

McGregor Presbyterian Church Building Committee Project Log

January 30, 2007

**** JOB PROGRESS REPORT ****

DATE: January 30, 2007
JOB NAME: McGregor Presbyterian Church
ATTENDING: Steve Baird
David Tuttle
John Voshell
Bill Ackerman
Art Voiles
Dan Parlor
Terry Candee
Earl Spiller

Site Conditions:

1. Dry/Cold

Site Observations:

1. Drywall walls 95% complete
2. Rough ins complete

Resolved Issues:

1. Color of caulking selected for brick control joints
2. Review of change orders to the owner – Electrical CO noted by Earl not accounted for and water line breaks on power bill not accounted for

Pending Items:

1. Tap fee for fire hydrant – Steve to call and find out if we will be receiving a refund
2. Accounting still sending out application for payment to wrong e-mail address
3. City of Columbia and Town of Irmo in discussion about heads for FH. Who has jurisdiction. May need to change out FH heads if City of Columbia wins
4. Who will monitor the Fire Alarm?
5. Steeple installation quote forthcoming

This Week:

1. Transformer pad
2. Stucco in progress – Too cold at times
3. Exterior concrete pads
4. Electrical in progress

Change Orders:

- a. Tap fee for extra fire hydrant - may have refund to Bobbitt to negate CO to owner Probably going to be returned
- b. Speaker grill fabric
- c. Increase in pew allowance – All allowances will be complete at end of project
- d. VCT instead of carpet on Chancel area?
- e. Steeple allowance increase
- f. Water bills for leaks
- g. Added track lighting at pulpit area

The next job progress meeting for owner is scheduled for Tuesday, February 6, 2007 @ 3:00

- possible. Would be done in three separate zones to localize leak.
- b. New return air duct work. Possible good use of old speaker chambers if we return air from interior of sanctuary through the chambers.
 - c. If needed, would run new refrigerant lines up back wall and bypass old lines.
 - d. A Mann representative will attend our January 16 Bobbitt review meeting.
 - e. No estimate available yet.

January 9, 2007

*** * JOB PROGRESS REPORT * ***

ATTENDING:

Steve Baird
David Tuttle
John Voshell
Bill Ackerman
Art Voiles
Dan Parler
Terry Candee
Earl Spiller

Site Conditions:

1. Sunny/Dry/Cold

Site Observations:

6. Drywall walls 95% complete
7. Rough ins complete

Resolved Issues:

1. Bobbitt to provide cost and order 190 LF of 36" wide DF7002 from Mellotone/Division of Wendell Fabric Corp. P.O. Box 128, Blacksburg, SC 29702, 864-839-6341, fax 864-839-2911
2. Bobbitt to proceed forward with drywall of classroom ceilings once electrical is complete; HVAC will be completed at later date.
3. No additional trees will be removed at this time

Pending Items:

1. Tap fee for fire hydrant – Steve to call and find out if we will be receiving a refund
2. Accounting still sending out application for payment to wrong e-mail address
3. Bo with Dumas informed Steve that he would arrive on Friday to measure for Pews

This Week:

1. Store front doors at Narthex to be install by weeks end
2. Underground 6" main and Fire Hydrants pending materials arriving
3. Some grade work to be complete (pad for transformer)
4. Stucco to begin today

Change Orders:

- 3. Tap fee for extra fire hydrant - may have refund to Bobbitt to negate CO to owner Probably going to be returned
- 4. Speaker grill fabric
- 5. Increase in pew allowance – All allowances will be complete at end of project
- 6. VCT instead of carpet on Chancel area

The next job progress meeting for owner is scheduled for Tuesday, January 16, 2006 @ 3:00
 The next job progress meeting for subcontractors is scheduled for Tuesday, January December 16, 2006 @ 12:30

Weather:

DAY DATE TEMPERATURE WEATHER

DAY	DATE	TEMPERATURE	WEATHER
Thursday	1/4/2007	48 71	Rain
Friday	1/5/2007	67 75	Rain
Saturday	1/6/2007	50 73	Sunny
Sunday	1/7/2007	47 68	Rain
Monday	1/8/2007	62 64	Rain
Tuesday	1/9/2007	38 59	Sunny
Wednesday	1/10/2007	30 53	Sunny
Thursday	1/11/2007	24 60	Sunny

Change order time extension this period x day(s) Total to Date xx
 * Weather or other time extension this period 3 day(s) Total to Date 3
(If other, the reason will be indicated) Total Days: 4.5

David indicated 2 week delay overall as a result of rain, 1 week on Thanksgiving weekend. We still are looking at an end of February completion.

January 4, 2007

DATE: January 2, 2007
JOB NAME: McGregor Presbyterian Church
ATTENDING: Steve Baird
 David Tuttle
 John Voshell
 Bill Ackerman
 Dan Parlor
 Pastor Rawson

Site Conditions:

1. Sunny

Site Observations:

3. Brick work complete
4. Electrical, plumbing and mechanical rough in complete

Resolved Issues:

1. A/V okay for drywall to be complete
2. Sidewalk at FH will not need to be removed
3. Power panel in electrical room increases the head height of ceiling
4. Monument ready to be powder coated
5. Sign is pressure washed

Pending Items:

1. Fabric quantity for organ chambers
2. Accounting still sending out application for payment to wrong e-mail address' - Dan brought it up again that accounting sent it out wrong
3. Tap fee for fire hydrant – credit to Bobbitt or Change Order for Church
4. HVAC in classrooms
5. VCT instead of carpet on Chancel area
6. Trees to be taken down at \$350 per tree (quote from Rogers Excavation)

This Week:

5. Windows installed except for front panes and side entry to Narthex
6. Underground 6" main and Fire Hydrants
7. Grading to be complete for transformer pad
8. Drywall hanging
9. Stucco to begin

Change Orders:

- h. Tap fee for extra fire hydrant
- i. HVAC may be an issue in the classrooms.
- j. Speaker grill fabric – Quote and quantity still needed
- k. Increase in pew allowance – All allowances will be complete at end of project
- l. VCT instead of carpet on Chancel area

The next job progress meeting for owner is scheduled for Tuesday, January 9, 2006 @ 3:00

December 19, 2006

Subject: Bobbitt review meeting

Attendees: Bill Ackerman, Dan Parler, Terry Candee, Steve Baird, David Tuttle, Art Voiles, Stewart Rawson, John Voshell

Summary:

1. HB engineering reported the fire marshal gave the OK for a move of the new fire hydrant to a location not requiring sidewalk surgery. This will save approximately \$500 in change orders but will require us to paint fire lane markings for the nearest parking space and mark some of the drive through as no parking.
2. Ceiling lighting in the new classrooms was changed to fluorescent lighting with no cost change.
3. Building committee voted to change carpet in musical instrument area on the chancel to VCT. Steve will give an estimate if there is cost involved.
4. Gas line connection is complete and tested. McGregor will have to open SCE&G account.

