



MEETING MINUTES

Helms Elementary School
Construction Progress Meeting # 7

Date	Time	Purpose	Location
May 16, 2012	9:30am	Weekly Update	Helms ES, T Building

Prepared By – Tim Beally
See Attached Attendee List

1) CMPA/Owner Issues

- a) Unit Ventilators - expected ship date is 06/19/12. Delivery is three days later.
- b) New Whiteboards – expected delivery is the first week of July.
- c) Public Address System Sub-Contractor
 - i) HISD CFS sent an email stating AFS is not licensed Dukane or Telecor PA installer.
 - ii) HIG said AFS will subcontract the work to Convergent. They provided a letter from Convergent saying they were a licensed Dukane vendor.
 - iii) AECOM relayed that HISD is uncomfortable with this. HIG will investigate further.
- d) Fire Alarm System
 - i) Similar to the PA system, HISD is uncomfortable with AFS.
 - ii) AECOM will pursue with CFS and provide feedback to HIG.
- e) Chiller Shut Down
 - i) HISD CFS told AECOM the GC should shut down and drain the chiller.
 - ii) AECOM asked HIG to prepare to do so on 06/04/12. If they feel this is added scope they need to state through a request.
- f) Window Blinds
 - i) The school feels the blinds in the admin area do not need replacement. They want to place the blinds in Room C18 (to the left in the main entry hallway) and in the Classroom 3.
 - ii) AECOM asked Horizon to investigate (CPR 12). The school still needs to select a color.
- g) Electrical Sub-Contractor
 - i) AECOM asked where the information is on the electrical sub-contract change.
 - ii) The submission needs to include the changed MWBE participation.
 - iii) HISD will want to review.
- h) HISD Personnel Change - Issa Dadouish resigned effective 05/14/12.

2) Architect / Consultants

- a) See other topical areas below.

3) Contractor

- a) HIG is concerned about AFS being allowed to do work. See comments about AFS.

4) HAZMAT

- a) Hazmat notification permit - work will start 06/04/12, notice was for a start at 7:00 AM.
- b) ERC requested a phase notification.
- c) To keep the permit active, HIG must insure occurs at least once every thirty days.

5) Safety

- a) HIG installed a gate in the perimeter fence allowing site workers to access the work trailer without having to enter the school.
- b) Work areas are secured / isolated to prevent student / faculty access.
- c) Workers are wearing hard hats and protective goggles, if appropriate.

6) Schedule

- a) Schedule and two week look ahead are attached: exterior site work and preparing the pads for the OAHUs and in Classroom 6. HIG plans to pour concrete next week.
- b) Discussion:
 - i) Demo of marquee sign

- (1) Due to occur in mid-June.
- (2) AECOM asked that two weeks before HIG desires to work, the start day be discussed with AECOM.
- (3) AECOM does not want to remove the existing marquee until the new marquee is certain to be available for installation.
- ii) Work should begin in earnest on 06/04/12.
 - (1) Hazmat abatement
 - (2) Restroom demolition

7) Change Proposals Request (CPRs) and Change Orders

- a) See CPR log (attached).
- b) AECOM reviewed the draft of CPR 7 and provided comments to HIG.
- c) AECOM asked HIG to start submitting documentation for CPRs.

8) Submittals

- a) Submittal log is attached.
- b) HIG has submitted sixty-one items. Last week they had submitted fifty-four items.
- c) Discussion on specific items:
 - i) PA / Building Alarm System – AECOM is concerned about the status of submittals of the PA and building alarm systems. See comments above.
 - ii) AECOM observed that many electrical and HVAC items still need to be submitted. HIG said much of the electrical submittals will be provided shortly in one large package.
 - iii) Light fixtures - AECOM did not record an update.
 - iv) Room signage may take some time to fabricate. AECOM said HIG needs to get that submittal in.
 - v) HIG said the following should be submitted shortly:
 - (1) Pipe and tube railings
 - (2) Hand delivered to FGC in the meeting, the ceramic tile submittal
 - (3) Dry wall
 - (4) Door and hardware, storefront, glass and glazing

9) Requests for Information (RFIs)

- a) No RFI Activity.

