

MINUTES: SVUMC BUILDING COMMITTEE MEETING 7/27/2020

A meeting of the SVUMC Building Committee was conducted on 7/27/2020 @ 4:00PM @ the Life Center SVUMC

In attendance were-

Committee Members: (*Indicates Present)

Ms. Yvonne Bell (*)

Mr. David Lupton ()

Ms. Tracy McIver (*)

Mr. Mike 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 Sixth 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 late July 2020 will be extended into August due to supply issues related to Covid-19. However, the occupancy will meet its goal of being ready for the start of the school year. See discussion below under **SUMMARY.**

- **Occupancy for Building “A” (Church Offices)**- occurred during the week of June 22- five weeks ahead of schedule. Members of The Church Staff are now operating from offices in the new building. The old offices are being vacated so that they may be renovated.
- **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 costs of the upgrades associated with **FROC #5**, which consist of:
 - **PCO #35/RFP #35**- Guardrails/ Locks/ Storefront (\$1,450)
 - **PCO #33/ RFP #15**- Joists (\$5,952)

were 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 is being used by the Church Staff.
 - The ice maker mentioned in previous minutes has been purchased and is scheduled to be delivered this week.
 - Signage (“**OFFICE**” in red letters facing College Hills Blvd) and the Exterior Cross have been completed.

- **BUILDING “C” (CHILDREN’S WING)”** is nearing completion and occupancy.
 - All interior & exterior work is complete, including the installation of the flooring.
 - **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. Installation began immediately after receipt and is complete.
 - Tasks dependent on the installation of the flooring (Rubber Base, Plumbing Fixtures etc.) are complete.
 - Completion of Punch List Items, Inspections and Approvals are ongoing.
 - Final clean up of building is scheduled for the 1st week of August.
 - The issuance of the Certificate of Occupancy/ (CO) from the **City of San Angelo** is scheduled for the middle of August.
 - The Building will be complete and ready for use in time for the start of the new school year.

- **OTHER TASK TO BE COMPLETED**
 - Additional shelving has been purchased for the closets and is being installed.

- **BUILDING “D” (NARTHEX REMODEL)**
 - **Structural Steel Installation-** Complete.
 - **Steel Inspections-** Complete.
 - **Exterior Framing and Sheathing-** Has begun (5%). Estimated Completion: August 2020.
 - **Roofing-** Scheduled to begin mid- August. Estimated Completion: late August- 1st part September.
 - **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.
 - **Masonry (exterior)-** To begin after completion of Exterior Framing. Estimated Completion: End September- Mid October
 - 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**.

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- The concrete for the Play Slab (adjacent to the Bus Barn) was emplaced 07/09/2020.
- Fencing around the Play Slab has been installed. Seating benches to be installed mid- August.

- **Site Work & Utilities**

- Landscaping plans for the Campus are being developed. A meeting with two qualified vendors is scheduled for the 1st week of August.
- The open ground between Building “C” and the Life Center has been paved.
- The paving between the Bus Barn and the alley, approved in **PCO#32/ RFP#16B** is scheduled for mid- late August.
- A picket fence, to separate the campus from the adjacent apartment complex, has been constructed.

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

- No significant issues were reported.
- Additional carpets samples for the Narthex are to be provided.

4. **OUTSTANDING ISSUES**

- Ms. T. McIver gave an update to the Team on the proposal from ***Blue Door Staging & Redesign***, to design the interior of the Narthex so that it will meet its intended purpose of providing a warm and welcoming place for the Congregation to meet prior to, or after services.
- Ms. McIver also reported Mr. Mike Myers has signed the contract for their services (approved at previous meeting).

5. COLUMBARIUM

- The Team continued to review the proposed design of the Columbarium in the new location (*KFW "Columbarium Plan at Office", 6/17/2020*).

Details of the design and updates to project:

- 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.
- 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 to the Team by Mr. S. Van Hoozer.
- Options for landscaping, including support from Eagle Scouts, were discussed.
- 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.
- Costs of purchasing the Niches has been proposed by the Trustees to be \$1,200. The Building Team has been requested to supply input to the Trustees on the price.
- Finish on back side of panels **TBD**.
- 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.
- To date, \$55,360 has been earmarked for the Columbarium out of surplus funds from the project.

6. QUESTIONS/ CONCERNS

No significant Questions or Concerns were raised.

7. TIMING AND UPCOMING EVENTS

- As listed above.
- The next Team Meeting: **8/10/20 @ 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 (8/09/20)

Notes for meeting provided by Ms. McIver & Mr. Van Hoozer