

Adolfson & Peterson Construction  
 797 Ventura Street  
 Aurora, Colorado 80011  
 Phone: (303) 363-7101  
 Fax: (303) 363-9251

**Project:** 7854 - Greeley West High School  
 2401 35th Ave  
 Greeley, Colorado 80634

## Design OAC Meeting Minutes

**MEETING DATE:** 03/09/2020 **MEETING TIME:** 9:30 AM - 11:30 AM Mountain Time (US & Canada)

**MEETING LOCATION:** District 6 Administration Building - 1025 9th Ave  
 Greeley, CO 80631

**OVERVIEW:**

This meeting is intended to be used to coordinate with District 6 and RLH for the new construction of Greeley West.

**GWHS TEAM CORE VALUES:** COMMUNITY, EXCELLENCE, INNOVATION, INTEGRITY, TRUST

**DISTRICT 6 INNOVATION 2020 MISSION STATEMENT:** District 6 engages every student in a personalized, well rounded and excellent education, preparing students to be college and career ready.

**DISTRICT 6 INNOVATION 2020 VISION STATEMENT:** District 6 engages, empowers and inspires today's students in partnerships with families and communities to succeed in tomorrow's world.

**DISTRICT 6 FACILITIES MASTER PLAN VISION STATEMENT:** We see sustainable district facilities that utilize innovative design to create flexible learning spaces that encourage collaboration, culturally relevant community areas, indoor/outdoor integrated learning, and natural light. We see an environment that is adaptable to future needs: creating an environment that utilizes progressive technology and maximizes safety and security while capitalizing on community partnerships and resources and that celebrates the diversity of the community.

**NOTES:**

**ATTACHMENTS:**

[GWHS - 2020.3.9.pdf](#) [2020-03-09 GWHS Project Dashboard.pdf](#)

**ATTENDEES:**

Name	Company	Phone Number	Email	Attendance
Nate Ainsworth	Adolfson & Peterson Construction	Tel:	nainsworth@a-p.com	Present
Anthony Durst	Adolfson & Peterson Construction	Tel:	adurst@a-p.com	Present
Doug Johnson	Adolfson & Peterson Construction	Tel:	djohnson@a-p.com	Present
Christopher Meek	Adolfson & Peterson Construction	Tel:	cmeek@a-p.com	Present
Austin Mouw	Adolfson & Peterson Construction	Tel:	amouw@a-p.com	Present
Kyle Tillery	Adolfson & Peterson Construction	Tel: (720) 281-2111	ktillery@a-p.com	Present
Brian Yahn	Adolfson & Peterson Construction	Tel: (303) 434-1979	byahn@a-p.com	Present
Jeff Cranson	Greeley-Evans Weld County School District 6	Tel: (970) 348-6000	jcranson@greeleyschools.org	Present

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

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Kent Henson	Greeley-Evans Weld County School District 6	Tel: (970) 348-6409	khenson1@greeleyschools.org	Present
Theresa Myers	Greeley-Evans Weld County School District 6	Tel: (970) 348-6000	tmyers@greeleyschools.org	Present
Deirdre Pilch	Greeley-Evans Weld County School District 6	Tel: (970) 348-6000	dpilch@greeleyschools.org	Absent
Amy Zulauf	Greeley-Evans Weld County School District 6	Tel:	azulauf@greeleyschools.org	Present
Lyn Eller	HORD COPLAN MACHT	Tel:	leller@hcm2.com	Present
Lisa Gardner	HORD COPLAN MACHT	Tel:	lgardner@hcm2.com	Absent
Matt Porta	HORD COPLAN MACHT	Tel: (303) 607-0977	mporta@hcm2.com	Present
Adele Willson	HORD COPLAN MACHT	Tel:	awillson@hcm2.com	Absent
Mike Craig	RLH Engineering Inc.	Tel:	mcraig@rlhengineering.com	Absent
Travis Guerette	RLH Engineering Inc.	Tel: (970) 686-5695	tguerette@rlhengineering.com	Present
Jeff Kirtley	RLH Engineering Inc.	Tel: (970) 686-5695	jkirtley@rlhengineering.com	Present

