



October 30, 2009

Reverend Terry Phillips
760 Hurt Road
Smyrna, GA 30082

RE: Bethany United Methodist Church – 2009 Expansion and Renovation

Reverend Phillips:

The rain has impacted our overall schedule; however we are continuing to make substantial progress, nonetheless. With erection of structural steel now complete, and placement of the elevated slabs nearing completion, the building will soon be ready for metal trusses and exterior framing.

This week's events included the following:

- Piping of the new sprinkler system within the existing building.
- Completion of structural steel erection at the new addition.
- Pouring of elevated concrete slabs.
- Rough in for overhead utilities within the new expansion area.

Upcoming events will include the following:

- Erection of new metal trusses and sheathing.
- Framing of exterior metal stud walls.
- Installation of new windows.
- Installation of brick veneer.
- Fire proofing of exposed structural steel columns and beams.
- Underground water installation from the new vault, to the existing building.

Other items of importance:

- The underground waterline work is scheduled for mid next week. Please use caution in the area at the front of the property, between the new underground vault and the existing building.
- As most of the existing building will receive a new fire protection system, we will continue to coordinate with you and your staff to work in different areas of the campus, at different times while installing this new system with minimal impact. You will see several removed ceiling tiles within the existing acoustical ceiling throughout the church. These will be replaced once the fire marshal has reviewed

the installation. Thank you for your cooperation with this activity, your staff has been very cooperative and helpful.

- All drop-off and pick-up traffic for preschool activity 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,

Scott Belcher
Project Manager