THAT HE HAD MADE RYAN OF AILES MILLWORK AWARE OF THIS. RYAN STATED THAT HE WOULD NOTE THE CHANGE.

00046	CLO	4/14/2009		
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NOTE: Next weeks jobsite meeting will be held in the Evans Building conference room, Tuesday 04/21/09 at 2:00 PM.

00047	NEW	4/28/2009		FVSU CCA
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ADAM STATED THAT DURING THE CHEMICAL TREATMENT OF THE SECOND FLOOR, MORE ACTIVE TERMITES WERE DISCOVERED. CHERYL WAS CONTACTED AND STEPS WERE TAKEN TO HAVE THE AREA TREATED. CHERYL STATED THAT THE MEETING BETWEEN HER AND BRYAN OF ACTIVE DID NOT HAPPEN. RAYFORD STATED THAT HE HAD SPOKE WITH AN ACTIVE EMPLOYEE WHO SAID HE HAD TREATED THE AREA, BUT HE DID NOT HAVE ANY PROOF THAT THE AREA WAS TREATED. THERE WAS A DISCUSSION ABOUT FINDING A NEW COMPANY TO HANDLE THE SCHOOLS PEST CONTROL.

00048	NEW	4/28/2009		GCC RS
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THERE WAS A DISCUSSION CONCERNING THE 1 X 12 FREEZE BOARD AT THE HIGH ROOF. THE 1X12 IS COVERING A PORTION OF THE KEYSTONES AND THERE WAS CONCERN THAT THIS WOULD NOT BE ACCEPTABLE. THE HISTORIC PHOTOS WERE REVIEWED WHICH SHOWED THE FREEZE BOARD COVERING THE KEYSTONES. IT WAS AGREED UPON BY ALL TO LEAVE THE 1X12 AS IT IS.

Prepared By: Garbutt Construction Company

Signed: _____
Sean Moxley

Dated: 5/5/2009