### Comments or Corrections

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
1.1	1	Comments or Corrections				Open	Old
<p><b>Description:</b> Intended to capture any comments or corrections.</p>							
<p><b>Official Documented Meeting Minutes:</b> No comments or corrections.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b> No new comments or corrections  <b>02/10/2020:</b> No new comments or corrections  <b>01/27/2020:</b> No new comments or corrections  <b>01/13/2020:</b> No comments or corrections.  <b>12/09/2019:</b> (None)</p>							

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Safety							
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
2.1	3	IIF Moment				Open	Old
<p><b>Description:</b> Discuss a safety moment further embracing a IIF culture (Incident and Injury Free).</p>							
<p><b>Official Documented Meeting Minutes:</b> NA stated When driving, pay attention and drive defensively. NA was pulling a trailer and was cut off causing evasive action. Use mirrors and be aware of your surroundings.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                      CM stated everyone needs to listen to their body and be healthy. Washing your hands is a great way to prevent the spreading of illnesses. Be proactive and visit your health provider if you feel something is not right.  <b>02/10/2020:</b>                      TG discussed driving safety in the winter weather. Over the weekend RLH Engineering made a trip to the mountains and experienced white out conditions and heavy snow.  <b>01/27/2020:</b>                      Group discussed some IIF moments. Be cautious when walking outdoors in winter months. Ground may look passable but may be extremely slippery. When driving on snow packed roads be cognoscente of surface conditions. Gravity and icy snow pack can result in an out of control moment(s).</p>							

Administration Items							
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
3.2	2	3rd Party Consultant Awards	Jeff Kirtley (RLH Engineering Inc.)	03/ 27/ 2020		Open	Old
<p><b>Description:</b> This is in reference to 3rd party services for District 6.</p>							
<p><b>Official Documented Meeting Minutes:</b> The team reviewed that third party consultants are still being awarded. CX interviews are Thursday, March 12, 2020. Farnsworth, Group 14 and Iconergy we shortlisted. Final selection to occur Thursday, March 12, 2020.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                      JK reported RLH is soliciting CX agent and proposals are due by Friday of this week. JK stated they expect to have a selection by Mid March of 2020.                      JK reported there was a conf call held with the Site Surveyor and the DB Team. One missing piece of information was the inverts for the utilities located in 35th Ave. These are still required.                      No new news on regarding geotech report was discussed this week.                      A traffic study is still required to be performed. JK advised RLH has Fox Tuttle ready to perform the traffic study. He stated FT may be out yet this week to perform the counts.                      a Draft of the traffic study is slated to be released on March 23, 2019.                      The Group stated studies will be needed for the following intersections:                      35th/22nd                      35th/24th                      38th/Centerplace Dr</p>							

