

MINUTES: SVUMC BUILDING COMMITTEE MEETING 1/13/2020

A meeting of the SVUMC Building Committee was conducted on 1/13/2020 @ 4:00PM @ S-1 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 4:00 PM with the Building Project Prayer by Mr. S. Van Hoozer (Chairman).

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
- Completion of Phase II of the project, the Narthex Renovation and remodel of existing offices- TBD, pending completion of the Architect's plans.
- *LLCI* also provided a detailed schedule, with information current as of 1/13/2020. that was reviewed by the Team.

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 seven weather delay days and no construction delay days.
- There have been 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.

a. New Children's Wing (Building "C")

- Exterior Framing: Complete, installation of exterior panels (Zip Board) complete, window frames installed.
- Glass/Glazing: 80%. Anticipated completion: End January- Feb 2020.
- Exterior Masonry: 40% (South & East Side Complete, West Side ongoing). Anticipated completion: End January- Feb 2020.
- Interior Framing: Complete.
- In Wall MEP (Plumbing, Electrical etc.): Complete.
- In Wall Inspection: Complete. Approval to begin wall close in (Sheet Rock).
- Overhead MEP (Plumbing, Electrical, HVAC etc.): 90%. Anticipated completion: Feb 2020
- Fire Protection (Sprinklers): Complete & Inspected.
- Roofing: Complete. HVAC Units to be installed week Jan 20th.
- Aluminum Framing: 85%. Anticipated Completion: End January- Feb2020.
- Sheetrocking of the Interior Walls: Scheduled to begin January 13th. Anticipated completion: February 2020.
- Tap/Bed/Texture/Paint Interior Walls: Scheduled to begin after completion of Interior Walls. Anticipated completion: March 2020.
- Millwork (Cabinets, Counter Tops etc.): Being fabricated.

b. Administrative Building (Building "A")

- Exterior Framing: Complete, installation of exterior panels (Zip Board) complete, window frames installed.
- Glass/Glazing: Windows on order. Anticipated completion: End January- Feb 2020
- Exterior Masonry: Anticipated Start: End-January 2020, Completion: Feb-March 2020.
- Interior Framing: 40%. Anticipated completion: End Jan- Feb 2020.
- In Wall MEP (Plumbing, Electrical etc.) Installation: To begin after completion of Interior Framing. Anticipated duration: 6 weeks.
- In Wall Inspection: To be done after installation of Interior MEP.
- Overhead MEP (Plumbing, Electrical, HVAC etc.): 30%. Anticipated completion: Feb-March 2020
- Fire Protection (Sprinklers): Complete & Inspected.
- Roofing: 10%. Anticipated completion: Feb-March 2020

GENERAL NOTE: It is anticipated that the work crews will move from Building "C" to Building "A", after the specific job is completed on "C" (i.e. installation of exterior wall framing etc.). Duration of the Task is projected to be approximately the same as on "C". Since Building "A" is slightly smaller than "C", the Tasks may be completed in less time than required for "C".

c. Site Work & Utilities

- The East Parking Lot has been paved and the light pole base has been installed. It will be stripped after the Asphalt has been sufficiently cured (weather dependent).
- Grading and compaction of base material is ongoing. The Curb cut for the West Entrance is being formed & Rebar installed. It is scheduled for pouring of concrete week of 1/13/2020.
- Forming for the curbs and gutters is scheduled to begin the week of 1/20.

3. ARCHITECTS REPORT, (KFW ARCHITECTS)

- Mr. C. Kinney reported that Request for Pricing from potential contractors, for Phase II of the project (Narthex & Remodel of Existing offices), has begun.
- It was recommended that the exterior light on the West side of the Narthex be upgraded. It is an old style and has been difficult to maintain. The recommendation was unanimously approved by the Team.

4. OUTSTANDING ISSUES (Price for remodel, Shade Structures)

- Mr. M. McGuffin (*Lee Lewis Inc*) reported that the pricing for the Sunshades for the Play Slab is still projected at \$30,000.

5. NARTHEX SCHEDULE

- As mentioned above in **ARCHITECTS REPORT**, Requests for Pricing documents have been sent to potential contractors for the project.

6. CONGREGATIONAL TOUR

As documented in the Meeting Minutes from 12/16/2019, the children of the Congregation had an opportunity to leave a permanent/personal message (name, Bible verse etc.) on the project (written on an interior wall surface of Building "C"), Friday 12/20/19. This was very successful and well received.

In addition, subsequent opportunities were offered to the entire congregation on weekends after Church Services in December.

Discussions were held to establish a time when the Congregation would have an opportunity to walk through Building "C" to see the progress that has been made to date. It was decided to look for a weekend after the walls have been closed in and prepped. This way, the Congregation could visualize what the finished layout of the Building is going to be.

Also, it was discussed that an opportunity for the Congregation to write personal messages on the interior walls of Building “A”, would be scheduled if possible.

7. QUESTIONS/ CONCERNS

No significant Questions or Concerns were raised.

8. TIMING AND UPCOMING EVENTS

- Congregational Walkthrough Building “C”. **TBD**
- Children’s/ Congregational opportunity to leave personal messages on Building “A” walls. **TBD**
- The next Team Meeting: 1/27/2020

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

9. WORK SITE TOUR

After the meeting, Mr. S. Van Hoozer conducted a walk-through of the job site with representatives of *LLCI & KFW Architects*.

Prepared by Patrick Moreland (1/26/2020)