

MINUTES: SVUMC BUILDING COMMITTEE MEETING 2/10/2020

A meeting of the SVUMC Building Committee was conducted on 2/10/2020 @ 4:00PM @ S-1 SVUMC

In attendance were-

Committee Members: (*Indicates Present)

Ms. Yvonne Bell (*)

Mr. David Lupton ()

Ms. Tracy McIver (*)

Mr. M. Meyer (*)

Mr. Pat Moreland (*)

Ms. Gena Muehlstein (*)

Mr. Rick Stinnett (*)

Mr. Steve Van Hoozer (*) (Chairman)

Mr. David White (*)

Mr. Stan Whites (Pastor) (*)

Guests:

(*) Mr. R. Pinson: *Lee Lewis Inc*

(*) Mr. R. Ripple: *Lee Lewis Inc*

(*) Mr. M. McGuffin: *Lee Lewis Inc*

(*) Mr. C. Kinney: *KFW Architect*

(*) Mr. J. Havlak: *KFW Architect*

Meeting Notes:

The meeting was opened at 4:00 PM with a Prayer by Ms. G. Muehlstein.

1. PROJECT SCHEDULE

The macro project schedule remains the same and is as follows:

- Occupancy for Building "C" (Children's Wing)- July 2020
- Occupancy for Building "A" (Church Offices)- August 2020
- Completion of Phase II of the project, the Narthex Renovation and remodel of existing offices- TBD, pending completion of the Architect's plans.
- *LLCI* also provided a detailed schedule, with information current as of 1/10/2020, that was reviewed by the Team. The details on % complete & dates are listed below.

2. CONSTRUCTION UPDATE & PROCEDURES

Messrs. M. McGuffin, R. Pinson & R. Ripple (*Lee Lewis Construction Inc*) provided an update to the Team on the progress of the Project to date and projected milestones.

In Summary:

- Overall the project remains on schedule. There have been eleven weather delay days and no construction delay days.
- Due to an accounting error in the reporting of the charges associated with “LLCI FROC #2”, which were applied to the Owner’s Contingency Fund at the last meeting, the actual charges to the fund are \$40,190 vs. the \$48,734 that was reported.
- The upgrades associated with FROC #3, which consist of:
 - PCO# 12- Light fixture- credit; \$400
 - PCO# 13- NW Parking Lot Electrical- debit; (\$17,000)
 - PCO# 14- Conduit/ Sleeves/ Added Lights & Power Bus Barn- debit; (\$14,000)were discussed. These upgrades have been reviewed in previous meeting and are required to ensure adequate lighting in the related parts of the property for safety & security. These changes were approved unanimously by the Team and the costs will be applied to the Owner’s Contingency Fund.
- There are no open RFIs (Requests for Information).

NOTE 1: All projected project dates are based on the best available information at the time. The dates may be affected by a variety of factors such as: Weather, Availability of Materials, Equipment & Labor, Completion of Precedent Tasks, etc.

a. New Children’s Wing (Building “C”)

- Glass/Glazing: 85%, final weather proofing ongoing. Anticipated Completion: End Feb- March 2020.
- Exterior Masonry: Complete
- Interior Framing: Complete.
- In Wall MEP (Plumbing, Electrical etc.): Complete.
- In Wall Inspection: Complete.
- Overhead MEP (Plumbing, Electrical, HVAC etc.): 95%. Anticipated Completion: End Feb- March 2020
- Aluminum Framing: 85%. Anticipated Completion: End Feb- March 2020.