5. Sprinkler system passed first inspection.
6. Front window glass and narthex doors were returned to the manufacturer for defects. Reorder should be here this week.
7. Flat roof is complete and dry. Edge work on wall coming.
8. Gould mechanical will be asked for a quote on a new HVAC system for the old sanctuary and new classrooms as one package. Option to install compressor/condensor on the roof will be explored.
9. Exterior brick is looking good and we can see what the final fascia and soffitt will look like

Next Bobbitt review meeting will be January 2.

December 17, 2006

Subject: CAP committee meeting, December 17, 2006

Attendees: Dave Gehm (chairperson), Bill Ackerman, Dan Parler, Terry Candee, Mike Partain, Art Voiles, Earl Spiller, Stewart Rawson, John Voshell

Summary: Review of the steeple decision.

Discussion: After a review of all steeple options, the committee voted to delay a final steeple decision until after the Bobbitt review meeting on January 16, 2007. Steeple options will be further defined and researched as to the exact cost involved. A major consideration will be the total pending change orders for the project and the implications for the final incurred debt level.

December 12, 2006

**** JOB PROGRESS REPORT ****

DATE: December 12, 2006

JOB NAME: McGregor Presbyterian Church

ATTENDING: Steve Baird
David Tuttle
John Voshell
Bill Ackerman
Art Voiles
Dan Parlor
Terry Candee
Earl Spiller
Pastor Rawson
Mike Partain

Site Conditions:

1. Sunny/Dry/40 in AM 70 in Day

Site Observations:

2. Brick work continuing very rapidly
3. Electrical rough in continuing
4. HVAC rough in continuing

Resolved Issues:

1. All known change order directives and scope of work from the CAP meeting Dec 8th
2. Florescent lighting will be used in Classrooms

Pending Items:

2. Fabric quantity for organ chambers to be determined
3. Accounting still sending out application for payment to wrong e-mail address'

This Week:

1. Windows may be installed
2. Installation of gas line by SCE&G
3. Underground 6" main and Fire Hydrants
4. Flat roof to be complete
5. Brick will continue
6. Narthex doors to be scheduled for installation

Change Orders:

1. Sidewalk at drive thru if required – Steve to determine with HB & Fire Marshall
2. Tap fee for extra fire hydrant - may have refund to Bobbitt to negate CO to owner
3. Ceiling in classrooms – HVAC may be an issue in the classrooms. Lighting may also be an issue of discussion. The quote provided is for 12 cans and drywall ceiling. Church to determine use and whether or not dimmers are needed. No dimmers if florescent lighting. – Steve to get florescent quote
4. Speaker grill fabric – Quote and quantity still needed
5. Increase in pew allowance – All allowances will be complete at end of project

The next job progress meeting for owner is scheduled for Tuesday, December 19, 2006 @ 3:00

The next job progress meeting for subcontractors is scheduled for Tuesday, December 19, 2006 @ 12:30

Weather:

DAY	DATE	TEMPERATURE	WEATHER
Thursday	12/7/2006	43	62 Sunny
Friday	12/8/2006	25	46 Sunny
Saturday	12/9/2006	16	51 Sunny
Sunday	12/10/2006	20	57 Sunny
Monday	12/11/2006	31	66 Sunny
Tuesday	12/12/2006	38	70 Sunny

Change order time extension this period	x	day(s)	Total to Date	xx
* Weather or other time extension this period	3	day(s)	Total to Date	<u>3</u>
(If other, the reason will be indicated)			Total Days:	4.5

David indicated 2 week delay overall as a result of rain, 1 week on Thanksgiving weekend. We still are looking at an end of February completion.

December 7, 2006

Subject: CAP committee meeting, December 7, 2006

Attendees: Dave Gehm (chairperson), Bill Ackerman, Luke and Francis Gunter, Dan Parler, Laurie White, Terry Candee, Mike Partain, Art Voiles, Earl Spiller, Stewart Rawson, John Voshell

Summary: Change order approvals and review of pending construction issues,

The following change orders were **approved**:

1. Tap fee for fire hydrant	\$980.00
2. Carpet/VCT in sanctuary	\$632.00
3. Sidewalk at drive-through	\$963.00
4. Increase in pew allowance	\$2500.00
5. Audio Visual Conduit	\$1287.36
6. Organ Speaker Chambers	\$3462.72
7. Ceiling in classroom	\$4274.96
8. Damage to water main	\$574.00
9. Additional Track Lighting	\$602.87
10. Gutters	\$1700.00
11. Additional concrete (if needed)	\$500.00
12. Speaker Grills	\$500.00

Issues remaining in **pending** status:

1. Steeple – Decision remains pending, Luke Gunter and Rev Rawson are researching steeple options.
2. HVAC for classrooms – Action returned to building committee to review options and return a recommendation to the CAP committee.
3. Classroom lighting – Request Bobbitt for a quote on fluorescent lighting.

December 5, 2006

**** JOB PROGRESS REPORT ****

DATE: December 5, 2006

JOB NAME: McGregor Presbyterian Church

ATTENDING: Steve Baird
David Tuttle
John Voshell
Bill Ackerman
Art Voiles
Dan Parler
Terry Candee
Earl Spiller

Site Conditions:

2. Dry/Cold

Site Observations:

5. Brick work continuing up exterior – Drive thru complete
6. Electrical rough in began
7. Plumbing rough in began
8. HVAC rough in began
9. Windows in all sides except front 2

Resolved Issues:

3. Building committee now has cost associated with all requests and changes for CAP committee review on Dec. 7th
4. Selections on floor tile in the Narthex, trim, solid surface for the restrooms and plastic laminate for the restrooms e-mailed to Bobbitt earlier this week

Pending Items:

4. Fabric quantity for organ chambers to be determined
5. Accounting still sending out application for payment to wrong e-mail address.

