



Meeting Minutes

Job: 50-18-1705 Fannin CCH
Location: 514 Chestnut Street
 Bonham, TX 75418

Meeting: Preconstruction # 1
Date: 4/12/18
Start Time: 11:00

Attendees

Attended

- | | |
|--|--|
| <input checked="" type="checkbox"/> Judge Carter (FANNIN COUNTY) | <input checked="" type="checkbox"/> Stan Barker (FANNIN COUNTY) |
| <input checked="" type="checkbox"/> Jill Edwards Holmes (FANNIN COUNTY) | <input checked="" type="checkbox"/> Becky Shelton (FANNIN COUNTY) |
| <input checked="" type="checkbox"/> Sherry Zindars (FANNIN COUNTY) | <input checked="" type="checkbox"/> Alicia Whipple (FANNIN COUNTY) |
| <input checked="" type="checkbox"/> James Malanaphy (Texas Historical Comm) | <input checked="" type="checkbox"/> David Chase (ArchiTexas) |
| <input checked="" type="checkbox"/> Travis Sellers (Phoenix I Restoration & Constr.) | <input checked="" type="checkbox"/> Steven Villanueva |

Item	Description	Responsible	Due Date	Closed
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New Business

- | | | | | |
|------------|--|--|--|--------------------------|
| 1-1 | Introductions
- Attendees made general introductions and described their role in the project.
- Communication list (attached) was circulated to add pertinent individuals and ensure accuracy of information. | | | <input type="checkbox"/> |
| 1-2 | Lines of Communications
- All email communications with the County should go to both Judge Carter and Commissioner Barker.
- All email communications with Architect should to to both David Chase and Anne Stimmel.
- All email communications with Contractor should go through Travis Sellers. | | | <input type="checkbox"/> |
| 1-3 | Project Scope Review
- Best and Final Offer Reviewed.
- Construction Documents include Addenda 1 | | | <input type="checkbox"/> |
| 1-4 | Site
- Site layout plan reviewed
- Removed limestone will be placed in northeast corner of parking lot. Fencing will be placed around the limestone.
- Construction parking will be in the interior courthouse ring.
- Owner requests regular photographer/reporter access and will coordinate with PIRC Superintendent Steve Villanueva.
- PIRC will keep six sets of PPE (Hard hats, vests and safety glasses) onsite for visitor use. | | | <input type="checkbox"/> |
| 1-5 | Project Schedule
- Project schedule reviewed.
- Interior demolition phasing discussed.
- Exterior elevation phasing will be added to the project schedule and distributed.
- David Chase and James Malanaphy request to be onsite during the cleaning activities. Dates will be confirmed as stone is removed from the building. | | | <input type="checkbox"/> |

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	<ul style="list-style-type: none"> - ArchiTexas requests access for site survey as each elevation is completed. PIRC will accomdate and provide scheduling information. - Project has no restrictions on working hours. - Demolition crews are onsite and will begin demolition immediately after the Pre-Construction Meeting 			
1-6	<p>First Aid</p> <ul style="list-style-type: none"> - PIRC will provide first aid kit onsite. 			<input type="checkbox"/>
1-7	<p>Contract Modifications</p> <ul style="list-style-type: none"> - Change Order Proposal form reviewed. - AIA Change Order document reviewed. 			<input type="checkbox"/>
1-8	<p>Pay Applications</p> <ul style="list-style-type: none"> - Schedule of Values reviewed. - David Chase requests additional breakdown of "Interior and Site Demolition" and "Stone and Window Demolition" line items. PIRC will break down by floor and elevation. - Progress Payment Applications will be sent in Monthly. 			<input type="checkbox"/>
1-9	<p>Submittals</p> <ul style="list-style-type: none"> - Project Submittal Log reviewed - Submittal cover sheet reviewed. 			<input type="checkbox"/>
1-10	<p>Construction Photography Requirements</p> <ul style="list-style-type: none"> - RFI #1 with photo key reviewed. - Progress photos to be submitted with pay applications. - Discussion of Time Lapse Photos. Owner has camera system and may install to catch southern face work. PIRC will start work on the north elevation to provide additional time to set up camera system. 			<input type="checkbox"/>
1-11	<p>Artifacts</p> <ul style="list-style-type: none"> - If artifacts significant to the original construction period (tools, old foundations, etc) are found PIRC is to immediately stop work in that area and notify owner and architect of discovery. Work can continue in other areas of the project. - THC will provide contacts for local archealogist to review the discovery. Owner/Architect will contact and coordinate archealogist. 			<input type="checkbox"/>
1-12	<p>OAC Meetings</p> <ul style="list-style-type: none"> - OAC meetings will be set up on a bi-weekly schedule. - First OAC will be at 11:00 AM on May 2nd. - Subsequent OAC meetings will be at 2:00PM on Tuesdays. - PIRC will send out calendar invitations for meetings. 			<input type="checkbox"/>
1-13	<p>Contingency</p> <ul style="list-style-type: none"> - Discussion of whether contingency is owner or contractor held. There is no line item on the Schedule of Values - PIRC does not believe contingency is contractor held but will investigate and share results. - Access to contingency will be either by Change Order Proposal/Change Order if owner held or Contingency 			<input type="checkbox"/>