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- Wall Close In (Sheet Rock & Insulation): Complete.
- Tape/Bed/Texture/Paint Interior Walls: 100%. Primer Coat of paint applied.
- Millwork (Cabinets, Counter Tops etc.): Being fabricated.
- Ceiling Grid: Work began today. Anticipated Completion: March 2020
- Work has begun on the installation of the power transformer which is required for the building. When AEP completes the installation, the building will have its own source of permanent power. When this happens the environment in the building can be maintained and finished work such as painting, installation of floors etc. can begin. It is anticipated that the installation and electrical connections will take 2-3 weeks to complete.

b. Administrative Building (Building "A")

- Exterior Framing: Complete.
- Glass/Glazing: 85%. Anticipated Completion: March 2020
- Exterior Masonry: South Side: 80% complete, East Side 50% complete, North side, started.
- Interior Framing: Complete.
- In Wall MEP (Plumbing, Electrical etc.) Installation: 80%. Anticipated Completion end March 2020.
- Aluminum Framing: 85% Anticipated Completion: March 2020.
- Overhead MEP (Plumbing, Electrical, HVAC etc.): 80%. Anticipated Completion: March 2020.
- Wall Close In (Sheet Rock & Insulation): 5%. Anticipated Completion: End March 2020.
- Tape/Bed/Texture/Paint Interior Walls: To begin after Wall Close In
- Roofing: 95%. Anticipated Completion: March 2020.

GENERAL NOTE: It is anticipated that the work crews will move from Building "C" to Building "A", after the specific job is completed on "C" (i.e. installation of exterior wall framing etc.). Duration of the Task is projected to be approximately the same as on "C". Since Building "A" is slightly smaller than "C", the Tasks may be completed in less time than required for "C".

c. Site Work & Utilities

- East Parking Lot is complete and is in use for weekend services. *LLCI* will provide access through the construction site.

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- North Parking Lot: Graded & Compacted, Curbs & Gutters are complete and access to College Hills Blvd is available.
- Finished Paving (Asphalt) will be done **TBD**, pending various factors such as weather etc. **NOTE**: The parking lot can be used as is for weekend services.
- South Parking Lot: The South Parking lot has been closed for use and is fenced off. Work on the lot will begin soon (weather dependent). This upgrade will be a significant part of the drainage plan for the campus which is designed to alleviate chronic flooding issues.

3. ARCHITECTS REPORT, (KFW ARCHITECTS)

- Mr. C. Kinney supplied color options for the fabric and support members of the Shade Structure to be used over the Play Slab (adjacent to the Bus barn).
- Ms. G. Muehlstein & Ms. Y. Bell reviewed the samples and made a recommendation for the color schemes. These were reviewed and accepted unanimously by Mr. Kinney and the team.

4. OUTSTANDING ISSUES: PRICE FOR REMODEL

- Mr. Van Hoozer reported that the current bid for the remodel of the existing office complex is \$540,000.
- The bid is currently under review to identify specific costs and potential streamlining.

5. COLUMBARIUM

- At the last meeting, Mr. Van Hoozer reported that he has been in touch with the Columbarium vendor (Eickhof Columbaria Inc). The vendor will be in Texas for a convention in the end of March and is planning to do an on-site visit to SVUMC on 4/2/2020.
- Mr. Van Hoozer also presented a list of details of the design that must be considered soon so that the price of the Columbarium can be confirmed. These include: Surface (concrete or pavers), type of enclosure (fence or wall), number & type of niches etc.

6. CONGREGATIONAL BLESSING OF OFFICE BUILDING "A"

Building "A" will be available for the Congregation to have an opportunity to write personal messages on the interior walls of the Building (same as Building "C"), between services on weekend February 16th.

7. QUESTIONS/ CONCERNS

No significant Questions or Concerns were raised.

8. TIMING AND UPCOMING EVENTS

- Congregational opportunity to leave personal messages in Building "A"-Feb 15th-16th.
- Teacher's walkthrough of the new building ("C")- Wednesday, 2/19th @ noon.
- The next Team Meeting: **TUESDAY 2/25/2020**

The Meeting was adjourned at 4:45PM with a prayer by Mr. P. Moreland.

9. WORK SITE TOUR

After the meeting, Mr. S. Van Hoozer conducted a walk-through of the job site with representatives of *LLCI & KFW Architects*. This included an extensive review of the South Parking Lot and the proposed construction.

Prepared by Patrick Moreland (2/13/2020)