

Garbutt Construction Company

MEETING MINUTES

No. 52809

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Dublin, GA 31040

PROJECT TITLE: New College Renovation

MEETING DATE: 5/28/2009

LOCATION: Jobsite

SUBJECT: Jobsite Meeting Minutes

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
Y	AM	Adam McEachern	Garbutt Construction Company
Y	EH	Ernest Lee	Garbutt Construction Company
Y	LK	LISA KEHOE	Wilson and Dawson Architects
Y	SM	Scott Messer	The University of Georgia
Y	SM	Sean Moxley	Garbutt Construction Company

ITEM	STATUS	STARTED	DUE	BALL IN COURT
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00001	NEW	5/28/2009		
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Ernest stated that the area of abatement on the third floor exceeded what was shown on the asbestos abatement by +/- 2300 sq. ft. This pushed the activity over budget by ~\$2,276. Sean proposed to include this money in the GMP. He also proposed to include any cost of additional demolition within the GMP. Scott agreed that this is how we should handle these items.

00002	NEW	5/28/2009		UGA SM
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Sean stated that our schedule showed April 09, 2010 as being our completion date. He asked Scott when does the university plan to occupy the building. Scott stated that he was not sure but would find out. He felt it would be spring break.

00003	NEW	5/28/2009		WD LK
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Ernest stated that due to the tight schedule of the project, all submittals would need to be turned around as quickly as possible. He requested that Lisa especially push all structural & mechanical submittals, as most of these will carry substantial lead time. Lisa stated that she would make sure that all submittals would be turned around as quickly as possible.

00004	NEW	5/28/2009		WD LK
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Scott inquired about a conformance set of plans. Lisa stated that there would be a conformance set issued as soon as possible.

00005	NEW	5/28/2009		GARB SM
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Scott asked when was the GMP to be completed. Sean stated that the bid date is 06/03 and is followed by post bid interviews from 06/08 - 06/11. He stated that the GMP should be ready approximately the week of 06/12.

00006	NEW	5/28/2009		WD LK
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Ernest asked if the testing agencies have been selected. Lisa said they have not. She stated that they would be selected as soon as possible.

00007	NEW	5/28/2009		UGA SM
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Ernest asked what the guidelines were, as to testing small volumes of concrete. He stated that it has been his experience not having to test volumes less than 5 yds, excluding structural concrete. Scott said that he would come up with an exact set of guidelines.

00008	NEW	5/28/2009		UGA SM
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Ernest asked about shut downs. Scott stated that the university physical plant will shut down everything (steam, water, electrical except at the main distribution panel).

Prepared By: Garbutt Construction Company

Signed: _____

Dated: 6/3/2009

J Charlie Garbutt