Meeting adjourned at 12:30.

Meeting Minutes

Job: 50-18-1705 Fannin CCH

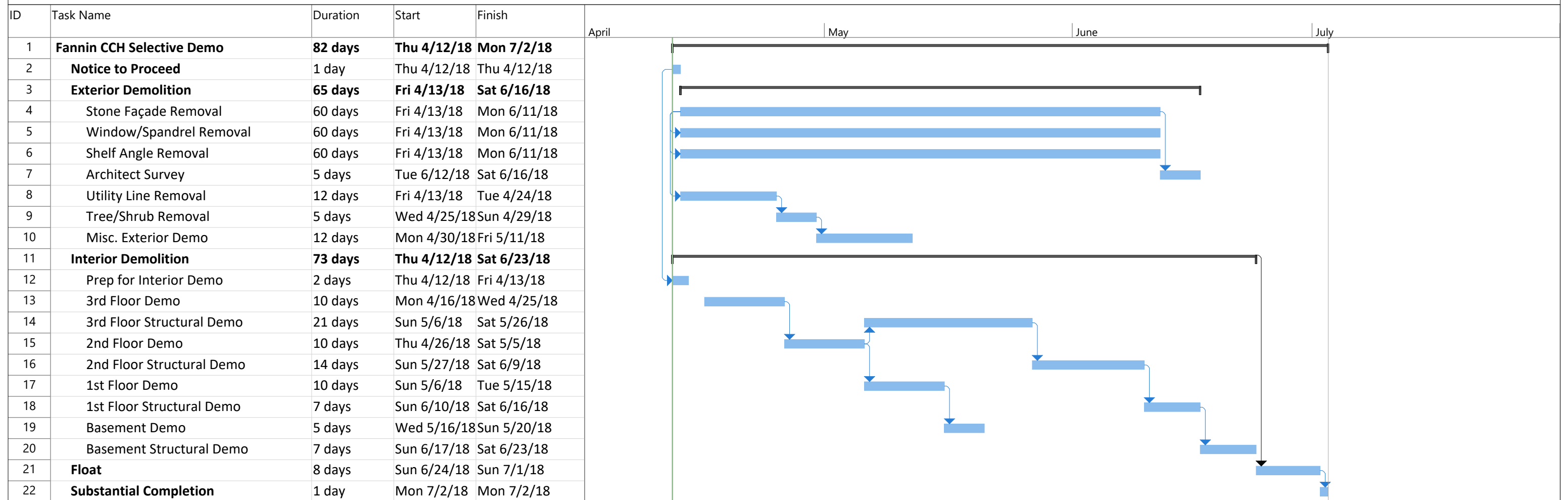
Meeting: Preconstruction # 1

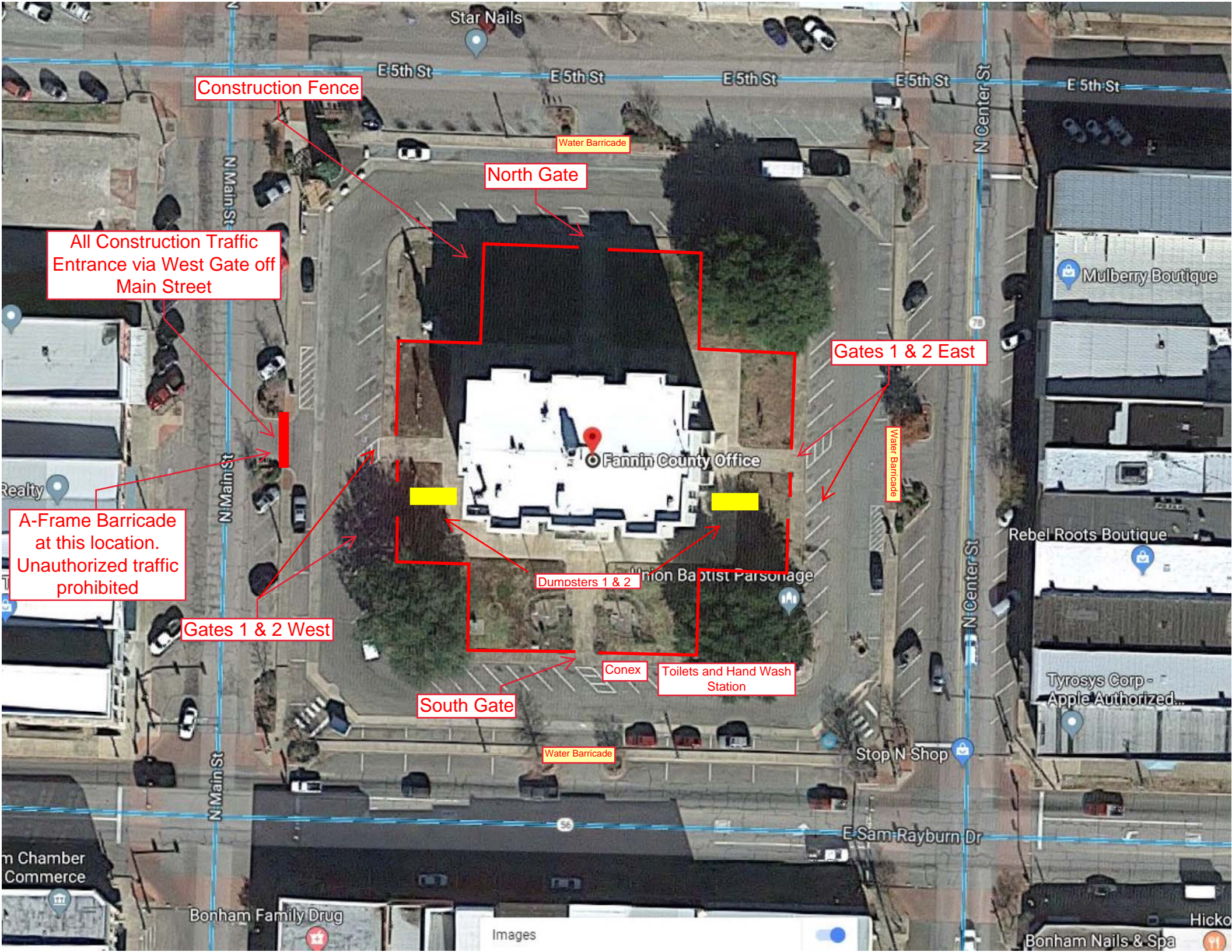
Next meeting at 12:00 on .

The preceding is assumed to be a complete and correct account of the items discussed, directions given, and conclusions drawn, unless this office is notified to the contrary by the next regular meeting. If no notification is received, these minutes will be deemed an accurate account of the meeting.

Prepared by: Travis Sellers

Copy To: Dale Sellers (Phoenix I Restoration & Constr.)





Construction Fence

E 5th St

E 5th St

E 5th St

E 5th St

E 5th St

N Main St

N Center St

All Construction Traffic
Entrance via West Gate off
Main Street

Water Barricade

North Gate

Gates 1 & 2 East

Water Barricade

Fannin County Office

A-Frame Barricade
at this location.
Unauthorized traffic
prohibited

N Main St

Dumsters 1 & 2

Union Baptist Parsonage

Gates 1 & 2 West

Conex

Toilets and Hand Wash
Station

South Gate

Water Barricade

Stop N Shop

E Sam Rayburn Dr

m Chamber
Commerce

Bonham Family Drug

Images

Bonham Nails & Spa

Hicko

Mulberry Boutique

Rebel Roots Boutique

Tyrosys Corp -
Apple Authorized...



