
PROGRESS MEETING MINUTES

DATE: September 26, 2023

PROJECT: **Ravenna Public Schools
High School Addition and Renovation**

WRITTEN BY: D.J. Beckering

PRESENT: Beckering Construction, Inc. – DJ Beckering, Steve Corvers
Ravenna Public Schools – Justin Wilson, Greg Helmer, Brian Zilka, Ryun Landheer
Tower Pinkster – Lori Pawlias

1. Review of jobsite safety and visitor requirements
 - a. Visitors are to check in with Steve Corvers prior to visiting the site – contact Steve at 616.970.2040.
 - b. All construction personnel and visitors are required to wear hardhats and high visibility vests while on site.
 - c. All contractors are to maintain a safe workspace and daily clean-up is required.
 - d. NO SMOKING on site!
 - e. There have been no incidents / accidents reported on site.
2. Shop drawing and submittal review
 - a. None
3. RFI's – To date – 101 – Review Log
 - a. RFI's are to be sent to Steve at sjc@beckering.com and DJ at dj@beckering.com.
 - b. RFI's under review:
 - i. 100 – 200 Wing VUV's – **TP reviewing. Units possibly oversized?**
 - ii. **101 – BMS Tied to Generator**
4. Bulletins / Outstanding Pricing
 - a. Cost Control Log – Review
 - b. Change Orders are up to date. CO 27 forthcoming.
 - c. Outstanding Pricing
 - i. 83A – RFI 53A – Mechanical Mezzanine Cleanup – Pricing under review.
 - ii. 126 – Additional Window Treatments – On hold.
 - iii. 151 – RFI 98 – Paint Vestibule A144 Doors / Frames – **Pricing approved.**
 - iv. 153 – Boiler Room Epoxy Floor and Misc Painting – **Pricing approved.**
 - v. 156 – Metal Panels at Greenhouse Removal – Completed. No Cost.
 - vi. 157 – RFI 99 – Generator Pad – **Pricing approved.**
 - vii. Possible additional State Plan Review Items – **TP waiting on response from the State.**
5. Testing, Inspections and Mock-Ups
 - a. Phase V inspections
 - i. Building Inspector – Awaiting stamps on the fire frames and needs the radio letter to close the project out. **Brian is working on this.**
 - ii. Fire Marshal –
 - iii. Plumbing Inspection –
 - iv. Mechanical Inspection – still need the Testing and Balancing Report to close out the permits. **Steve to talk with Jeremy. Boilers need to be running for water balance. Whistling at the west return air grille in the Media Center must be fixed.**
 - v. Electrical Inspection -



6. Construction Schedule
 - a. Past Month Review
 - i. General Trades – 44th St. Construction
 1. Phase V
 - a. Installation of millwork is complete
 - b. Poured the generator pad
 - c. Started owner punch list items
 - ii. Painting – K&A Painting
 1. Completed epoxy flooring in the boiler room
 - iii. Mechanical & Plumbing – B&V Mechanical
 1. Completed insulating in the mechanical mezzanine
 - iv. Electrical – Van Haren Electric
 1. Completed underground work for the generator.
 2. Completed device installation in the millwork.
 - b. One Month Look Ahead
 - i. Issue punch list items to the trades, to start and complete items.
 - c. Punch Lists 1-4, and Exterior
 - i. Phase 4 punch list has been received – needs to be issued to the trades yet, this will be issued with Phase V punch list.
 - ii. Phase 5 punch list – area was reviewed by Tower Pinkster and Ravenna PS last week. Awaiting punch list from Tower Pinkster to issue to the trades.
7. Miscellaneous Items
 - a. **All contractors must submit final closeout documents and schedule any outstanding Owner training that must be performed.**
 - b. **The Substantial Completion Date is set for October 1, 2023.**
 - c. **Ravenna does not like the marker board at the Media Center with the seams in it. They would like a seamless board. Beckering and TP to look at ideas.**
 - d. **Greenhouse issues to be corrected:**
 - i. **Controller**
 - ii. **Welding**
 - iii. **Irrigation**
 - iv. **Lighting Strips**
 - e. **The Community Forum is set for October 16 at 6:30 PM**
 - i. **Beckering and TP will be presenting.**
 - ii. **Community must understand scope and priorities.**
 - iii. **Prioritize Bechnau.**
 - iv. **Matt to provide agenda similar to the Mona Shores plan.**
 - v. **The Board needs feedback so they can take appropriate action.**
 - vi. **One slide must show dollar amounts with associated millage increases.**
 - f. **Ravenna is working on a date for the Ribbon Cutting Ceremony. Signage work must be complete.**