This Week:

7. Windows may be installed
8. Plumber rough in to be complete for inspection
9. Electrical rough in for shear walls and other areas
10. HVAC unit delayed until Thursday at 8 AM
11. Installation of gas in 2 weeks by SCE&G
12. Flat roof to be installed in 1 week
13. Fire sprinkler system to be complete on rough in

Change Orders: All cost quoted for CAP committee meeting Dec. 7th

6. Lighting under the walkway (2) added –
7. Sidewalk at drive thru –
8. Additional track lighting – Steve to review cost quote from Change Order 1 to quote provided my Mattox for this meeting. Change Order indicated tract lighting at \$1150 and Steve provided quote for \$1700+. Steve will ask Vic and Lavern to assist with the cost issue.
9. Upgrade on lights in Narthex –
10. Damage to unknown water line 11-20-06 –
11. A/V conduit –
12. Carpet and VCT in Sanctuary –
13. Tap fee for extra fire hydrant –
14. Gutters - Steve to see if he has the breakdown for 6” vs. 5”. Committee to use number for purposes of voting on gutters. The number was all inclusive of the canopy and 2 areas on the new sanctuary
15. Ceiling in classrooms – HVAC may be an issue in the classrooms. Lighting may also be an issue of discussion. The quote provided is for 12 cans and drywall ceiling. Church to determine use and whether or not dimmers are needed. No dimmers if florescent lighting.
16. Organ chambers
17. Speaker grill fabric – Quote and quantity still needed
18. Increase in pew allowance – Church has numbers on this

The next job progress meeting for owner is scheduled for Tuesday, December 12, 2006 @ 3:00

The next job progress meeting for subcontractors is scheduled for Tuesday, December 12, 2006 @ 12:30

Weather:

DAY	DATE	TEMPERATURE	WEATHER
Wednesday	11/29/2006	59	77 Sunny Afternoon
Thursday	11/30/2006	64	75 showers
Friday	12/1/2006	68	70 cloudy
Saturday	12/2/2006	38	63 Sunny
Sunday	12/3/2006	36	50 Rain
Monday	12/4/2006	47	53 Sunny
Tuesday	12/5/2006	26	58 Sunny
Wednesday	12/6/2006	30	64 Sunny

Change order time extension this period	x	day(s)	Total to Date	xx
* Weather or other time extension this period	3	day(s)	Total to Date	<u>3</u>
(If other, the reason will be indicated)			Total Days:	4.5

David indicated 2 week delay overall as a result of rain, 1 week on Thanksgiving weekend. We still are looking at an end of February completion.

NOTE (*) INDICATES DAYS LOST DUE TO WEATHER OR OTHER FACTORS OUTSIDE OF THE CONTROL OF CONTRACTOR AND WILL BE ADDED TO TIME OF COMPLETION, IF ANY, SET OUT IN THE CONTRACT. PLEASE RE-

SPOND IF YOU HAVE ANY QUESTIONS RELATIVE TO PRECIPITATION, OTHER DELAYS AND/OR UNSUITABLE SITE CONDITIONS.

December 2, 2006

Subject: Memorandum for the record

The interior committee reported back with the choice of colors for the sanctuary, Narthex and restrooms:

The wall paint is: Lowe's: American Tradition: 7002-10: Bermuda Sand. All walls.
The trim is: Lowe's: American Tradition: 7002-21: Homestead Resort Cameo White. All trim.

The Carpet is: Mohawk Commercial Carpet: Collegiate 26/28: Textured Loop:
102 Class.

Sanctuary VCT is: American Tile Inc. Nova & Premium Marble Series: 597 Amberlight

The Seat Fabric is: Johnston Textiles: Wellington Contract Fabrics: P/Venus:
C/Raspberry.

Pews are: Oak with Fruitwood stain.

Both Bathrooms:

Partition Plastic Laminate is from Accurate Partitions: 9680 Lodestone* Bathroom VCT: American
Tile Inc. Nova & Premium Marble Series: 325 Ginger

Spice*

Countertop: Du Pont Corian: Beach (C),*

Ceramic Tile: Palmetto Tile Distributors: [Gres Por Cela Nica 1200]:

Scottish Red: 19" x 19" *

Grout: Laticrete: Mocha*

November 28, 2006

**** JOB PROGRESS REPORT ****

DATE: November 28, 2006
JOB NAME: McGregor Presbyterian Church
ATTENDING: Steve Baird
David Tuttle
John Voshell
Bill Ackerman
Art Voiles
Pastor Rawson
Earl Spiller

Site Conditions:

3. Dry

Site Observations:

10. Roof Shingled 90%
11. Brick work continuing – Drive thru almost complete

12. Front wall and roof almost complete
13. Electrical rough in began
14. Plumbing rough in began
15. Classroom offices ceiling removed – No damage to HVAC

Resolved Issues:

1. Narthex flooring cost issues resolved
2. Church to contact current HVAC company to look at ductwork in new classroom area
3. HVAC Unit to be placed on this Application for Payment provided it is installed by next week
4. City of Columbia received noting Fire Hydrant change received by Bobbitt
5. D&T Steel to sandblast and powder coat steel statue

Pending Items:

6. Committee to decide color on tiles; committee should look at Palmetto Tile on Huger for tile and grout selection – Craig suggested stepping out a little on the color and not to select a light color
7. Committee to decide on trim color: Craig suggested a darker color in the same shade as the walls
8. Committee to decide on solid surface for the restrooms
9. Committee to decide upon plastic laminate for the restrooms right away – Steve to provide samples to Stewart right away
10. Fabric quantity for organ chambers to be determined

This Week:

14. Front wall to be complete
15. Shingles to be complete
16. Electrical to be roughed in on shear wall
17. Flat roof to be installed
18. Sprinkler system to be installed
19. HVAC ductwork to be installed

Change Orders: Need all cost quotes by next Tuesday meeting

19. Lighting under the walkway (2) added – Quote to be provided
20. Sidewalk at drive thru –
21. Additional track lighting – Quote to be provided
22. Upgrade on lights in Narthex – Quote pending
23. Damage to unknown water line 11-20-06 – Quote to be provided
24. A/V conduit – Quote to be provided
25. Carpet and VCT in Sanctuary – \$632.00
26. Tap fee for extra fire hydrant – \$980.00
27. Gutters - \$1700.00 +/-
28. Ceiling and electrical to be determined in new classrooms when new drawing received from Craig – Quote to be defined
29. Organ chambers
30. Speaker grill fabric – Quote needed
31. Increase in pew allowance

The next job progress meeting for owner is scheduled for Tuesday, December 5, 2006 @ 3:00

The next job progress meeting for subcontractors is scheduled for Tuesday, December 5, 2006 @ 12:30

Weather:

DAY	DATE	TEMPERATURE	WEATHER	
Wednesday	11/22/2006	43	48	Rain
Thursday	11/23/2006	43	64	Sunny
Friday	11/24/2006	32	69	Sunny
Saturday	11/25/2006	31	69	Sunny
Sunday	11/26/2006	31	69	Sunny
Monday	11/27/2006	63	75	Sunny

Tuesday 11/28/2006 46 77 Sunny

Change order time extension this period	x	day(s)	Total to Date	xx	
* Weather or other time extension this period	3	day(s)	Total to Date		<u>3</u>
(If other, the reason will be indicated)			Total Days:	4.5	

November 21, 2006

**** JOB PROGRESS REPORT ****

DATE: November 21, 2006

JOB NAME: McGregor Presbyterian Church

ATTENDING: Steve Baird
David Tuttle
John Voshell
Bill Ackerman
Art Voiles
Terry Candee
Dan Parlor
Earl Spiller
Stewart Rawson

Site Conditions:

4. Wet, cold and rainy

Site Observations:

16. Roof Shingled 90%
17. Brick work began
18. Front wall and roof almost complete
19. Electrical started

Resolved Issues:

