



Meeting Minutes

Project Name: Beckwith Remodel/Addition

Meeting Date: 01/5/2024

Attendees: Forest and Katie (Client), Mike Anderson & Joseph Jarman (RCH), Michael Jarman (RCH)

Agenda item: Site Progress Report

Discussion:

Mike Anderson discussed site progress report with Katie and Forrest, please see below.

- The electrical inspection passed.
- The framing inspection passed except for the ceiling.
- Kids' bedrooms have been cleaned of asbestos and the subfloor has been removed.

Action items	Responsible Parties	Deadline
✓ None	None	None

Agenda item: Previous Meeting Minutes

Discussion:

Mike Anderson reviewed the previous meeting minutes with Katie and Forrest. No questions or comments at this time.

Action items	Responsible Parties	Deadline
✓ None	None	None

Agenda item: Inspection Progress

Discussion:

Mike Anderson reviewed the current inspection progress, please see details that were discussed during the meeting below.

- Mike met with the City of Sammamish framing inspector and walked through the framing inspection. There are a handful of framing corrections to be made which included adding sheer wall nailing, adding brackets to underneath of the stair stringers, adding three more hold down bolts in the garage and adding structural screws through the top plate of the upstairs sheer wall into the beam. These corrections will be completed by the next framing inspection.
- The inspector also informed Mike that they need to review the roof framing revision for the existing side of the house before they pass the framing inspection. Mike will complete the required documents and upload them to the building permit portal. Timing for this review is unavailable at this time but the inspector believed it would take long.
- Insulation and drywall start is dependent on this review and getting a pass on the framing inspection.

Update 1/5/2024:

Mike Anderson updated Katie and Forrest on inspection progress. Please see details below.

- Framing corrections have been completed.
- Inspector passed framing inspection and gave the "proceed with cover" on everything but the new roof framing on the existing side.
- New roof framing plans and engineering is still in review process with City of Issaquah.

Action items

- ✓ Complete framing corrections and upload revision documents for roof framing repair on existing structure.

Responsible Parties

Mike Anderson, City of Sammamish

Deadline

ASAP

Agenda item: Stairway Railing

Discussion:

Mike Anderson discussed stair railing options with Katie and Forrest during this site meeting. Mike invited Rebecca from Bingham Design (they will be doing the carpentry finish work) to present options for the handrail. Katie and Forrest envisioned a black metal railing system with horizontal balusters, a wood cap and post to match the prefinished doors. Mike let Katie and Forrest know that he is not 100% sure that they can do horizontal balusters per code, Mike will be checking with the inspector on the code requirements. If a horizontal system is not allowed the system will be switched to a vertical baluster system. Rainier suggested building a knee wall along the stairs to mount the handrail to instead of an open railing design. This will save money when it comes to finishing the stairs with hardwood treads and risers.

Action items

Responsible Parties

Deadline

✓ None	None	None
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Agenda item: Insulation Requirements

Discussion:

Mike Anderson let Katie and Forrest know that he had a conversation with the building inspector on insulation code requirements vs. the insulation scope of work provided by Insulation NW and there are some discrepancies when it relates to the insulation required under the roof decks and in the roof framing of the new structure. The inspector says those areas will require spray foam and batt insulation to achieve an R-value of 49. Insulation NW says those areas only need to meet an R-value of 38 and can take a combination of rigid insulation and batts. Mike has reached out to Insulation NW and communicated the information provided by the building inspector to see what the actual scope of work is going to require to reach insulation code requirements.

Update 1/5/2024:

Mike let Katie and Forrest know that wall and crawl space insulation installation has been scheduled to start next week. Mike also communicated that he is still working with the insulation contractor and the building inspector on requirements for the ceiling and underside on the roof decks. Mike does not have an updated on this as of this meeting.

