

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

**WEEKLY MEETING MINUTES NO. 9; WEEKLY MEETING AGENDA NO. 10**

**Date: January 12, 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>	09
<b>MEETING AGENDA No.</b>	10
<b>NEXT MEETING:</b>	Tuesday, January 17, 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:	78 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>		
1.9.1	There were no comments or corrections noted to Weekly Meeting Minutes No. 8 transmitted via email on January 5, 2012.	FYI	N/A

<p><b>2.0</b></p> <p>2.9.2</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 has nearly completed the rough in on the 5<sup>th</sup> Floor and should be complete all the plumbing rough in on the 4<sup>th</sup> Floor by the end of the week. All the plumbing rough in should be complete by end of next week.</li> <li>● AJF / BHM has completed the installation of the 2” conduit for the telecommunication riser and is beginning to rough-in the electrical in the men’s and women’s bathrooms.</li> <li>● AJF / BHM is framing the bathroom walls and soffits on the 6<sup>th</sup> and 5<sup>th</sup> Floors. AJF/BHM is completed to be complete with the 5<sup>th</sup> and 6<sup>th</sup> Floors by the middle of this week, with framing on the 4<sup>th</sup> Floor to follow.</li> <li>● AJF / BHM has scheduled a coordination meeting with its mechanical, sprinkler, and electrical contractors on Thursday. AJF / BHM’s mechanical subcontractor will begin to lay-out and rough-in ductwork on the 8<sup>th</sup> floor shortly after the meeting.</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. CCM received AJF / BHM December Schedule update on 1/4/12. CCM will provide review comments to AJF / BHM within the next couple of days.</p>	<p>FYI</p> <p>Open</p>	<p>AJF / BHM</p> <p>CCM</p>
<p><b>3.0</b></p> <p>3.7.3</p> <p>3.7.4</p>	<p><b><u>RFI's &amp; ASI's</u></b></p> <p>AJF / BHM transmitted three (3) RFIs for the Project since the last Weekly Progress Meeting (See Attached RFI Log). Forty-two (42) of the forty-eight (48) 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. Chevron provided a sewer tie-in detail, although Chevron will provide additional direction if a trap primer and venting are needed.</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. AJF / BHM is proposing an alternate detail for the waterproofing membrane, which is to install the membrane on top of the mortar bed in lieu of under the mortar, because AJF / BHM believes that the existing concrete will need to patched/repared if the membrane is installed under the mortar bed. AJF / BHM is also proposing a material substitution for the waterproofing membrane.</p>	<p>FYI</p> <p>Open</p> <p>Open</p>	<p>N/A</p> <p>AJF / BHM</p> <p>YHLA</p>

3.8.4	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 & fair, and the cost can be review/negotiated at a later date.	Open	AJF / BHM
3.8.6	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. The IOR confirmed that conduit isn't required for the fire alarm system and that the (E) support system for the lighting conduit is acceptable.	Closed	FYI
3.9.3	Chevron informed the attendees that they will have a response to RFI No. 41, Flex Duct Hanger Detail, by tomorrow (1/10/11).	Open	Chevron
<b>4.0</b>	<b>Submittals</b> AJF / BHM transmitted zero (0) 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.	FYI	N/A
4.6.4	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 Distract 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. AJF / BHM informed the attendees that they will be submitting a soft copy of the revised shop drawings with the relocated sprinkler riser later today or tomorrow (1/10-1/11).	Open	YHLA, AJF/BHM
4.8.7	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.	Open	AJF / BHM
4.8.8	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. During the meeting (1/9/11) it was agreed to provide grout joints the size of the submitted and approved accent tile, included as part of Submittal No. 3. YHLA also agreed that they would re-review the grout product data, Spectralock Pro, to determine if the product is acceptable for the Project. The color for the grout will be platinum as indicated on the Contract Drawings.	Open	YHLA
4.9.4	AJF / BHM requested to have the review of Submittal 31 (Doors, Frames & Hardware) completed as soon as possible.	Open	YHLA

<p><b>5A.0</b></p> <p>5A.6.5</p> <p>5A.6.6</p> <p>5A.7.5</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. CCM informed that the mock-up in Room 805 was acceptable to the District. AJF / BHM informed the attendees that they view the work performed on the mock-up as additional scope to the Project and that they are preparing a Change Order Request to patch all the walls in the Building based on the level of effort performed on the mock-up.</p> <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. CCM confirmed that the condensate units will be installed on the mechanical sleepers as indicated in the response to the RFI.</li> <li>● Power for Split System Mechanical Units, per Response to RFI No. 7. CCM will provide YHLA with the information for an alternate panel location to provide power for the split system.</li> <li>● Credit for deleting demolition and ACT work in 2<sup>nd</sup> &amp; 5<sup>th</sup> Floor IDF's</li> <li>● Furring wall behind casework in Room 751 to conceal plumbing lines. CCM informed AJF / BHM that the furring wall will be deleted, because it was agreed by YHLA to relocate the sink behind the 7<sup>th</sup> Floor women's bathroom.</li> </ul>	<p>Open</p> <p>Open</p> <p>Open</p>	<p>AJF / BHM</p> <p>AJF / BHM</p> <p>AJF / BHM</p>
<p>5B.8.9</p>	<p><b><u>5B.0</u></b> <b><u>Payment Applications</u></b></p> <p>AJF / BHM will be providing a draft schedule of values today to be reviewed by CCM, YHLA, Flatley/Chevron and the IOR. AJF / BHM provided Payment Application No. 3 and it was approved by YHLA, Flatley and the IOR.</p>	<p>FYI</p>	<p>FYI</p>
<p>6A.6.7</p>	<p><b><u>6A.0</u></b> <b><u>Unresolved Items</u></b></p> <p>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).</p>	<p>Open</p>	<p>YHLA</p>
<p><b><u>6B.0</u></b></p>	<p><b><u>Resolved Items</u></b></p>		

<p><b>7.0</b></p> <p>7.7.6</p> <p>7.8.10</p> <p>7.9.5</p>	<p><b><u>Inspection Findings/Corrective Actions</u></b></p> <p>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.</p> <p>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.</p> <p>The IOR requested that the use of rigid conduit sleeves be clarified by the Electrical Engineer, or to have AJF / BHM submit an RFI requesting the clarification.</p>	<p>Open</p> <p>Open</p> <p>FYI</p>	<p>AJF / BHM</p> <p>Chevron</p> <p>AJF / BHM</p>
<p>8.3.7</p>	<p><b><u>8.0 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, Megaelectric, 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). The attendees agreed that the revised electrical / telecom drawings will be provided to AJF / BHM; and CCM, AJF/BHM and Megelectric can review the drawings to determine the additional scope of work.</p>	<p>Open</p>	<p>CCM / YHLA</p>

8.7.7	Chevron noted that a split system mechanical unit was installed on the 7 <sup>th</sup> Floor and the fan coil & 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.	Open	Chevron / CCM
8.8.12	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. The District provided AJF / BHM with a key to the MDF on 1/6/12.	Closed	FYI
8.9.6	AJF / BHM discussed the need for access hatch in the new soffit on Floors 2 through 8 for the existing CHW floor isolation valve. CCM, Flatley and Chevron will review the locations following the Progress Meeting.	Open	Flatley / Chevron
8.9.7	The IOR requested YHLA to have the structural engineer provide core spacing, as well as, to confirm if the welded wire mesh can be cut in the concrete deck.	Open	YHLA

Peralta Community College District  
333 East Eighth Street  
Oakland, CA 94606

Submitted by: Timothy Criss, Construction Manager, Consolidated CM