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			<p><b>02/10/2020:</b> JK advised the CX solicitation is to go out next week. JK reported he will verify the dates for the OPR. JK reported the Traffic Study proposal is to be issued this week.</p> <p><b>01/27/2020:</b> *Correction to item: Added "Awards" to title of item as this item is in reference to the award of the 3rd party consultants by District 6/RLH.</p> <p>CM advised the team had received the initial Geotech report form Ground Engineering.</p> <p>JK stated he anticipates the site survey to be complete February 7, 2020. He also reported the Surveyor would like to meet with the team prior to submitting the survey report. This is to ensure all desired survey points are captured.</p> <p>The team also reviewed the need to higher the commissioning agent soon and is in the look ahead schedule.</p> <p><b>01/13/2020:</b> JK stated District 6 has issued contracts for Geotech and Survey services. Those contracts are Lamp Rynearson for Survey and Ground Engineering for the Geotech. Commissioning Agent (CX Agent) still to be determined.</p>				
3.3	2	Community Communication and Outreach	Doug Johnson ( <b>Adolfson &amp; Peterson Construction</b> ), Kent Henson ( <b>Greeley-Evans Weld County School District 6</b> )			Closed	Old
	<p><b>Description:</b> This is in regards to representation of the project to the community and how the team will approach communication.</p>						
	<p><b>Official Documented Meeting Minutes:</b> DJ stated the AP HCM team will be involved in the Greeley Stampede. The team agreed that as more items regarding community involvement are added, they will be added weekly. This item will close.</p>						
	<p><b>Previous Meeting Minutes:</b> <b>02/24/2020:</b> No new update to report this week. <b>02/10/2020:</b> DG reported Brad from the Greeley Stampede has asked if AP would assist in a pedestal for a new bronze statue at the Rodeo Arena. DG stated he thought it would be a great idea to use some of the bricks from the GWHS once Demo was underway to act as the pedestal and as a way to divert waste from the landfill. KH and DP thought this would be a great idea. Follow up will occur once demo starts.</p> <p>KH stated he has been approached by the Masons to discuss placing a cornerstone in the new GWHS. More discussions to be had regarding this topic. <b>01/27/2020:</b> MP advised he still needs to upload the school tour pictures. KH stated the District 6 Bond website is up and running.</p> <p><b>01/13/2020:</b> The team discussed the possibilities of how the project will be represented on Social Media. District 6 will have a bond website that will be functional and be managed and tied to other members of the meeting for communication outreach. Job site time lapse cameras were reviewed as one of the many viable options for this communication. MP advised HCM has pictures of the group school tours that could be used in this effort showing process is underway. KH stated he would like HCM to send him those photos so the district can upload them to their social media page.</p>						
3.4	2	Ground Breaking				Closed	Old
	<p><b>Description:</b> The team reviewed the need to pin point a Ground Breaking date as soon as one is identified.</p>						

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<p><b>Official Documented Meeting Minutes:</b>                  KT stated that this will occur later and will be monitored for scheduling. This item will close now and be rediscussed as this event gets closer to being identified.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                  Team is still evaluating what day to perform the official ground breaking ceremony.  <b>02/10/2020:</b>                  No new date has been established as of yet. The group will continue to track this topic  <b>01/27/2020:</b>                  No new date has been established as of yet. The group will continue to track this topic.</p> <p><b>01/13/2020:</b>                  The team discussed possible options for ground breaking dates. BY mentioned the actual date should be closer to the start of construction so the community does not buzz about a month or so delay between ceremony and construction start.</p>							
3.5	3	Procore Use	Kyle Tillery ( <b>Adolfson &amp; Peterson Construction</b> )			Closed	Old
<p><b>Description:</b>                  This is in reference to the team's use of Procore on this project.</p>							
<p><b>Official Documented Meeting Minutes:</b>                  KT reiterated to the team that if anyone needs training or assistance to get with him. This item will close.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                  All users have been invited. Training is available upon request to the AP team.  <b>02/10/2020:</b>                  NA had sent the group invites to procore. All parties at today's meeting have accessed the GWHS Procore site and did not have any questions on how to use it to date. Training is available on request.  <b>01/27/2020:</b>                  KT asked how the team would prefer to see the meeting minutes distributed as well as described the team's use of Procore. The group agreed to use the distribution of minutes from Procore which will send an email to the attendees as a hyperlink to which they can access and download. Additional training and discussion can be presented at another time.</p>							
3.6	6	Design OAC Location Adjustment	Anthony Durst ( <b>Adolfson &amp; Peterson Construction</b> ), Kent Henson ( <b>Greeley-Evans Weld County School District 6</b> )			Open	New
<p><b>Description:</b>                  This is in regards to moving the Design OAC Meetings location.</p>							
<p><b>Official Documented Meeting Minutes:</b>                  KH stated that the design OAC meetings will change location to the D6 Facilities office. AD and KH stated they would get the invite updated and sent out.</p>							

