

MINUTES: SVUMC BUILDING COMMITTEE MEETING 8/24/2020

A meeting of the SVUMC Building Committee was conducted on 8/24/2020 @ 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*

(*) Mr. Mike Carmichael: *Trustee SVUMC*

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 Eighth 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)-** The ***Certificate of Occupancy (CO)*** has been issued by the *City of San Angelo*. Preparations are ongoing to ensure that the building will be ready for use by 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.
- **Remodeling of the Old Office Complex**- Planning and Preparation is ongoing. Timing- TBD

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.
- There were no additional costs associated with **FROC #5**, and there were no additional charges to the *Owner’s Contingency Fund*.
- **PCO#38/ RFP (Request for Pricing) #20: Renovate Bathrooms** (in front of Church to make ADA compliant) and modifications to the *renovation plan for the new Music Room*, was discussed and approved by the Team.
- 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 is in use.

- **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* has been received.
 - 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)/ PLAYS LAB**
 - **Exterior Framing-** 98% Complete. Estimated Completion: August 2020.
 - **Exterior Sheathing-** 90% Complete. Estimated Completion: September 2020.
 - **Roofing-** 75% Complete. Estimated Completion: late August- 1st part September.
 - **Overhead MEP-** 25% Complete. Estimated Completion: September 2020
 - **Masonry (exterior)-** Has started. Estimated Completion: End September- Mid October.
 - **Interior Framing-** 98% Complete. Estimated Completion: End August- 1st part of September 2020.
 - **In Wall MEP-** 80% Complete. Estimated Completion September 2020.
 - 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. **Automatic Fire Protection** (contractor) is in the design stage of the project. Coordination and an on-site visit between them, the Architect (*KFW*) and the Fire Marshall (*City of San Angelo*) is being scheduled. Timing of the installation **TBD**.
 - The location of the additional egress door from the Sanctuary, required for Fire Protection Codes, has been selected.
 - The dedication of the walls, where the Congregation will be given an opportunity to write inspirational messages on the inside of the exterior wall sheathing (same as Building “A” & “C”), will be on the weekend of 8/29, after services.

- The fencing around the Play Slab has been completed. The seating benches have been installed (concrete).
- Stripping on the Play Slab is in progress for pickleball & basketball. Details pending.
- The paving between the Bus Barn and the alley has been completed.

- **SITE WORK & UTILITIES**

- Mr. S. Van Hoozer & Mr. M. Carmichael (*SVUMC Trustee Committee*) gave a review of the meetings that were conducted with the two potential vendors for the landscaping of the remainder of the project. Both recommended that “***Farmer’s Daughter***” be the approved vendor. Ms. Gena Peel presented a motion (seconded by Mr. P. Moreland) that they be approved as the landscaping vendor. The motion was passed by all Team Members present.
- Proposed plans for the landscaping will be submitted to the *City of San Angelo* for review.

- **Remodel of Old Office Complex**

- The scope of the project is being defined.
- Initial cost estimates are being prepared.
- Long lead time items like door frames will be ordered now so that the delivery will not impede the schedule.

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

- Mr. C. Kinney (Architect) discussed potential sound dampening options for the Narthex, if required.
- The material for the ceiling in the Narthex was discussed.

4. OUTSTANDING ISSUES

- A meeting with the selected interior design vendor for the Narthex, ***Blue Door Staging & Redesign***, will be scheduled so that they can review their proposal with the Team.

NOTE: After an email discussion with the Team during the week of 8/31/20, The review meeting has been set for Tuesday, 9/15/20.

5. COLUMBARIUM

- Mr. M. Carmichael (*SVUMC Trustee*) gave an update to the Team on the progress the Trustee Committee has made on the Columbarium project.
 - The Trustee Committee has approved a payment for \$18,000 (from a budget of \$55,000) to *Eickhof Columbarium LLC*.
 - This payment is for the two Niche Panels (66 niches each), which have been discussed in previous minutes.
 - Delivery time for the Niche Panels is 24-32 weeks.
 - The cost of the niches is being considered by the Trustees. They are researching the comparable costs at local churches which have Columbarium's.
 - It is being proposed at this time, that the sale of the niches will be open to all interested parties.
 - All other proposed design details for the project, which have been discussed in previous minutes, remain the same at this time.

6. QUESTIONS/ CONCERNS

No significant Questions or Concerns were raised.

7. TIMING AND UPCOMING EVENTS

- As listed above.
- The next Team Meeting: **Tuesday, 9/15/20 @ 4PM, Life Center**
- **NOTE:** Was originally scheduled for 9/8/20. Postponed to new time to align with the schedule of ***Blue Door Staging & Redesign*** which will make their presentation mentioned above.

The Meeting was adjourned at 4:45 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, Trustee Committee*** and ***& Lee Lewis LLC***.

Prepared by Patrick Moreland (9/8/20)