

**MINUTES: SVUMC BUILDING COMMITTEE MEETING 11/04/2019**

A meeting of the SVUMC Building Committee was conducted on 11/04/2019 @ 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 a prayer by Mr. S. Van Hoozer (Chairman).

**1. PROJECT SCHEDULE**

The overall macro project schedule was discussed and is as follows:

- Occupancy for Building "C" (Children's Wing)- July 2020
- Occupancy for Building "A" (Church Offices)- August 2020
- Completion of the Narthex renovation and remodel of existing offices- TBD, pending completion of the Architect's plans.
- *LLCI* also provided a draft detailed schedule 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.

### In Summary:

- Overall the project remains on schedule. There have been no weather or construction delay days.
  - There have been no additional charges to the Owner's Contingency Fund.
  - There are no open RFIs (Requests for Information).
- a. New Children's Wing (Building "C")
- The pour for the slab was successfully completed on October 22<sup>nd</sup>. Curing procedures (covering of the slab with plastic and maintaining moisture control) began the following day and lasted for one week. The concrete forms were removed after that so that the remainder of the utility trenching can be completed and the hookups between the main lines and the plumbing under the slab made.
  - The Fire Main was connected, and successfully pressure tested.
  - Work is continuing in connecting the other utilities and backfilling the trenches.
  - Final clean up and inspections are ongoing in preparation for the Structural Steel Erection which is scheduled to begin in the mid-late November time frame.
- b. Administrative Building (Building "A")
- The pour for the slab was successfully completed on November 4th.
  - Curing procedures (covering of the slab with plastic and maintaining moisture control) will begin on the 5<sup>th</sup> and last for one week.
  - Form removal and utility connections will begin after curing.

c. Structural Steel

- All shop drawings have been completed and the steel is on order and scheduled for delivery the week of 11/11.
- **NOTE:** For a variety of reasons, the delivery of the of the structural steel for Building “C” (Children’s Wing), which was scheduled for the week of 11/11, was postponed until 11/18.
- Since the delivery of the steel joist and other steel members for Building “C” was scheduled for 11/18, all of the steel required for Building “C” will be delivered simultaneously.
- There will be no impact on the schedule due to this change.
- Delivery of the steel for Building “A” (Administrative Building) is scheduled for the end of November-1<sup>st</sup> part of December time frame.

d. Site Work & Utilities

- Work on the General Site work (prep for Parking etc.), and utility work (Trenching etc.) is ongoing. Some trenching has been on hold until after the concrete is emplaced for the respective foundation slabs (Building “A” & “C”) since they are adjacent to the concrete forms.
- Work is ongoing for the parking at the rear of the church (East Side). The grading and compaction of the base course is completed.
- Forming for the gutters and curbing has begun.
- Grading work for the Play Slab has begun. Consideration of expanding the size of the slab is ongoing. **See Item #5 in Minutes.**
- Work on the North side parking (in the vicinity of the Pumpkin Patch), is scheduled to begin in November.

3. ARCHITECTS REPORT, (KFW ARCHITECTS)

- A document “**RENOVATIONS AND ADDITIONS**” was supplied by Mr. J. Havlak (*KFW Architects*) to the Team for review. This document reflected the continued work *KFW* has been doing on developing finished documents for this part of the project.
- The document was reviewed by the team. No major changes were proposed.

#### 4. DISCUSSION OF CURRENT COSTS

- The current expenditures for the project remain in line with the projections presented to the Congregation by Mr. S. Van Hoozer during the weekend of October 12/13<sup>th</sup>, and documented in the “*Minutes: SVUMC Building Committee Meeting 10/07*”.
- To date there has only been one charge of \$5,200 to the Owners Contingency Fund of \$400,000.
- Other potential cost savings for the project are still available.

#### 5. ADDITION TO PLAY SLAB

- At the previous Team Meeting, (10/21), discussions were held on a proposal to enlarge the existing design of the Play Slab by 400 FT<sup>2</sup>.
- Mr. M. McGuffin (LLCI) presented a cost proposal for this addition from the contractor for \$3,200.
- This cost would be covered by the anticipated cost savings for the Shade Structure. which is part of this project.

#### 6. QUESTIONS/ CONCERNS

There were no major questions or concerns raised in the general discussions.

**NOTE:** After the meeting, Mr. S. Van Hoozer conducted a walk-through of the Children’s Wing foundation (concrete slab) with the Team.

#### 7. TIMING AND UPCOMING EVENTS

- As listed above.
- The next team Meeting: 11/18/2019

The Meeting was adjourned at 5:15PM with a prayer by Ms. G. Muehlstein.

Prepared by Patrick Moreland (11/18/2019)