11. Bobbitt provided square footage and cost for Narthex tile
12. Committee selected polished bronze for the hardware
13. Bobbitt Design Build to provide samples of solid surface for the restrooms
14. Bobbitt will order fabric for the organ rooms when the church decides on colors and quantity; Church will build frames and install the covers for the organ rooms

Pending Items:

15. Quote needed from Mattox for A/V
16. Bobbitt to determine what the allowance is for Narthex flooring and e-mail to John ASAP
17. Committee to decide color on tiles; committee should look at Palmetto Tile on Huger for tile and grout selection – Craig suggested stepping out a little on the color and not to select a light color
18. Committee to decide on trim color: Craig suggested a darker color in the same shade as the walls
19. Committee to decide on solid surface for the restrooms
20. Committee to decide upon plastic laminate for the restrooms right away – long lead time
21. Ceiling issues in the classrooms to be discussed after they are opened up to determine what the HVAC ductwork looks like; Discussion about wall units if the HVAC will not work properly: Earl suggested this be placed on the back burner until a later time; ACT ceiling with lighting and switches is estimated to be about \$4,500 not including the HVAC.
22. Gutters still undecided

This Week:

20. Front wall to be complete
21. Shingles to be complete
22. Electrical to be roughed in on shear wall
23. Request for Mattox to check voltage on wall outlets
24. Flat roof to be installed

5. Dry

Site Observations:

20. Roof Sheathed
21. Canopy opened up for traffic

Resolved Issues:

1. Narthex will be hard tile – Craig suggested a larger tile than the standard 12” X 12” Modesty rail to be paint with wood trim top
2. Modesty rail to be redesign to have the opening further left and right and the side walls extending out about 2’ further
3. Committee selected Bermuda Sand wall color with eggshell finish
4. Lighting will be bronze to match the door knobs – colors may vary slightly due to manufacturer colors
5. Hardware to be a polished bronze or in that family – no chrome
6. Faucet fixtures will be standard chrome in restrooms
7. Carpet and VCT selected by committee through Redd’s Flooring; They will get a larger piece and obtain a transition strip color as well
8. Countertop in restroom to be solid surface; 4 ½” skirt on front to be solid surface as well.
9. Craig to redesign the classrooms with the following changes noted:
 - a. Square off rooms
 - b. Decrease the corridor width on each side 1’
 - c. Cabinetry in classrooms may change
10. Steeple to remain the same height as drawn on the plans; Committee will address the steeple as a special project for the church members to insure the correct steeple will be installed; Craig estimate about \$12,000.

Pending Items:

23. Quote needed from Mattox for A/V
24. [Bobbitt to determine what the allowance is for Narthex flooring and e-mail to John ASAP](#)
25. Committee to decide color on tiles; committee should look at Palmetto Tile on Huger for tile and grout selection – Craig suggested stepping out a little on the color and not to select a light color
26. [Bobbitt to determine square footage for the Narthex tile](#)
27. Bobbitt to provide a sample of the hardware color for the committee’s review
28. Committee to decide on trim color: Craig suggested a darker color in the same shade as the walls
29. [Bobbitt to provide samples of solid surface for the restrooms](#)
30. Craig to select the plastic laminate for the restrooms right away – long lead time
31. Ceiling issues in the classrooms to be discussed after they are opened up to determine what the HVAC ductwork looks like; Discussion about wall units if the HVAC will not work properly: Earl suggested this be placed on the back burner until a later time; ACT ceiling with lighting and switches is estimated to be about \$4,500 not including the HVAC.
32. Mortar Color – Craig did not think the color of mortar changed from the original; If the a change did occur, the mortar is an additional cost
33. Request quote for gutters on the canopy and the existing roof system at the fire wall
34. Re-design of organ resonance rooms – Quote from Faircloth needed
35. Review of concerns by members in the classrooms on lighting, handicap access, pre-school use, etc. To be discussed further in meeting with Craig next Tuesday
36. Provided updated drawings – Committee to sign off on Steve’s set next meeting

This Week:

27. Front wall to be installed
28. Roof framing should be complete
29. Shingles will be installed
30. Brick to be completed on Drive Thru and begin on main building

Change Orders:

38. Lighting under the walkway (2) added – Mattox to quote
39. A/V conduit – quote by Mattox
40. Carpet and VCT in Sanctuary
41. Tap fee for extra fire hydrant

The next job progress meeting for owner is scheduled for Tuesday, November 21, 2006 @ 8:30

The next job progress meeting for subcontractors is scheduled for Tuesday, November 21, 2006 @ 1:30

- d. Fabric for playground - Approved
- e. Water bill credit – Approved
- 6. Canopy should be complete in 2 weeks for reuse
- 7. Weekly meetings to begin after next weeks Tuesday morning meeting

Pending Items:

- 37. Quote needed from Mattox for A/V
- 38. Decision on VCT or tile in Narthex to be reviewed by CAP committee
- 39. Modesty rail design by Craig Otto pending (5) sections
- 40. Narthex lighting – Pending Craig’s review of the submittal
- 41. Security system by owner (Lavern suggested Sonatrol since they will be installing fire alarm)
- 42. Request quote for gutters on the canopy and the existing roof system at the fire wall
- 43. Re-design of organ resonance rooms – Quote from Faircloth needed
- 44. Review of concerns by members in the classrooms on lighting, handicap access, pre-school use, etc. To be discussed further in meeting with Craig next Tuesday
- 45. Provided updated drawings – Committee to sign off on Steve’s set next meeting

This Week:

- 31. Sheathing to continue
- 32. Roof framing to continue
- 33. Shingle on Drive Thru Wednesday
- 34. Brick to be completed on Drive Thru and begin on main building
- 35. Exterior wall to being at pulpit area

Change Orders:

- 42. Lighting under the walkway (2) added – Mattox to quote
- 43. A/V conduit – quote by Mattox
- 44. Carpet and VCT in Sanctuary
- 45. Tap fee for extra fire hydrant

The next job progress meeting for owner is scheduled for Tuesday, November 14, 2006 @ 8:30

The next job progress meeting for subcontractors is scheduled for Tuesday, November 14, 2006 @ 1:30

Weather:

DAY	DATE	TEMPERATURE		WEATHER
Wednesday	10/25/2006	36	61	Sunny
Thursday	10/26/2006	44	66	Sunny
Friday	10/27/2006	52	61	Rain
Saturday	10/28/2006	50	70	Sunny
Sunday	10/29/2006	40	73	Sunny
Monday	10/30/2006	54	79	Sunny
Tuesday	10/31/2006	49	79	Sunny
Wednesday	11/1/2006	49	82	Sunny
Thursday	11/2/2006	57	75	Sunny
Friday	11/3/2006	39	59	Sunny
Saturday	11/4/2006	26	56	Sunny
Sunday	11/5/2006	28	61	Sunny
Monday	11/6/2006	44	66	Sunny
Tuesday	11/7/2006	56	62	Rain

Change order time extension this period	x	day(s)	Total to Date	xx	
* Weather or other time extension this period	3	day(s)	Total to Date		<u>3</u>
(If other, the reason will be indicated)			Total Days:	4.5	

3 rain days noted by David in the last 2 weeks. Should be able to maintain getting the church in at the end of February.