Action items	Responsible Parties	Deadline
✓ Verify what will be required to meet insulation code requirements.	Mike Anderson, City of Sammamish, Insulation NW	ASAP

Agenda item: Builders Risk Policy

Discussion:

Michael Jarman reviewed the 2024 builder's risk policy Katie and Forrest. Michael let them know that they are changing companies and that because it is a new year it needs to be renewed. With the previous company the client paid that year all at one time, but with the new company, the policy will be paid monthly. The main point of this discussion was to communicate how much the 2024 policy cost because the previous company pulled out the wrong policy for 2023. The new insurance company charges significantly more per policy for remodels than the previous company used in 2023. Michael discussed options moving forward on how to handle the builders risk policy. Please see below.

- Rainier can take out the on behalf of Katie and Forrest and the monthly payment would be added to their billing each month.
- Katie and Forrest can go to their insurance company and take out a policy independently of Rainier Custom Homes.
- Katie and Forrest could take the risk of not having a builder's risk insurance policy for the remainder of the project.

Katie and Forrest felt like they were blindsided by this new information and asked for the contract about the builders risk policy, the expectation moving forward, and the policy itself so they can decide how to proceed.

Action items	Responsible Parties	Deadline
✓ Michael Jarman will send the clients copies of the contract, expectations, and the policy.	RCH	1/12/2024

Agenda item: Lighted House Numbers		
Discussion:		
Katie provided Mike with the updated specifications for the lighted house numbers. It appears that the wire installed, which is low voltage, will work with the house numbers via a transformer that will be provided by Katie. Mike will verify with electricians before cover.		
Action items	Responsible Parties	Deadline
✓ Verify wiring with electricians.	Mike Anderson	ASAP

Project Schedule

(Screen shot of Project Schedule)

✓			Trimming Inspection	7 days	Thu 1/16/24	Fri 1/19/24	1,3,7	City of Issaquah
6			Spray Foam Insulation	1 day	Wed 1/17/24	Wed 1/17/24	5	Insulation NW
7			Batt Insulation	2 days	Thu 1/18/24	Fri 1/19/24	6	Insulation NW
8			Insulation Inspection	1 day	Mon 1/22/24	Mon 1/22/24	7	City of Issaquah
11			Cabinet Measure	1 day	Mon 1/22/24	Mon 1/22/24		Founders
9			Drywall Install	20 days	Tue 1/23/24	Mon 2/19/24	8	KOR Drywall
10			Drywall Nailing Inspection	2 days	Tue 2/6/24	Wed 2/7/24	9FS-10 days	City of Issaquah
13			Tile Install	10 days	Tue 2/20/24	Mon 3/4/24	9	Greater Seattle Flc

Change Orders

(Screen shot of CO tab of Project Budget)



Change Order Request Tracking						Draw Request 1/1/2024	Cost to Date	Variance
CO #	Date	Item	Days Added	Est. RGH Cost				
1	4/25/2023	Site work and concrete work per City of Issaquah.	5	\$ 24,578.56		\$ 10,442.56	\$ (14,136.00)	
2	4/25/2023	Drywall scope increase.	5	\$ 12,122.57		\$ -	\$ (12,122.57)	
3	8/1/2023	Framing Lumber	5	\$ 17,000.00		\$ 17,000.00	\$ -	
4	9/1/2023	Framing Lumber #2	5	\$ 2,980.32		\$ 2,980.32	\$ -	
5	9/1/2023	Roof Reframing	10	\$ 25,000.00		\$ 25,238.00	\$ 238.00	
6	10/16/2023	New Kitchen Windows	10	\$ 1,500.00		\$ 1,494.87	\$ (5.13)	
7	10/19/2023	Added HVAC Scope	2	\$ 8,300.00		\$ 3,610.00	\$ (4,690.00)	
8	11/17/2023	Electrical Additions	3	\$ 3,500.00		\$ -	\$ (3,500.00)	
9	11/17/2023	Insulation	3	\$ 5,100.00		\$ -	\$ (5,100.00)	
10	12/1/2023	Gas Piping	1	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	
11						\$ -	\$ -	
Total \$ (w/o overhead or taxes)				\$ 102,081.45	\$ 2,000.00	\$ 62,765.75	\$ (39,315.70)	