



# Meeting Notes

---

Project: Black Hawk Schools Addition & Remodel      HSR Project No.: 20012-1  
Location: On site      Date: February 14, 2024  
Attendance: Willy Chambers (Black Hawk Schools), Tim Ruppert (HSR), Mike Burgaz (HSR), Cory Zimmerly (Sjostrom & Sons), Scott Sargent (Sjostrom & Sons), Kristyn Holmes (Sjostrom & Sons), Scott Krieg (Sjostrom & Sons).

---

## Construction Meeting Notes:

1. We discussed the existing concrete encasement of the fiber optic line that runs diagonally from the SE corner of the existing main school building to the west side of the Ag Tech building.
  - a. Wayne, our structural engineer, has said he prefers to see it removed with none of it allowed to remain under be new floors or walls.
  - b. Work is progressing; removing the line is impractical until the building has come far enough for the new line to run up in the ceiling as planned.
  - c. Per Cory, Terracon has tested the soil at either side of the existing strip of CC and they do not see a likely additional settlement. But we will need additional field checks from Terracon and their confirmation that the concrete strip can remain.
  - d. See the attached sketch showing what was discussed on site as a means of protecting the wall that crosses over the concrete encasement. This can only be done with Terracon's approval.
  - e. Sjostrom will provide a cost to remove the concrete line encasement.
  
2. Mike B: We need to have an interim online meeting between the regular site meetings to verify that we're on track to resolve these items:
  - Keeping up on shop drawing submittals from the subs.
  - Ongoing coordination/RFI items.
  - Mike will issue a short list of items that need to be addressed.
  
3. Cory's review of the work and progress on site:
  - a. Electrician:
    - JP has installed 5" PVC's into Ag Tech
    - Monona has installed underground at Ag Tech
    - Monona passed the plumbing inspection
    - Interior slab was poured and finished in the Ag Tech
    - Existing electrical lines that were found in the floor slab, are in the process of being rerun up the wall and across the ceiling.

- Note that the electrician must submit shop drawings. Any work installed without reviewed shop drawings is done at the electrician's risk.
- b. Monona is doing what work they can inside the Ag Tech. This includes the new boiler lines and new boilers. These lines are running from the SW corner of the Ag Tech building. The boilers have been delivered.
  - c. Parking Lot Electric Light Poles:
    - Parking light poles will arrive by the end of February. They should arrive in about 1 week.
  - d. Transformer pad (9'x9') is ready and waiting to be delivered to the site.
  - e. CMU wall masonry has progressed and most (90%) of the exterior wall CMU is up. Weather has been pretty good now.
  - f. Exterior and interior foundations have been poured.
  - g. Cory will install the 5" of foundation wall width that was overlooked. He will pin this per Wayne V directions.
  - h. Regal steel is scheduled to start delivering I-beams for the masonry openings by the end of the week. The bulk of the steel delivery is scheduled for 2/19/2024. Regal has revisited the RFI#1 questions. Deliveries should still be able to start on time.
  - i. BP roofing has their materials and are ready to go on with their work.
    - HSR needs roofing submittal to review before work can begin.
    - Cory noted that some of the existing metal roof snow guards are damaged from the large amount of snow and ice recently. Willy agreed that they should be replaced and repaired as needed.
    - Cory will get a price for the roofer to fix the snow guards.
    - Roof work will begin at the end of February.
  - j. Fiber line was revisited. Per the owner this line is 27 years old. It was repaired, but a price has not been provided. No news on this yet.
  - k. The CT exterior cabinet enclosure is on order and will take 6 weeks to arrive, but the electrician has confirmed that this is not a problem for his schedule.
  - l. Cory noted that they are coordinating the kitchen work with the installer.
  - m. Ag Tech has working lights and heat.