10) Record Drawings / Permit

- a) Per COH website the drawings passed planning, storm, code and electrical.

11) Pay Application

- a) HIG submitted a revised SOV showing a changed breakout of the electrical components. AECOM and JE provided some comments during the meeting. HIG will revise and send.

12) Site Observations

- a) Work began on the OAHU pads, some of the steps, and in classroom 6. See photos.

Next Meeting – Wednesday, May 23, 2012 at 9:30 AM

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.



HOUSTON INDEPENDENT SCHOOL DISTRICT
 Construction Services (Bond Program)
 3500 Tampa Street • Houston, Texas 77021-1244



SIGN-IN SHEET HISD BOND PROGRAM

Project: Helms Elementary School Renovation

Meeting Date / Time: May 16, 2012, 9:30 AM

Meeting Purpose: Construction Meeting 7

Location: Helms ES

Name	Initial	Title	Company	Phone	Email Address
Tim Beally	<i>TMB</i>	PM	AECOM	713-267-3223	Tim.beally@aecom.com
Diana Del Pilar		Principal	HISD – Helms ES	713-867-5130	ddelpila@houstonisd.org
Brian Cox		Principal	Fehr Grossman Cox	713.797.0404	bcox@fgca.cc
Ron Hughes	<i>RH</i>	Project Manager	Jones Engineers	713-222-7766	rhuhges@jonesengineers.com
Wes Geyer		Project Manager	Horizon Intl. Group	832-347-7204	wgeyer@hgiusa.com
Russell McCown	<i>RM</i>	Project Manager	Horizon Intl. Group	832-752-0066	rmccown@hgiusa.com
Gary McMaster	<i>GM</i>	Superintendent	Horizon Intl. Group	281-413-8112	gmcmaster@hgiusa.com
Mike Afshar	<i>MA</i>	PM	ERC	713-290-9444	mafshar@erc-tx.com
Jim Garbelle	<i>JG</i>	PM	LMS LLC	713-644-7795	LMS LLC @ sbcglobal.net
Steven Bryan	<i>SB</i>	Pm	Fehr Grossman Cox	713-797-0404	associate@fgca.cc

Submittal Log and Schedule - Helms Elementary School



Horizon Group
INTERNATIONAL

Submittal Log and Schedule - Helms Elementary School															
Spec Section	Specification Subdivision	Log of Required Submittals			Subcontractor	Schedule		Submittal Distribution			Disposition of Submittal			Notes	
		Status / Revision	Description	Total Open Submittals		Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required		
													Total Submittals in HGI's Office		Y
Division 02 Site Work															
024119 Selective Demolition															
	1.6C		Schedule of Demolition Activities												
	1.6D		Inventory of Demolition Items												
	1.6E		Predemolition Photographs												
029200 Lawns and Grasses															
	1.4A		Product Data												
029500 Fences & Gates															
	1.4A	Approved	Product Data & Shop Drawings	National Fence	04/09/12	04/09/12	04/09/12	04/10/12	Arch.	4/10/12	4/11/12		N		
Division 03 Concrete															
033000 Cast-In-Place-Concrete															
	1.2C		Design Mixes	Elite	03/30/12	03/30/12	04/02/12	04/02/12	Arch.	4/30/12	5/1/12		N		
	1.2D	As Noted	Reinforcement Shop Drawings	Elite	03/30/12	03/30/12	04/03/12	04/03/12	Arch.	4/5/12	4/6/12		N		
	1.2E		Expanded Polystyrene (EPS) Geofom	Elite	04/03/12	04/03/12	04/03/12	04/03/12	Arch.	4/5/12	4/6/12		N		
Division 05 Metals															
055213 Pipe and Tube Railings															
	1.4A		Product Data	Gulf Coast											
	1.4B		Shop Drawings	Gulf Coast											
	1.5A		Paint Compatability	Gulf Coast											
Division 06 Wood and Plastics															
061053 Miscellaneous Rough Carpentry															
	1.4A		Product Data	Xtreme Const											
064023 Interior Architectural Woodwork															
	1.4A		Product Data	Xtreme Const											
	1.4C		Shop Drawings	Xtreme Const											
	1.4D		Samples	Xtreme Const											
	1.4E		Product Certificates	Xtreme Const											
Division 07 Thermal And Moisture Protection															
079200 Joint Sealants															
	D.1		Product Data												
	D.2		Samples												
	D.4		Product Certificates												
Division 08 - Doors And Windows															
081113 Hollow Metal Doors and Frames															
	1.4A		Product Data	Xtreme Const											
	1.4B		Shop Drawings	Xtreme Const											
	1.4C		Samples	Xtreme Const											
082120 Solid Core Plastic Laminate Faced Doors															

