

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

**WEEKLY MEETING MINUTES NO. 14; WEEKLY MEETING AGENDA NO. 15**

**Date: February 16, 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>	14
<b>MEETING AGENDA No.</b>	15
<b>NEXT MEETING:</b>	Tuesday, February 21, 2012@ 10:30 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		tcrist@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
TeC	Ted Chen	x		ted.chen@chevron.com

**PROJECT SUMMARY**

NTP/ Construction Start Date:	10/31/11	Project Duration:	304 CD
Scheduled Completion Date:	8/29/12	Days Lapsed:	114 CD
Actual Start date:	11/8/11	Actual Completion date:	TBD
Contract Amount:	\$3,997,351.00	Change Orders to date:	-\$41,943-

<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>		
1.14.1	There were no comments or corrections noted to Weekly Meeting Minutes No. 13 transmitted via email on February 13, 2012.	FYI	N/A

<p><b>2.0</b></p> <p>2.14.2</p> <p>2.13.3</p>	<p><b>3-Week-Look-Ahead Schedule / Construction Schedule</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 performing misc. electrical/telecommunication rough-in and demolition on the 7<sup>th</sup> Floor for the rest of the week. AJF / BHM is tentatively scheduled to start similar rough-in and demolition work on the 6<sup>th</sup> Floor on 2/20/12 and on the 5<sup>th</sup> Floor on 2/27/12.</li> <li>• AJF / BHM is continuing to rough-in of the mechanical ductwork on the 8<sup>th</sup> Floor and is scheduled to perform similar rough-in work over the next three weeks on Floors 8 through 6. AJF / BHM is also scheduled to set the new fan coil units on the 8<sup>th</sup> Floor this week, and should have all the units set by the end of the week.</li> <li>• AJF / BHM is scheduled to set the doorframes on the 8<sup>th</sup> Floor by the end of the week. AJF / BHM estimates that it will take approximately 3 days to set the doorframes on each floor.</li> <li>• AJF / BHM is scheduled to begin the installation of gypsum board for the 8<sup>th</sup> Floor during the week of February 20<sup>th</sup>.</li> </ul> <p>AJF / BHM informed the attendees that they have two critical paths for the Project as represented in January 2012 Schedule Update (Submittal 24.2), which include: Fire Sprinkler Installation and MEP Rough-in. The IOR reiterated that Fire Sprinkler work, including fabrication of piping, can't begin until DSA has approved the Fire Sprinkler Submittal. CCM informed AJF / BHM that schedule review comments should be provided by the end of the day. CCM expressed concerns that the float for the Project has nearly been used up since the start of the Project. AJF / BHM informed the attendees that there have been a number of issues, outside of its control, that have delayed the Project. AJF / BHM and CCM agreed that a scheduling meeting will likely need to take place when AJF / BHM submits its next schedule update.</p>	<p>FYI</p> <p>FYI</p>	<p>AJF / BHM</p> <p>FYI</p>
<p><b>3.0</b></p> <p>3.12.4</p> <p>3.12.5</p>	<p><b>RFI's &amp; ASI's</b></p> <p>AJF / BHM transmitted eight (8) RFIs for the Project since the last Weekly Progress Meeting (See Attached RFI Log). Sixty-seven (67) of the eight-two (82) RFIs submitted to date have been responded to by the Design Team.</p> <p>Chevron will provide RFI No. 61, Thermostat Locations, to the District and YHLA to review and comment. Chevron wants to make sure that the proposed locations are acceptable with the end users. CCM, YHLA and Flatley are scheduled to review the proposed locations following the meeting (2/7) and will submit to the District after the Design Team has made modifications to the locations. Chevron will complete their review of the proposed locations today, so that it can be submitted to the District for review and approval.</p> <p>CCM will send a copy of RFI No. 58, 2<sup>nd</sup> Floor Glass Partition Wall, to the District as there may be some changes to the scope of work on the 2<sup>nd</sup> Floor as the future occupant for the space may change. CCM requested YHLA to contact the District to discuss outstanding RFIs that are in the District's court, which include RFI Nos. 57 and 58.</p>	<p>FYI</p> <p>Open</p> <p>Open</p>	<p>N/A</p> <p>Flatley, Chevron, YHLA &amp; CCM</p> <p>YHLA / District</p>

