

MINUTES: SVUMC BUILDING COMMITTEE MEETING 12/16/2019

A meeting of the SVUMC Building Committee was conducted on 12/16/2019 @ 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 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.

2. CONSTRUCTION UPDATE & PROCEDURES

Mr. 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.

NOTE 2: The duration of some of the upcoming tasks may be slightly longer than would normally be expected, due to the Holiday Season. These have been factored in and will not impact the schedule of the project.

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

- Exterior Framing: Complete, installation of exterior panels (Zip Board) 80% complete, window frames installed, glass panels on order.
- Exterior Masonry: Begin, week of 12/16/19. Anticipated completion: Mid-January 2020.
- Interior Framing: 25% complete. Anticipated completion: January 2020
- Interior MEP (Plumbing, Electrical etc.) Rough In: Ongoing. Anticipated completion: January 2020. In Wall Inspection: After completion of MEP work.
- Overhead MEP (Plumbing, Electrical, HVAC etc.) Rough-In: Ongoing. Anticipated completion: January 2020. (Also, to be inspected).
- Roof Decking: Complete. Materials for roof coating on site. Work scheduled to begin, week 12/16/19. Anticipated completion: January 2020.
- Sheetrocking of the Interior Walls: Scheduled to begin after In-Wall inspection of MEP work. Anticipated completion: February 2020.
- Tape/Bed/Texture/Paint Interior Walls: Scheduled to begin after completion of Interior Walls. Anticipated completion: March 20/20.

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- Structural Steel: Installation completed and inspected.
- Porch on South Side: Complete.

b. Administrative Building (Building "A")

- Structural Steel: Installation completed and inspected.
- Exterior Framing: Scheduled to begin week of 12/16/19. Anticipated completion: end January 2020.
- MEP Rough Ins: Scheduled to begin week of 12/16/19. Anticipated completion: February 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.). Depending on the projected duration of the respective job, it is anticipated that the work task on Building "A" will begin 2-3 weeks after the start of the task on Building "C". Duration of the Task is projected to be approximately the same as on "C".

Note: Since Building "A" is slightly smaller than "C", the Tasks may be completed in less time than required for "C".

c. Site Work & Utilities

- Work is ongoing for the parking at the rear of the church (East Side). The grading and compaction of the base course is completed.
- Curb and Gutter work complete, including curb cut in.
- Final Paving (Asphalt Course): Scheduled 12/20/19- weather & material dependent.

NOTE 1: The ambient temperature for emplacing asphalt needs to be >50Deg F. At this time, these weather conditions are not predicted before 12/20. Also, it is unknown at this time of the availability of the asphalt, due to potential plant shut down by the supplier for the Holiday Season.

NOTE 2: On 12/17/19, the supplier of the asphalt notified *Lee Lewis* that they were shutting down for the Holidays. It is unknown at this time when delivery can be scheduled.

- Grubbing, Rough Grading and Compaction of North parking Lot is complete. Base course work is ongoing.

NOTE: The Parking Lots are usable as is, if coordination is done with the Contractor (*Lee Lewis*). Both Parking Lots were used for events at the Church 12/16 and will be available for all events during the Holiday Season. A fenced in path has been provided from the East Parking Lot to the rear of the Life Center to allow access to the Church for these events.

3. ARCHITECTS REPORT, (KFW ARCHITECTS)

- Mr. C. Kinney presented a plan to slightly modify the dimensions of the North Parking Lot. The plan would widen some of the lanes between the parked rows. This would allow easier entrance & egress from the parking spaces, especially for larger vehicles.
- The plan also included adding a light pole on the northern perimeter of the lot to provide better illumination.
- Anticipated costs of these improvement would be approximately \$30K and paid for by the “**Owner Contingency Fund**” (Current Balance: \$392.5K).
- This improvement was unanimously approved by the Team.

4. ASBESTOS COSTS

- Contractors from seven companies attended the walk- thru of the job site on 12/03/2019. Bids were submitted and opened as scheduled @ 3 PM, 12/12/2019.
- The total cost for Abatement will be approximately \$50K. This includes a fixed bid price and an estimated per day charge, therefore total will depend on the project length.
- This cost compares favorably to the estimate of \$150K. See ***Minutes SVUMC Building Committee 10/07/2019*** which documents the anticipated cost.

5. BUILDING COST UPDATE

- Mr. Van Hoozer presented an overview to the Team of the current budget and estimate of expenditures.
- These are tracking favorably to the estimates presented to the Congregation October 12-13th and documented in ***Minutes SVUMC Building Committee 10/07/2019***.
- Several cost savings, like the Abatement bids listed above, have been identified.

- More than 90% of the Owners contingency fund remains (including proposed costs for the North Parking Lot mentioned above). All charges to this fund have been for project improvements approved by the Team.

6. QUESTIONS/ CONCERNS

Pastor S. Whites reaffirmed his desire to allow the children of the congregation an opportunity to leave a permanent/personal message (name, Bible verse etc.) on the project (written on an interior wall surface).

Ms. T. Herrington (Child Development Center Director) was available to help coordinate this request with the Team and Contractors.

Due to the rapid progress of the project (the walls may be closed in by the end of the year), it was decided that the best opportunity to do this would be, Friday 12/20/19, during the CDC Christmas party.

Lee Lewis Inc agreed to have a work stoppage during this time and prepare the site to allow the children to have an enjoyable experience.

7. TIMING AND UPCOMING EVENTS

- As listed above.
- The next Team Meeting: 1/13/2020

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

8. WORK SITE TOUR

After the meeting, Mr. S. Van Hoozer conducted a walk-through of the job site, including; the North Parking Lot & Bldg. "C". Details of the proposed parking Lot modifications discussed above were reviewed w/ Mr. C. Kinney (Architect).

Prepared by Patrick Moreland (12/17/2019)