Meeting - Minutes

Project # 14414  
Project Name Madison County Annex Building  
Meeting Date: April 6, 2015

Project Location 101 West Wallace  
Virginia City, MT 59755

Project Manager Ben Walker  
Office: (406) 585-3420
Project Superintendent Mike Falk  
Cell: (406) 539-6767

Project Coordination Meeting  
Owner Meeting #18

Date 4/6/15  
Start 3:00 PM  
End TBD  
Next meeting  
Next time  
Prepared by Walker  
Company Langlas and Associates

Purpose Coordination of construction activities
Location MCAB Construction Trailer

Attendees  
Mike Falk – Langlas  
Ben Walker - Langlas  
Jim Hart – Madison County  
Loren Cantrell – Langlas  
Scott Stroh – Think One  
Bill Hanson – Think One  
Dave Schulz – Madison County  
Chris Hunt – Madison County  
Ron Nye – Madison County

Non-attendees

1. Construction Schedule
   1.1. Items completed this week – Drywall and paint touch up, CMU repairs and cleaning, Excavation and coring for conduit into existing courthouse, Site work start, staking
   1.2. Work scheduled for the next two weeks – Interior Doors, Division 10 install, wood and steel handrail, Tile, VCT, carpet, MEP trim out, Interior Glazing.
   1.3. Additional action Items:

2. Upcoming coordination needs
   2.1. Discuss chair rail in Public Meeting Room – To be determined next meeting once samples are available.
   2.2. Discuss if Langlas is involved in coordinating window treatments – County will request assistance if needed. Langlas can provide paperwork upon request.
   2.3. Civil Engineer will be performing a site visit Thursday at 9:00 AM
   2.4. Langlas to ask Elkhorn Electric for pricing to provide and install a generator large enough to power all building systems. Langlas expects to have pricing by 4/15.

3. Submittals
   3.1. Outstanding Submittals – none
   3.2. Upcoming Submittals – none

4. RFI's -
4.1. none

5. **Contract changes**
   5.2. Langlas is to order the additional countertop for Clerk and Recorder. Shop drawings will be coordinated to avoid interference with the thermostat above.

6. **Open discussion**
   6.1. Building walkthrough

7. **Next Meeting**
   Set next meeting date, time, location - TBD

8. **Adjourn**