



Bellmoore Meeting Minutes #03

Meeting Location: 35 Pumpkin Pass, Binbrook
Meeting Date: November 3, 2020
Meeting Time: 9:00:00 AM

Attendees	Association	E-mail	Abbr.
Mathew Bell	STM Construction Ltd. - Project Manager	matt@stmconstruction.com	
Jamie Kelly	STM Construction Ltd. - Site Supervisor	jamie@stmconstruction.com	
Amie Myszkowski	HWDSB	amyszkow@hwdsb.on.ca	
John Grguric	GAI - Architect	JohnG@2gai.com	

Distribution:

Mike Kovacs	STM Construction Ltd. - Site Supervisor	mike@stmconstruction.com
Connor Balzereit	STM Construction Ltd. - Project Coordinator	coop@stmconstruction.com
Priscilla Mochrie	HWDSB - Principal	pmochrie@HWDSB.ON.CA
Dwight Wagg	GAI - Architect	Dwight@2gai.com
Kelly King	GAI - Architect	kellyk@2gai.com
Chandra Kuruppu	CK Engineering - Mechanical	chandra.kuruppu@ckengs.net
Al Amin	CK Engineering - Mechanical	al.amin@ckengs.net
Jonathan Schrader	CK Engineering - Electrical	jonathan.schrader@ckengs.net
Andrew Ngan	CK Engineering - Electrical	andrew.ngan@ckengs.net
Adam Roemmele	Soil-Mat	aroemmele@soilmat.ca

All present and those referenced in the Minutes below.

Item No.	Description:	Action By:
	<i>Days Lost Due to Inclement Weather</i> ???	
	<i>Average Amount of Workers on Site</i> 27-Oct-20 4 Workers	
	<i>Two Week Look Ahead</i> 27-Oct-20 Foundation Work Ongoing	

Testing/Inspection and Field Review Deficiencies to be Addressed

27-Oct-20 Soft soils above sewer/storm in vestibule area

CCO's, CD's, CO's CAE's, SI's, RFI's

CCO-01 ???
 CCO-02 Footing STM Pricing
 CCO-03 Weeping Tile STM Pricing

CD-01 Winter Heat Ongoing
 CD-02 Excavation Ongoing

CAE-01 Door Hardware Approved
 CAE-2 Soil Mat Approved

CO-01 Screenings Approved
 CO-02 ???
 CO-03 ???
 CO-04 Extend Schedul Approved

SI-01 Door Revisions

RFI 001 - Base of Fram Resolved
 RFI 002 - Joist and Dec Resolved
 RFI 003 - Masonry Resolved
 RFI 004 - Spray Foam Waiting on Consultant
 RFI 005 -Window Resolved
 RFI 006 - AutoCAD Waiting on Consultants

Previous Business

1.1.1	Winter heat – GAI will issue a Change Order to include a 'not to exceed' cash allowance for STM to draw from. STM to provide back up and justification of costs associated to winter heat.	STM
13-Oct-20	Amie and John confirmed that if STM costs for winter heat exceeded the upset limit of \$50,000 +HST in CD01 that the change directive upset limit would be increased accordingly to cover the additional costs.	Info
09-Nov-20	Item to be carried forward on all Meeting Minutes for reference.	Info
1.1.4	Revisions to Sub-trades – AM provided the requirements to revise sub-trades on Friday September 18, 2020.	Info
13-Oct-20	STM to review if any carried subtrades are being swapped out and must follow proper procedure.	STM
09-Nov-20	STM indicated that they will be changing flooring contractors. STM to follow proper process for changing subtrades.	STM'
1.3.1	Original bonds and insurance documents are to be submitted to HWDSB via email and to include confirmation of validity from the bonding company The Consultant is to provide an electronic copy of the CCDC to the Contractor for signature. HWDSB to issue a purchase order upon execution.	
13-Oct-20	CCDC was provided by GAI. STM to review, sign and return.	STM

09-Nov-20	Item Carried.	STM
3.1.1 27-Oct-20	STM to call building department for pre-construction inspection. Pre-construction inspection took place October 19.	STM Info
3.1.2 27-Oct-20	GAI will be issuing a "For Construction" set of drawings. There will be no changes on the construction set other than the revision in the title block. STM to print "For Construction Set" of drawings and keep on site.	GAI STM
3.1.4 27-Oct-20	STM will be sending through a revised temporary fence layout for Amie's approval. Amie approved layout with minor modifications.	STM Info
3.1.5 27-Oct-20	STM to determine routing of temporary power for the trailer and review with Amie for approval of location prior to proceeding. Amie approved STM's proposal and where to connect to temporary power in the building.	STM/Amie Info
3.1.6 27-Oct-20	Amie indicated STM is to send a photo of STM's construction sign in sheets at 10am each day and to let her know if any STM employee or subtrade has entered the building. Item to be carried forward on all Meeting Minutes for reference.	STM Info
3.1.7 27-Oct-20	GAI indicated a COP for September would be issued later today. COP was issue but Amie indicated this cannot be processed until the CCDC contract is signed.	GAI STM

Health and Safety

2.1.1 27-Oct-20	STM is to install mesh onto temporary fencing adjacent to the emergency exit at the stairwell. Mesh was installed.	STM STM
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New Business

3.1.8	Soil-Mat indicated there is a soft spot above the sewer/storm line. STM has request direction from the consultants on a solution for the footing to bear on the inadequate soil.	John//Kalos
3.1.9	STM encountered existing weeping tiles during foundation. John will be issuing a CCO to price extending the weeping tile around the new addition.	John
3.2.1	John would like to change the elevation of the remaining building foundations that are not yet excavated to 1.2m minimum below grade. John will discuss with Kalos and provide direction. STM indicated that additional step footings will be required.	John/Kalos
3.2.2	STM indicated that existing foundation walls have dampproofing. John will provide direction if new walls should be dampproofed as well.	John
3.2.3	Jamie indicated that the existing brick adjacent to the new additional is only bearing 1/2" to 1" on the foundation wall. This has caused one brick to come loose on the corner due to vibrations from excavation. It is recommended the school board look into this issue	Amie

further whether through this contract or down the road.

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| 3.2.4 | Where the addition ties into the existing stairwell it calls to remove brick veneer/insulation to make room for new masonry block to sit on the foundation. STM indicated that the new block will overhang over the existing foundation slightly. John indicated this is acceptable | Info |
| 3.2.5 | STM to provide update when the pylon sign will be fixed due to wiring damage from construction activities. | STM |
| 3.2.6 | Amie/John indicated the limestone screening CCO has been approved. Formal CO to follow in the coming days. | John |
| 3.2.7 | STM indicated SI-01 Door Revisions did have some extra costs associated with the changes. John directed STM to put the costs onto an upcoming change as a line item. | STM |
| 3.2.8 | Amie indicated STM meeting minutes require more information. STM to review HWDSB previous meeting minutes and add missing items to all future meeting minutes. | STM |
| 3.2.9 | STM indicated that the building department/fire department requires exiting occupant load and exiting plan to be submitted. | John |

NEXT SCHEDULED MEETING: Tuesday, November 9, 2020 - 9:00 A.M. - On Site

NOTE:

These minutes are an interpretation of the discussions that took place at the above meeting date. Please advise the author within 48 hours of any errors, omissions or corrections otherwise the record stands as per these minutes