Fannin County Courthouse
Phase I Selective Demolition
101 E Sam Rayburn Drive
Bonham, Texas 75418

Submittal #
Date Sent to Architect:

Architexas
1907 Marilla, 2nd Floor
Dallas, Texas 75201
214-748-4561
David Chase

Phoenix I Restoration & Construction, Ltd
14032 Distribution Way
Farmers Branch, Texas 75234
214.902.0111
Project Manager: Dale Sellers

Spec Section# and Description: _____

Item Number / Description: _____

Submittal #: _____

Subcontractor: _____

Supplier: _____

Manufacturer: _____

Additional Information: _____

General Contractor's Review:	
"I affirmatively state that there are no material deviations from the requirements of the Contract Documents".	
Reviewer: DCS	Date:
Architect's Review Stamp:	
Engineer/Consultant's Review Stamp:	

**Construction Services Fannin County Courthouse
Phase I Selective Demolition
101E Sam Rayburn Drive
Bonham Texas 75418**



<i>Owner</i>	<i>Architect</i>	<i>MEP Engineer</i>	<i>Civil & Structural Engineer</i>	<i>Contractor</i>
Fannin County Courthouse	ArchiTexas	MEPCE	Jaster- Quintanilla & Associates	Phoenix I Restoration and Construction
Contact:	Contact:	Contact:	Contact:	Senior Project Manager: Dale Sellers
101 E Sam Rayburn Drive	1907 Marilla 2nd Floor	2928 Story Road West	100 Glass Street	14032 Distribution Way
Bonham Texas 75418	Dallas Texas 75201	Las Colinas Texas 75038	Dallas Texas 75207	Farmers Branch, Texas 75234
				Phone: 214.902.0111 Fax: 214.904.9635

Submittal Number	Section	Item Number	Section Description	Item Description	Responsible Party	Submittal Due Date	Date GC Rec'd Fr. Sub	Date GC Sent to Architect	Date Returned to GC	Date Returned to Sub	Days Out Standing	Comments
01 2900-01	01 2900	1.3.D	Payment Procedures	AIA G703 Schedule of Values								
01 3216-01	01 3216	1.4.A	Construction Progress Schedules	Progress Schedule				4/4/2018	4/11/2018		15	No Exception Taken
01 3233-01	01 3233	1.2.A.1	Preconstruction Photographs	Existing conditions before alteration								
01 3233-02	01 3233	1.2.A.4	Construction Photographs	20 views of interior and 20 exterior at each specific time								Monthly Ongoing
01 5800-01	01 5800	1.3.A.1	Project Identification	Shop Drawings: Project Signage	ADCO		4/10/2018	4/10/2018	4/11/2018	4/10/2018	0	No Exception Taken
01 7123-02	01 7123	1.3.B	Field Engineering	Certification that Elevations and locations of improvements are in conformance								
01 7329-01	01 7329	1.2.A	Cutting and Patching	Written Request in advance of cutting or alteration								
01 7700-01	01 7700	1.2.A	Closeout Procedures	Substantial Completion: Written certification								
01 7700-02	01 7700	1.2.B	Closeout Procedures	Final Inspection								
01 7700-03	01 7700	1.2.C	Closeout Procedures	Final Pay Application								
01 7700-04	01 7700	1.2.D.1	Closeout Submittals	Evidence of Compliance								
01 7700-05	01 7700	1.2.D.2	Closeout Submittals	Certificate of Occupancy								

Legend:
 Yellow - Product Data, Qualifications, Etc.
 Pink - Samples
 Blue - Shop Drawings
 Orange - Mock-Up
 Green - Closeouts

Submittal Number	Section	Item Number	Section Description	Item Description	Responsible Party	Submittal Due Date	Date GC Rec'd Fr. Sub	Date GC Sent to Architect	Date Returned to GC	Date Returned to Sub	Days Out Standing	Comments
01 7700-06	01 7700	1.2.D.3	Closeout Submittals	Project Record Documents								
01 7700-07	01 7700	1.2.D.6	Closeout Submittals	Warranties								
01 7700-08	01 7700	1.2.D.9	Closeout Submittals	Evidence of Payment to Subcontractors								
01 7700-09	01 7700	1.2.D.10	Closeout Submittals	Final Lien Waiver								
01 7700-10	01 7700	1.2.D.11	Closeout Submittals	Certificate of Insurance								
01 7700-11	01 7700	1.2.D.12	Closeout Submittals	Consent of Surety								
04 0344-01	04 0344	2.1.A.4	Masonry Cleaning	Prosoco Afterwash				4/4/2018	4/11/2018		15	No Exception Taken
04 0344-02	04 0344	2.2.A.2	Masonry Cleaning	Sure Klean Fast Acting Stripper				4/4/2018	4/11/2018		15	No exception Taken
04 0344-03	04 0344	1.4.B	Masonry Cleaning	Mock Up - 10 x 10 area								Will be done onsite
06 1000-01	06 1000	2.1.A.3	Rough Carpentry	Lumber: Grade 2 Southern Yellow Pine S4S				4/4/2018	4/11/2018		15	No Action Taken
06 1000-02	06 1000	2.1.B.1	Rough Carpentry	Sheet Products: APA Plywood				4/4/2018	4/11/2018		15	No Action Taken
06 1000-03	06 1000	2.2.A	Rough Carpentry	Fasteners				4/4/2018	4/11/2018		15	No Action Taken
31 2500-01	31 2500	2.1	Erosion Control	Silt Fencing Fabric				4/4/2018			15	
31 2500-02	31 2500	2.3	Erosion Control	Wire Fence				4/4/2018			15	