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Design Schedule Review							
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
4.2	3	Look Ahead Review	Kyle Tillery ( <b>Adolfson &amp; Peterson Construction</b> )			Open	Old
<p><b>Description:</b> This is intended to review the Look Ahead Schedule as attached.</p>							
<p><b>Official Documented Meeting Minutes:</b> KT stated that the look ahead schedule will be reviewed here weekly. KT stated this item will change title to Look Ahead Review.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b> KT reviewed the 30-60-90 day schedule. KT advised March holds many important dates for which decisions need to be made to keep the current schedule.  <b>02/10/2020:</b> The attached 30-60-90 schedule was reviewed.  <b>01/27/2020:</b> The attached 30-60-90 schedule was reviewed.</p>							
4.3	3	Electrical/IT D6 Huddle Request	Brooke Brookshire ( <b>Adolfson &amp; Peterson Construction</b> )			Closed	Old
<p><b>Description:</b> This is in regards to the Electrical/IT District 6 meeting with the D/B Team to review systems and expectations.</p>							
<p><b>Official Documented Meeting Minutes:</b> KT stated that the team is good thru sub partner awards. This item will close and be reopened as more items require coordination with the D6 team and the construction team.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b> Team has information to establish design of systems. KH advised if anyone needs more info to please ask.  <b>02/10/2020:</b> NA reported the Mechanical, Electrical and IT staff from D6 along with the AP HCN Team toured 4 different types of systems as a way to understand the options available for the new GWHS. At the conclusion of this tour, a Cost By Analysis discussion was started. D6 is to continue this and narrow down the systems to 2.BB will follow up with KH.  <b>01/27/2020:</b> KH stated his team members were not going to be available for the scheduled Electrical/IT D6 Huddle meetings on the 30th and 31st of this month. CM and AD to work to schedule either 2/3 PM or 2/6.</p>							
4.5	3	District 6 MEP System Tours and CBA Session	Christopher Meek ( <b>Adolfson &amp; Peterson Construction</b> ), Anthony Durst ( <b>Adolfson &amp; Peterson Construction</b> ), Brooke Brookshire ( <b>Adolfson &amp; Peterson Construction</b> )	02/ 06/ 2020		Closed	Old

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	<p><b>Description:</b> This is in reference to the MEP team's from District 6 walking existing facilities and reviewing their systems for potential use on the new building and then having a Choosing By Advantages session to help narrow down the selection to the top two systems.</p>
	<p><b>Official Documented Meeting Minutes:</b> KT stated that the team is good thru sub partner awards. This item will close and be reopened as more items require coordination with the D6 team and the construction team.</p>
	<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b> Tours were held and a CBA session was initiated. Currently the team has narrowed down the choices to 2 systems. The DB team is now generating those systems to mate with the two building schemes to evaluate them.  <b>02/10/2020:</b> NA reported the Mechanical, Electrical and IT staff from D6 along with the AP HCM Team toured 4 different types of systems as a way to understand the options available for the new GWHS. At the conclusion of this tour, a Cost By Analysis discussion was started. D6 is to continue this and narrow down the systems to 2. BB will follow up with KH.  <b>01/27/2020:</b> A discussion on the MEP tours discussed during the Mechanical/ Plumbing Facilities Maintenance Staff meeting with the D/B team was reviewed. The group discussed these tours need scheduled for 2/6/20. AP HCM to coordinate facilities to walk and get this invite sent out. This will also include a Choosing By Advantages session after the tours.</p>

Design Coordination Items							
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
5.1	1	Tech Spec	Anthony Durst ( <b>Adolfson &amp; Peterson Construction</b> )	04/ 06/ 2020		On Hold	Old
	<p><b>Description:</b> Review tech spec compilation.</p>						
	<p><b>Official Documented Meeting Minutes:</b> The team discussed a meeting needing to take place between RLH and the AP HCM team. This meeting occurring after SDs.</p>						
	<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b> RLH is working with D6 to create a tech spec for Flooring and possibly a roof spec. CM reported the group is still working on Tech Specs for the project.  <b>02/10/2020:</b> AP HCM is still working to create the Tech Specs.  <b>01/27/2020:</b> AP HCM is to work to put a baseline spec together. AD to coordinate a new date to review with RLH.   <b>01/13/2020:</b> No new items were discussed.   <b>12/09/2019:</b> Technical Specifications  a. Written for the GWHS project and projects throughout district.  · Jeff Chamberlin – RLH and Brooke Brookshire - AP will start process and set up tours for facilities;  1. Philip, Monte, Brock and Jeff – D6  b. Systems and materials of Prairie Heights; works/doesn't work</p>						

