



HSR Associates, Inc.
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Meeting Notes

Project: Black Hawk Schools Addition & Remodel HSR Project No.: 20012-1
Location: On site Date: August 16, 2023
Attendance: Willy Chambers (Black Hawk), RJ (Black Hawk), Tim Ruppert (HSR),
Mike Burgaz (HSR), Scott Kreig (Sjostrom & Sons), Corey Z (Sjostrom & Sons)

Pre-Construction Meeting Notes:

1. Contract Status:
 - a. The contract will be completed once the contract sum is settled with the surety. Surety will return final approval to Sjostrom on Monday.
 - b. We will use docusign to sign the contract.

2. Schedule:
 - a. Shops will start in about 1 week.
 - b. Scott K will provide Mike B with information to set up Submittal Exchange.
 - c. Hot submittals will be listed first.
 - d. Immediate submittals will be for the civil work.
 - e. The excavator is ready to go now.
 - f. Mobilization is ready too and will start on Monday.

3. Bond company paperwork is ready.
 - a. It was confirmed by the surety last night.
 - b. Scott will copy the number to HSR so the final contract amount can be entered into the AIA agreement.

4. Tim reminded Corey to be prepared for the temporary school office move.
 - a. Corey is prepared.

5. Internet:
 - a. Local service is US Cellular or Verizon. Sjostrom has hot spots for both and will see which one works better.

6. Builders Risk:
 - a. Willy said that the schools have the Builders risk signed and ready.

7. Can the little storage building be move soon?
 - a. Willy said it will probably have to stay until spring, but we can look at any ideas that Sjostrom wants to propose.
 - b. One way to accelerate the move is to build a new building now with a compacted gravel floor and then pour the CC slab later.
8. G.C. noted that they would like to take care to not affect the football season schedule.
9. Willy asked for a payment schedule. Scott will have it soon.
10. The switch gear has been delivered and is stored on site in the red shed.
11. Sjostrom's accountant is out until Monday.
12. Completion of the contract will require two parts:
 1. Final paperwork from the surety.
 2. Completion of the AIA contract.

Next meeting: Wednesday, August 30 at 11:00 a.m

Meeting location: On Site

Recorded by: Mike Burgaz