



TOUCHSTONE CPM

CONSTRUCTION PLANNING & MANAGEMENT

2301 Baton Rouge ■ Lima, Ohio 45802-0991

**Fremont City Schools
New Middle School
Fremont, Ohio**

PROGRESS MEETING MINUTES #4

Attendees: Brian Hurst, TCPM
Mike Huddleston, Telamon
Dave Chambers, FCS
Dave Saller, FCS
Dave Reinbolt, FCS
Rob Haas, Lake Erie
Mickey Drcar, Lake Erie
Kyle Bullock, TCPM
John Keller, Fanning/Howey
Steve Meyer, Telamon
Dan Knisely, Telamon
Chris Moore, TCPM
Curt South, Fanning/Howey
Lynne Wetoskey, Warner

Distribution: All Attendees
Norma Etgen, Fanning/Howey
Amanda Burgess, Touchstone
Jamie Trombley, Touchstone
Mark Ramsey, Central Fire
Ric Bonfiglio, Lake Erie
Roger Evans, CTL
Jamie Powers, Central Fire
Faye Eishen, FCS
Kim Theller, FCS
Dave Dixon, SA Storer
Dale Niemeyer, VPS/TCPM
David Archer, Polster
Michael Quaintance, CRM
Phil Becker, Stan
Richard Lake, CTL
Jim Bennett, TCCorp
Traci McCaudy, FCS
Erica Williams, City of Fremont
Jim Krock, Warner

Date/Time: June 16, 2010 – 1:00 pm

Location: Fremont District Office – Lecture Lab

A. General Information

- **Request for Information (RFI's)**
 - 1) 17 RFI's have been submitted. RFI's #16 is currently open.
- **Architectural Supplemental Instructions (ASI)**
 - 1) 10 ASI's have been issued to date.
 - 2) ASI #10 will be deleted.
- **Request for Proposal's**
 - 1) 11 RFP's have been issued.
- **Submittals/Shop Drawings**
 - 1) Pile submittal was returned to Telamon today. Piping submittal is approved but is to be resubmitted as noted.

▪ **Plan and Permit Contractor Items**

- 1) The following items are to be submitted to Fanning/Howey for submission to the state for plan approval:
 - A. Fire Protection System – Central Fire
 - B. Fire Alarm – Lake Erie
 - C. Bleachers - Telamon
 - D. Steel Joist Placement Plans - Telamon
 - E. Kitchen Hood - Polster

▪ **Safety**

- 1) Job site safety is of utmost importance on site for not only each contractor's employees but also anyone else working on the jobsite. Each contractor's superintendent is responsible for his/her crew's safety including:
 - A. Compliance with OSHA requirements.
 - B. This is a hardhat project.
 - C. Contractor clean-up needs to take place on a daily basis.
- 2) There is to be no smoking on the project.
- 3) Photo identification cards to be displayed at all times.

▪ **Quality**

- 1) *Pre-installation will need to be scheduled for masonry foundations. Telamon to advise on date. They will schedule when the mock up panel is ready for review which should be soon. Mock up panel will be built at the masons shop and delivered to the site. Spray insulation mock up will be placed on the back side of the panel so that flashing install can be reviewed (6/9/10). Mike Huddleston stated that the mock up panel will be delivered to the site next week. The pre-installation meeting is now set for 6/30 at noon in the TCPM trailer. Telamon will need to attend with their masonry foreman for their subcontractor. They will invite their ready mix grout representative. Warner and Lake Erie foreman to attend. CTL and Stan will be attending. Telamon to have approved masonry submittals available for review at the meeting.*

▪ **Project Schedule**

- 1) *Currently the project is working from the milestone schedule included in the bid documents. A draft schedule has been prepared by TCPM and sent to Telamon for confirmation of phasing and general trade's activity durations. Once comments from Telamon have been incorporated into the schedule, it will be distributed to all trades for review and input (6/2/10). Mike Huddleston noted that he expects to have all comments to TCPM by 6/11 (6/9/10). The draft schedule has been sent to all primes. Comments are due within 2 weeks.*
- 2) The schedule for work in front of and around the high school will be discussed next week at the progress meeting.

B. Touchstone

- 1) A LEED kickoff meeting is scheduled for today after the progress meeting.
- 2) Partnering Meeting was held the morning of June 14th.
- 3) Brian Hurst asked that the remainder of all silt fencing be installed. Weekly inspection logs should be kept by Telamon for review.

C. Telamon

Progress to Date:

- D and M earthmoving
- Stone parking lots
- Working on building pad
- Toledo Caisson: Mobilized and to begin pilings today

- Layout for piling and footings
- Two week look-ahead schedule:
- Finish building pad
 - Stone sub-base on parking lots
 - Toledo Caisson: Pilings
 - Dig and pour footings
 - Catch basins and subdrainage

D. CRM (No report)

Not on site

E. Polster (No report)

Not on site

F. Central Fire (No report)

Not on site

G. Warner

Progress to Date:

- No work onsite
- Submittals and SOV

Two week look-ahead schedule:

- Submittals / secure plumbing permit
- Provide foundation sleeves as necessary

H. Lake Erie Electric

Progress to Date:

- No work onsite

Two week look-ahead schedule:

- Mobilize
- Temporary electric
- Provide foundation sleeves as necessary
- Schedule review

I. Fanning Howey

- 1) John Keller noted that he communicated to Telamon and CTL that installing drive points on the piles is not required. CTL confirmed this as well and the returned submittal notes this.
- 2) The building pad needs to shed water. Do not create ponds under the stone base.
- 3) Curt South stated that Fanning/Howey is reviewing the requested easement requested by AEP.

