



TECHNICON DESIGN GROUP INC.
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MEETING MINUTES #2

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

AGENDA:

IN ATTENDANCE:

See Attendance Sheet

1. PERMITS / LICENSES:

- Final plan approval is in place.
- Jamie has not received any response to his email to Hardin County/Erie County, so they are not involved with the plumbing permits at this time.

2. SHOP DRAWINGS:

- Waiting on steel lintel and rebar shop drawings from KBI
- Elevator is being reviewed by TDG and MDA; fans and wall heater being reviewed by Scott B., HM & wood doors, and accessories are being reviewed by Tom Peko (TDG door consultant).
- Tony briefly reviewed elevator shop drawings with all in attendance.

3. SCHEDULE:

- Project on schedule.
- Starting excavation of elevator pit today.

4. CONTRACTOR, OWNER COMMENTS: GENERAL (LEAD CONTRACTOR):

- Discussion concerning where to locate elevator disconnect. It was suggested to install in basement or on the backside of the wall on the 2nd floor, if necessary.
- E.C. stated that there are serious electrical issues throughout the entire building that are not included in the current project. It was suggested to do a contract for analysis of the issues and then proceed with a contract to upgrade. Jamie stated he would get together with TDG on this. It would be a good time to do it during the renovation project.
- E.C. discussed the existing large J-box and wiring at new stair landing. He suggested that the panel stay and paint cover to match wall and leave alone for now. All existing conduits and wiring all encased in walls and ceilings. Very difficult to trace wiring and very time consuming.
- E.C. also stated the electrical panel on the 2nd floor has a residential panel and it should be replaced with a new breaker panel. E.C. will minimize downtime and coordinate with owner during electrical shut down. It was suggested to start early before employees start time and do one panel at a time.
- E.C. needs to upgrade from a 400 amp to a 600 amp transfer switch at the generator per supplier. E.C. would like to move pad over to curb and sidewalk so there wouldn't be gap. Jamie stated that would be ok if it didn't interfere with the gas line.

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OWNER:

- Interior light at the entry door and a receptacle is not working. There may have been a circuit that was eliminated in the electrical demolition process.
- Jamie asked if it would be possible to add an infrared heater under the canopy at the main entrance to keep steps thawed. Tony stated that there is no adequate solution for this using infrared heat that he was aware of.
- Jamie asked for TDG RFP Log. Deb will send after meeting.

5. DESIGN TEAM:

- TDG will need RFI from E.C. for the solution of the electrical issues for the RFP.
- Contractors need to coordinate with each other.
- Call TDG with any questions.
- **MAKE SURE SUBMITTALS ARE ONSITE BY AND ALL ARE REFERRING TO THEM**

6. CHANGE ORDER:

- Electrical RFP pending at this time- waiting on information from E.C.

7. RFI'S & BULLETINS (TDG FORMS): *Please use forms provided by TDG.*

8. PAY APPS:

- KBI can add down payment for elevator on the next pay application
- TDG needs Pay Applications by the 25th of the month. Please send all payroll reports to Angela Polachek (apolachek@adaoh.org).

Next Progress Meeting shall be May 23, 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,




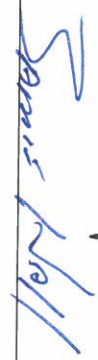

Kevin Wischmeyer



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SIGN IN SHEET

VILLAGE OF ADA – BUILDING RENOVATION
PROGRESS MEETING
May 9, 2019

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