



HSR Associates
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Meeting Notes

Project: Black Hawk Schools Addition & Remodel HSR Project No.: 20012-1
Location: On site Date: March 13, 2024
Attendance: Willy Chambers (Black Hawk Schools), Tim Ruppert (HSR), Mike Burgaz (HSR), Scott Sargent (Sjostrom & Sons), Scott Krieg (Sjostrom & Sons).

Construction Meeting Notes:

1. Scott S review of the work and progress on site:
 - a. The roofing preinstall meeting was held this morning.
 - b. Additional underground plumbing work is in progress.
 - c. The class room slab at the north side class rooms has been poured.
 - d. Work on the Ag Tech boilers will resume 3/25.
 - e. The dumpster pad has been poured.
 - f. Ag Tech CMU will be done Friday.
 - g. Myers will work on pumps and pipe 3/25
 - h. Monona will work on north end underground plumbing.
 - i. Crowley will do brick flashing next week.
 - j. Regal will work on the deck next week.
 - k. Wayne, the structural engineer is scheduled to be on site 3/20. Terracon will also be doing site inspections of the structural work.
 - l. Roof blocking is going in, H.M. door frames are on site, the south side class room floors will be poured next.
 - m. BP roofing will deliver materials on Wednesday and will plan ½ of the deliveries at a time to allow space on site.
 - n. Wood blocking for the openings will be installed and water proofed
 - o. Interior framing will start 3/25. Elect and plumbing rough-ins will follow.
 - p. TC Networks will be on site 3/25 to work in the existing building.
 - q. Wall insulation is planned for a 3/27 start, but Scott S will verify how long it is allowed to be exposed and coordinate this with the brick veneer installation.
 - r. The existing grease interceptor tank has been demoed and Sjostrom is pumping the new tank as needed.

2. Kitchen field conditions allow for less floor cutting:
 - a. Less floor cutting and patching will result in a credit.
 - b. HSR requested a plan mark up by the plumbing contractor coordinated by Sjostrom for concrete cutting and patching. This and a number for the proposed credit, is required prior to doing any work that does not follow the construction documents.

3. Kitchen vents are proposed to run up and through the existing pitched metal roof:
 - a. The HVAC contractor has planned to install access platforms with railings and safe access per the building code.
 - b. Jake B, HVAC engineer has noted that the fresh air intake must be at least 10' away from any exhaust locations.
 - c. HSR requested that the HVAC contractor work with a roofer to provide drawings of how the vents and platforms will be detailed into the existing metal roof.
 - This will also result in a credit to the owner. Please provide a number for this credit before proceeding with any work that does not follow the construction drawings.

4. Review of 3 story existing building demo:
 - a. Sjostrom is having a contractor coordination meeting, March 28th, to plan this and to better work out the schedule for completion and occupancy of the new class rooms.

5. RFI's:
 - a. RFI's are being answered promptly by HSR.

6. Submittals:
 - a. HSR has electrical shop drawings that need to be reviewed and returned.
 - HSR noted the revised light fixtures are accepted.
 - b. HSR asked Sjostrom to check on shop drawings that have not been issued.
 - Controls, fire control and low voltage shop drawings need to be submitted.

7. Construction Bulletins:
 - a. No new bulletins.

8. Change Orders:
 - a. HSR will issue a change order for the items to date once Sjostrom provides proposed cost numbers for each item.
 - b. The items we plan to include in CO#4:
 - PCO#4 - was reissued and HSR will review the new copy.
 - PCO #8 - for additional building demo of unforeseen concrete stairs and walls under the foot print of the existing building noted to be demoed.
 - PCO#9 Demo of the unforeseen extent of concrete at the existing power and data from the main building to the Ag Tech.
 - Sjostrom needs to provide a PCO for the relocated electrical line in the Ag Tech garage.
 - Sjostrom needs to provide cost revision for faucet changes.
 - c. Scott K will coordinate walk in cooler invoice with Willy.

9. Colors:

- a. A masonry mock up panel needs to be installed for review per spec.
- b. Sealant colors will be coordinated with the masonry installed.
- c. Mike B can bring sample from HSR if the site samples can't be found.

10. Cold Storage Building Drawings:

- a. The drawings are scheduled for state review on March 25th.
- b. The work can start once the drawings are returned by the state. Electrical and concrete should be ready to go.

11. Check list of items from previous meetings for remote Teams review:

- a. Transformer pad (9'x9') is ready and waiting to be delivered to the site.
- b. Cory will install the 5" of foundation wall width that was overlooked. He will pin this per Wayne V directions.
- c. BP roofing has their materials and are ready to go on with their work.
 - Scott S will get a price for the roofer to fix the snow guards.
- d. Willy noted that he is expecting a review of the hardware functions and the keying, with the hardware contractor.
- e. Scott S will plan for added exhaust ducting and a fan for venting the 3D machines in a class room. This can come up through the existing roof on the West side of the roof. Sjostrom will add and coordinate the work to bring the duct up through the roof and provide a compliant vent cap and water tight roof flashing. Sjostrom will provide a PCO for this item.
- f. 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.
- g. Toilet flush valves shall remain manual, per Willy.
 - The hand wash sinks shall be battery operated automatic faucets; typical.
 - Ag Tech will have a new RFI regarding the gas line runs.
 - Sjostrom will provide a revised scope for this and a revised price.
- h. Sjostrom to provide cost for ag tech elect reroute.
- i. Kitchen coord PCO for owner credits.
- j. Roof details coordination – Scott S
- k. Roof top vent coordination – Scott S

l. Hardware function and keying review with owner. Scott K has this planned for mid-April.

m. 3 story building demo coordination – Scott K 3/28/2024 for coord meeting.

12. 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.

13. Reminder - Owner buildings and grounds committee meeting at 5:30 pm.

HSR site observations:

-The ground is not frozen and is dry.

-The weather is clear-sunny, warm about 60 degree F and dry, no precipitation.

-The forecast is anticipating temperatures in the 50's to 70 going forward.

Next meeting: Wednesday, March, 27 at 11:00 a.m.

Meeting location: On Site

Recorded by: Mike Burgaz