



TECHNICON DESIGN GROUP INC.
ARCHITECTURE . ENGINEERING . DESIGN
www.technicondesigngroup.com

MEETING MINUTES #3

PROJECT: Putnam County Courthouse Renovations
DATE: September 5, 2019
TIME: 9:00 a.m.
PLACE: Putnam County Courthouse

IN ATTENDANCE:

- See Attendance Sheet

MEETING MINUTES:

- Door submittals and other submittals were on track and there are no outstanding lead times except for the handrails.
- There is a long lead time for the handrails – 10-15 weeks for dark bronze anodized aluminum. Other options were discussed:
 1. Stay with the dark bronze anodized aluminum and will have to add temporary handrails while completing the project.
 2. Change the color of the handrails from dark bronze anodized aluminum to standard clear anodized aluminum. Cost savings of roughly \$2,000.00 and shorten lead time to 3-5 weeks.
 3. Change handrails to a painted anodized aluminum railing – color dark bronze. Cost savings of \$2,000.00 and shorten the lead time to 3-5 weeks.
 - The Commissioners agreed to go with Option 3 for the handrails.

Note: Vince S. had concerns on new handrails being mounted with base plates to stone steps. It was discussed taking proper procedures of sealing fasteners to limit water penetration and future issues.

- Craig mentioned that he didn't update the schedule but everything was going well. He was asked to provide updated schedule at the next meeting.
- Stone submittals were revised and approved.
- Craig mentioned that four (4) spindles need to be replaced and it would be roughly \$6,000.00 for material and labor to install. He will provide an RFP for this work.
- Joe Burkhart briefly discussed the underground conduits and when Knueven Earthworks would begin the installation of conduits and ground boxes. OUPS will mark the area and Knueven would begin their work in the next few days.
- Glandorf Telephone scheduled to complete their work on Saturday to eliminate down time for the courthouse.
- After the meeting, the marble flooring samples were reviewed and compared to the existing floor. Craig to provide Daltile Cumulus Gray "M019" Honed Finish sample at the next meeting for approval. He will try to get a larger sample, if possible, to help compare to the existing floor.

Next Progress Meeting shall be Thursday, September 19, 2019 beginning at 8:30 a.m. (same location).

THE ABOVE REPRESENTS TECHNICON DESIGN GROUP, INC.'S INTERPRETATIONS OF THE DISCUSSIONS HELD AT THE ABOVE-MENTIONED MEETING. ANY ERRORS, OMISSIONS, OR DISCREPANCIES SHOULD BE REPORTED TO THIS OFFICE IMMEDIATELY OR THESE NOTES WILL BE CONSIDERED AS AGREED TO BY ALL PARTIES.

Respectfully submitted,

Kevin Niese


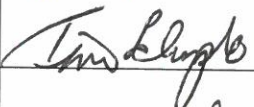


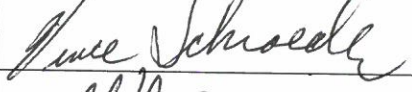




SIGN IN SHEET

VILLAGE OF ADA – BUILDING RENOVATION

PROGRESS MEETING #5

August 29, 2019 @ 9:00 a.m.

Name:	Firm:	E-mail Address:	Telephone:	Signature
Kevin Niese	TDG	kevin@technicondesigngroup.com	419.523.5323	
Tim Schnipke	PCC	tim.schnipke@putnamcountyohio.gov		
Brady Schroeder	PCC			
Aaron Vorst	PCC			
Vincent Schroeder	PCC	pccvineschroeder@outlook.com		
Michael Lammers	PCC	pccmichaellammers@outlook.com		
John Schlumbohm	PCC	pccjohnschlumbohm@outlook.com		
Craig Schroeder	SCI	craig@schimmoellerconstruction.com	419.532.2058	