

Author: Walker

## Meeting Minutes

Project # **14414** Meeting Date: January, 5 2015

Project Name **Madison County Annex Building**

Project Location **101 West Wallace  
Virginia City, MT 59755**

Project Manager **Ben Walker** Office: (406) 585-3420  
Project Superintendent **Mike Falk** Cell: (406) 539-6767

### Project Coordination Meeting Owner Meeting #11

Date	Start	End	Next meeting	Next time	Prepared by	Company
1/5/15	3:00 PM		1/12/15	3:00 PM	Walker	Langlas and Associates

Purpose	Location	General notes
Coordination of construction activities	MCAB Construction Trailer	

### Attendees Non-attendees

Mike Falk – Langlas  
Ben Walker - Langlas  
Jim Hart – Madison County  
~~Loren Cantrell – Langlas~~  
Scott Stroh – Think One  
~~Bill Hanson – Think One~~  
Dave Schulz – Madison County  
~~Chris Hunt – Madison County~~  
Ron Nye – Madison County

#### 1. Construction Schedule

- 1.1. Items completed this week – Drywall start, Door Frame install start, Insulation start, Pick up framing, MEP rough in.
- 1.2. Work scheduled for the next two weeks – Drywall, Insulation, Door frames, Wall insulation.
- 1.3. Additional action Items: - Confirmed with Scott that Lobby Stair hand rail to be wood

#### 2. Upcoming coordination needs

- 2.1. Coordination/layout for owner performed site activities. – Mike to schedule and provide 2-days' notice for staking/parking lot work. – Discussed plan to ensure parking lot is usable before spring thaw
- 2.2. Low voltage boring is complete. Need to discuss routing options to get inside courthouse. Surface mount/faux paint or change entrance location to enter building. – Mike and Chris to firm up plan, Langlas to proceed on this portion under T+M.

#### 3. Submittals

- 3.1. Outstanding Submittals – Azrock VCT (Langlas).- Waiting on Pierce for color confirmation
- 3.2. Upcoming Submittals – Knox box order – Mike to check with fire department to ensure keying is correct

#### 4. RFI's - None Current

## 5. Contract changes

- 5.1. Review Change Estimate log – CE #'s 11B, 26, 29, 30, 31, and 32 are listed as pending for Prime Change Order #6 – [Prime CO #6 to be sent 1/6/15 for formal approval of above items verbally approved in this meeting.](#)
- 5.2. Separated PR #3 into CE #'s 11A, 11B, and 11C. Rocky Mountain Contractors needs to be paid and we are still waiting on confirmation on termination of conduits at existing courthouse. – [This was approved](#)
- 5.3. PR #6 – Supplier expects to look into Value Engineering the canopies approximately 1/5/15. Suggested eliminating tapered beams as major cost savings. – [Langlas to present cost once Value Engineering/Design clarifications have been implemented.](#)
- 5.4. [Prime CO #7 will be sent 1/6/15 for approval, items included are time sensitive and pricing was based on completion before sheetrock.](#)

## 6. Open discussion

- 6.1. [RM 111 Discussed flipping one electrical box to allow for power on Motor Vehicles side of wall](#)
- 6.2. [Public Meeting Room – Need to move switch box location to avoid interference with possible future operable partition](#)
- 6.3. [Commissioners requested Langlas' contact for High Density Storage system be sent](#)
- 6.4. [Discussed addition of ball valve into Secure Storage Sprinkler system. Langlas to ensure sprinkler contractor is aware of this request](#)
- 6.5. [Addition of an interior window to room 115 was discussed, upon review it was determined that this door will have a half lite installed per plan. This negates the need for an additional window.](#)

## 7. Next Meeting

Set next meeting date, time, location - [01/12/15, 3:00PM at Langlas Office Trailer](#)

## 8. Adjourn