October 24, 2006

Subject: CAP committee meeting

Attendees: Dave Gehm, Earl Spiller, Dan Parlor, Art Voiles, Bill Ackerman, Terry Candee, Stewart Rawson, John Voshell

Summary:

The McGregor CAP committee met Tuesday night, October 24, and reached the following decisions on the requested change orders.

1. Site work at drive-thru: \$14,254.00 **DISAPPROVED**, McGregor will not assume costs **above** original planning costs for the drive-thru but will share in costs of concrete sidewalk replacements. The change to a concrete parking area vice an asphalt parking area was approved.
2. Fire hydrant and 6" water line add: \$9,270.00 **APPROVED**, McGregor will assume costs.
3. Re-route Underground Roof Drain Lines: \$1,003.00 **APPROVED**, McGregor will assume costs.
4. Materials for children's play ground: \$212.00 **APPROVED**, McGregor will assume costs.
5. Broken water main water bill offset: (\$147.13) **APPROVED**, October water bill will also need adjustment due to a water leak, and Bobbitt is requested to include offset for sewer costs as well which are billed as a function of water usage.

The steeple selection was placed in a hold status, pending further committee review.

HB Engineering may want to review the right-of-way requirements with the gas pipeline company now to preclude future disagreements over the location of the new fire hydrant.

As a separate item, the CAP committee is requesting a breakout of the added costs from the previously approved change orders, in particular the exact cost of the proposed ceramic tile replacement in the narthex and how much of this cost has been applied to the contract as of now.

October 24, 2006

**** JOB PROGRESS REPORT ****

DATE: October 24, 2006

JOB NAME: McGregor Presbyterian Church

ATTENDING: Steve Baird
David Tuttle
John Voshell
Bill Ackerman
Art Voiles
Dan Parlor
Earl Spiller
Pastor Stewart Rawson

Site Conditions:

7. Clear and dry

Site Observations:

25. Main trusses being installed

Resolved Issues:

1. Re-design by HB Engineering and Craig Otto required to provide quote for site work at canopy area.
2. Shingle selection – 30 Year architectural Elk Premium Barkwood
3. Dimmer locations on plan acceptable
4. Request quote for gutters on the canopy and the existing roof system at the fire wall
5. Re-design of organ resonance rooms – Quote from Faircloth needed
6. Note to accounting to please forward a e-mail copy of the application for payment as noted some time ago

Pending Items:

46. Quote needed from Mattox for A/V
47. Decision on VCT or tile in Narthex to be reviewed by CAP committee
48. Modesty rail design by Craig Otto pending (5) sections
49. Narthex lighting – Pending Craig’s review of the submittal
50. Security system by owner (Lavern suggested Sonatrol since they will be installing fire alarm)
51. Request quote for gutters on the canopy and the existing roof system at the fire wall
52. Re-design of organ resonance rooms – Quote from Faircloth needed
53. CAP Committee to decide or approve the following change orders presented
 - a. Site work at canopy
 - b. FH and 6” line
 - c. Underground roof drains relocated
 - d. Fabric for playground
 - e. Water bill credit

This Week:

36. Wood trusses on sanctuary to continue
37. Restore the canopy for use with concrete for paving

Change Orders:

46. Lighting under the walkway (2) added – Mattox to quote
47. A/V conduit – quote by Mattox
48. Review cost of design for canopy drive thru – Site issues
49. Carpet and VCT in Sanctuary
50. Cost to install FH & 6” main - \$9270 – Church member may be able to reason with this issue through political channels.
51. Playground filter fabric
52. Relocation of old underground roof drains

The next job progress meeting for owner is scheduled for Tuesday, November 5, 2006 @ 3:00

The next job progress meeting for subcontractors is scheduled for Tuesday, November 5, 2006 @ 1:30

Weather:

DAY	DATE	TEMPERATURE	WEATHER
Thursday	10/5/2006	60	89 Sunny
Friday	10/6/2006	64	80 Cloudy
Saturday	10/7/2006	55	63 Cloudy
Sunday	10/8/2006	56	68 Rain
Monday	10/9/2006	60	71 Cloudy
Tuesday	10/10/2006	61	80 Sunny
Wednesday	10/11/2006	63	80 Cloudy
Thursday	10/12/2006	63	80 Sunny

Friday	10/13/2006	56	72	Sunny
Saturday	10/14/2006	42	68	Sunny
Sunday	10/15/2006	37	69	Sunny
Monday	10/16/2006	51	69	Cloudy
Tuesday	10/17/2006	60	68	Rain
Wednesday	10/18/2006	69	87	Cloudy
Thursday	10/19/2006	61	86	Sunny
Friday	10/20/2006	68	80	Sunny
Saturday	10/21/2006	50	71	Sunny
Sunday	10/22/2006	54	66	Rain
Monday	10/23/2006	50	64	Sunny
Tuesday	10/24/2006	33	60	Sunny

October 11, 2006

**** JOB PROGRESS REPORT ****

DATE: October 11, 2006

JOB NAME: McGregor Presbyterian Church

ATTENDING: Steve Baird
David Tuttle
John Voshell
Bill Ackerman
Art Voiles
Mike Partain
Dan Parlor
Lavern Mattox

Site Conditions:

8. Clear and dry

Site Observations:

26. Canopy trusses installed and sheathed
27. Flat roof being installed

Resolved Issues:

1. Church committee provided information for Bobbitt to order steeple.
2. Church committee authorized carpet/VCT combo in sanctuary. Cost \$500 - \$800. Steve to provide hard quote for approval.
3. Location and positioning of sculpture to be centered and at the elevation noted on elevation drawing.
4. HB engineering produced new design on FH civil drawing – See change order info
5. Church committee provided information for Bobbitt to order steeple.
6. Track lighting location on ceiling agreed upon as (2) rows of (2)

Pending Items:

7. Quote needed from Mattox for A/V
8. Decision on VCT or tile in Narthex to be reviewed by CAP committee
9. Modesty rail design by Craig Otto pending (5) sections
10. Shingle selection to be made by next meeting – David to provide sample
11. Quote from Rogers Excavation for canopy extra curb and gutter and asphalt
12. Narthex lighting – who decides on fixtures and type/ what type of fixture
13. Dimmer locations on plan – do they need to be reviewed?
14. Security system by owner (Lavern suggested Sonatrol since they will be installing fire alarm)
15. Request quote for gutters on the canopy and the existing roof system at the fire wall
16. Re-design of organ resonance rooms – Quote from Faircloth needed

