

Author: Walker

Meeting - Minutes

Project # **14414** Meeting Date: April 6, 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 #18

Date	Start	End	Next meeting	Next time	Prepared by	Company
4/6/15	3:00 PM		TBD		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 and paint touch up, CMU repairs and cleaning, Excavation and coring for conduit into existing courthouse, Site work start, staking
- 1.2. Work scheduled for the next two weeks – Interior Doors, Division 10 install, wood and steel handrail, Tile, VCT, carpet, MEP trim out, Interior Glazing.
- 1.3. Additional action Items:

2. Upcoming coordination needs

- 2.1. Discuss chair rail in Public Meeting Room – To be determined next meeting once samples are available.
- 2.2. Discuss if Langlas is involved in coordinating window treatments – County will request assistance if needed. Langlas can provide paperwork upon request.
- 2.3. Civil Engineer will be performing a site visit Thursday at 9:00 AM
- 2.4. Langlas to ask Elkhorn Electric for pricing to provide and install a generator large enough to power all building systems. Langlas expects to have pricing by 4/15.

3. Submittals

- 3.1. Outstanding Submittals – none
- 3.2. Upcoming Submittals – none

4. RFI's -

4.1. none

5. Contract changes

- 5.1. Review Change Estimate log – Review CE 45 – Discuss next meeting.
- 5.2. Langlas is to order the additional countertop for Clerk and Recorder. Shop drawings will be coordinated to avoid interference with the thermostat above.

6. Open discussion

- 6.1. Building walkthrough

7. Next Meeting

Set next meeting date, time, location - TBD

8. Adjourn