

PERALTA COMMUNITY COLLEGE DISTRICT  
 Department of General Services  
 333 East Eighth Street Oakland, California 94606

**WEEKLY MEETING MINUTES NO. 8; WEEKLY MEETING AGENDA NO. 9**

**Date: January 5, 2012**

<b>PROJECT TITLE:</b>	<b>Laney Tower Modernization, Bid No. 11-12/04</b>
<b>COLLEGE:</b>	Laney
<b>PROJECT No:</b>	<b>2389</b>
<b>DSA FILE Nos.</b>	01-110487 & 01-110941
<b>MEETING MINUTES No.</b>	08
<b>MEETING AGENDA No.</b>	09
<b>NEXT MEETING:</b>	Monday, January 9, 2012@ 11:30 AM

<b>Initials</b>	<b>Attendees</b>	<b>Present</b>	<b>Absent</b>	<b>Contact Information</b>
TT	Trent Tornabene	x		ttornabene@peralta.edu
TC	Tim Criss	x		tcriss@consolidatedcm.com
TF	Tony Franceschini	x		tony@ajfbuilder.com
JM	Jeffery Mazet		x	jeffm@bhmconstruction.com
GW	Grant Whetstone	x		grantw@bhmconstruction.com
JF	Joe Flatley	x		joe@flatleyandassociates.com
AC	Andy Carpentier	x		andy@yhla.net
SR	Shanika Ratcliff		x	shanika@davillier-sloan.com
AD	Alex Dobrin		x	gdobrin@padillainc.com
AJ	Alisha Jensen		x	mathewnatalie@aol.com
MB	Matt Brown	x		matt_brown_202@hotmail.com
AR	Adan Rosillo	x		arosillo@chevron.com
KM	Kevin Mancuso	x		kevinm@bhmconstruction.com

**PROJECT SUMMARY**

NTP/ Construction Start Date:	10/31/11	Project Duration:	304 CD
Scheduled Completion Date:	8/29/12	Days Lapsed:	71 CD
Actual Start date:	11/8/11	Actual Completion date:	TBD
Contract Amount:	\$3,997,351.00	Change Orders to date:	-0-

<b>Item No.</b>	<b>Discussion</b>	<b>Status</b>	<b>Action By:</b>
<b>1.0</b>	<b><u>Review &amp; Accept Previous Meeting Minutes</u></b>		
1.8.1	There were no comments or corrections noted to Weekly Meeting Minutes No. 7 transmitted via email on December 22, 2011.	FYI	N/A

<p><b>2.0</b></p> <p>2.8.2</p> <p>2.8.3</p>	<p><b><u>3-Week-Look-Ahead Schedule / Construction Schedule</u></b></p> <p>AJF / BHM provided a 3-Week-Look-Ahead Schedule at the Meeting. AJF / BHM review the schedule during the meeting. The following is a brief summary of activities discussed during the meeting:</p> <ul style="list-style-type: none"> <li>● AJF / BHM is continuing to rough-in plumbing in the men's and women's bathrooms. AJF / BHM's plumber is currently working on the 6<sup>th</sup> Floor, and will continue to work down the Building. The plumber is averaging 2 to 3 days per floor to complete the rough in.</li> <li>● AJF / BHM is continuing to install telecommunication riser conduit from the 9<sup>th</sup> to Basement MDF.</li> <li>● AJF / BHM is scheduled to frame the bathroom walls and soffits on the 5-8 floors, and followed by the wall framing on floors 2 through 4.</li> <li>● AJF / BHM is scheduled to mobilize to the site tomorrow to begin layout of ductwork and new fan coil units. Rough-in of the mechanical system should follow shortly after.</li> </ul> <p>CCM reminded AJF / BHM that the monthly schedule update for December 2011 is due. AJF / BHM informed the attendees that the schedule update will be submitted soon.</p>	<p>FYI</p> <p>Open</p>	<p>AJF / BHM</p> <p>AJF / BHM</p>
<p><b>3.0</b></p> <p>3.7.3</p> <p>3.7.4</p> <p>3.8.4</p> <p>3.8.5</p> <p>3.8.6</p>	<p><b><u>RFI's &amp; ASI's</u></b></p> <p>AJF / BHM transmitted fifteen (15) RFIs for the Project since the last Weekly Progress Meeting (See Attached RFI Log). Thirty-five (35) of the forty-five (45) RFIs submitted to date have been responded to by the Design Team.</p> <p>During the Progress Meeting on 12/19/11, the following responses to RFIs were discussed:</p> <ul style="list-style-type: none"> <li>● RFI No. 21, Condensate Drain Piping – Chevron agreed to revise the response to RFI No. 21 since the existing condensate drain piping is schedule 40 PVC. It was discussed that the most cost effective solution would be to install new copper condensate drain piping and route the piping to the Men's and Women's bathrooms. CCM informed Chevron that the RFI response didn't include a detail for the tie-in to the sewer system.</li> </ul> <p>YHLA informed the attendees that they will be issuing the waterproofing membrane sketch and mortar bed detail for men's and women's bathrooms within the next couple of days. YHLA noted the membrane will be installed on top of the existing surface with the mortar bed installed over the membrane. YHLA also noted that the membrane will be a WR Grace product. Bulletin No. 1 was issued to AJF / BHM on 12/20/11, which included the waterproofing detail for the bathrooms.</p> <p>AJF / BHM disagreed with CCM assessment that the cost for the steel studs in the men's bathroom, as proposed by CCM in the correspondence included with the response to RFI No. 34. CCM informed AJF / BHM to submit a cost for what they believe is reasonable &amp; fair, and the cost can be review/negotiated at a later date.</p> <p>During the meeting, it was clarified that the four doors indicated in RFI No. 43 included the two interior doors, as well as, the two corridor doors. It was also clarified that the sprinkler riser pipe in RFI No. 44 will not be concealed, but the pipe will be installed in the corner on the floor landing, so the (E) gypsum board will need to be demolished.</p> <p>The IOR is review the response to RFI No. 23 with DSA regarding the use of conduit for the Fire Alarm System, as well as, the (E) conduit support for the lighting conduit. The IOR will provide any additional information/direction as soon as it becomes available.</p>	<p>FYI</p> <p>Open</p> <p>Open</p> <p>Open</p> <p>FYI</p> <p>Open</p>	<p>N/A</p> <p>AJF / BHM</p> <p>YHLA</p> <p>AJF / BHM</p> <p>FYI</p> <p>IOR</p>