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			c. Systems and materials currently in the District; works/doesn't work d. All projects in district?				
5.3	2	Target Value Budget Alignment	Austin Mouw ( <b>Adolfson &amp; Peterson Construction</b> ), Anthony Durst ( <b>Adolfson &amp; Peterson Construction</b> )	04/ 24/ 2020		Open	Old
<p><b>Description:</b> This is in regards to the intent to create a target value budget for the project.</p>							
<p><b>Official Documented Meeting Minutes:</b> AM reported that the cost per square foot estimate was completed last week and current cluster estimates are being composed. KH asked what these estimates consist of and AM stated it is systems based (ie: Building Envelope, Roofing, Mechanical, Electrical, etc). So far the team is on budget based on cost per square foot of program square footage.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b> AM reported he will be sending HCM the updated finalized Square Foot costs based on the finalized program. This is to occur by EOD Friday this week.  <b>02/10/2020:</b> The Target value budget alignment has been issued to HCM and RLH for review.  <b>01/27/2020:</b> AD to send info to HCM and RLH the week of 2/3 for review.   <b>01/13/2020:</b> AD discussed an intent create a target value budget an that he would be working with MP and CM to create "buckets" of the overall budget that the complete systems or programs would be managed to of the entire project budget. This will continue to be refined and reviewed with the team moving forward.</p>							
5.4	2	Project HUB Location and Timing	Kyle Tillery ( <b>Adolfson &amp; Peterson Construction</b> )			Open	Old
<p><b>Description:</b> This is in regards to the project HUB (onsite trailers for AP HCM team) the team has been planning.</p>							
<p><b>Official Documented Meeting Minutes:</b> KT stated the project plans are in hand for the existing field and that the AP HCM team is working to develop a plan for this trailer location.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b> KT reported he walked the possible trailer location with the COG. COG(Andy) advised he would get with Monty from D6 to acquire the As-Builts for the Football Field, this allows for AP HCM to repair the area after work is complete as well as to not damage any utilities during set up.  <b>02/10/2020:</b> NA advised the group KT is scheduled to walk with the CoG this Friday to review the planned location for the trailer complex.  <b>01/27/2020:</b> KT reported he has a called and talked with the City of Greeley to discuss where AP HCM is planning to set up the trailer complex. He is awaiting a return call with direction from them on next steps. KH wanted to know this location sooner than later as he is concerned his snow removal team may place snow where the complex could potentially be located. KT will advise once he meets with City.</p>							

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		<p><b>01/13/2020:</b> The team discussed walking the proposed locations for the GWHS Project Trailer (HUB) complex location after the site survey is complete. Time to be determined.</p>						
5.6	3	Existing Facilities As-Builts	Kyle Tillery ( <b>Adolfson &amp; Peterson Construction</b> ), Monty Ulmer ( <b>Greeley-Evans Weld County School District 6</b> ), Kent Henson ( <b>Greeley-Evans Weld County School District 6</b> )			Open	Old	
<p><b>Description:</b> This is in reference to the existing facility as-builts.</p>								
<p><b>Official Documented Meeting Minutes:</b> KT asked for an update of PDFs. At the time, KH stated he would follow up with Monty Ulmer. MU came to the meeting after this item was reviewed and stated the PDFs did not exist but had hard copies. KT will review the CAD files and see about scanning existing PDFs.</p>								
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b> KT requested a PDF version of the as-builts for the GWHS. Current plans are in a CADD format. KH stated he would reach out to his staff for the PDF's.  <b>02/10/2020:</b> JK and MP stated Monty had sent over the existing AS BUILT plans electronically. Team is evaluating and reviewing the plans.  <b>01/27/2020:</b> AM received the existing facility as-builts from KH and was saving them during the OAC.</p>								
5.7	5	Food Services and District Needs Coordination	Matt Porta ( <b>HORD COPLAN MACHT</b> )	02/ 28/ 2020		Closed	Old	
<p><b>Description:</b> This is in relation to the desired food service needs of the district and a coordination meeting needed with AP HCM.</p>								
<p><b>Official Documented Meeting Minutes:</b> KT stated this meeting did occur on March 5, 2020 and was a great success. Kitchen Tech (Kitchen Consultant) was present and the team provided necessary guidance for continued design and coordination. As needed, additional meetings will be scheduled but this item will close for now.</p> <p>Official minutes from 2/24/20 Meeting: MP stated a target date for the Food Services discussion should be March 5, 2020. JC reported the end of the day works best for his staff, should they be required to attend. MP will set up a meeting to be held at the GWHS location/.</p>								
<p><b>Previous Meeting Minutes:</b> <b>02/24/2020:</b> (None)</p>								
5.8	6	Additional Geotech Borings	Matt Porta ( <b>HORD COPLAN MACHT</b> )	03/ 20/ 2020		Open	New	
<p><b>Description:</b> This is in regards to the potential additional borings the design team may need based on the footprint settling in.</p>								

