

**Michael J. Smith Field**  
**New Fuel Farm – Site Work**  
**NCDOA: 36237.36.17.2**  
**TBI Project No. 2112-2001**  
**Construction Progress Meeting Minutes**  
**Tuesday, November 24, 2020 10:30 AM**

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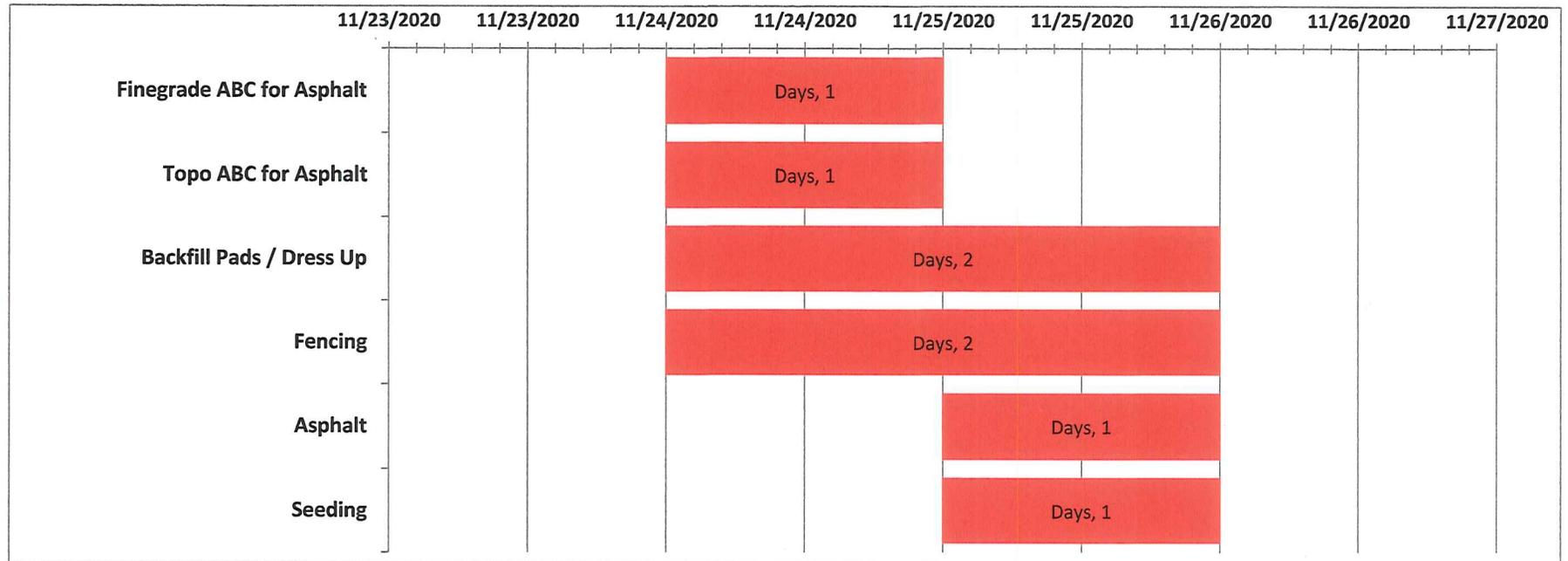
Attendee list.