J. Fremont

- 1) No items.

These minutes constitute an understanding of the meeting and will be considered correct unless Touchstone is notified within ten days of distribution.

The next Progress Meeting is scheduled for Wednesday, June 23, 2010, at 1:00 p.m. The meeting will be held at the Fremont District Office. Note that the meeting will be held in Room 116.

**Attachments: RFI Log, Submittal Log
ASI Log, RFP Log**

Fremont City School District

Package	Description	Rev	Action	Rec'd from Contractor	Sent to Architect	Rec'd from Architect	Inv'd to Contractor	Contractor
03-3000.00	Cast-in-Place Concrete							
03-3000.01	Concrete Design Mix and Test Result Product Data	0	Closed	05/13/10	05/13/10	05/19/10	05/19/10	Telamon
03-3000.02	Steel Reinforcement Shop Drawings	0	Note Markings/Approved	05/26/10	05/26/10	06/09/10	06/09/10	Telamon
04-2000.00	Unit Masonry							
04-2000.01	Product Data/Cut Sheets--Common Block, Norfar, IPCMU, Rein. Wire, Anchor/Mesh Ties, Weeps/Vents, Control Joints, Rebar Positioners, Termination Bars, Flashing, Drip Edge, Cavity Protection, Column Isolation, Expansion Joint, Masonry Grout, Cold Weather Admixture, and Grout Stop	0	Closed	05/25/10	05/25/10	06/07/10	06/09/10	Telamon
04-2000.02	Glazed Concrete Block Sample *Add Notes in Spiffire	0	A/E Review	05/25/10	05/25/10			Telamon
04-2000.03	Weep Color Samples *Add notes in Spiffire	0	A/E Review	05/25/10	05/25/10			Telamon
05-2100.00	Steel Joist Framing							
05-2100.01	Steel Joist Shop Drawings (J1 thru J6)	0	A/E Review	06/10/10	06/11/10			Telemon
05-5000.00	Metal Fabrications							
05-5000.01	Anchor Bolt Shop Drawings (Pages 1, AB1-AB4)	0	Closed	05/13/10	05/13/10	05/21/10	05/21/10	Telamon
05-5000.02	Steel Lintels & Embed Shop Drawings (Pgs. 2-6, E-1 thru E-8)	0	A/E Review	06/02/10	06/02/10			Telamon
07-2100.00	Thermal Insulation							
07-2100.01	2" Dow styrofoam highload 40 foundation insulation	0	A/E Review	06/11/10	06/11/10			Telamon
07-2100.02	4" Owens Corning foamular 400 freezer slab Insulation	0	A/E Review	06/11/10	06/11/10			Telamon
08-1114.00	Hollow Metal Frames							
08-1114.01	Hollow Metal Door & Frame Schedule	0	A/E Review	06/10/10	06/10/10			Telamon
08-1114.02	Hollow Metal Frame Cut Sheets	0	A/E Review	06/10/10	06/10/10			Telamon
08-1416.00	Flush Wood Doors							
08-1416.01	Shop Drawings	0	A/E Review	06/10/10	06/14/10			Telamon
08-1416.02	Finishing Guide	0	A/E Review	06/10/10	06/14/10			Telamon
08-7100.00	Door Hardware							
08-7100.01	Hardware Schedule Sets	0	A/E Review	06/10/10	06/11/10			Telamon
08-7100.02	Door Index and Door Hardware Cut Sheets	0	A/E Review	06/10/10	06/11/10			Telamon
21-3216.00	Fire Pumps							
21-3216.01	Fire Pump Product Data/Cut Sheets	0	Closed	05/05/10	05/06/10	05/19/10	05/20/10	Central Fire
31-6216.00	Steel Piles							
31-6216.01	Steel Pile Cut Sheets/Product Data, Installer Qualifications, and Welding Certification	0	A/E Review	05/21/10	05/24/10			Telamon

Package	Description	Rev	Action	Rec'd From Contractor	Sent to Architect	Rec'd From Architect	Final to Contractor	Contractor
33-0510.00	Utilities Services							
33-0510.01	Catch Basin, Manhole, Concrete Mix, and NPCA Certified Concrete Plant Product Data/Cut Sheets	0	Closed	05/13/10	05/13/10	05/19/10	05/19/10	Telamon
33-0510.02	Waterline Product Data/Cut Sheets (Including Ploywrap Letter of Compliance)	0	A/E Review	05/28/10	05/28/10			Telamon
33-0510.03	Sanitary & Storm Product Data & Cut Sheets	0	A/E Review	05/28/10	05/28/10			Telamon