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<p><b>Official Documented Meeting Minutes:</b> JK asked that since the building footprint is settling in, does the design team need additional geotechnical borings. MP stated he would follow up and report back. JK stated if possible, performing this activity during Spring Break could be beneficial.</p>							
5.9	6	Space Use Review	Jeff Cranson ( <b>Greeley-Evans Weld County School District 6</b> ), Matt Porta ( <b>HORD COPLAN MACHT</b> )	03/ 25/ 2020		Open	New
<p><b>Description:</b> This is in regards to space review of the new spaces being designed with swing space.</p>							
<p><b>Official Documented Meeting Minutes:</b> JC stated that the baseball team may need some batting cage space due to the existing facility being fully structural with no windows. Because of this, he asked that the team review options for either swing space or multi-use spaces where activities like this can occur.</p>							

### Design Advisory Group Agenda Review and Action Items Summary

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
6.2	3	DAG#2 Action Items Summary	Matt Porta ( <b>HORD COPLAN MACHT</b> ), Christopher Meek ( <b>Adolfson &amp; Peterson Construction</b> )	02/ 12/ 2020		Closed	Old
<p><b>Description:</b> This is a summary of the Action Items reviewed in the DAG#2 meeting on 1/29/20.</p>							
<p><b>Official Documented Meeting Minutes:</b> The DAG image homework MP assigned was reviewed briefly in the meeting and stated the D/B team would use this as a discussion point in the DAG this coming Wednesday. This item will close.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                      DAG #3 was discussed. DAG#4 agenda and handouts were reviewed by the team to ensure content was appropriate to show. Content included a more detailed version of the DAG#3 schematic for choice option B and C, as well as a 3d video of the spaces. The group approved.  <b>02/10/2020:</b>                      AW presented DAG #3 information for the team to discuss. LE presented 4 conceptual layouts of the building on the existing site for the team to review. Each layout had a slightly different orientation and phasing plan. The team liked the Gym on the West side of the project and stated the 3 story classroom was nice. AW pointed out one negative to the 3 story was the stairways. On a 2 story they can be open, on a 3 story they must be enclosed.                      Initial impression of the "curved" layout was the school may sit too far from 35th. A positive to the curve was the separation of after hours public access and the educational portion of the building.  <b>01/27/2020:</b>                      MP tasked the DAG group to post their top 3 images that they would like to use as references the design team will use to generate geometry, shaping, feel, look, etc of spaces to an email that he will provided prior to the next DAG on 2/12/20. The team will use these and review these with the larger DAG group next meeting.</p>							
6.3	6	DAG #5 Review				Closed	New

