



HSR Associates, Inc.  
100 Milwaukee Street  
La Crosse, Wisconsin 54603  
608.784.1830  
fax 608.782.5844

# Meeting Notes

---

Project: Black Hawk Schools Addition & Remodel      HSR Project No.: 20012-1  
Location: On site      Date: August 30, 2023  
Attendance: Willy Chambers (Black Hawk), Tim Ruppert (HSR), Mike Burgaz (HSR), Scott Krieg (Sjostrom & Sons), Cory Z (Sjostrom & Sons), Bryant Tucker (Sjostrom & Sons).

---

## Pre-Construction Meeting Notes:

1. Contract Status:
  - a. The contract is on hold until the surety completes their work.
    - Scott K, explained that this ties up Sjostrom on account of the importance of having a contract with the owner so they in turn can complete their contracts with all of the subcontractors.
  - b. No one has heard an affirmative answer from the surety yet.
2. Schedule & Start up:
  - a. Sjostrom has their Excavator ready to mobilize for the parking lot on the site as soon as the contract is signed.
  - b. Scott K and Kristin will see if he can get Mike B signed up for another project on Submittal Exchange, as a means of getting familiar with it.
  - c. Sjostrom has site work permits and zoning approval for the site work.
  - d. Scott is in contact with the building department to prep the building permits.
  - e. Tim reminded Scott to contact the DOT with regard to the access from the highway.
3. Cory will set up the temporary school office move at the same time the site work starts.
4. Cory introduced Bryant Tucker as a field rep for Sjostrom.
5. Can the little storage building be move soon?
  - a. Scott said that the excavator has an idea for how they could work around the shed without moving it. They will send over their sketch for what they have in mind.
  - b. Willy noted that so far we have been waiting for a means of establishing the floor pad before the new shed can be built. An option is to build the shed with a compacted gravel floor and then pour a concrete slab when it warms up in the spring.

6. Willy has a preliminary payment schedule.

Next meeting: Wednesday, September 13th at 11:00 a.m.

Meeting location: On Site

Recorded by: Mike Burgaz