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	C.1		Product Data	Xtreme Const									
	C.2		Shop Drawings	Xtreme Const									
	C.3		Samples	Xtreme Const									
084113 Aluminum Storefront													
	D.1		Product Data	Mares Glass									
	D.2		Manufacturer Certification	Mares Glass									
	D.3		Shop Drawings	Mares Glass									
	D.4		Samples for Color Selection	Mares Glass									
	D.5		Samples for verification of Finishes	Mares Glass									
087100 Door Hardware													
	1.4A		Product Data	Xtreme Const	04/30/12	04/30/12	04/30/12	04/30/12	Arch.	5/1/12	5/2/12	Y	
	1.4B		Hardware Schedule	Xtreme Const									
	1.4C		Keying Information	?									
088000 Glazing													
	1.5A		Product Data	Mares Glass									
	1.5B		Samples of Glass	Mares Glass									
	1.5C		Samples of Gaskets	Mares Glass									
	1.5D		Manufacturer Certificate	Mares Glass									
	1.5F		Sealant Test Reports	Mares Glass									
Division 09 - Finishes													
092200 Portland Cement Plaster													
	1.3A		Product Data										
	1.3B		Shop Drawings										
	1.3C		Samples for Initial Selection										
	1.3D		Samples for Verification										
092210 Non-Structural Metal Framing													
	1.3A		Product Data	ABC Const.									
092900 Gypsum Board													
	1.3A		Product Data	ABC Const.									
	1.3B		Samples	ABC Const.									
093100 Ceramic Tile													
	1.5A		Product Data	Bus. Floor Sol.	03/30/12	03/30/12	04/02/12	04/02/12	Arch.	4/17/12	4/18/12	Y	Submit Product Samples
	1.5C		Samples for Initial Selection	Bus. Floor Sol.	05/15/12	05/15/12	05/15/12	05/16/12	Arch.				
	1.5D		Samples for Verification	Bus. Floor Sol.	05/15/12	05/15/12	05/15/12	05/16/12	Arch.				
095113 Acoustical Panel Ceilings													
	1.5A		Product Data	ABC Const.									
	1.5C		Samples	ABC Const.									
096516 Resilient Sheet Flooring													
	1.3A		Product Data	Bus. Floor Sol.	03/30/12	03/30/12	04/02/12	04/02/12	Arch.	4/17/12	4/18/12	Y	Submit Product Samples
	1.3C		Samples	Bus. Floor Sol.									
096519 Resilient Tile Flooring													
	1.3A		Product Data	Bus. Floor Sol.	03/30/12	03/30/12	04/02/12	04/02/12	Arch.	4/17/12	4/18/12	Y	Submit Product Samples

