

MINUTES: SVUMC BUILDING COMMITTEE MEETING 4/27/2020

A meeting of the SVUMC Building Committee was conducted on 4/27/2020 @ 4:00PM @ Chapel Hall 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 1:30 PM with a Prayer by Pastor Stan Whites.

NOTE 1: This was the first Team Meeting conducted since 3/09/20 due to Covid-19 concerns. During the time period between meetings, Building Committee business was conducted by means of e-mails.

NOTE 2: Precautions like maintaining social distancing & PPE were used during the 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

- Phase II of the project, the Narthex Renovation and remodel of existing offices began during the time period between meetings.
- No representatives from *LLCI* were present so A detailed Gantt Chart of the schedule was not available for review. This includes the timing of Phase II.

2. CONSTRUCTION UPDATE & PROCEDURES

Although a progress Gantt Chart was not available for the meeting, Mr. Van Hoozer (Chairman) has provided information on the progress of the project via e-mail, so the team was familiar with the status.

In Summary:

- Overall a tremendous amount of work has been done in the time period between the Team meetings.
- Building “A” & “C” are nearing completion.
- All Abatement work has been completed.
- The interior demolition of the Mary Martha Room, Library etc. has been completed. Structural demolition to begin next week.
- The front of the main Sanctuary Building (West Side) has been fenced of in preparation for the foundation work for Phase II of the Project, which is scheduled to begin next week.
- The paving for the circular drive around building “A” is scheduled to begin next week.
- The overhead cover between the existing Building (outside of the Nursery) and Building “A” has been completed. Additional gutters for this cover were discussed.
- The Shade Structures over the Play Slab were completed.
- The Fire Protection Plan for Sanctuary has been developed and was reviewed by the Team.
- The cost of the upgrades associated with **FROC #5**, which consist of:
 - **PCO #16**- Tower Light in Narthex (to illuminate stained glass windows) (\$900).
 - **PCO #17**- Drainage Flume (\$5,500)
 - **PCO #18**- Site Drainage (\$24,200)
 - **PCO #19**- Wireless Communications (Update additional Security) (\$3,085)

were discussed by the Team. **PROC #16** has been approved and the other **PROs** are pending. Any associated costs will be applied to the Owner’s Contingency Fund.

- There are no open RFIs (Requests for Information) that the Team was aware of.

Site Work & Utilities

- East Parking Lot is complete and is in use.
- North Parking Lot: Graded & Compacted, Curbs & Gutters are complete and access to College Hills Blvd is available. Paving is scheduled to be completed by end of May, weather permitting.
- South Parking Lot: The Drainage work has been completed. There is now a continuous drainage path from North side of Chapel Hall to the retention pond in the vicinity of IHOP restaurant.
- 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)

- Not available since there were no representatives from *KFW* in attendance.

4. OUTSTANDING ISSUES

- As discussed above.

5. COLUMBARIUM

- Mr. Van Hoozer has continued to be in contact with the Columbarium vendor (Eickhof Columbaria Inc). Informational brochures from Eickhof were provided to the Team.
- Discussions were conducted on-line for the preferred choice of the Granite to be used.
- Also, a conversation was conducted via e-mail on the location of the Columbarium. It was proposed that the location be moved to the space between the North wall of the existing structure (Nursery) and the South side of Building "A".
- The Team did a review of this location during the Site Tour after the meeting. Several advantages of this location were identified.

Including-

- More Space than the original location.
- Not collocated with the playground.
- Privacy and shade will be provided by the bordering building walls.

The Team voted unanimously to approve the new location.

- Mr. C. Kinney (Architect) will be requested to provide concept drawings of the Columbarium in the new location.
- Details of the design are still under consideration that must be resolved 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. **NOT REQUIRED IF IN NEW LOCATION**
 - Facing on Posts (Rock or Brick). **NOT REQUIRED IF IN NEW LOCATION**
 - Fountain?
 - Details on Panels & Niches.
 - Number & type of niches.

6. QUESTIONS/ CONCERNS

No significant Questions or Concerns were raised.

7. TIMING AND UPCOMING EVENTS

- As listed above.
- The next Team Meeting: **TBD**

The Meeting was adjourned at 4:45PM with a prayer by Pastor S. Whites.

8. WORK SITE TOUR

After the meeting, Mr. S. Van Hoozer conducted a walk-through of the job site with the Team. **This included-**

- Sanctuary: Proposed location of fire sprinklers and methods of construction, location of additional Exit Door.
- The progress of the interior demolition of Mary Martha Room, Library etc..
- Advantages/ Disadvantages of trying to maintain the existing oak tree by the steps into the Library.
- Covered walkway between the Existing Building and Building "A" including gutters.
- Review of proposed Columbarium location.
- Interior/ exterior of Building "A".
- Play Slab Shade Structure.
- Interior/ exterior of Building "C".
- **Note:** The floor tile for the Building has not been delivered yet due to supply chain interruptions related to COVID-19. During the time period between meetings, there was a discussion whether to wait for the tile that was originally selected for the project or choose a substitute that was available now. After extensive discussion it was decided to wait for the original tile since it exactly matched the color schemes chosen for the building. The tile is on order and it is anticipated that it will arrive on time and not impact the schedule. If this does not happen, an alternative option will be used.
- Existing Children's Building: All work scheduled to begin after school dismissed in the end of May, has been completed.
- Drainage construction from source (Chapel Hall) to collection pond. As mentioned above, is complete and functioning as intended.

Prepared by Patrick Moreland (5/21/2020)