This Week:

- 38. Wood trusses on sanctuary to be installed
- 39. Restore the canopy for use while redesign continues
- 40. Seeding of front lawn
- 41. Purchase filter fabric for playground and bring in load of sand

Change Orders:

- 53. Lighting under the walkway (2) added – Mattox to quote
- 54. A/V conduit – quote by Mattox
- 55. Review cost of design for canopy drive thru – Site issues
- 56. Carpet and VCT in Sanctuary
- 57. Cost to install FH & 6" main - \$9270 – Church member may be able to reason with this issue through political channels.
- 58. Playground filter fabric
- 59. Relocation of old underground roof drains

The next job progress meeting for owner is scheduled for Tuesday, October 24, 2006 @ 3:00

The next job progress meeting for subcontractors is scheduled for Tuesday, October 24, 2006 @ 1:30

Weather:

DAY	DATE	TEMPERATURE	WEATHER	
Wednesday	9/27/2006	56	82	Sunny
Thursday	9/28/2006	58	86	Sunny
Friday	9/29/2006	65	80	Sunny
Saturday	9/30/2006	46	78	Sunny
Sunday	10/1/2006	52	86	Sunny
Monday	10/2/2006	62	88	Sunny
Tuesday	10/3/2006	53	86	Sunny
Wednesday	10/4/2006	55	90	Sunny
Thursday	10/5/2006	60	89	Sunny
Friday	10/6/2006	64	80	Cloudy
Saturday	10/7/2006	55	63	Cloudy
Sunday	10/8/2006	56	68	Rain
Monday	10/9/2006	60	71	Cloudy
Tuesday	10/10/2006	61	80	Sunny

Change order time extension this period	x	day(s)	Total to Date	xx
* Weather or other time extension this period	1.5	day(s)	Total to Date	<u>1.5</u>
(If other, the reason will be indicated)		Total Days:		1.5

NOTE (*) INDICATES DAYS LOST DUE TO WEATHER OR OTHER FACTORS OUTSIDE OF THE CONTROL OF CONTRACTOR AND WILL BE ADDED TO TIME OF COMPLETION, IF ANY, SET OUT IN THE CONTRACT. PLEASE RESPOND IF YOU HAVE ANY QUESTIONS RELATIVE TO PRECIPITATION, OTHER DELAYS AND/OR UNSUITABLE SITE CONDITIONS.

**** END OF REPORT ****

September 26, 2006

Subject: Bobbitt bi-weekly progress review

Attendees: Bill Ackerman, Art Voiles, Terry Candee, Steve Baird, David Tuttle

Summary: Reviewed status of project.

1. Still awaiting quote from Mattox Electric for audio/visual.
2. Speaker cabinet space on right side of sanctuary (facing the pulpit) will be limited. Mike Partain and David Tuttle need to discuss this issue.
3. Craig Otto's removable modesty rail design pending.
4. Letter received from Columbia granting permission to locate fire hydrant toward "rear " of project. However, locating the hydrant in the old island near the new drive-through will not work, because it invades the right-of-way for the gas pipeline. To be continued.
5. SCE&G will not charge McGregor to run the gas line under St Andrews Road.
6. Bobbitt does not want to be responsible for installing the steeple due to liability issues should something happen during installation.
7. Do we want to incorporate the sun rays (spokes) into the design of the steeple cross to match that on the sculpture cross?
8. Putting VCT under the pews instead of carpet will run \$600-800 more due to edging that has to be around carpet.
9. Did CAP Committee make a decision on VCT or tile in the narthex?
10. Prepayments made to Craig Otto were not a part of the contract price.
11. Need to decide how far cross sculpture will be from the building and its orientation. Discuss with Craig Otto.
12. Bobbitt needs pew decision by October 15.
13. Bobbitt needs shingle color decision by October 15. Discuss with Craig Otto.
14. Church has not paid a \$5400 obligation to Bobbitt.
15. Estimated cost of future applications for payment provided to Earl.
16. Building committee needs to give e-mail authorization to Steve to order material for steeple.

Pending change orders:

1. Lighting under the walkway, Mattox will quote.
2. Review cost of design for canopy drive thru.
3. VCT in Narthex
4. VCT and carpet in sanctuary

September 24, 2006

Subject: Consolidated list of current action items.

Attendees: N/A

Summary: Minutes of previous Bobbitt review meeting (September 11) and McGregor building committee meeting (September 14)

1. Added costs for SCE&G gas pipeline drilling are still to be determined. Is there action required by the McGregor building committee to facilitate an answer from SCE&G?
2. Pew committee may still come in at or below the \$40K allowance.
3. There was not a double payment of \$4K to Craig by McGregor.
4. There is debate on what the change order from McGregor should be for the sanctuary floor covering. One of the key determinates is the cost of replacing the full glued down carpet with a combination of VCT under the pews and carpet runners elsewhere. McGregor requests Bobbitt obtain a cost quote from the flooring contractor for this option. There has also been a discussion on the

sealant used on the slab pour and whether this precludes the future use of stain or paint. This should be discussed during the September 26 review meeting.

5. It is unclear what the decision was from the last review meeting on the decision for VCT or ceramic tile in the Narthex. Request this be an action item for the September 26 review meeting.

6. A steeple recommendation was made to Craig from the building committee as follows:

m. *Supplier: Suburban Church Supply (www.suburbanchurchsupply.com)*

n. *Model: 290*

o. *Weight: 475 lb*

p. *Features: 4' cross with ball*

q. *Cost:*

Steeple \$2185.00

Cross 4' 160.00

Ball 81.00

Delivery 516.25

Installation 1490.00

Total \$4432.25 requires 30 % deposit (\$2942.25 without installation)

For Lightning protection, add \$125.

Contact: Bo Johnson, 800-962-2698

7. A discussion with Craig is pending on the elevation of the statue if front of the new sanctuary.

September 7, 2006

Subject: CAP committee meeting

Attendees: Dave Gehm, Dam Parler, Earl Spiller, Terry Candee, Laurie White, John Voshell

Summary: Discussions and decisions on pew funding.

1. A decision was made to increase the funding limit for pews from \$40K to \$48K with the addition costs assumed by:
 - a. Reduction of total costs by the pre-payment of \$4K to Craig Otto, which has not been subtracted from the current contract cost. The finance sub-committee will discuss this with Bobbitt in separate correspondence.
 - b. Reduction of cost allowance for tile flooring in the narthex by approximately \$4K. This will be the subject of a separate change order (previous change order #4) to be introduced at the next Bobbitt meeting (September 12).
 2. The steeple decision has been deferred for further discussion and evaluation. Action: building sub-committee.
 3. A statement of concern will be made to the session concerning the 2006 pledge of \$10K from the operating budget to the building fund which has not been received. Action: John Voshell.
 4. Next CAP meeting TBA, next Bobbitt meeting September 12, 2006.
-

August 29, 2006

Subject: Bobbitt bi-weekly progress review.

