

MINUTES: SVUMC BUILDING COMMITTEE MEETING 8/10/2020

A meeting of the SVUMC Building Committee was conducted on 8/10/2020 @ 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 Peel (*)

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. Craig Kinney: *KFW Architect*

Meeting Notes:

The meeting was opened at 4:00 PM with a Prayer by Pastor Stan Whites.

NOTE 1: This was only the Seventh 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 #37**- Added Cameras (required for Building “C” which were not included in original scope of project)

were applied to the allotment in the project Budget for CCTV.

- There were no additional charges 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 received and installed.

- **BUILDING “C” (CHILDREN’S WING)”** is nearing completion and occupancy.
 - All interior & exterior work is complete, including the installation of the flooring.
 - Completion of Punch List Items from Architect, Owner & Engineer, are ongoing
 - Final Inspections and Approvals are ongoing.
 - Final cleanup of building has been completed.
 - The required 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, September 9th.

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

- **BUILDING “D” (NARTHEX REMODEL)**
 - **Exterior Framing-** 95% Complete. Estimated Completion: August 2020.
 - **Exterior Sheathing-** Scheduled Start, end- August. Estimated Duration: 3 weeks.
 - **Roofing-** Steel Decking is installed. Remainder of Roof System scheduled to begin mid- August. Estimated Completion: late August- 1st part September.
 - **Set HVAC Roof Units-** Complete.
 - **Overhead MEP-** 10% Complete. Estimated Completion: September 2020
 - **Masonry (exterior)-** To begin after completion of Exterior Framing. Estimated Completion: End September- Mid October.
 - **Interior Framing-** 95% Complete. Estimated Completion: End August 2020.
 - The Door frame into the *Mary Martha* Room has been moved slightly to allow easier access into the Room from *Chapel Hall*.
 - 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 location of the additional egress door from the Sanctuary, required for Fire Protection Codes, has been selected.

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- Fencing around the Play Slab has been installed. Seating benches to be installed mid- August.
- Stripping on the Play Slab is in progress, additional for Pickle Ball required.
- The Basketball goal has been installed & Play Slab has been used.

- **Site Work & Utilities**

- Landscaping plans for the Campus are being developed. A meeting with two qualified vendors was conducted the 1st week of August. Additional follow up meetings are scheduled.
- 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 formed and the rebar has been installed. **Note:** There is a COVID-19 related delay with the concrete contractor. This has delayed the emplacement of the concrete slightly. There is no impact on the schedule.
- A picket fence, to separate the campus from the adjacent apartment complex, has been constructed.

- **Remodel of Old Office Complex**

- The scope of the project is being defined.
- Initial cost estimates are being prepared.

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

- No significant issues were reported.
- Mr. C. Kinney (Architect) was very enthusiastic about the progress on Building “D”.

4. **OUTSTANDING ISSUES**

There were no outstanding issues to be resolved.

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*).
- Mr. Van Hoozer presented a standard size urn, (which is common in the industry), to the Team for evaluation.

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 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.
- There has been an ongoing e-mail discussion with the Team on the color of the granite panels. Finish on back side of panels **TBD**.
- 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.
- 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.

6. QUESTIONS/ CONCERNS

No significant Questions or Concerns were raised.

7. TIMING AND UPCOMING EVENTS

- As listed above.
- The next Team Meeting: **8/24/20 @ 4PM, Life Center**

The Meeting was adjourned at 4:30 PM with a prayer.

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 (8/20/20)