<p><b>4.0</b></p> <p>4.6.4</p> <p>3.8.7</p> <p>3.8.8</p>	<p><b><u>Submittals</u></b></p> <p>AJF / BHM transmitted six (6) Submittals for the Project since the last Weekly Progress Meeting (See Attached Submittal Log). Twenty-five (25) of the thirty-one (31) submittals to date have been returned to AJF / BHM.</p> <p>AJF / BHM asked how many hard copies of the fire sprinkler submittal should be submitted. The attendees agreed that six (6) hard copies should be provided. YHLA will try to schedule a meeting with DSA and Cosco to review the shop drawings in hopes of expediting the review period. AJF / BHM will talk with Cosco to provide an RFI for the fire pump and misc. sprinkler piping re-configurations in the fire pump room. YHLA noted the sprinkler riser is shown to be installed in the middle of the mid-landing of the stairwell on the shop drawings, instead of in the corner of the floor landing to maximize the egress clearance path in the stairwell. YHLA will contact Cosco to discuss. YHLA will also contact DSA to discuss the fees for the deferred submittal. The District thought that the fees should be paid at the end of the Project, instead of setting up another application for the fire sprinkler shop drawings. Cosco agreed to revise the shop drawings based on the revised location of the sprinkler riser in the stairwell. CCM/YHLA will provide AJF / BHM correspondence related to the agreement by Cosco to revise the shop drawings.</p> <p>AJF / BHM brought samples of the proposed substitution for the Shapes, which is part of Submittal No. 20, but is still waiting to receive a sample of the MECA blinds to perform a material comparison. The District is fine with a substitution as long as it meets the technical criteria in the Specifications.</p> <p>The ceramic tile epoxy grout joint width was discussed to the meeting. YHLA is requesting to have a joint of 1/16", although AJF / BHM tile subcontractor has informed them that the width of the joint needs to be between 1/8" and 3/16". AJF / BHM will forward an email correspondence from the tile subcontractor to CCM to review and comment as appropriate.</p>	<p>FYI</p> <p>Open</p> <p>Open</p> <p>Open</p>	<p>N/A</p> <p>YHLA, AJF/BHM</p> <p>AJF / BHM</p> <p>AJF / BHM</p>
<p><b>5A.0</b></p> <p>5A.6.5</p> <p>5A.6.6</p>	<p><b><u>Change Orders /</u></b></p> <p>CCM and YHLA requested AJF / BHM to provide a cost estimate to replace the fourteen (14) floor drains in the Men's &amp; Women's bathrooms. During the meeting on 12/19/11, it was agreed to install trap primers for the floor drains.</p> <p>YHLA and CCM requested AJF / BHM to provide a cost estimate to skim coat the plaster corridor walls on Floors 2 through 8 for review. AJF / BHM provided COR No. 5 to skim coat all the corridor plaster walls. Prior to the meeting, CCM, YHLA and AJF/BHM reviewed and discussed the various options for wall finishes. During the meeting, it was agreed that AJF/BHM will perform a mock-up on an office (gypsum board) wall and portion of corridor plaster wall for review by the District, YHLA and CCM. AJF / BHM had previously submitted a cost to skim coat the gypsum board walls in COR No. 4. CCM, YHLA and the District will review the mock-up on the 8<sup>th</sup> Floor following the meeting.</p>	<p>Open</p> <p>Open</p> <p>Open</p>	<p>AJF / BHM</p> <p>AJF / BHM</p> <p>AJF / BHM</p>