Attendees: Steve Baird, David Tuttle, Bill Ackerman, Art Voiles, Terry Candee, John Voshell.

Summary: Reviewed status of project and scheduled next progress review meeting.

10. The building is *on track!*
 11. Ridge Termite control was selected for slab treatment.
 12. First slab pours are planned for Thursday, August 31.
 13. Bobbitt needs dimensions for speaker enclosures.
 14. New design is complete for drive through canopy, including additional lighting.
 15. Craig has designed a five section removable modesty rail.
 16. Steve has promised a schedule for us soon.
 17. Next review meeting is scheduled for Tuesday September 12 at 3:00 PM.
 18. Steve Baird's son "CJ" is working on the site.
-

August 15, 2006

Subject: Bobbitt bi-weekly progress review

Attendees: Steve Baird, Garret Hope, David Tuttle, Rev Stewart Rawson, Bill Ackerman, Art Voiles, Terry Candee, John Voshell

Summary: Reviewed status of project and scheduled next progress review meeting.

1. New project manager being recruited by Bobbitt. Garret Hope will act as temporary project manager.
 2. Project is *on schedule* with no major pending issues.
 3. Drive through cover is being redesigned with a potential delay until late September.
 4. Builder's risk policy still needs to be verified. Scott Mosley for action.
 5. Rev Rawson proposed an introduction of the Bobbitt personnel to the congregation during the September 10th worship service. Steve Baird accepted the invitation.
 6. Tentative plans were discussed for moving the cross from the current location to be suspended in the new sanctuary. Planning and coordination will be started, action for CAP committee.
 7. Audio cable design due to Bobbitt early the week of August 21. Action for audio sub committee and CAP committee. Funding will have to be approved.
 8. Next progress review meeting scheduled for August 29.
 9. Art Voiles presented with a site hard hat.
-

August 11, 2006

Subject: Building Committee Meeting

Attendees: Art Voiles, Terry Candee, David Tuttle, John Voshell

Summary: Reviewed Audio system and conduit plan with site supervisor.

1. Reviewed Mike Partain drawings with Bobbitt representative for initial feedback on feasibility and scheduling impact.
 2. Slab pouring now anticipated for the week of September 4.
 3. Several changes were made and will be review with Mike and the committee.
 4. Plan is to have revised conduit layout plan ready by August 15 plan review meeting with Bobbitt
-

August 7, 2006

Subject: Bobbitt Design Review

Attendees: Dave Gehm, Dan Parler, Vic Englert, Terry Candee, Art Voiles, Luke Gunter, John Voshell

Summary: Reviewed plans and submitted decisions on change orders

1. Building permit received August 7. Final plans need to be signed by building committee.
2. Surveyor should be on site August 8, foundations will start this week
3. Conduit plans must be provided to Bobbitt **as soon as possible**. Action – Mike Partain.
4. Pending changes:
 - a. Drive thru canopy design
 - b. Fire Hydrant move
 - c. Speaker/Audio enclosures
5. **Pew selection and construction must start 4 months prior to completion. Late September is the revised due date for the committee to finish selection process.**
6. Vic will provide a time line and projected billing schedule.
7. Billing sequence was identified:
e-mail from Bobbitt to Craig Otto -> Bank -> Finance Committee members -> write check
8. The following actions were taken on Bobbitt originated change orders:
 - a. Change order #1: Move retention pond and remove 12 trees, cost \$2670.00
APPROVED
 - b. Change order #2: Elevated stage to be constructed of concrete with wood platform for choir, cost \$0.00
APPROVED
 - c. Change order #3: Changes to roof triangle load bearing design, cost \$978.00
APPROVED
 - d. Change order #4: Change floor covering in lobby and restrooms to ceramic tiles, cost \$12,700.
APPROVED for the Narthex floors only with an option to change back to VCT tile and rubber base at a later date.
 - e. Change order #5: Increase steeple allowance, cost \$1500.00.
APPROVED
 - f. Change order #6: Changes plumbing fixture above standard, cost \$1980.00
DISAPPROVED
 - g. Change order #7: Add track lighting to pulpit area, cost \$1150.00 (estimated)
APPROVED up to the limit of \$11,150.00 for total lighting
 - h. Change order #8: Design changed to add plywood shear wall, cost \$0.00
APPROVED
 - h. Change order #9: Change storefront of interior windows to accept future stain glass,
Cost unknown
PENDING
 - i. Change order #10: Changes to drive thru canopy, cost unknown
PENDING
 - j. Change order #11: Changes required by fire marshall, cost unknown
PENDING

August 6, 2006

Subject: CAP meeting

Attendees: Dave Gehm, Dan Parler, Art Voiles, Candace Knox, Bill Ackerman, Mike Partain, Laurie

White. Lane Holder, Terry Candee, John Voshell

Summary: Reviewed progress and action items

1. Audio design: Mike Partain briefed committee on planning factors for sanctuary sound system and will lead a subcommittee to plan and design system. Members of his sub committee need to be identified and assigned.
 2. Cross refurbishment: Initial plans approved to store and refurbish cross at a professional metal fabricator. Funding to come from building maintenance if possible.
 3. Steeple selection: Placed on hold pending design review.
 4. Billing/Change Order Process: A major effort will made at next Bobbitt planning meeting (August 7) to identify the exact process for change orders and billing.
 5. Addition of Mike Partain to CAP committee: The clerk of the session will be asked to approve of the addition of Mike Partain to the CAP committee.
-

August 4, 2006

Subject: Memorandum for the record

Attendees: N/A

Summary: Update on site status

1. Site work progressing normally – no major problems.
 2. Bobbitt has requested a planning meeting for Monday, August 7. Building committee and finance committee should attend. Earl's key points should be made to Bobbitt at this meeting.
 3. CAP meeting scheduled for Sunday, August 6 after worship service.
 4. Tree removal and retention pond move added \$2670 in un-planned costs.
 5. Re-painting of the cross is a potential action item.
 6. Stacie Vandervelde has volunteered to make an album of building pictures.
 7. Mike Partain has taken the reins of the audio committee. He will need help from at least 2 other church members.
 8. Website still under construction.
 9. Building of the rear wall in the current sanctuary is probably the next major impact on the congregation.
 10. Initial choice of steeple was made by the building committee. Superior Fiberglass, Inc. model #4424. CAP committee review and approval is requested.
-

July 26, 2006

Subject: Committee Meeting

Attendees: Art Voiles, Terry Candee, John Voshell

Summary: Reviewed current status and voted on tree removal costs.

