



MEETING MINUTES

Helms Elementary School
Construction Progress Meeting # 62

Date	Time	Purpose	Location
July 10, 2013	1:00 PM	Weekly Update	AECOM Offices
Prepared By Tim Beally			See sign in sheet

1) Warranty Items

- a) School Items
 - i) The school identified items to be corrected
 - ii) HIG thinks most of the items are minor and can be done. They are correcting the items.
- b) Drinking fountains
 - i) This past week the school provided an email saying the drinking fountain near the cafeteria was leaking and turned off.
 - ii) AECOM asked HIG to investigate. They identified a leak caused by piping improperly connected. They are correcting it.

2) Punch List / Close Out

- a) COH Inspections
 - i) COH Permitted Drawings
 - (1) HIG submitted the drawings for COH red stamp. COH required the word 'revised' to be added to each appropriate sheet.
 - (2) HIG accomplished and re-submitted on 07/08/13 – expect 7 to 10 days.
 - ii) Egress inspection
 - (1) Ready for the egress inspection. As soon as the drawings are ready, they will call for the egress inspection.
 - (2) Will have to occur after hours in the dark to test emergency lights and egress lights.
- b) Structural
 - i) Fire Rated Walls
 - (1) COH Inspector identified need for work to complete fire rated walls over three fire doors – in breezeway toward cafeteria, breezeway toward east classrooms, and breezeway toward the north building.
 - (2) HIG provided pricing for CPR 63. Last week AECOM provided direction to HIG to proceed.
 - (3) Work on the fire walls is proceeding as follows:
 - (a) Door 5 – demolition is underway
 - (b) Door 44 – demolition is done. Infill of arch is underway
 - (c) Door 63 – demolition is done, some build back done, fire caulked and taped. Need COH cover up inspection before proceeding to completing the work.
 - ii) Cover up inspections
 - (1) Inspections were not accomplished for the concrete pads and newly installed restroom walls.
 - (2) COH wants letters from the engineer of record certifying the work was done per contract documents.
 - (3) FGC provided necessary letters to HIG.
 - (4) Once the drawings are assembled and stamped by COH, HIG will submit for necessary clearances.
- c) Close Out
 - i) FGC provided email feedback to HIG who needs to revise.
 - ii) AECOM asked FGC to have JE provide comments to HIG before next week's meeting.
 - iii) During the meeting AECOM called JE who said items were missing – mostly mechanical. It appears some of the binders were not given to JE. HIG was going to check.
 - iv) JE was going to provide a list of missing items.

3) Change Proposals Request (CPRs) and Change Orders

- a) Attached is the CPR log.
- b) CPR 63 – Fire Rated Walls – see comments above

4) Pay Application

- a) HISD rejected the last pay application again. They want HIG to assemble all their lien releases from subcontractor. Also the pay application was marked on by HISD so the pay application needs to be re-accomplished.

Next Meeting – Wednesday, July 17, 2013 at 1:00 PM at AECOM offices.

These minutes were prepared to accurately report the discussions, issues and decisions made at the above referenced meeting. If any attendee does not agree with the statements made above, please provide corrections in writing within three (3) days of receipt; otherwise, it is deemed all meeting participants are in agreement with the contents.