3.13.4	<p>During the meeting the attendees discussed the possible responses to RFI No. 48, as well as, the details requested by DSA should the new light fixture be installed recessed as indicated in the Contract Document. The details that DSA has requested would include a wall bracing detail and support system for the existing plaster ceiling. Due to the potential issues that may arise from submitting new details to DSA for review and approval, the attendees agreed to have AJF / BHM provide a rough estimate for the replacement of the ceilings with new framing and gypsum board. CCM will propose the replacement of the ceilings in the bathrooms to the District as soon as AJF / BHM has provided an estimate for the work. CCM informed the District of the issues with the existing ceiling, if the Project is constructed as currently designed, and provide the District with a rough estimate of the cost to replace the ceilings with a hard lid ceiling. The District is meeting to discuss the cost of the replacement. CCM will provide direction as soon as it is available.</p>	Open	AJF / BHM & CCM
3.13.5	<p>CCM, Flatley and YHLA agreed to review RFI No. 74 related to transfer air following the Weekly Progress Meeting. Since DSA may require modification to the corridor wall construction, the RFI related to the transfer air will need to be on hold until the new corridor wall construction is resolved.</p>	Open	Flatley / Chevron
4.0	<p><b>4.0 Submittals</b></p> <p>AJF / BHM transmitted one (1) Submittal for the Project since the last Weekly Progress Meeting (See Attached Submittal Log). Thirty-two (32) of the thirty-seven (37) 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. 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). The review of the shop drawings was briefly discussed during the meeting on 1/17/12. It was agreed that YHLA's review would be complete by the end of the day, and that the Submittal would be provided to DSA asap. Submittal No. 25.1 was reviewed and approved; and hard copies should be submitted to DSA ASAP. AJF / BHM is preparing hard copies and should have them in the next couple of days. AJF / BHM hand delivered Submittal No. 25.2 to YHLA for submission to DSA. AJF / BHM will provide CCM with dates when Cosco is available to meet with YHLA and DSA to review the shop drawings. The Fire Sprinkler Submittal was submitted to DSA on 2/2/12 for review and approval. AJF / BHM indicated that they may begin the installation of the fire sprinklers without approval due to the long review time AJF / BHM has experienced on previous projects. DSA has approved the fire sprinkler drawings, although they have concerns with smoke entering the corridor since the new walls are not full height. DSA is requesting to have the new walls be constructed full height.</p>	FYI	N/A
4.6.4		Open	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. AJF / BHM indicated that they should have the Meca samples at next week's meeting (1/30) for a comparison with the proposed substitution included in Submittal No. 20. AJF / BHM provided samples of the proposed substitution and the Meca blinds for review and comparison. CCM will provide the color chart to the District for their review and approval.	Open	YHLA, CCM, & District
4.11.3	AJF / BHM informed the attendees that they will be performing a mock-up of the wrapping for the (E) Lobby ceiling panels tomorrow, so the mock-up can be reviewed at next week's Progress Meeting. AJF / BHM will also provide a color chart for the proposed wrap material. AJF / BHM performed a mock-up on the wrapping of the panel, which will be reviewed following the meeting, and will submit a color chart at next week's Progress Meeting. AJF / BHM provided a color chart prior to the meeting on 2/14, and CCM & YHLA will review the color chart provide by AJF / BHM following the Progress Meeting (2/14/12).	FYI	AJF / BHM
<b>5A.0</b>	<b><u>Change Orders /</u></b>		
5A.7.5	CCM noted the it has also requested AJF / BHM to provide cost estimates for the following work: <ul style="list-style-type: none"> <li>• Credit for the insulated round supply ductwork, per Response to RFI No. 16. CCM requested AJF / BHM to provide the credit for the proposed substitution ASAP, because mechanical rough-in is scheduled to begin during the week of Jan 30<sup>th</sup>.</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> </ul>	Open	AJF / BHM
5A.13.6	Consolidated CM is currently reviewing a number of COR submitted by AJF / BHM on February 2, 2012, which include: <ul style="list-style-type: none"> <li>• Condensate Drain Piping</li> <li>• Replacement Fire Pump – The attendees briefly discussed if the jockey pump included in the estimate was required by code.</li> <li>• Doors/Frames on the 4<sup>th</sup> and 8<sup>th</sup> Floors</li> <li>• Access Hatches in the Lobby Soffits, and</li> <li>• Misc Demo</li> </ul> Consolidated CM informed AJF / BHM that it will provide review comments for COR No. 8 within the next few days, ahead of proposed negotiation of the Change Order Request. CCM requested Flatley/Chevron to provide any review comments for COR No. 8 ASAP, so it could be incorporated into CCM's review comments to AJF / BHM.	Open	CCM
5A.14.3	CCM and AJF / BHM scheduled a meeting on 2/21/12 at 9:30 AM to review and negotiate the costs associated with the fire pump replacement.	FYI	FYI
<b>5B.0</b>	<b><u>Payment Applications</u></b>		
5B.13.6	AJF / BHM provided Payment Application No. 4 for the Project at the meeting on 2/7/12. The application was signed by the IOR, Flatley and YHLA following the meeting.	FYI	FYI

