The bi-weekly progress meeting for the above referenced project was held on Wednesday, May 7, 2014 at 9:30 AM. The following representatives were present at the meeting:

Corley Redfoot Architects Inc. Ken Smith
CTS Ron Standley, Charles McClendon
Dave Ramer
University of North Carolina Dana Leeson, Richie Grimsley
Nate Hilton, James Spurling
Bass Nixon and Kennedy Larry Nixon

1. Exceptions to Minutes of Last Meeting

This is the first bi-weekly progress meeting for the project; there are no previous project meeting minutes.

2. CTS Discussion & Comment

- The conduit installation is 75% complete on the south concourse level; between 1200 and 1300 LF of conduit has been put in place.
- The stairs near the existing north telecom room at concourse level have now been demolished; no further work has been done on the north side.
- Only scoping and planning work has been done in the Football Center; no material installation has begun.
- In Loudermilk, 75% of the coax has been installed at Levels 1 through 6; there are eight antennas left to install at Level 4; no antennas have been installed on the exterior of Loudermilk.
- The coring of the floor in the telecom rooms in Loudermilk is scheduled to begin at night on Monday, May 12.
- CTS noted that the contractor is waiting on the arrival of the NEMA enclosures; all the enclosures have been ordered and have a 7-8 week lead time.
- CTS plans to start conduit installation in the Football Center on Monday night, May 12.
- CTS noted that because of Commencement Exercises in the stadium no work would be done at the field level until May 12; the initial work will probably be the coring of the steps and the excavation at the southeast corner near Loudermilk where the conduit will have to be underground.
- Ron Standley asked that CRA followup on the correspondence dealing with the final location for the equipment location at Level 4 of the Football Center.
• CTS confirmed that the conduit that will be strapped to the field level wall on the south side will eventually be painted to match the color of the concrete background.
• Ron Standley and Dave Ramer asked that they be copied on the invoice(s) for the access doors when they are sent to the Marlboro office of CTS.
• Charlie McClendon confirmed that access doors will also be needed in the Football Center.
• Charlie asked for a key to the telecom rooms in the Football Center and James Spurling advised that the AK63 key would fit these doors.
• Charlie McClendon confirmed that Troy will continue to supervise the night shift and the plan now is to perform as much work as possible at night in both Loudermilk and the Football Center.

3. UNC Discussion & Comment

• James Spurling explained the situation with the fan coil unit in the north telecom room, noting that it was an issue with communication, but emphasizing that he still had concerns about the adequacy of cooling in an area that has now tripled in size (see BNK response below).
• James Spurling said he felt that everything was going great so far with the work; he has met with the contractor and designated a space for the lifts to be parked and charged.
• James Spurling noted that he has turned over the gate area at the Letterman’s Lounge to CTS for material storage and logistics; he has also given them locations for the storage pods.
• Nate Hilton asked that the scissor lifts at the Loudermilk loading dock area be moved to the south concourse because of all the events in the building.
• Nate Hilton noted that the housekeeping in Loudermilk has been very good in regards to contractor cleanup at the end of the night shift.
• Richie Grimsley noted that Facilities has already installed 3 ceiling access doors and has orders for 11 more to be installed in Loudermilk; Richie confirmed that UNC will bill CTS for all access doors at the completion of the project.
• Dana Leeson noted that James Spurling or Nate Hilton should be satisfied with the location of the dumpsters and the lifts.
• Dana Leeson noted that work on campus required meeting the OSHA requirements and the workers on the lifts should be wearing the required safety harnesses.

4. BNK Discussion & Comment

• Larry Nixon asked that CTS maintain accurate as-builts of the proposed changes between 3201 and 4003 in Loudermilk.
• Larry Nixon confirmed that BNK would fully investigate the fan coil unit located in the north telecom room at concourse level to confirm its adequacy for the expanded space with the stair demolition.

5. CRA Discussion & Comment

• Ken Smith confirmed the discussion with Charlie McClendon on the morning of May 5, 2014 regarding the equipment being located in 3201. It is the desire of CTS with the approval of Frank Hall with ITS to locate the power plant PP-2 and associated remotes from 3201 to the fourth level telecom room 4003. The rooms are shown in blowups 3/E302 and 4/E302. Since ITS is in full approval of this change, BNK and CRA do not have any objection.

• The shop drawings for the platforms and antenna brackets have now been returned to CTS from LHC. The stealth shop drawings have been returned from CRA to CTS.

6. General Discussion & Comment

The general consensus of the group was that work was proceeding according to plan and there were no incidents to report.

    Ken Smith thanked the attendees for their time and advised everyone that the next monthly progress meeting is scheduled for Wednesday, May 21, 2014 at 9:30 AM.

The above items are the Designer’s summary of the discussions that took place during the meeting. Should any recipient of a copy of these Minutes disagree with or have a comment concerning any of the items, please respond in writing to the Designer within five (5) days of receipt of the Minutes. Otherwise, these Minutes will stand as correct and as an accurate record of the project status.

Respectfully submitted,

[Signature]

Ken Smith
KES/kes

Cc: Kenan DAS Team Members