

Author: Walker

## Meeting - Minutes

Project # **14414** Meeting Date: April 21, 2015  
 Project Name **Madison County Annex Building**  
 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 #19

Date	Start	End	Next meeting	Next time	Prepared by	Company
4/21/15	3:00 PM		5/5/15	3:00 PM	Walker	Langlas and Associates

Purpose	Location	General notes
Coordination of construction activities	MCAB Construction Trailer	

### Attendees Non-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  
 Cordell Pool – Stahly Engineering

## 1. Construction Schedule

- 1.1. Items completed this week – Drywall tape finish touch up, Tile, Site concrete prep, North sidewalk, Gutters and downspouts.
- 1.2. Work scheduled for the next two weeks – Paint touch up, finish carpentry, Division 10, wood/steel handrails, ceiling tile, carpet, VCT, storefront doors, front patio site concrete.
- 1.3. Additional action Items:

## 2. Upcoming coordination needs

- 2.1. Discuss generator switching requirements for full service (600 amp) generator. – Electrical Contractor has outlined switching from service entrance as not being very difficult. This would provide emergency power to entire building.
- 2.2. Discuss possible solutions to detention basin sketch. – Cordell Pool with Stahly Engineering does not take issue with waiting until the site dries out to finish the detention basin drain. Cordell has confirmed this will not affect Certificate of Occupancy. Langlas will price accordingly.
- 2.3. Discuss signage needs – Langlas has provided Think One with signage requirements for the Certificate of Occupancy by State of Montana Building Official. Action plan is to have local signage company provide critical signs first. County will provide other signage as needed.
- 2.4. Caulking on masonry – Scott has looked into different colors. Langlas will try and provide small tubes of selected colors for verification.
- 2.5. HVAC monitoring – County would like HVAC Systems monitored and has already coordinated requirements with Air Controls. No action required
- 2.6. Downspout location in front canopy – Langlas has moved down spout at Public meeting room doors to clear future canopy

- 2.7. Chris Hunt has requested addition of a ground bar with #6 cable to basement IT closet. The Final Location has been marked on the backer panel.

**3. Submittals**

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

**4. RFI's -**

- 4.1. none

**5. Contract changes**

- 5.1. Review Change Estimate log – Review CE's 44,45, 46, 48, and 49 – CE's 44, 45, and 46 were approved.
- 5.2. Review Prime Change Order Log and remaining owner contingency
- 5.3. Langlas has learned that the generator pricing (CE #49) is being held up due to supplier health issues (they are in the hospital). We will provide pricing ASAP.

**6. Open discussion**

- 6.1. Building walkthrough

**7. Next Meeting**

- Set next meeting date, time, location  
5/5/15 at 3:00PM

**8. Adjourn**