5A.7.5	<p>CCM noted the it has also requested AJF / BHM to provide cost estimates for the following work:</p> <ul style="list-style-type: none"> <li>● Credit for the insulated round supply ductwork, per Response to RFI No. 16</li> <li>● Mechanical curbs and associated roofing work for Condensate Units 901C&amp;D, per Response to RFI No. 6</li> <li>● Power for Split System Mechanical Units, per Response to RFI No. 7</li> <li>● Replacing the CHW/R drain valve in the basement mechanical room, per Response to RFI No. 21</li> <li>● Credit for deleting demolition and ACT work in 2<sup>nd</sup> &amp; 5<sup>th</sup> Floor IDF's</li> <li>● X-raying existing steel reinforcement on west side of the 6<sup>th</sup> Floor Women's bathroom door. It was noted that the District may have this work performed by the special inspection company. The IOR will follow-up on 1/3/12 with the Special Inspection company.</li> <li>● Furring wall behind casework in Room 751 to conceal plumbing lines</li> </ul>		
<b>5B.0</b>	<b><u>Payment Applications</u></b>		
5B.8.9	AJF / BHM will be providing a draft schedule of values today to be reviewed by CCM, YHLA, Flatley/Chevron and the IOR.	FYI	FYI
<b>6A.0</b>	<b><u>Unresolved Items</u></b>		
6A.6.7	YHLA is working with DSA to resolve the issue of light switch and receptacle height for the existing utility. YHLA has formally requested DSA to clarify the code requirements on the various types of work being performed or not performed on the receptacles and light fixtures. YHLA will follow up with DSA on this issue today (1/3/12).	Open	YHLA
<b>6B.0</b>	<b><u>Resolved Items</u></b>		
<b>7.0</b>	<b><u>Inspection Findings/Corrective Actions</u></b>		
7.7.6	The IOR informed the attendees that gate valves were approved as part of the mechanical submittal, although the detail for the fan coil unit indicates the use ball valves. Chevron will review and comment as appropriate. It was clarified that ball and gate valves are indicated in the Contract Documents, although AJF / BHM has only provided submittal data for gate valves. AJF / BHM to provide product data for ball valves.	Open	AJF / BHM
7.8.10	The IOR raised confirmed about the use of a 6" brass nipple being used a dielectric union between the (E) steel and (N) copper line sets for the fan coil units. AJF / BHM noted that its subcontractor was intending to use the brass nipple for the dielectric union. Chevron agreed to review and provide direction as needed.	Open	Chevron
7.8.11	The IOR informed AJF / BHM that some of the interior partition walls may require additional bracing, as it was noted that one of the wall on the 8 <sup>th</sup> was not secure.	FYI	AJF / BHM

<p><b>8.0</b></p> <p>8.3.7</p> <p>8.7.7</p> <p>8.8.12</p>	<p><b><u>New Business:</u></b></p> <p>AJF / BHM requested to know the status of the phone, data and broadband site walk of the (E) cabling with the campus' IT personnel. CCM is working with the District to schedule the walk. YHLA, Flatley and the electrical engineer, Zeiger Engineers, would like to attend the walk, if possible. CCM, YHLA, IT Personnel, Megaletric, AJF/BHM, Zeiger and the District had a site walk on 11/22/11. The following is a brief summary of the site walk:</p> <ul style="list-style-type: none"> <li>● (E) Coax can be demolished with exception of 9<sup>th</sup> EMS cable</li> <li>● Routing of (5) 2" conduits from MDF to IDFs likely need to be reviewed</li> <li>● The (E) telephone cabling (CAT3) may be able to be demolished, including the wall mounted cabinets</li> <li>● CCM, YHLA and AJF / BHM scheduled another site walk at 10:00 AM on Monday (12/5/11) to review the 8<sup>th</sup> Floor. YHLA will provide blank floor plans to mark-up as needed.</li> </ul> <p>CCM, AJF/BHM and YHLA began walking the 8<sup>th</sup> Floor to identify (E) electrical and telecommunication outlets that can be demolished/relocated and possibly adding/deleting some outlets. CCM and YHLA are scheduled to complete the floor following the meeting. YHLA and Flatley will review the ADA requirements for the outlet heights on the both the new and existing outlets. CCM and YHLA will be continuing a walk of the Building this week. CCM will contact the District to see if they have an updated furniture lay-out for the Building to assist with the site walk. YHLA requested the District to provide an update on the request for additional services to complete the telecom/electrical site walk and to revise the drawings based on the walk. The District and YHLA will discuss following the meeting. AJF / BHM informed the attendees that they will need revised drawings early in 2012. YHLA informed the attendees that they revised drawings should be available in the next few days, and that the walk through on Floors 5 through 2 will continue by the end of the week (1/6/12).</p> <p>Chevron noted that a split system mechanical unit was installed on the 7<sup>th</sup> Floor and the fan coil &amp; condensate units will likely need to be removed. CCM will provide direction to AJF / BHM to have the split system unit removed on the 7<sup>th</sup> Floor.</p> <p>The District is working on providing access to AJF / BHM to the MDF, as they have requested continuous access throughout the duration of the Project.</p>	<p>Open</p> <p>Open</p> <p>Open</p>	<p>CCM / YHLA</p> <p>Chevron / CCM</p> <p>District</p>
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Submitted by: Timothy Criss, Construction Manager, Consolidated CM