Helms ES Renovation - Change Log

07/08/13

CPR	CO	Description	Source	Requested Amount	Req. Days	Pending Amount	Approved Amount	Approved Days	Status
1	2	Revise Marquee Base	G709 - 04/20/12	(\$598.81)	0		(\$598.81)	0	CFS Apvd 07/25/12
2	1	Delete Removal of Partitions - Room 19	G709 - 04/17/12	(\$1,039.37)	0		(\$1,039.37)	0	Apvd 07/09/12
3	NA	Revise ADA Parking	G709 - 04/17/12	\$0.00	0		\$0.00	0	HIG - No charge
5	NA	Remove Casework Room 6	G709 - 04/20/12	\$0.00	0		\$0.00	0	HIG - No charge
7	1	Revise Restroom Accessories	RFI 2 - 04/03/12	\$1,438.90	0		\$1,589.58	0	Apvd 07/09/12
8	1	Delete Plumbing Changes in Teacher's Lounge	G709 - 04/20/12	(\$1,488.28)	0		(\$1,488.28)	0	Apvd 07/11/12
10R	1	Install Concrete Pad Outside Classroom 6	G709 - 04/24/12	\$901.74	0		\$901.74	0	Apvd 07/12/12
12	NA	Change Location of Window Blinds	AECOM email	\$0.00	0		\$0.00	0	HIG - No charge
14	NA	HISD Hazmat Requirements - Rigid Barriers	HISD 10/28/11 Ltr	\$0.00	0		\$0.00	0	HIG - No charge
16	3	Install Receptionist Window	G709 - 06/26/12	\$4,014.93	7		\$4,014.93	7	Apvd 10/09/12
17	3	Revise FCU In Cafeteria Hallway	Verbal	\$8,590.73	0		\$8,590.73	0	Apvd 10/09/12
19	1	Abate and Dispose UVs	Verbal	\$25,749.28	0		\$15,928.50	0	Apvd 07/05/12
21	2	Replace Flush Valves	Verbal	\$9,123.53	0		\$9,123.53	0	Apvd 09/11/12
22R	4	Extend UV CW Pipe Connections	Verbal	\$7,407.27	0		\$7,407.27	0	Apvd 11/26/12
23	NA	Revise Custodial Sink	G709 - 07/02/12	\$7,792.32	0		\$0.00	0	HIG states included in CPR 37
25	1	Install Additional Electrical Conduits	Verbal	\$5,482.42	0		\$5,482.42	0	Apvd 07/09/12
26	NA	Termite Protection in Restrooms	Verbal	\$0.00	0		\$0.00	0	HIG - No charge
27	2	Replace Cafeteria Floor	Verbal	\$24,242.31	0		\$26,120.62	0	Email apvd 07/16/12. Apvd 07/30/12
28	3	Change Plumbing / Walls In Boys RR X40	Verbal	\$5,398.68	0		\$5,398.68	0	Apvd 10/09/12
29	2	Reconnect Space Heaters - North Wing	Verbal	\$452.58	0		\$452.58	0	Apvd 10/01/12
30	NA	Change Breakers Serving Cafeteria	Verbal	\$0.00	0		\$0.00	0	HIG - No charge
31	3	Install OAHU Condensate Drain Lines	JE Dwg 09/12/12	\$2,145.33	5		\$2,145.33	5	Apvd 10/09/12
32	2	Repaint Classrooms	Verbal	\$25,000.00	0		\$25,000.00	0	Apvd 10/01/12
33	4	Connect Heat Strip in Admin Area	Verbal	\$1,382.98	0		\$1,382.98	0	Apvd 11/12/12
34	3	Revise Elect Service for Admin Offices AHUs	Verbal	\$9,892.89	0		\$9,892.89	0	Apvd 10/05/12
35R	4	Install Power Outlets in Upper Story Rooms	Verbal	\$4,574.06	0		\$3,949.84	0	Apvd 11/12/12
36	2	Additional FA Devices Required by COH	Verbal	\$4,064.29	0		\$4,064.29	0	Apvd 10/01/12
37	2	Replace Restroom Fixtures with New Fixtures	Verbal	\$7,140.92	0		\$7,140.92	0	Apvd 10/01/12
38	NA	Repl 15 Amp Breaker with 20 Amp for Upstairs UV	Verbal	\$0.00	0		\$0.00	0	HIG - No charge
39	NA	Install Lights in Custodial Closets	Verbal	\$0.00	0		\$0.00	0	HIG - No charge
40	3	Install Chiller Bypass Valve	Verbal	\$1,956.73	0		\$1,956.73	0	Apvd 10/09/12
41	3	Replace Carpet in North Wing Classrooms	Verbal	\$8,537.91	7		\$8,537.91	7	Apvd 10/09/12
42	3	Additional Floor Waxing	Verbal	\$1,985.60	0		\$1,985.60	0	Apvd 10/09/12
43	3	Provide Fountain Floor Pads, OAHU Thermostat Covers	Verbal	\$885.09	0		\$885.09	0	Apvd 10/09/12
44R	4	Install Interior Hallway Security Double Door	G709 - 11/02/12	\$15,475.76	21		\$15,475.76	21	Apvd 11/26/12
46	4	Revise Casework	Verbal - sketch	(\$9,050.00)	7		(\$9,050.00)	7	Apvd 11/12/12
47	4	Install Projector Screens	Verbal	\$2,989.93	7		\$2,332.39	7	Apvd 02/04/13
48	N/A	Ground Main Transformer	CFS - Verbal	\$0.00	0		\$0.00	0	HIG - No charge
49	4	Add Outlets in Speech Therapy Room	Verbal	\$941.72	3		\$941.72	3	Apvd 01/25/13
50	5	Add Circuit to Upper Floor Rooms	Verbal	\$1,084.45	1		\$1,084.45	1	Apvd 02/18/13
51	5	Replace Admin Area / Receptionist Door Hardware	Verbal	\$3,389.83	10		\$3,389.83	10	Apvd 02/18/13
52	5	Add Power Outlets for Main Hallway - Custodial Support	Verbal	\$459.71	1		\$459.71	1	Apvd 02/21/13
53	4	Replace Water Fountain	School Request	\$1,675.18	3		\$1,675.18	3	Apvd 01/25/13
54	5	Install Additional Whiteboards	School Request	\$2,108.43	1		\$2,108.43	1	Apvd 02/21/13
55	5	Change Hardware on Cafeteria Doors	G709 - 01/17/13	\$3,000.00	5		\$2,102.79	5	Apvd 02/21/13
56	5	Install Heating Coil in Cafeteria	Verbal	\$9,392.13	10		\$9,392.13	10	Apvd 03/21/13
57	5	Install Electric Outlet in Computer Classroom	School Request	\$353.63	1		\$353.63	1	Apvd 02/21/13
58	5	Install FA Cover Boxes	School Request	\$2,260.13	5		\$2,260.13	5	Apvd 03/20/13

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07/08/13

59	5	Install CW Bypass Valve	Verbal	\$5,766.60	10		\$5,766.60	10	Apvd 03/21/13
61	5	Lower Drinking Fountain	Verbal	\$1,321.37	3		\$1,321.37	3	Apvd 03/28/13
62		Retain 1/2" External Conduit	Verbal	(\$6,897.00)	0		(\$6,897.00)		Sent to CFS 06/27/13
63		Fire Walls	G709 - 06/14/13	\$7,762.07	0		\$7,762.07		Sent to CFS 07/08/13
	2	Delete Contract Allowance	Verbal	(\$10,000.00)	0		(\$10,000.00)	0	
				\$197,067.97	107	\$0.00	\$179,304.89	107	