

MINUTES: SVUMC BUILDING COMMITTEE MEETING 7/13/2020

A meeting of the SVUMC Building Committee was conducted on 7/13/2020 @ 4:00PM @ the Life Center 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. J. Havlak: *KFW Architect*

Meeting Notes:

The meeting was opened at 4:00 PM with a Prayer by Mr. Steve Van Hoozer (Chairman).

**NOTE 1:** This was only the Fifth Team Meeting conducted since 3/09/20 due to Covid-19 concerns. Due to the pace of the project, bi-weekly meetings have been reinstated.

**NOTE 2:** Precautions like maintaining social distancing & PPE were used during the meeting and subsequent walkthrough.

**1. PROJECT SCHEDULE**

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

- Occupancy for **Building “C” (Children’s Wing)**- was scheduled for July 2020 may potentially be extended into August due to supply issues related to Covid-19. See discussion under below under **SUMMARY**.

- **Occupancy for Building “A” (Church Offices)**- occurred during the week of June 22- five weeks ahead of schedule. The furniture has been delivered and the Church Staff are in the process of moving in.
- **Phase II of the project, the Narthex Renovation (Building “D”)** is ongoing and scheduled to be completed in Q4, 2020

## 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 seventeen weather delay days and no construction delay days.
- The cost of the upgrade associated with **FROC #5**, which consist of:

- **PCO #35/RFP #35**- Guardrails/ Locks/ Storefront (\$1,450)

was discussed and approved and will be applied to the *Owner’s Contingency Fund*.

Also, the following Change Order which was discussed and approved at the last Team Meeting, was applied to the “*Owner’s Contingency Fund*”:

- **PCO#-34**- Columbarium Concrete (\$12,000)

The following are approved and are pending pricing:

- **RFP #16**- Joists
- **PCO#**- Canopy Credit

These charges/ credits 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.

- **Building “A” (NEW OFFICE COMPLEX)** as mentioned above is complete and has received its CO (Certificate of Occupancy) from the *City of San Angelo*.

**NOTE:** As a result of the ongoing precautions due to Covid-19, the *City of San Angelo* was slower than normal in providing the required approvals for the CO.

- The Church Staff is in the process of moving into their respective offices.
  - Some members of the Staff are already operating from the new offices.
  - Opportunities have been identified to enhance the overall appearance and functionality of the Building by adding additional furniture (tables, chairs etc.) to the Common Areas (hallways, waiting areas etc.).
  - The ice maker mentioned in previous minutes is being identified and will be purchased and installed (delivery estimated two weeks).
  - Signage and the Exterior Cross remain to be completed.
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- **BUILDING “C” (CHILDREN’S WING”)** is also nearing completion.
    - All interior & exterior work is complete except for the installation of the flooring and the tasks that are dependent on the installation.
    - **Note:** The floor tile for the Building, delivery of which was delayed for over 90 days due to supply chain interruptions related to COVID-19, was finally delivered on 6/25/20, and is in the process of being installed (70% complete).
    - Tasks that are dependent on the installation of the flooring (Rubber Base, Plumbing Fixtures etc.) will commence after completion of the installation.
    - Following these Tasks, other required steps such as: Completion of Punch List Items, Inspections and Approvals etc., must be completed.
    - At this time the completion date for the building (issuance of the Certificate of Occupancy/ CO) is still projected to be the end of July.
    - This date may slip into August, depending on actual duration of all Tasks and Approvals. As mentioned in previous Meeting Minutes, required approvals from the *City of San Angelo* for Building “A” were slower than normal due to Covid-19 concerns.
    - The Building will be ready for use in time for the new school year.
  - **OTHER TASK TO BE COMPLETED**
    - Additional shelving needs to be purchased for the closets (**PCO#31/ RFP#18**).

- **BUILDING “D” (NARTHEX REMODEL)**

- **Pour and Cure Slab**- The concrete slab was poured on Wednesday 7/1/2020.
- **Structural Steel**- Was delivered week of 7/06/2020. Installation 75% complete.
- **Steel Inspections**: To be scheduled after the Structural Steel is complete.
- **Exterior Framing and Sheathing**- Scheduled to begin week of 7/27/20. Estimated Completion: August 2020.
- **Roofing**- Scheduled to begin 1<sup>st</sup> part of August. Estimated completion mid- late August.
- **Set HVAC Roof Units**- To begin after completion of Roof. Estimated duration: 3 days.
- **Overhead MEP**- To begin after installation of HVAC roof units. Estimated duration: 10 days.
- The Fire Protection Plan for Sanctuary has been developed. The bid for the installation of the piping (**PCO#29/ RFP#13**) has been received & approved. Timing of the installation **TBD**.
- The concrete for the Play Slab (adjacent to the Bus Barn) was emplaced 07/09/2020.

- **Site Work & Utilities**

- Landscaping plans for the Campus are being developed.
- A bid for paving the open ground between Building “C” and the Life Center has been received and approved via email week of (**PCO#24**). Work schedule **TBD**.
- It was also recommended and approved to trim the paving between the Bus Barn and the alley with concrete, again for appearance and maintenance concerns **PCO#32/ RFP#16B**.

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

- Mr. J Havlak reported that modifications to the plan for the new Music Room, which is a part of the remodel of the existing office complex, are being developed.
- Carpet samples for the Sanctuary will be provided for review.

#### 4. OUTSTANDING ISSUES

- The vendor of the control system for the parking Lot lights has been contacted and is scheduled to be on site in late July. Issues have been identified with them. They remain on at times when they could be inactive.

#### 5. COLUMBARIUM

- The Team continued to review the concept drawings of the Columbarium in the new location (*KFW "Columbarium Plan at Office", 6/17/2020*), provided by Mr. C. Kinney.

##### Details of the design discussed included:

- A Serpentine concrete sidewalk from entrance of the columbarium site to the Niche Panel location.
- The entrance to the site will be adjacent to the walkway to building "A". This will be the West side of the Columbarium site and the Niche Panels will be on the East side.
- A Circular concrete foundation slab for the two Niche Panels- which are to be purchased from *Eickhof Columbarium LLC*. The cost of this slab has been approved, **PCO#-34**
- The gated fences at the East and West sides of the location are projected to be wrought iron type with stone pillars. This type of fencing was initially chosen for the original location due to its appearance and the open feel it will provide, as opposed to a solid wall.

**NOTE:** The gate at the West side of the location will be the primary entrance/egress for the site. The gate at the East end will be for emergency use only.

- A Free-Standing Fountain will be included.
- The remaining area of the location will be landscaped. A draft plan of the proposed landscaping was provided by Mr. S. Van Hoozer.
- Two panels of 66 niches each, supplied by *Eickhof Columbarium LLC* will be used. There is a possibility to add more panels at a later date if required.
- Finish on back side of panels **TBD**.

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- The original location of the Columbarium (between the Narthex and Chapel Hall) will be brought up to the finished standards of the project, i.e. paved, landscaped etc.
- Viewing Benches will be arrayed around the perimeter of the foundation slab.

### 6. QUESTIONS/ CONCERNS

No significant Questions or Concerns were raised.

### 7. TIMING AND UPCOMING EVENTS

- As listed above.
- The next Team Meeting: **7/27/20 @ 4PM, Life Center**

The Meeting was adjourned at 4:45 PM 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 and representatives from ***KFW Architects*** and ***& Lee Lewis LLC***.

Prepared by Patrick Moreland (7/26/20)