- n. New grease tank was delivered and installed. The new tank will be hooked up on Friday as there will be no school. The existing tank will be flushed and then demoed.
  - o. North West put up their spray foam insulation today. Install looks good. Mike B noted that spray foam shall be installed neatly into edges of window blocking and other openings. Any masonry flashings need to be covered with XPS foam sheeting to avoid installing the hot spray foam over flashings that may be damaged; see details. Mike with North West will verify the allowable time for the spray foam to be left exposed to the sun. The masonry veneer must be installed in time in order to avoid sun exposure and degradation of the installed foam.
4. Project Schedules:
- a. Schedule is on track per last meeting.
  - b. Scott K will need to issue a current 2 week look ahead schedule.
5. Hardware, Frames, Doors & Keying:
- a. A few hardware items remain resolved. Scott K will follow up on this in order to get the hollow metal door frames on order.
  - b. Hardware and locking functions will be reviewed with the owner by the hardware supplier. Sjostrom will follow up on this.
  - c. Scott K has planned a hardware review meeting to get the last couple of items resolved.
6. RFI's:
- a. RFI's are being answered promptly by HSR.
  - b. There is a new gas pipe run that needs clarification. It runs through the Ag Tech at the NE corner. It is planned to be moved to the garage bay because the existing gas heater is being moved to the garage bay.
  - c. A color is needed for the new resin wash station.
  - d. Toilet flush valves shall remain manual, per Willy.
  - e. The hand wash sinks shall be battery operated automatic faucets; typical.
7. Submittals:
- a. Shop drawings are caught up and on track.
  - b. HSR asked that Sjostrom check on shop drawings that have not been issued.
    - Plumbing shops just arrived
    - Electrical shop drawings need to be completed
    - Controls, fire control and low voltage shop drawings need to be submitted.
    - There is some concern that not getting shop drawings now will delay material orders later.
8. Construction Bulletins:
- a. No new bulletins.

9. Change Orders:
  - a. HSR has issued a Change order to add PCO: 2, 3, 5, 6 & 7 to the contract.
  - b. PCO#4 needs a revised number so we can issue it for a change to the contract. This is for the added temp office light fixtures.
  - c. We need a description of the time and materials for the electrical reroute in the Ag Tech garage bay. (\$3,000-3,500)
  
10. Colors:
  - a. Sealant samples are on site, and we will need to plan to review them and select colors to match adjacent construction; like a black sealant along the exterior edge of a black window frame.
  
11. Cold Storage Building Drawings:
  - a. Cold Storage stamped design drawings were delivered to Willy at this meeting.
  - b. The drawings are scheduled for state review in March.
  - c. Amos can plan the work but cannot start construction until the reviewed plans have been returned by the state plan reviewer.
  
12. Building and Grounds meeting:
  - a. This will be at 5:30 pm before each board meeting.
  - b. Tim & Scott K will attend remotely.
  
13. Background checks: The checks are progressing as subs come on board. Copies of the background checks are going to the school. Willy is reviewing backgrounds.
  
14. Tim R: We need to coordinate the PCO process with the Change orders so they can be resolved in Submittal Exchange.
  
15. Willy:
  - a. Payments: School, Tammy, need all lien waivers; we did not get one from JP Electric.
  - b. Denise with Sjostrom will make sure all lien waivers are provided.
  - c. Door entry access is ready to start now. Aluminum doors and hardware will need to be coordinated for hardware to be ordered.
  - d. We need a final answer as to when the parking lights will arrive. Scott S will get an order tracking number.
  
16. Cory:
  - a. The boilers have been delivered and Cory is coordinating this work.
  - b. We reviewed and discussed Cory's East 8' wide walk questions on site.
  - c. There are some additional costs that need to be counted for the walk, rock mulch and drain that was revised.
  - d. Cory is planning to make the dumpster pad and stair pour while the weather is warmer.
  - e. The answers for these questions are in CB#4.
  
17. Scott S will check that we get an updated CO#4 electrical price.

HSR site observations:

- The ground is not frozen.
- The weather is clear-sunny, cool above freezing and dry, no precipitation.
- Temperature is about 44-46 degrees F with no wind.
- Ground blankets, propane tanks and tented enclosures are on site for masonry heat.
- The site is somewhat wet and a little muddy.
- The forecast is anticipating temperatures in the 40's going forward.

Next meeting: Wednesday, February 28th at 11:00 a.m.