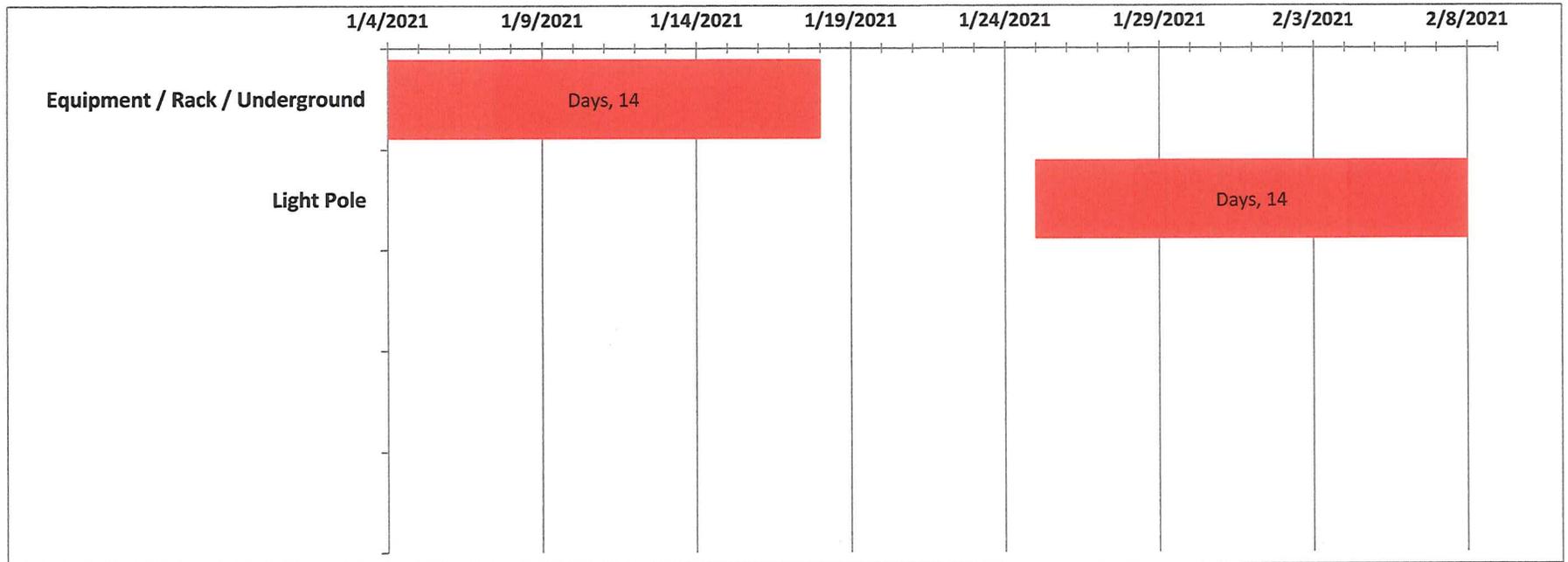
1. Contract Time:
  - Construction NTP Date: October 7, 2020
  - Today is Day 49 of the **45-Day** Construction Contract Time
2. Submittals outstanding:
  - All items have been reviewed and approved
3. Progress Since Last Meeting:
  - Slab Repairs Completed
  - Wall and Pedestals Completed
  - Concrete Offloading Pad Completed
  - Fence Installation Started
  - Fine Grading Off Pavement Has Started
4. Work Scheduled for next Week:
  - Aggregate Fine Grading
  - Pavement
  - Finish Fence
  - Electrical Infrastructure
  - Finish Off-Pavement Grading
  - Temporary Seeding and Mulching
  - Completion of All Work with Exception of Electrical Infrastructure (See Attached Schedule)
5. Review of Project Schedule
  - Project is currently 4 days beyond contract end date. Sunland has been notified that LDs will be enforced.
  - Updated schedules for the site work and electrical infrastructure were provided by Sunland and are attached to these minutes.
  - Electrical schedule shows electrical equipment not shipping from manufacturer until end of December and electrical work being completed the first 2 weeks of January. TBI noted that all electrical equipment must be in place and ready to support the future tanks by 1/26 and the more work the electricians can complete prior to the equipment being delivered the better to provide as much schedule float as possible before tanks are delivered.
6. Weather Impacts
  - No weather impacts beyond what was to be assumed in specifications.
7. Coordination/Safety/Other:
  - Project Safety Plan Compliance – No Issues.
  - Staging Area – No Issues
  - Coordination with Airport – Sunland to ensure TBI and Airport are aware of ongoing work and schedule moving forward.
  - Dust/FOD control – No Issues
  - Sedimentation and Erosion Control – No Issues
  - Airport Operations Concerns – No Issues.
  - QA/QC Testing – Ongoing. TBI noted that per the specifications, the costs for failing QA tests will be deducted from the contract value in the final balancing change order.
  - DBE Participation – No Issues.

- Project Finance – TBI has reviewed Pay App No. 1 and has no issues. Will submit to Airport for execution once revised AV-509/510 form is received.

8. Other Items of Concern/Comments/Questions:

- This is the last scheduled progress meeting for this project. A pre-final walkthrough will be scheduled at the conclusion of construction.
- Mr. Fender noted that he will be able to confirm the exact value of LDs once work is complete and additional CA and RPR costs are evaluated.
- Sunland to notify TBI when they would like to schedule the Pre-Final Walkthrough. TBI asked that Sunland complete their own walkthrough prior to requesting this walkthrough to ensure they are ready.
- TBI noted concerns with the height of the concrete hump separating the offloading pad and the HMA driveway. TBI requested survey be completed on the hump to verify heights in order to determine a suitable fix, if needed.





12/23 electrician ~~Delivery~~ Ship Date