Submittal Log and Schedule - Helms Elementary School



		Log of Required Submittals			Schedule		Submittal Distribution			Disposition of Submittal				
		Total Open Submittals												
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Spec Section		Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required	Notes
		1.3C		Samples	Bus. Floor Sol,									
096520 Resilient Base and Accessories														
		1.3a		Product Data	Bus. Floor Sol,									
		1.3B		Samples	Bus. Floor Sol,									
099113 Exterior Painting														
		1.3A		Product Data										
		1.3B		Samples										
		1.3C		Product List										
99123 Interior Painting														
		1.3A		Product Data										
		1.3B		Samples										
		1.3C		Product List										
Division 10 Specialties														
101000 Marker boards and Tack boards														
		1.10	As Noted	Product Data	Newline	04/03/12	04/10/12	04/10/12	04/10/12	Arch.	4/17/12	4/17/12	N	
		1.10	As Noted	Tack Board Color Chart	Newline	04/03/12	04/10/12	04/10/12	04/10/12	Arch.	4/17/12	4/17/12	N	
101550 Toilet Compartments														
		1.3 A	As Noted	Product Data	PBJ Spec.	03/27/12	03/27/12	03/27/12	03/30/12	Arch	4/3/12	4/4/12	N	
		1.3B	As Noted	Shop Drawings	PBJ Spec.	03/27/12	03/27/12	03/27/12	03/30/12	Arch	4/3/12	4/4/12	N	
		1.3C	As Noted	Color Samples	PBJ Spec.	03/27/12	03/27/12	03/27/12	03/30/12	Arch	4/3/12	4/4/12	N	
102800 Toilet Accessories														
		1.2A	As Noted	Product Data	PBJ Spec.	03/27/12	03/27/12	03/27/12	03/28/12	Arch	4/17/12	4/17/12	N	
104410 Interior Unframed Signs														
		1.3B		Product Data	Nova Graphics									
		1.3C		Shop Drawings	Nova Graphics									
		1.3D		Samples	Nova Graphics									
Division 12 - Finishes														
122113 Horizontal Louver Blinds														
		1.3A	As Noted	Product Data	Capitol Blind	03/30/12	04/04/12	04/04/12	04/25/12	Arch	5/1/12	5/2/12	N	
		1.3B	As Noted	Shop Drawings	Capitol Blind	03/30/12	04/04/12	04/04/12	04/25/12	Arch	5/1/12	5/2/12	N	
		1.3C	As Noted	Color Samples	Capitol Blind	03/30/12	04/04/12	04/04/12	04/25/12	Arch	5/1/12	5/2/12	N	
Division 22 - Plumbing														
22 05 23 General Duty Valves for Plumbing Piping														
		1.4A	Approved	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12	N	
22 05 29 Hangers and Supports for Plumbing Piping and Equipment														
		1.5A	Approved	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12	N	
22 07 19 Plumbing Piping Insulation														
		1.3A	Approved	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12	N	
		1.3D	Approved	Material Test Reports	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12	N	
22 11 16 Domestic Water Piping														

Submittal Log and Schedule - Helms Elementary School



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		Total Open Submittals												
		Total Submittals in HGI's Office												
Spec Section		Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required	Notes
		1.3A	Approved	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12	N	
22 11 19		Domestic Water Piping Specialties												
		1.4A	As Noted	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/13/12	4/16/12	N	
22 13 16		Sanitary Waste and Vent Piping												
		1.4A	Approved	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12	N	
22 40 00		Plumbing Fixtures												
		1.4A	As Noted	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/13/12	4/16/12	Y	re-submit items requested
22 47 0		Drinking Fountains and Water Coolers												
		1.4A	Approved	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12	N	
Division 23 - Mechanical														
23 05 18		Escutcheons for HVAC Piping												
		1.3A		Product Data	LMI									
23 05 19		Meters and Gauges for HVAC Piping												
		1.3A		Product Data	LMI									
23 05 23		General Duty Valves for HVAC Piping												
		1.4A		Product Data	LMI									
23 05 29		Hangers and Supports for HVAC Piping & Equipment												
		1.5A		Product Data	LMI									
23 05 53		Identification for HVAC Piping & Equipment												
		1.3A		Product Data	LMI									
		1.3B		Equipment Label Schedule	LMI									
23 05 93		Testing, Adjusting, and Balancing for HVAC												
		1.4A	Approved	Qualification Data	LMI									
		1.4B	Approved	Contract Documents Examination Report	LMI									
		1.4D	Approved	Certified TAB Reports	LMI									
		1.4F	Approved	Instrument Calibration Reports	LMI									
23 07 00		HVAC Insulation												
		1.3A		Product Data	LMI									
		1.3C		Material Test Reports	LMI									
23 07 19		HVAC Piping Insulation												
		1.1	As Noted	Product Data	LMI	05/09/12	05/09/12	05/09/12	05/09/12	Eng.	5/11/12	5/14/12	N	
23 09 00		Instrumentation and Control for HVAC												
		1.1A	R & R	Product Data - Valve & Damper	LMI	04/20/12	04/20/12	04/20/12	04/24/12	Eng.	4/24/12	5/1/12	Y	
		1.1A-1	R & R	Product Data - Motor Starter	LMI	04/20/12	04/20/12	04/20/12	04/24/12	Eng.	4/24/12	5/1/12	Y	
		1.1B		Shop Drawings	LMI									
23 09 01		HVAC Lighting Control Integrated with BAS												
		1.1A		Product Data	LMI									
		1.1B		Shop Drawings	LMI									
23 21 13		Hydronic Piping												
		1.5A		Product Data	LMI									
		1.5B		Shop Drawings	LMI									
		1.5G		Water Analysis	LMI									

