



HSR Associates, Inc.
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Meeting Notes

Project: Black Hawk Schools Addition & Remodel HSR Project No.: 20012-1
Location: On site Date: November 8, 2023
Attendance: Willy Chambers (Black Hawk), Tim Ruppert (HSR), Mike Burgaz (HSR), Cory Zimmerly (Sjostrom & Sons), Scott Krieg (Sjostrom & Sons)

Construction Meeting Notes:

1. Cory's review of progress and items to keep track of:
 - a. New Parking lot is paved and in use.
 - b. Site fence is up.
 - c. Temporary school offices are almost done.
 - Lights need to be installed.
 - It is just about ready to move into.
 - d. Coordinate demolition and removal of existing school office area.
 - Cap sewer & plumbing, cap and remove power, drain roof tops and remove.
 - Relocate fire panels.
 - Alliant will need to turn off gas.
 - Saturday cut existing asphalt for new construction.
 - Stake footprint on Monday.
 - Locate existing water and sewer.
 - Locate and coordinate existing power line to out building.
 - Plan PVC 5" conduits for new transformer pad.
 - Work with electrician to determine size of the transformer pad.
 - Cut and excavate to bring in electrical lines.
 - Include pour of dumpster pad & 8' side walk in transformer pad pour.
 - M.2 - Plan an install north hwy entrance and site fence connection.
 - e. Scott K – noted that he met with the village and received the building permit.
 - f. Storm sewer – M.2. will start excavation and install of storm sewer in the N.E. corner of the site.
 - g. Existing cast pipe line at east side of shops will be scoped by plumber.
 - h. Plumber has parts and will fix 4" water line on Monday.
 - A 6-8' size hole 48" deep will be cut into the Ag Tech floor.
 - i. The precast electrical pole bases are ready to go in.
 - These are in stock and available.
 - j. Footing grading will start 11/10/23.
 - k. Footing rebar is arriving on Tuesday.

2. Roof install schedule vs demolition schedule for 3 story 1921 building.
 - a. Per Scott K the plan now is to get the classroom addition done enough to occupy by the start of the 2024 school year. As a contingency, the 1921 building will remain in use until the classroom addition is available.
 - b. In the event that the roof install is held up by severe weather, additional contingencies will be worked out.

3. Mike asked for updated copies of the:
 - a. Pay schedule.
 - b. Schedule of values – Scott K will have it by the end of the week.
 - c. Schedule of work for next 2 weeks and the full project schedule.
 - d. Scott K has a current Pay App that he will scan and send out for processing.

4. Tim reminded Sjostrom to keep a copy of the state approved plans on site at all times.

5. HSR asked Sjostrom to issue CB#3 so that the walk-in freezer can be credited to the project.

6. RFI's – None at this time.

7. Submittals – most have been processed; a couple remain to be finished by HSR.

8. Mike asked how many subcontractors are now under contract with Sjostrom.
 - a. Scott K noted that the major trades are all under contract:
 - HVAC
 - Plumbing
 - Electrical
 - Steel Erectors
 - Masons
 - Excavator
 - Carpenters
 - Roofer

9. 2nd Job superintendent will be on the job at the end of December or first week of January. His name is Scott Sergeant. He also lives nearby.

10. Cory will work with electrician to plan transformer schedule with Betsy at Alliant.

11. Existing city black top damage by street work will be repaired by Sjostrom. Scott K will coordinate requirements and expectations with the city.

12. Tim noted that HSR has received a set of drawings for the cold storage building that we can send on the state plan reviewers.

13. Background Checks:

- a. Sjostrom has completed the background checks and sent them out to Black Hawk schools.
- b. Background checks will be ongoing as contractors are added to the project.

Next meeting: Monday, November 20th at 1:00 p.m.

Meeting location: On Site

Recorded by: Mike Burgaz