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Better Insight  
Better On-Site  
317.263.6226  
Indianapolis, IN  
schmidt-arch.com

# Owner Meeting Minutes

PROJECT: High School Interior Renovation – Phase 1 DATE: 3/2/2022  
2021-065.HP1 1:00 PM - 2:00 PM

LOCATION: Virtual - Teams SUBJECT: Owner Progress Meeting (OFI and HP1)

PURPOSE: **Purpose of meeting is to review project progress and seek owner feedback.**

## MEETING MINUTES

ACTUAL START DATE: 3/2/2022 1:00 PM

## MINUTES

1. Tom will update roof curb notes to indicate extending the curbs vs replacing them in the 2022 High School project.
2. RL Turner will review the bids from the Outdoor Improvements Project, set up the pre-award meetings, and contact the owner to review the available funds and finalize the alternate selections.
3. Prefer to get track mill and overlay included in the project.
4. Jen will send the Musco pricing for the Football Sports Lighting to Dr. Glaze for signature.
5. Tennis building should not be tied into the BAS. When lights are on in the restrooms, the exhaust fans should come on. Schmidt will look at the drawings to see if there is any direction given to tie the Tennis into the BAS.
6. Trainer's building could be removed from the project- this is the least desired alternate.
7. Does any work done to the school for guaranteed energy savings need to be performed by the same contractor?
8. Bob is still looking at the high school traffic routing and will report back on possible traffic routing.
9. The High School estimate shows that the estimated construction cost is \$5.5M. Project construction budget is \$4.74M. Jim will be visiting the site with an electrician to verify existing conditions.
  - a. Meeting attendees reviewed the estimate and the areas of work identified.
  - b. The attached drawing shows how the scope will be addressed.
  - c. Admin area may be moved into the 2024 project or handled as an alternate to the 2022 project.

10. **Jim thinks the electrical work will be more like 600k. Need to add architectural costs for associated work.**
11. **Tom wants to walk the roof again to identify the roof equipment that will be removed.**
12. **The concealed spline ceiling in the science area will be removed for ease of work in those areas.**
13. **Jen will work with RL Turner to adjust the Elementary School and High School schedules.**
14. **The single restroom on the north side of the building will be removed from the project scope. Two gang restrooms will be included as an alternate.**
15. **School will add visitor parking signs/ marked spaces.**
16. **Dan will email the paint color codes to Laura.**
17. **Dr. Glaze asked if it would be helpful to have an early roof package to avoid material lead time delays. Brad answered that this will not likely be needed if the insulation can be saved on the existing roof.**

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ATTENDEES: Jen Carroll (Schmidt Associates)  
Sayo Adesiyakan (Schmidt Associates)  
Dan Benefiel (Tipton Community School Corporation)  
Tom Ning (Schmidt Associates)  
Kyle Vice (Schmidt Associates)  
Ryan Glaze (Tipton Community School Corporation)  
Laura Hardin (Schmidt Associates)  
Peter St. Amand (Schmidt Associates)  
Adam Owens (RL Turner Corporation)  
Brad Whitaker (RL Turner Corporation)  
Steven Gingerich (Tipton Community School Corporation)

CC: Kyle Miller (Schmidt Associates)  
Jim Heinzelman (Schmidt Associates)  
Rik Stillson (Tipton Community School Corporation)  
Anna Marie Burrell (Schmidt Associates)  
John Harrison (Schmidt Associates)  
Krystlyn Lee (Schmidt Associates)  
Dave McDowell (Schmidt Associates)