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	<p><b>Description:</b> This is the summary of the DAG#5 Review for 3/11/20.</p>
	<p><b>Official Documented Meeting Minutes:</b> MP and LE reviewed the new fly thru of the exterior of the concept design. This concept has been further refined and more detail provided into the exterior of the building. JC stated concerns of parking and quantities. MP and LE confirmed around 600 spots which is about 100 less than existing. Also, TM stated that the quantity of exterior glass may need to be a discussion item for safety and security. KH stated the video should have more ethnic populations represented to show the District off. MP also stated that HCM had a meeting scheduled for 3/10/20 to review the special education teachers needs and review their space to refine it as well.</p> <p>MP stated they would be ready to handle these questions or comments. No major issues or items were discussed.</p>

### Construction Coordination Items

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
7.1	1	Local Participation	Anthony Durst ( <b>Adolfson &amp; Peterson Construction</b> ), Christopher Meek ( <b>Adolfson &amp; Peterson Construction</b> )			Closed	Old
		<p><b>Description:</b> Describe process for local participation.</p>					
		<p><b>Official Documented Meeting Minutes:</b> Local participation is acknowledged and will help in selecting the appropriate trade partners.</p>					
		<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                      A good turn out to the Subcontractor meet and greet was reported. CM advised the group larger subcontractors are being encouraged to partner up with smaller subs of similar trade if at all feasible.  <b>02/10/2020:</b>                      NA advised the Subcontractor trade meet and greet event is scheduled for February 18th at Crabtree Brewing in Greeley. NA mentioned to the team a few things to know when asked by the community are 1- AP HCM does not want to get any one subcontractor in over their head with a work load too large to handle. 2-Subcontractors cannot forget their client base in order to pursue this one project. 3- AP HCM will perform due diligence to ensure all subcontractors can pass our prequalification process. DG reiterated AP will not allow subcontractors to bite off more than they can handle.  <b>01/27/2020:</b>                      CM stated the D/B team will work with the community to realize who may or may not be interested in this project. There is potential opportunity creative partnering, as long as it is viable and make sense. Part of this investigation and advertisement is based will start with the Sub Partner Open House.   <b>01/13/2020: (None)</b>  <b>12/09/2019:</b>                      Local participation – sub open houses, alumni participation                      a. DB Team will monitor economic impacts for GWHS project</p>					
7.2	2	Prefabrication Integration	Christopher Meek ( <b>Adolfson &amp; Peterson Construction</b> ), Matt Porta ( <b>HORD COPLAN MACHT</b> ),			Open	Old

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			Kyle Tillery ( <b>Adolfson &amp; Peterson Construction</b> ), Brian Yahn ( <b>Adolfson &amp; Peterson Construction</b> )				
	<p><b>Description:</b> This is in reference to the desire to implement prefabrication on this project.</p>						
	<p><b>Official Documented Meeting Minutes:</b> The team agreed that the incorporation of prefabrication is being built into this design and will help with construction of the new GWHS. KH stated that the intent is to not feel like this is a modular build and the AP team all stated the integration of prefabrication is not a modular building but a way to build safer, controlled, quality and install onsite. Further plant tours will be scheduled after trade partner awards to their facilities.</p>						
	<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                      CM reported members of the Team visited South Valley Drywall's prefabrication plant to review the opportunities for the project. BY stated there is good opportunity to utilize the prefabrication process on this project, along with added value. BY also reported SVDW will be supplying D6 with a mock up panel to test it's durability.  <b>02/10/2020:</b>                      The team was advised AP HCM is to tour a prefabrication plant this coming Friday. The intent is to verify if this process will benefit this project. A report will be sent to the team once the tour is complete.  <b>01/27/2020:</b>                      AD advised the group of a possible tour of South Valley to understand how prefab looks, feels and overall how it turned out. A date was not determined and will be finalized at a future time.   <b>01/13/2020:</b>                      The team reviewed the desire to implement prefabrication on this project and that future discussions will be needed with District 6. Future tours could be an option.</p>						
7.3	6	Trade Partner Interviews: Round #1	Austin Mouw ( <b>Adolfson &amp; Peterson Construction</b> )	03/ 20/ 2020		Open	New
	<p><b>Description:</b> This is in regards to the first round of Trade Partner interviews.</p>						
	<p><b>Official Documented Meeting Minutes:</b> AM stated the team will be interviewing the first round of trade partners next week (week of 3/16/20). This will help identify the first partners to join the team since the AP HCM team. RLH and D6 are invited and more information form AM to follow for details.</p>						