Legend:
Yellow - Product Data, Qualifications, Etc.
Pink - Samples
Blue - Shop Drawings
Orange - Mock-Up
Green - Closeouts



Change Order Proposal

ARCHITECT:
 Architexas
 1907 Marilla, 2nd Floor
 Dallas, TX 75201

Contractor

Other

Project: **Fannin County Courthouse**
 Phase I Selective Demolition

Proposal Number: 001

Date of Issuance: _____

Date of Contract: 3/28/2018

Owner: Fannin County
 800 E 2nd Street
 Bonham, TX 78711

Owner Contract No. _____

Contractor Proj. No. 18-1705

This is not a change order or a directive to proceed with the work described in the proposed modifications.

DESCRIPTION:

Item	Scope of Work	Qty	Unit	Unit Price	Total
1					
2					
3					
4					
5					
	Subtotal:				\$0.00
	Bonds/Insurance:	3.50%			\$0.00
	Overhead and Profit:	15%			\$0.00
	TOTAL:				\$0.00

APPLICATION AND CERTIFICATION FOR PAYMENT


AIA DOCUMENT G702

PAGE ONE OF TWO

TO OWNER:
 Fannin County
 101 E. Sam Rayburn Dr.
 Bonham, TX 75418
 Attn:

PROJECT: Fannin CCH Restoration
 101 E. Sam Rayburn Dr.
 Bonham, TX 75418

APPLICATION: SOV - Submittal

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

PERIOD TO: April 12, 2018

FROM CONTRACTOR:
 Phoenix I Restoration and Construction, Ltd.
 14032 Distribution Way
 Farmers Branch, TX 75234

ARCHITECT: ArchiTexas
 1907 Marilla, 2nd Floor
 Dallas, TX 75201
 Attn:

CONTRACT NO:

PIRC PROJECT NO: 50-18-1705

CONTRACT DATE: April 3, 2018

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

1. ORIGINAL CONTRACT SUM	\$	649,220.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	649,220.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	0.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	0.00
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	0.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	
8. CURRENT PAYMENT DUE	\$	0.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	649,220.00

CONTRACTOR: Phoenix I Restoration and Construction, Ltd.

By: _____ Date: April 12, 2018

State of: Texas County of: Dallas
 Subscribed and sworn to before me this day of,
 Notary Public:
 My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		\$0.00

CONTINUATION SHEET

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: **SOV - Submittal**
 APPLICATION DATE: April 12, 2018
 PERIOD TO: April 12, 2018
 CONTRACT NO: **0**
 RETAINAGE: **5%**

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Contractor: Phoenix I Restoration and Construction, Ltd

Project: Fannin CCH Restoration

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
1	General Conditions	\$ 34,500.00					0%	\$ 34,500.00	\$ -
2	Mobilization	\$ 29,400.00					0%	\$ 29,400.00	\$ -
3	Bonds and Insurance	\$ 26,720.00					0%	\$ 26,720.00	\$ -
4	Interior and Site Demolition	\$ 268,500.00					0%	\$ 268,500.00	\$ -
5	Stone and Window Demolition	\$ 232,500.00					0%	\$ 232,500.00	\$ -
6	Clean Historic Stone	\$ 19,300.00					0%	\$ 19,300.00	\$ -
7	Steel Lintels	\$ 6,400.00					0%	\$ 6,400.00	\$ -
8	Patch Roof at Mechanical Units	\$ 8,900.00					0%	\$ 8,900.00	\$ -
9	Temporary Window Enclosures	\$ 14,200.00					0%	\$ 14,200.00	\$ -
10	MEP Make Safe	\$ 8,800.00					0%	\$ 8,800.00	\$ -
GRAND TOTALS		\$ 649,220.00	\$ -	\$ -	\$ -	\$ -	0%	\$ 649,220.00	\$ -