Submittal Log and Schedule - Helms Elementary School



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Log of Required Submittals				Schedule				Submittal Distribution			Disposition of Submittal		
Spec Section	Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required	Notes
23 21 23 Hydronic Pumps													
	1.4A	Approved	Product Data	LMI	03/30/12	04/06/12	4-5-12	04/06/12	Eng.	4/10/12	4/10/12		N
23 31 13 Metal Ducts													
	1.4A	Approved	Product Data	LMI	03/14/12	03/21/12	03/21/12	03/22/12	Eng.	3/27/12	3/29/12		N
	1.4B		Shop Drawings	LMI									
23 33 00 Air Duct Accessories													
	1.3A	Approved	Product Data	LMI	03/14/12	03/21/12	03/21/12	03/22/12	Eng.	3/27/12	3/29/12		N
	1.3B		Shop Drawings	LMI									
23 34 23 Power Ventilators													
	1.4A		Product Data	LMI	05/15/12	05/15/12	05/15/12	05/16/12	Eng.				
23 37 13 Diffusers, Registers, & Grilles													
	1.3A	Approved	Product Data	LMI	03/14/12	03/21/12	03/21/12	03/22/12	Eng.	3/27/12	3/29/12		N
23 41 00 Particulate Air Filtration													
	1.3A		Product Data	LMI									
23 62 00 Packaged Compressor and Condenser Units													
	1.3A		Product Data	LMI									
	1.3B		Shop Drawings	LMI									
23 73 14 Modular Outdoor Central Station Air-Handling Units													
	1.3A		Product Data	LMI									
23 74 33 Packaged Outdoor Heating and Cooling Make-up Air Conditioners													
	1.4A	R&R	Product Data	LMI	03/14/12	03/29/12	03/30/12	03/30/12	Eng.	3/30/12	4/2/12	Y	
	1.4A R1		Product Data	LMI	04/30/12	04/30/12	04/30/12	04/30/12	Eng.	5/1/12	5/1/12		N
	1.4B	R&R	Shop Drawings	LMI	03/14/12	03/29/12	03/30/12	03/30/12	Eng.	3/30/12	4/2/12	Y	
	1.4B R1		Shop Drawings	LMI	04/30/12	04/30/12	04/30/12	04/30/12	Eng.	5/1/12	5/1/12		N
23 82 19 Fan Coil Units													
	1.4A	As Noted	Product Data	LMI	03/14/12	03/29/12	03/29/12	03/29/12	Eng.	4/10/12	4/10/12	Y	
	1.4A R1	As Noted	Product Data	LMI	04/20/12	04/20/12	04/20/12	04/24/12	Eng.	4/27/12	4/27/12	Y	Re-submitt Fcu's 5 & 5A
	1.4A R2	Approved	Product Data	LMI	04/30/12	04/30/12	04/30/12	04/30/12	Eng.	04/30/12	04/30/12		N
	1.4B	As Noted	Shop Drawings	LMI	03/14/12	03/29/12	03/29/12	03/29/12	Eng.	4/10/12	4/10/12	Y	
	1.4B R1	As Noted	Shop Drawings	LMI	04/20/12	04/20/12	04/20/12	04/24/12	Eng.	4/27/12	4/27/12	Y	Re-submitt Fcu's 5 & 5A
	1.4B R2	Approved	Shop Drawings	LMI	04/30/12	04/30/12	04/30/12	04/30/12	Eng.	04/30/12	04/30/12		N
	1.4C		Color Samples	LMI									
23 82 23 Unit Ventilators													
	1.4A	Approved	Product Data	LMI	03/14/12	03/29/12	03/29/12	03/29/12	Eng.	3/30/12	3/30/12		N
	1.4B		Shop Drawings	LMI	03/14/12	03/29/12	03/29/12	03/29/12	Eng.	3/30/12	3/30/12		N
Division 26 Electrical													
260200 Basic Materials & Methods													
	1.07C		Shop Drawings	State Wide Elec									
	1.07D		Product Data	State Wide Elec									
260300 Electrical Demolition Work													
	3.01F		Salvage List	State Wide Elec									
260500 Common Work Results for Electrical													

