

AGENDA

Weekly Progress Meeting

ENGL8700 Civil Class of 2013

Date: JANUARY 28, 2013
 Start Time: 8:30
 End Time: 4:00
 Location: EN 2000
 Participants: Group 2
 Chair: JUSTIN

Present List

not

Notes provided below the table entry

Was it moved? Successful? Was appointed? Presented? ...

- 10:30 Call to Order ✓
 Safety Instructions ✓
 Appointment of Secretary - CAROL RYAN
 10:05 Sitting Business
 Approval of Minutes
 Minutes of Exec. Meeting:
 Correspondence/Boardkeeping
 10:15 Reports (2 min each group)
 Group 1
 (A) - After Engineering - PROJECT SCHEDULE - REQUIREMENTS - SUBMITTALS
 - RESOURCES ENGINEERING
 Group 2
 (B) - CLIENTS/PLANS: Received old documents (copies on file) - Report from previous mtg.
 - Review of plans - Review of plans - Review of plans
 Group 3
 (C) - Some questions - Calculating time/costs - Issues
 - First client mtg - Project Plan - Have found new to calculate costs - get
 Group 4
 (D) - Design notes - Design, requirements - Looking on Project
 - Review documents - Review documents - Review documents
 Group 5
 (E) - PROJECTS - Meeting w/ client, given today, design
 - Client/PLANS: internal meetings, notes assigned
 - Site visit: upcoming - Project plan, concept
 - Presentation - 10:15 - 10:30
 Group 6
 (F) - Review - Review - Review information on materials
 - Review - Review - Review - Review - Review - Review
 Group 7
 (G) - Review - Review - Review - Review - Review - Review
 - Review - Review - Review - Review - Review - Review
 10:35 Old business
 - Status collected and graded
 New business
 - Review - Review - Review - Review - Review - Review
 - Review - Review - Review - Review - Review - Review
 10:45 Adjourn

Date of Next Meeting: Monday, February 4, 2013

10:50 Adjournment

Group	Client - Project	Business Meeting 1 - January 28, 2013		
		Attendance	Presented	Secretary
SIC Engineering (Group J)	Woodgroup PSN 1 - Terra Nova Waste Heat Recovery Unit Structural Repair			
BHS Consultants (Group M)	Woodgroup PSN 2 - Terra Nova FPSO Nitrate Storage Tank			
Bravo Consultants (Group C)	AE Consultants - Pasadena Replex			
Premier Engineering Consultants (Group I)	DBA Consulting Engineers Ltd. - Gibraltar Office Building			
Cretecon (Group B)	AMEC Environment & Infrastructure - Control of Alkali Aggregate Reaction in Concrete			
Apex Engineering (Group A)	CHIMO Construction - Two Story Building (40 Mews Place)			
Northeast Consultants (Group L)	Department of Transportation and Works - Traverse Brook Bridge Replacement			
CASC Consulting (Group K)	NL Power - Tors Cove Penstock Trestle Replacement			

- NOTES:
- * Old business - prior action items from previous meeting - not addressed in reports above.
 - ** New business arising from meeting discussions, questions raised, recent group issues.
 - *** Actions summary (keywords, people and dates) for out-of-the-ordinary and also required.
- Typical business meeting protocols apply, for example: <http://www.etcete.org/publications/1201.cfm>