Key Points:

1. Site work commenced July 25. Access to current sanctuary will be limited by Sunday, July 30.

2. Irmo fire marshal reviewed access plan for temporary sanctuary and approved the seating plan with the requirement to move special needs seating to aisle closest to double door exit.
3. New site plan was approved by Lexington County civil engineering department and site permit has been granted.
4. Retention pond re-location has been approved.
5. One additional tree will require removal from covered entry area and additional driveway work will be required.
6. Sid Gattis responded with e-mail to John Voshell regarding his proposal for audio upgrade. He has drawings and is working the problem.

Decisions:

1. Committee approved additional funding for tree and stump removal not previously included in costs. A total of 12 trees will be removed.
2. Decision made for John Voshell to sign revised site plan in lieu of waiting for trustee signature and incurring up to one day of delay.
3. Shrubbery in front of church will not be saved.
- 4.

Action items:

1. Three action items were added from Earl Spiller:
 - a. In the short term, Bobbitt will be sending us monthly invoices. (We already received the first and paid it). Those invoices should be sent to the church in care of Dave Gehm, Dan Parler and myself. Sending the bills to Stewart or Harry Reed, as has been done in the past, simply slows down the payment process. Proper addressing of the bills will become even more critical when we get into drawing money on our bank loan.
 - b. Somewhere in the negotiations we will be working with Bobbitt on the final specifications and cost figures. It would be helpful if one or more of us on the finance side could attend that meeting. Specifically we need to find out how much of the proposed contract price has already been paid in 2005 in the form of architects fees, soil borings, etc. We do not want to be billed twice for these items.
 - c. Once step two is finished, I would like Steve Baird or someone else to give us an estimate of the monthly invoice amounts over the life of the construction period. Right now I am just guessing based on an estimate that Steve Baird provided a year ago that John Anderson used in his initial analysis. I would like the revised figures so as to be able to present to CAP, the Session, and the congregation a better picture of our residual debt.
2. John Voshell to present these three ARs to Bobbitt this week.

July 18, 2006

Subject: Bobbitt Design Review meeting

Attendees: Steve Baird (Bobbitt), Don Dameron (Bobbitt), Dave Tuttle (Bobbitt), Art Voiles, Ronda Marino, Luke Gunter, John Voshell

Summary: Bobbitt conducted information brief on design and site preparation.

Key Points:

1. Don Dameron is the Project Manager; Dave Tuttle is the Site Supervisor.
 2. A single copy of the temporary construction drawings was provided to John Voshell with a request to limit distribution until a later time when final drawings are complete.
 3. Awaiting site permit, but initial site preparation and marking will start Monday, 24 July.
 4. Retention pond will be shifted in drawing pending Lexington County approval. Four pine trees to be removed if move is approved.
 5. First construction will be relocation of statue. Luke Gunter provided advice on movement. Statue will be cut off at base and re-welded to plates on new concrete forms. Stone fill, lighting and circular sidewalk will be duplicated.
 6. A temporary gravel access road will be constructed from the existing parking lot for heavy vehicles...
 7. Safety barriers were reviewed by all and approved by Ronda Marino.
 8. Bi-weekly meetings will start in approximately 3 weeks. We should have a schedule then.
 9. The existing shrubbery in the front of the sanctuary will not be saved in the construction process. A decision needs to be made on disposition. Flowers can be removed starting 23 July.
 10. A temporary wall will enclose the area below the balcony and will start early in the construction. ***Sanctuary access will be limited starting the week of 24 July.***
-

July 13, 2006

Subject: Committee meeting

Attendees: Art Voiles, John Voshell and Sid Gattis (Gattis Pro Audio)

Summary: Request made to Sid Gattis for Audio/Visual proposal for sanctuary upgrade.

Action items:

1. Existing audio system to be removed from current sanctuary and upgraded in new sanctuary.
 2. Sid Gattis to request drawings from Craig Otto for planning purposes.
 3. Sid Gattis to develop a plan and submit to building committee for review/approval.
-

July 12, 2006

Subject: Committee meeting

Attendees: John Voshell, Art Voiles, Bill Ackerman

Summary: Reviewed church steeple selection and audio visual design with Sid Gattis.

Action items:

1. Art Voiles presented steeple options from manufacture's spec sheets obtained from Craig Otto. Committee voted to select a steeple design #4424 at a cost of \$2740, including a 36" cross (2004 price). Proposal will be made to CAP committee.
 2. Action on audio visual design deferred until Sid Gattis can attend. Tentative date, July 13
-

July 12, 2006

Subject: Telephone call with Bobbitt

Attendees: John Voshell, Steve Baird

Summary: Information brief from Steve.

Action items:

1. Bobbitt will complete internal review process and building permit by Friday (July 14).
 2. Bobbitt requested an on-site meeting with building committee, site supervisor and project manager. Will call John Voshell to arrange date and time, probably Monday (July 17).
-

June 27, 2006

Subject: Committee meeting

Attendees: Bill Ackerman, Terry Candee, Art Voiles, John Voshell

Summary: Minutes of Bobbitt Plan Review meeting were reviewed and approved. Current action items were reviewed.

Action items:

1. Design of stage wall/fencing: Deferred for action from Laurie White's sub-committee on pews. Agreement was reached on the need to coordinate existing or new worship furniture with Craig's design. John V to coordinate with Laurie.
 2. Steeple selection: Art V to coordinate with Craig Otto and make a recommendation for steeple selection for CAP committee review/approval.
 3. Audio Visual conduit plans: Initial conduit plan developed. John V to ask Mike Partain to review and comment on proposal before forwarding to Craig Otto and Bobbitt.
 4. Location of audio mixing station: A decision was reached to locate a conduit outlet near the inboard seat on the back row of the left center pew section (viewed from the rear of the sanctuary).
 5. Tree removal: A decision was reached to recommend removal of 11 trees from the front of the property. Since funding is not provided in the plan for tree removal, a request will be made to the CAP committee.
 6. Retention pond location: A tentative decision was made to locate the detention pond offset from the center of the primary structure to the right (looking from the road). Craig will be asked to look at locating the pond between the cross and the front of the sanctuary if the pond could be more rectangular and less obtrusive. Location of shrubbery was also discussed but no decision was made. Action deferred.
 7. Floor covering: The decision to use carpeting in lieu of stained concrete was again affirmed.
-

June 26, 2006

Subject: Meeting for Sanctuary Plan Review

Attendees: McG -Stewart Rawson, Dan Parlor, Art Voiles, Bill Ackerman, Terry Candee, John

Voshell, Bobbitt- Vic Englert, Steve Baird, Craig Otto.

Summary:

1. Bobbitt/Otto plans about 90% complete. Internal review and possible release by July 15.
2. Craig asked for several decisions by McGregor Presbyterian before he can finish plans.

Action Items:

1. Design of stage wall/fencing
 2. Steeple selection
 3. Audio Visual conduit plans
 4. Location of audio mixing station
 5. Tree removal
 6. Retention pond location
 7. Floor covering
-