Submittal Log and Schedule - Helms Elementary School



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Total Open Submittals	Total Submittals in HGI's Office												
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	1.4A		Product Data - Sleeve Seals	State Wide Elec									
26 05 63 Identification for Electrical Systems													
	1.2A		Product Data	State Wide Elec									
26 05 19 Low Voltage Electrical Power Conductors and Cables													
	1.4A		Product Data	State Wide Elec									
	1.4B		Qualification Data: for testing agency	State Wide Elec									
	1.4C		Field Quality -Control test reports	State Wide Elec									
26 05 26 Grounding & Bonding for Electrical Systems													
	1.3A		Product Data	State Wide Elec									
	1.3B		Qualification Data	State Wide Elec									
	1.3C		Field Quality Control test reports	State Wide Elec									
	1.3D		O&M Data - Close Outs	State Wide Elec									
26 05 29 Hangers & Supports for Electrical Systems													
	1.5A		Product Data	State Wide Elec									
26 05 33 Raceway & Boxes for Electrical Systems													
	1.4A		Product Data	State Wide Elec									
	1.4B		Shop Drawings	State Wide Elec									
26 09 24 Electrical Lighting Control Integrated with BAS													
	1.1E		Shop Drawings	State Wide Elec									
26 24 16 Panel boards													
	1.5A	As Noted	Product Data	State Wide Elec	04/05/12	04/05/12	04/20/12	04/25/12	Eng.	4/26/12	4/27/12		N
	1.5B		Qualification Data	State Wide Elec									
	1.5C		Field Quality Control Reports	State Wide Elec									
	1.5D	As Noted	Panel board Schedules	State Wide Elec	04/05/12	04/05/12	04/20/12	04/25/12	Eng.	4/26/12	4/27/12		N
	1.5E		O&M Data - Close Outs	State Wide Elec									
26 27 26 Wiring Devices													
	1.4A		Product Data	State Wide Elec									
	1.4B		Shop Drawings	State Wide Elec									
	1.4C		Samples	State Wide Elec									
	1.4D		Field Quality Control Reports	State Wide Elec									
	1.4E		O&M Data - Close Outs	State Wide Elec									
26 28 16 Enclosed Switches & Circuit Breakers													
	1.5A		Product Data	State Wide Elec									
	1.5B		Field Quality Control Reports	State Wide Elec									
	1.5C		Manufacturers Field Service Report	State Wide Elec									
	1.5D		O&M Manuals - Closeout	State Wide Elec									
26 29 23 Variable Frequency Motor Controllers - Installation													
	1.8A		Training Sign in Sheet	State Wide Elec									
26 51 00 Interior Lighting													
	1.3A	R&R	Product Data	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12		Y
	1.3B	R&R	Installation Instructions	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12		Y
	1.3C	R&R	Qualification Data	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12		Y
	1.3D	R&R	Product Certificates	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12		Y

