



MEETING MINUTES #5

PROJECT: VILLAGE OF ADA – BUILDING RENOVATIONS
DATE: JUNE 20, 2019
TIME: 9:00 A.M.
PLACE: VILLAGE COUNCIL CHAMBERS

IN ATTENDANCE:

See Attendance Sheet

MEETING MINUTES:

- Submittals are coming in and being reviewed in a timely manner.
- Plaque information was given to the Mayor for review. Kevin W. stressed that all information must be checked and correct before returning to the sign company.
- Project is 3 weeks behind schedule. Will start catching up soon.
- Metal studs are 75% complete.
- Joist modification in progress. KBI is working with Industrial Millwright's certified welder.
- KBI will watch weather to see when there is a good time to demo the roof deck.
- Spray Insulation is completed.
- Mason is scheduled to return on Tuesday to finish the elevator shaft and lintels.
- Electrical is progressing well.
- There will be a 2 hour +/- shutdown on Friday starting at 8 a.m. to remove the old disconnects on the west wall.
- Mechanical and Plumbing subcontractor (Wellman Services, Inc.) will start next week.
- Door 110 for the holding cell will be delivered on Monday.
- Wood blocking will follow behind the other trades as they progress.
- Goal is to start drywalling in 2 weeks.
- Elevator will be installed soon.
- Mike stated that the security cameras must be wired with CAT5E. Owner security company needs to coordinate the security camera locations with the electrical subcontractor before ceiling grid is installed. He also stated that the Owner will add separate security camera running the system from 105 Detective into 108 Interview room. Kevin will send Bulletin with this information.
- Mike stated he would like the electrical panel to be lockable that is in 109 BAC. TDG will verify with Mike Joy.
- Jamie stated that they will need a cost estimate for electrical investigation work as needed. They are nearing the top of the budget. He also stated that project is going well and he had no complaints.
- There was no "Notice of Commencement" issued to the Contractor for this project. Jamie will check with Angela to see the status of this. Request for copies of this notice from vendors have been coming in. KBI needs to send to them.
- Jamie questioned the markings that OUPS has on the parking lot for the generator. Kevin stated that this was changed by Addendum 3 Item 9 (note added that states "Conductors shall be routed with the main building feeder conductors in existing underground conduit between the buildings and then branch off in dedicated ¾" conduit once entering building.") The OUPS markings on the parking lot are to show where there are underground utilities.
- Angela is no longer working as the Construction Administrator for this project. All information must be directly sent to Jamie.

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- It was decided that since the next meeting falls on July 4 we will meet again on July 18.
- Contractors need to coordinate with each other.
- Call TDG with any questions.
- Make sure submittals are onsite by and all are referring to them.
- TDG needs Pay Applications by the 25th of the month. Please send all payroll reports to Jamie Hall (jhall@adaoh.org).

Next Progress Meeting shall be July 18, 2019 beginning at 9:00 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 Wischmeyer



TECHNICON DESIGN GROUP INC.
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www.technicondesigngroup.com

SIGN IN SHEET

VILLAGE OF ADA – BUILDING RENOVATION

PROGRESS MEETING #5

June 20, 2019 @ 9:00 a.m.

Name:	Firm:	E-mail Address:	Telephone:	Signature
Kevin Wischmeyer	TDG	kevinw@technicondesigngroup.com	419.523.5323	
Deb Leopold	TDG	deb@technicondesigngroup.com	419.523.5323	
Jamie Hall	VOA	ihall@adaoh.org	419.634.4045 567.712.9070	
Mike Harnishfeger	VOA	adapd@bright.net	419.235.0137	
Angel Polachek	VOA	apolachek@adaoh.org	419.634.4045	
Bruce Kuhlman	KBI	bruce@kuhlmanbuilders.com	419.231.2593	