

MINUTES: SVUMC BUILDING COMMITTEE MEETING 3/09/2020

A meeting of the SVUMC Building Committee was conducted on 3/09/2020 @ 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 Mr. S. Van Hoozer (Chairman).

**NOTE:** The team Meeting scheduled for 2/25/20 was postponed until today. All items proposed to be discussed at that meeting were on the agenda for today's meeting.

**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 3/09/2020, 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 sixteen weather delay days and no construction delay days.
- The cost of the upgrades associated with FROC #4, which consist of:
  - **PCO# 15**- Extending Panels in Bldg. "C" extension all the way to existing building (\$3843) will be applied to the Owner's Contingency Fund.

This upgrade was discussed during the Team walkthrough after the meeting of 2/10/20 and was unanimously approved.

- 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")

- Flooring: TBD pending supply issues due to COVID-19.
- Data: 95%. Anticipated Completion: Prior to Building Occupancy (Punch List).
- Millwork (Cabinets, Counter Tops etc.): 95%. Anticipated Completion: Prior to Building Occupancy (Punch List).
- Ceiling Grid: Complete.
- Lighting: Complete.
- Security: 50%. Anticipated Completion: May 2020
- Plumbing Fixtures: 25%. Anticipated Completion: April 2020
- Installation of Permanent Power: Transformer and Electrical Panels have been installed. AEP has requested that the installation be inspected.

b. Administrative Building (Building "A")

- Exterior Masonry: North, East, South sides 95%. West Side Rock Facing ongoing. Anticipated completion: End March 2020.
- In Wall MEP (Plumbing, Electrical etc.): Complete.
- Overhead MEP (Plumbing, Electrical, HVAC etc.): 90%. Anticipated Completion: end March 2020.
- Wall Close In (Sheet Rock & Insulation): 95%. Anticipated Completion: End March 2020- April 2020.
- Tape/Bed/Texture/Paint Interior Walls: 95%. Anticipated Completion: End March 2020- April 2020.
- Millwork: 98%. Anticipated Completion: Prior to Building Occupancy (Punch List).

**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.
- 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: Grading work has begun. This upgrade will be a significant part of the drainage plan for the campus which is designed to alleviate chronic flooding issues. Recent rainfall has demonstrated that the drainage plan is working as designed. Runoff water is being diverted away from the buildings toward the retention pond.

### 3. ARCHITECTS REPORT, (KFW ARCHITECTS)

- Mr. C. Kinney reported that KFW has coordinated with the Church Staff on Signage options. The sign manufacturer will provide mockups.

### 4. OUTSTANDING ISSUES

- Abatement work in for the Narthex Renovation will begin with the Quilters Room and the Library the Monday after Easter. An alternative location, so that quilting can continue for the duration of the work, has been identified.

### 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 4/02/2020.
- 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 Material (Concrete or Pavers).
  - Type of enclosure (Fence or Wall), Height of enclosure.
  - Facing on Posts (Rock or Brick).
  - Fountain?
  - Details on Panels & Niches.
  - Number & type of niches, administration of the Columbarium etc.

**NOTE:** The latest design for the Columbarium, which has two panels with 66 niches each (total 132), was reviewed.

Also, it has been decided that the Church Council will be responsible for the administration of the Columbarium (pricing of niches etc.)

### 6. QUESTIONS/ CONCERNS

No significant Questions or Concerns were raised.

**7. TIMING AND UPCOMING EVENTS**

- As listed above.
- The next Team Meeting: **MONDAY 3/23/20**

The Meeting was adjourned at 4:45PM with a prayer by MS. G. Muehlstein.

**8. WORK SITE TOUR**

After the meeting, Mr. S. Van Hoozer conducted a walk-through of the job site with representatives of *LLCI & KFW Architects*.

Prepared by Patrick Moreland (3/21/2020)