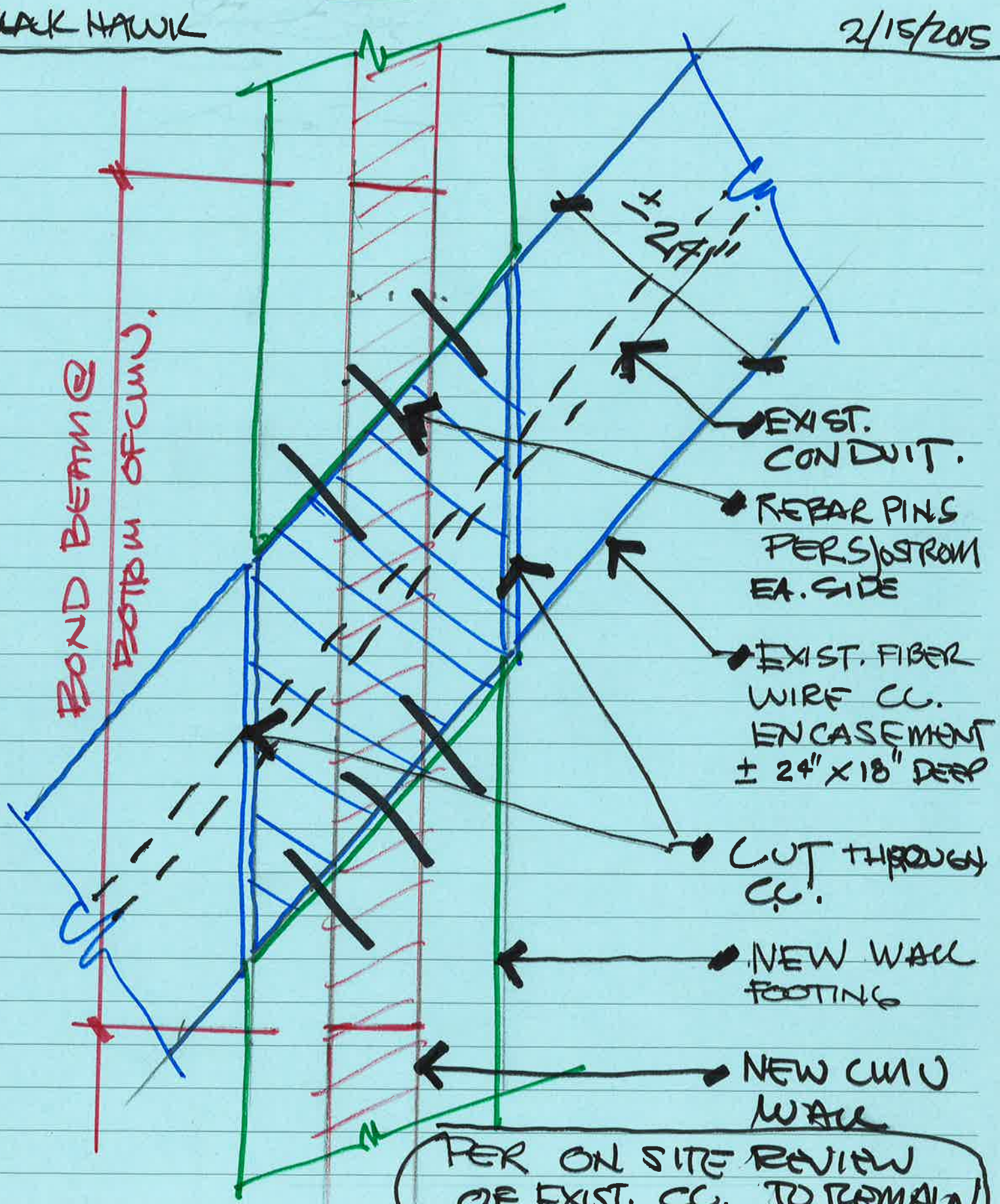
Meeting location: On Site

Recorded by: Mike Burgaz



BLACK HAWK

2/15/2015



PER ON SITE REVIEW  
OF EXIST. CC. TO REMAIN