



**KEYSTONE**  
**ENGINEERING &**  
**CONSULTING, INC.**



**PROGRESS MEETING #2 MINUTES**

REFERENCE: OCEAN RITZ Condominium Mezzanine Rehabilitation Project

FOR OWNER: Ron Ashton, Association President  
Tom Minch, 801  
Belinda Hyland, Unit 901  
Ed Kagerer, Unit 1804  
Eric Angell, Unit 704  
Arthur Ferland, Unit 1204  
Tom Knowles, Unit 104 & 001  
Ron Howell, Unit 1101  
Mary Rodgriguz, Unit 402  
Michelle Rucker-Penland, LCAM and Association Manager

FOR CONTRACTOR: Rick Hager, CGC and Owner of Flores-Hager & Associates(FHA)  
Joe Howland, FHA Superintendent

FOR ENGINEER: Chuck Hays, CGC and Vice-president for Keystone Engineering

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The Meeting was called to order at 9:30am on February 8, 2018 with the following summarization relating to discussions and follow up actions.

1. Mr. Hager stated the initial paver delivery was scheduled for February 9, 2018 and would be staged at the parking deck approach ramp that will be secured for the approximate two weeks to install all the pavers that will commence on February 12, 2018. The final delivery of pavers is scheduled for Friday, February 16<sup>th</sup> and Mr. Howland will coordinate with management to utilize some parking spots to place the pallets closer to the work areas. The installation will commence at the south elevation where the existing concrete sidewalk that remains will dictate the finished height of the pavers. Substantial Completion for the project was announced as the end of March 2018 as previously forecast.
2. Mr. Hays provided an overview of the discovery and findings to-date and passed a sampling of pictures of the work performed to the owners after detailing what the

pictures represented. The budget was discussed with great news that the allowances in the contract of \$50,000 for foundation and piling activities will not be totally expended. Mr. Hager advised roughly half of that sum has been used so far with only replacing the trim band at the top of the wall at the south west corner, adding supplemental reinforcement at the block wall adjacent to the gym corridor door and some miscellaneous spall repairs at the slab perimeters where steel was touching the formwork when the concrete was poured during original construction to be completed and invoiced. The conclusion of this discussion was the total cost of the project will be determined by the end of February 2018.

3. Unit 001 was visited after the meeting to evaluate the kitchen floor where the slab had deflected from loss of bearing soils, which had happened over an extended period to include the sliding glass door. The repair plan is to move the dishwasher and refrigerator temporarily, excavate two full depth holes in the slab and pump grout into the existing voids to stabilize the slab in-place. The tiles will be removed, and the floor floated out to a level plane with both actions to commence in early March 2018.
4. The date for Progress Meeting #3 was set for March 2, 2018 at 9am.

With no further business to discuss, the meeting adjourned at approximately 9:47am. These minutes were prepared by Chuck Hays should any additions or corrections be requested.

Cc; Keystone File