Submittal Log and Schedule - Helms Elementary School



		Log of Required Submittals			Schedule		Submittal Distribution			Disposition of Submittal				
		Total Open Submittals												
		Total Submittals in HGI's Office												
Spec Section	Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required	Notes	
	1.3E	R&R	Field Quality Control Reports	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
	1.3F		O&M Manuals - Closeout	State Wide Elec										
26 56 00 Exterior Lighting														
	1.5A	R&R	Product Data	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
	1.5E	R&R	Qualification Data	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
	1.5F	R&R	Field Quality Reports	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
	1.5G		O&M Manuals - Closeout	State Wide Elec										
	1.5H		Warranty - Sample of special warranty	State Wide Elec										
Division 27 - Communications														
27 51 00 Intercom														
	1.1		Product Data - Shop Drawings	AFS										
Division 28 - Electronic Safety And Security														
28 31 11 Digital Addressable Fire Alarm System														
	1.4A		Product Data	AFS	05/09/12	05/09/12	05/09/12	05/09/12	Eng.					
	1.4B		Shop Drawings	AFS	05/09/12	05/09/12	05/09/12	05/09/12	Eng.					
	1.4C		Suppliers Qualifications	AFS	05/09/12	05/09/12	05/09/12	05/09/12	Eng.					
	1.4D		Hourly Service Rate Schedule	AFS										
	1.4E		O&M Manuals - Close Out	AFS										
	1.4F		Warranty - Close Out	AFS										

Helms Elementary School

ID	Task Name	Duration	Start	Finish	Precedence
1	Preconstruction Activities	31 days	Mon 4/2/12	Mon 5/14/12	
2	Receive Notice to Proceed	1 day	Mon 4/2/12	Mon 4/2/12	1
3	Submittal Approval & Ordering Equipment	30 days	Tue 4/3/12	Mon 5/14/12	2
4	Temporary Fencing	1 day	Tue 4/3/12	Tue 4/3/12	2
5	SWPPP	2 days	Tue 4/3/12	Wed 4/4/12	2
6	Set-Up Trailer & Lay down Area	2 days	Thu 4/5/12	Fri 4/6/12	5
7	Install Construction Signage	2 days	Mon 4/9/12	Tue 4/10/12	6
8	Site Work	27 days	Thu 5/17/12	Fri 6/22/12	
9	Install Geo Forms and Pour 4" Topping Slab	3 days	Mon 5/21/12	Wed 5/23/12	8
10	Clean Inlets and Lines	2 days	Thu 5/17/12	Fri 5/18/12	8
11	Adjust Top of Existing Grates for Proper Drainage	2 days	Mon 5/21/12	Tue 5/22/12	10
12	Remove Concrete Sidewalk	2 days	Mon 5/21/12	Tue 5/22/12	11
13	Re-Grade Areas and Add Fill for Proper Drainage	3 days	Wed 5/23/12	Fri 5/25/12	12
14	Demo Exterior Stairs and Landings (incl. Railings)	3 days	Mon 5/28/12	Wed 5/30/12	13
15	Install New Exterior Concrete Stairs and Landings	5 days	Thu 5/31/12	Wed 6/6/12	14
16	Install New Railings and Angle Edging	3 days	Thu 6/7/12	Mon 6/11/12	15
17	Install New Sod at Disturbed Areas	2 days	Tue 6/12/12	Wed 6/13/12	16
18	Re-Stripe Handicap Parking Spaces	1 day	Thu 6/14/12	Thu 6/14/12	17
19	Install New Handicap Signage & Poles	1 day	Fri 6/15/12	Fri 6/15/12	18
20	Demo Existing Marquee Sign	2 days	Mon 6/18/12	Tue 6/19/12	19
21	Install New Foundation, Power and Data for Marquee Sign	3 days	Wed 6/20/12	Fri 6/22/12	20
22	Buildings	58 days	Mon 6/4/12	Wed 8/22/12	
23	Asbestos Abatement	3 days	Mon 6/4/12	Wed 6/6/12	22
24	Plumbing Demolition @ Restrooms	4 days	Thu 6/7/12	Tue 6/12/12	23
25	Wall, Partitions, Doors, & Frames Demolition @ Restrooms	4 days	Thu 6/7/12	Tue 6/12/12	23
26	Ceiling Demolition	4 days	Thu 6/7/12	Tue 6/12/12	23
27	Flooring Demolition	2 days	Thu 6/7/12	Fri 6/8/12	23
28	HVAC Demolition	5 days	Thu 6/7/12	Wed 6/13/12	23
29	Electrical Demolition	5 days	Thu 6/7/12	Wed 6/13/12	23
30	Fire Alarm & PA System Demolition	5 days	Thu 6/7/12	Wed 6/13/12	23
31	Plumbing Rough-in @ Restrooms	10 days	Wed 6/13/12	Tue 6/28/12	25
32	Electrical Rough-in Through-Out Building	25 days	Thu 6/7/12	Wed 7/11/12	23
33	HVAC Rough-in Through-Out Building	25 days	Thu 6/7/12	Wed 7/11/12	23
34	Fire Alarm & PA System Rough-in Through-Out Building	14 days	Thu 6/7/12	Tue 6/26/12	23
35	HVAC Controls Rough-in	14 days	Thu 6/14/12	Tue 7/3/12	28
36	Glass & Glazing (including demolition)	5 days	Wed 7/4/12	Tue 7/10/12	35
37	Drywall Work @ Restrooms	3 days	Wed 6/27/12	Fri 6/29/12	31
38	Ceramic Tile @ Restrooms	5 days	Mon 7/2/12	Fri 7/6/12	37
39	Paint Walls @ Restrooms	3 days	Mon 7/9/12	Wed 7/11/12	38
40	Plumbing Fixtures	5 days	Thu 7/12/12	Wed 7/18/12	39

