



August 28, 2009

Reverend Terry Phillips
760 Hurt Road
Smyrna, GA 30082

RE: Bethany United Methodist Church – 2009 Expansion and Renovation

Reverend Phillips:

The slab-on-grade for the new expansion will be poured next week, and structural steel is currently being fabricated for the new addition. In the next few weeks, the skeleton of the new structure will be erected soon thereafter metal trusses will be installed on the new roof system. Since the majority of the sitework construction is complete, our efforts will now be focused on the building construction.

This week's events included the following:

- Striping and signage for new parking areas.
- Seeding of Bermuda seed and installation of pine mulch at all new parking lot islands.
- Prep work for the new slab-on-grade
- Pouring of new foundations walls.
- Underslab rough-in for plumbing and electrical.
- More clearing and excavation of the new retention pond.
- Completion of the temporary wall within the gymnasium to separate our construction activities from daily activities within the existing building.
- Installation of several construction signs to help direct construction traffic and church traffic.

Upcoming events will include the following:

- Piping of the new sprinkler system within the existing building.
- Erection of new structural steel.
- Erection of new metal trusses and sheathing.
- Completion of the detention pond and storm sewer installation.

Other items of importance:

- All drop-off and pick-up traffic will still need to enter through the south entrance. Traffic can exit through the south entrance, or the new exit at Hicks road. Please do not enter through the new entrance (the retaining wall entrance).
- The orange tree save fence is used to protect particular trees and shrubs from possible damage or removal during construction. This fence is easily removable and should not be disturbed during construction. Landscapers, mowing contractors, and maintenance personnel often move this fencing to perform their work, and forget to put it back.
- All guests should check in with Ron Ellis (our jobsite superintendent) at the field office prior to entering the jobsite. Ron can be reached at 404-569-1713 or rellis@choateco.com.
- As always, church facility and members must use caution when driving and or walking through or around construction activities. Chain link fencing, caution tape, and other methods of temporary barriers will be utilized to help protect the public.

If you have any questions or comments, please do not hesitate to contact us. We will be more than willing to assist you and your staff with any comments and suggestions.

Again, thank you for this opportunity to serve Bethany United Methodist Church.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Belcher". The signature is fluid and cursive, with a large initial "S" and "B".

Scott Belcher
Project Manager