

Garbutt Construction Company

MEETING MINUTES

No. 60209

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: 6/2/2009

LOCATION: Huntington Hall FVSU

SUBJECT: Jobsite Progress Meeting

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
N	AM	Adam McEachern	Garbutt Construction Company
Y	AF	Albert L Foster	Fort Valley State University
Y	CB	Canter Brown	Fort Valley State University
Y	CG	Charlie Garbutt	Garbutt Construction Company
N	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	JR	Jeffrey L. Robinson	J W Robinson & Associates
N	JRJ	Joseph Robinson , Jr.	J W Robinson & Associates
N	JMT	Joy Moten-Thomas	Fort Valley State University
N	KC	Kent Chipmen	Moisture Control
Y	MC	Melody Carter	Fort Valley State University
Y	RS	Rayford Soles	Garbutt Construction Company
N	SM	Sean Moxley	Garbutt Construction Company
Y	SJ	Stanley Jennings	J W Robinson & Associates
N	TP	Ted Posey	Ben Hill Roofings

ITEM	STATUS	STARTED	DUE	BALL IN COURT
00036	OLD	3/12/2009		FVSU FVS

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 Al stated that he would contact Cheryl and contact the appropriate people about the locks.04/14/09 NO UPDATE04/28/09 NO UPDATE 05/26/09: Cheryl has the locks in her possession. Al Foster was to get them and hand deliver to Rayford. 06/02/09: PADLOCKS WERE DELIVERED TO RAYFORD LAST WEEK BY AL. THE CENTERLINE MOUNTING HEIGHT OF THE HARDWARE WAS DETERMINED TO BE 37". THE TEMPORARY HASPS WILL BE PLACED AT THIS HEIGHT TO COINCIDE WITH THE FUTURE PERMANENT HARDWARE.

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ITEM	STATUS	STARTED	DUE	BALL IN COURT
00047	OLD	4/28/2009		FVSU CCA

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. 05/05/09 Al stated that he had spoke with Stan regarding the situation, who said that he was working with a pest control company on another job and has been pleased with their work so far. Charlie stated that we had worked with Allgood out of Dublin on numerous jobs and they have always been easy to work with. Al stated that he didn't have any preference as to which company to use as long as they were knowledgeable and credible. Adam stated that he would contact Allgood to have them at next weeks meeting.05/26/09:THE PROPOSAL WAS RECEIVED FROM ALLGOOD AND WAS DELIVERED TO AL FOSTER ON TUESDAY 5/21/09. AL HAS REVIEWEDTHE PROPOSAL AND GAVE IT TODAY TO STAN JENNINGS FOR HIS REVIEW AND TO PROCESS THIS CHANGE. CHARLIE GARBUTT STATED THAT HE QUIZZED ALLGOOD ABOUT THEIR COMMENT ON WANTING TO DO A SUBSEQUENT TREATMENT IN PHASE 2 AND CONFIRMED WITH GREG VINES THAT THE WARRANTY WOULD NOT BE EFFECTED BY OR DEPENDENT ON THIS PHASE 2 WORK BEING DONE. CHARLIE ALSO STATED THAT THE TUCKPOINTING BEHIND ALLGOOD, WHO HAS TO DRILL IN THE MORTAR JOINTS, IS NOT INCLUDED IN ALLGOOD'S QUOTE AND THAT SEAN MOXLEY WOULD BE GETTING A PROPOSAL TO STAN THAT WOULD NEED TO BE INCLUDED IN THE CHANGE. 06/02/09: Charlie handed Al the change order proposal involving the pest control and associated tuck pointing. Al stated that we may proceed with the work.

00048	CLO			GCC RS
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STAN JENNINGS REQUESTED THAT THE DOWNSPOUTS TEMPORARILY HAVE PVC EXTENSIONS INSTALLED TO DIVERT THE DOWNSPOUT RUNOFF AWAY FROM THE BUILDING.06/02/09: Rayford stated that this has been done.

00049	OLD			GCC RS
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THE NEW FACIA MOCKUP WAS LOOKED AT BY STAN JENNINGS AND IT WAS DECIDED TO CHANGE THE PROFILE AGAIN. THE NEW PROFILE WAS SKETCHED AND GIVEN TO RAYFORD. HE WILL BE IN TOUCH WITH WILLINGHAM TO MAKE PROFILE #5 AND DO A NEW MOCK-UP.06/02/09: The new trim profile is on site. It will be backprimed and installed by the middle of next week for review.

00050	CLO			
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THE MOCK-UP OF THE PATCH FOR THE CASTONE WALL CAPS WERE INSPECTED. TWO APPROACHES WERE DONE FOR CONSIDERATION AT THE SOUTH END OF THE FRONT PORCH. STAN JENNINGS APPROVED THE PATCH CLOSEST TO THE CORNER BRICL COLUMN OF THE PORCH. (SEE PICTURES) 06/02/09: Rayford stated that the patch work was completed earlier today.

00051	NEW	6/2/2009		
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There was a discussion concerning the phase 1 closing. Al Foster agreed that phase 1 will be closed without grassing, brick cleaning, and demobilization of trailers, fencing, or job storage units. The site will be cleaned and fine graded in anticipation of phase 2 which could be as late as November.

00052	NEW	6/2/2009		
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Charlie stated that the change order for preconstruction services for phase 2 was signed and hand delivered to Michael Miller at the BOR offices in Atlanta.

Prepared By: Garbutt Construction Company

Signed: _____
Sean Moxley

Dated: 6/3/2009