Helms Elementary School

ID	Task Name	Duration	Start	Finish	Predecessors
41	Toilet Partitions	3 days	Thu 7/19/12	Mon 7/23/12 40	
42	Toilet Accessories	3 days	Thu 7/19/12	Mon 7/23/12 40	
43	VCT Floors	5 days	Mon 7/2/12	Fri 7/6/12 37	
44	Acoustical Ceilings	7 days	Thu 7/19/12	Fri 7/27/12 40	
45	Door and Hardware Installation	3 days	Thu 7/12/12	Mon 7/16/12 39	
46	Install Room Signage	2 days	Tue 7/17/12	Wed 7/18/12 45	
47	Millwork	3 days	Thu 7/19/12	Mon 7/23/12 46	
48	Mini-Blinds	2 days	Tue 7/24/12	Wed 7/25/12 47	
49	Marker & Tack Board Installation	5 days	Thu 7/26/12	Wed 8/1/12 48	
50	MEP Trim-Out	5 days	Mon 7/30/12	Fri 8/3/12 44	
51	Fire Alarm & PA System Trim-Out	5 days	Mon 7/30/12	Fri 8/3/12 44	
52	HVAC Controls Trim-Out	5 days	Mon 7/30/12	Fri 8/3/12 44	
53	Start-up & Test All Systems	3 days	Mon 8/6/12	Wed 8/8/12 52	
54	Air Balancing	3 days	Thu 8/9/12	Mon 8/13/12 53	
55	Final Inspections and Punch list	7 days	Tue 8/14/12	Wed 8/22/12 54	
56	Close-Out	30 days	Thu 8/23/12	Wed 10/3/12	
57	Close-Out Documents	30 days	Thu 8/23/12	Wed 10/3/12 55	
58	Complete Punch list and Extras	30 days	Thu 8/23/12	Wed 10/3/12 55	
59	Demobilize	30 days	Thu 8/23/12	Wed 10/3/12 55	