### Supplementary Meeting Review

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
8.2	2	City of Greeley Kickoff Meeting and Permitting Process Review	Jeff Kirtley ( <b>RLH Engineering Inc.</b> ), Christopher Meek ( <b>Adolfson &amp; Peterson Construction</b> )	03/ 06/ 2020		Closed	Old
	<p><b>Description:</b> This is in reference to the kickoff meeting on December 19, 2019 with the City of Greeley.</p>						

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<p><b>Official Documented Meeting Minutes:</b> The team reviewed the City of Greeley pre submittal meeting on March 5, 2020 and summarized that the City is ok with the 30-60-90-100 approach on submittals and stated this was how they performed their own submittals. Additional meetings are scheduled to continue this process.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                      JK reported he has not received any update on the cost of the Permit as of yet from the COG. JK did advise the development fee is favorable as the COG has agreed to match that of the State.                      JK advised he is now interested to understand what potential pitfalls may occur if the COG actually permits the project as compared to the State. He will investigate and report back..                      CM advised a meeting is schedule with the COG for March 5, 2020. CM will send out the invite.  <b>02/10/2020:</b>                      JK advised he was working with CoG to review the permitting process and fee structure. JK will report status as he continues his meetings.  <b>01/27/2020:</b>                      The team reviewed the intent to meet again with City and that this is in the Look Ahead schedule once more of the layout of the building takes shape (Beginning of March).   <b>01/13/2020:</b>                      On December 19, 2019, the team held a meeting to discuss the project with the City of Greeley. During this meeting a rough overview of the planned project was reviewed and the process from the City of Greeley's perspective was provided. For more detailed info regarding this meeting, please reference meeting minutes issued by Matt Porta at HCM. Additional meetings regarding the City's involvement will be necessary moving forward.</p>							
8.3	6	Presubmittal Meeting with City of Greeley	Matt Porta ( <b>HORD COPLAN MACHT</b> )	03/ 23/ 2020		Open	New
<p><b>Description:</b> This is in reference to a follow up meeting with COG after the kick off meeting that occurred on 3/5/20.</p>							
<p><b>Official Documented Meeting Minutes:</b> After the meeting on 3/5/20 with the COG, a follow up was scheduled for 3/23/20 from 1-3.</p>							
8.4	6	Focus Group Meetings with GWHS Teachers and Staff	Lyn Eller ( <b>HORD COPLAN MACHT</b> ), Matt Porta ( <b>HORD COPLAN MACHT</b> )	03/ 25/ 2020		Open	New
<p><b>Description:</b> This is in regards to classroom space review with teachers.</p>							
<p><b>Official Documented Meeting Minutes:</b> HCM met with teachers and staff on March 2, 2020. Feedback from these meetings is informing the design and layout of the school and is currently being incorporated. Follow up meetings will be required to confirm design evolution in early April.</p>							

Owner / AHJ Review / City Review							
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?

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9.1	6	Traffic Study	Jeff Kirtley (RLH Engineering Inc.)	03/ 23/ 2020		Open	New
<p><b>Description:</b> This is in regards to the preliminary traffic study report.</p>							
<p><b>Official Documented Meeting Minutes:</b> JK stated he anticipates the preliminary traffic study by 3/23/20.</p>							

### Open Discussion

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	Old/New?
10.1	4	Team Appreciation				Closed	Old
<p><b>Description:</b> Recognize Team Efforts</p>							
<p><b>Official Documented Meeting Minutes:</b> The team agreed to close this item.</p>							
<p><b>Previous Meeting Minutes:</b>  <b>02/24/2020:</b>                      CM stated to the group all players have done an excellent job of communicating and making timely decisions.                      AZ stated she appreciated the team for all the listening that has taken place, as evident within the design concepts so far.   <b>02/10/2020:</b>                      AZ and JC recognized the efforts the DB team has put in so far. They were pleased with the 4 images the team has come up with to present to the DAG.</p>							

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