

**PROGRESS MEETING – 03/31/2005**  
**SteppingStones Recreation Center for People with Disabilities**  
**Mylan Park, Chaplain Hill, WV**

Attending:     Kenton Blackwood, BAI  
                  Bob Pirner, SteppingStones  
                  John Conrad, Flint Construction Co., Inc.  
                  John Jackson, Flint Construction Co., Inc.  
                  Rob Flint, Flint Construction Co., Inc.

1. Contractor is awaiting some sub costs, to provide Application for Payment #9 soon.
2. Reviewed project progress;
  - a. Plumbing fixtures and hot water tanks are to be installed beginning next Monday.
  - b. Mechanical louvers for the Gym are on order.
  - c. The Gym flooring will be installed after all other elements of the Gym have been completed.
  - d. Two toilet partition doors were delivered damaged. They have been re-ordered.
  - e. Additional standing seam metal roof panels have been ordered for the radiused entry canopy.
  - f. Installation of the asphalt paving will begin around the second week of April.
3. Bollards have been delivered. They are square topped not radiused.
4. Water meter pit will be approximately 12” from the edge of the asphalt. The grassed area around the pit will define the “no go” area between the paved drive and the adjacent ‘neighbors’ gravel parking lot.
5. Will try to schedule engineers’ walk-thru about a week prior to the Date of Substantial Completion (4/26/05).
6. Owner will review and verify the SteppingStones representatives to; 1) accompany the substantial completion walk-thru party, and 2) be present for the systems training. Asked the Contractor to check with his subs; is it possible to hold the training sessions after 5:00PM to accommodate SteppingStones representatives’ schedules.
7. Discussed the room / keying number system and labeling, and where the key box should be located. Contractor to co-ordinate with the Owner.
8. Contractor raised an issue with the tap fee for the water connection. Rob Flint indicated that at the time of they were preparing a bid they had called MUB and asked about the costs associated with the tap fee. They were told the fees would be about \$185 and \$350 (?) for the sewer and water taps. When they recently made application the fees were \$3,100.00. They asked if anyone could establish contact with MUB and request some relief. Phone numbers were exchanged and calls are to be made.