<b>6A.0</b>	<b><u>Unresolved Items</u></b>		
<b>6B.0</b>	<b><u>Resolved Items</u></b>		
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.	FYI	FYI
3.12.3	AJF / BHM requested YHLA to clarify the response to RFI No. 59, particularly where the port holes will be installed on the 7 <sup>th</sup> and 8 <sup>th</sup> Floors. YHLA requested to have a mock-up performed on one of the (E) hollow metal doors in the response and indicated that YHLA indented to have all office doors on the 7 <sup>th</sup> and 8 <sup>th</sup> Floors have port holes. AJF / BHM disagreed that all the 7 <sup>th</sup> and 8 <sup>th</sup> Floor office doors are to receive port hole because they are not indicated on the door schedule included in the Contract Documents.	FYI	FYI
5A.6.5	CCM and YHLA requested AJF / BHM to provide a cost estimate to replace the fourteen (14) floor drains in the Men's & Women's bathrooms. During the meeting on 12/19/11, it was agreed to install trap primers for the floor drains. AJF / BHM informed the attendees that the floor tile for the bathrooms is schedule to be delivered to the site by the middle of February. CCM provided review comments for COR No. 6 on 1/30/12. AJF / BHM indicated that its tile subcontractor has revised its estimate and that the waterproofing subcontractor is not interested in revising its estimate at this time. AJF / BHM is still waiting for a response to CCM's comments from its plumbing subcontractor. CCM proposed to review and negotiate the plumbing portion of the COR with Olsen on Tuesday (2/14), while reviewing and negotiating COR No. 8 for the condensate piping. CCM, AJF / BHM, Olssen Plumbing and Westech negotiated the costs associated with the floor drains, waterproofing, and condensate drains prior to the Weekly Progress Meeting on 2/14/12.	FYI	FYI
7.13.8	The IOR informed the attendees that he is planning to torque test the bolts for the fan coil units after 2 floors of quick bolts have been installed.	FYI	FYI
<b>7.0</b>	<b><u>Inspection Findings/Corrective Actions</u></b>		
7.10.6	The IOR noted that pipe hangers and Calcium Silicate have not been submitted on for the Project. The IOR also noted that the length or size of the anchor approved in the Submittal didn't meet the detail included in the Contract Drawing for the mounting of the fan coil units. CCM informed AJF / BHM that information requested on the pipe hanger and calcium silicate are industry standards and a submittal should be provided for them. AJF / BHM will request it subcontractor to provide the submittal information. CCM will also request Chevron to provide some technical information for the hangers and calcium silicate.	Open	AJF / BHM
7.13.7	The IOR brought up the issue of wall bridge during the meeting. AJF / BHM's framing subcontractor has been pushing the deletion of the wall bridging. AJF / BHM may submit an RFI proposing the deletion of the bridging, although YHLA informed AJF/BHM that before the bridging can be deleted then it will need to be approved by DSA. AJF / BHM submitted an RFI and it was responded to as indicated above.	Open	AJF / BHM

<b>8.0</b>	<b><u>New Business:</u></b>		
8.10.8	The District informed the attendees that direction to the 2 <sup>nd</sup> and 8 <sup>th</sup> Floor office suite may be forthcoming. AJF / BHM requested to have the revisions within the next two weeks, so the work can be completed with other work on-going on the floors.	Open	District
8.11.5	AJF / BHM requested an update on the status to the enlarging of the 6 <sup>th</sup> Floor women's bathroom. CCM informed the attendees that the structural engineer is scheduled to be on-site tomorrow (1/24) to review the existing steel reinforcement. CCM requested YHLA will follow up with the structural engineer because the proposed work will need to be submitted to DSA for review/approval. DSA is currently reviewing the proposed structural work proposed for the expansion of the 6 <sup>th</sup> Floor women's bathroom door.	Open	DSA / YHLA

Peralta Community College District  
333 East Eighth Street  
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Submitted by: Timothy Criss, Construction Manager, Consolidated CM