

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

WEEKLY MEETING MINUTES NO. 18; WEEKLY MEETING AGENDA NO. 19

Date: March 16, 2012

PROJECT TITLE:	Laney Tower Modernization, Bid No. 11-12/04
COLLEGE:	Laney
PROJECT No:	2389
DSA FILE Nos.	01-110487 & 01-110941
MEETING MINUTES No.	18
MEETING AGENDA No.	19
NEXT MEETING:	Tuesday, March 20, 2012@ 10:30 AM

Initials	Attendees	Present	Absent	Contact Information
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
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:	142 CD
Actual Start date:	11/8/11	Actual Completion date:	TBD
Contract Amount:	\$3,997,351.00	Change Orders to date:	-\$41,943-

Item No.	Discussion	Status	Action By:
1.0	<u>Review & Accept Previous Meeting Minutes</u>		
1.18.1	There were no comments or corrections noted to Weekly Meeting Minutes No. 17 transmitted via email on March 16, 2012.	FYI	N/A

<p>2.0</p> <p>2.18.2</p> <p>2.18.3</p>	<p>3-Week-Look-Ahead Schedule / Construction Schedule</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"> ● AJF / BHM's 3-week-look-ahead schedule indicates that electrical rough for the fan coils units and lighting is scheduled for the next three weeks on Floors 6 through 8. ● AJF / BHM's 3-week-look-ahead schedule indicates that mechanical rough-in is continued to take place on Floors 3 through 8 over the next 3 weeks. ● AJF / BHM's 3-week-look-ahead schedule indicates that the waterproofing and tile work is on hold pending the resolution with the bathroom ceiling work. The attendees agreed to review the ceiling after the meeting and attempt to resolve any and all issues related to the ceilings. AJF / BHM is proceeding with the replacement of the floor drains / trap primers in the bathrooms and scheduled to be complete by the week of March 26th. ● AJF / BHM's schedule indicates that fire sprinkler rough-in is on hold pending DSA approval of the sprinkler drawings. <p>CCM informed the attendees that they has received AJF / BHM's February schedule update for the Project and is currently reviewing the schedule. CCM informed the attendees that AJF / BHM's schedule indicates that the Project is approximately 20 days behind schedule and that the revised completion date for the Project is September 18, 2012.</p>	<p>FYI</p> <p>Open</p>	<p>AJF / BHM</p> <p>CCM</p>
<p>3.0</p> <p>3.12.5</p> <p>3.13.5</p>	<p>RFI's & ASI's</p> <p>AJF / BHM transmitted one (1) RFI for the Project since the last Weekly Progress Meeting (See Attached RFI Log). Eighty-five (85) of the eight-nine (89) RFIs submitted to date have been responded to by the Design Team. CCM noted that DSA is currently reviewing three of the RFI responses, which include Nos. 58, 68 and 73.</p> <p>CCM will send a copy of RFI No. 58, 2nd Floor Glass Partition Wall, to the District as there may be some changes to the scope of work on the 2nd 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 Districts court, which include RFI Nos. 57 and 58. The District has informed the design team to install the glass partition wall as indicated on the Contract Drawings. YHLA will provide additional details for the installation of the new glass partition wall. In addition to the glass partition wall, YHLA is investigating other options for the floor mount telecommunication outlets in Room 201 (RFI No. 68) and will provide a response ASAP. The District provided direction that the glass partition wall in Room 201 is desired, so YHLA is working on the response to the RFI. The proposed response to RFI No. 58 has been submitted to DSA for review and approval because of the sill attachment details. CCM will provide a courtesy copy of the response to AJF / BHM to compare against what they included their bid estimate.</p> <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. Chevron did not think that a response to the RFI could be issued to AJF / BHM until the issue with the DSA variance is resolved. Chevron will look to see what can be done to close out the RFI.</p>	<p>FYI</p> <p>Open</p> <p>Open</p>	<p>N/A</p> <p>YHLA</p> <p>Flatley / Chevron</p>

<p>4.0</p> <p>4.6.4</p> <p>4.17.4</p> <p>4.18.4</p>	<p>Submittals</p> <p>AJF / BHM transmitted zero (0) Submittals for the Project since the last Weekly Progress Meeting (See Attached Submittal Log). Forty-eight (48) of the forty-nine (49) 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 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). 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 as soon as possible. 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. The design team has prepared the variance requested by DSA and is in the process of submitting it to DSA for review/approval. The proposed variance will be submitted by YHLA to DSA today (2/28/12). YHLA indicated that they are expecting to receive a response to the proposed Variance by the end of the week (3/9/12). YHLA hasn't received any new updates from DSA on the review of the proposed Variance, which is related to the approval of the fire sprinkler system as of 3/13/12.</p> <p>AJF / BHM informed the attendees that they will provide a sample of the 1st Floor Ceiling tile wrap material at next week's progress meeting. AJF / BHM is working to provide the remaining submittals for the Project, such as: Fire Alarm Shop Drawings and Bulletin Boards. The attendees briefly discussed the scope of work for the replacement of the 1st Floor ceiling panels / wrap during the meeting. AJF / BHM agreed to install the proposed ceiling sample for review and approval.</p> <p>CCM requested AJF / BHM to provide an electronic copy of the Submittal Transmittal cover sheet for Submittal No. 36.1, Stair Tread Samples; so CCM can provide a complete response to the submittal based on YHLA conversation with the manufacturer's rep.</p>	<p>FYI</p> <p>Open</p> <p>FYI</p> <p>Open</p>	<p>N/A</p> <p>YHLA, Flatley / Chevron, District</p> <p>FYI</p> <p>AJF / BHM & CCM</p>
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<p>5A.0</p> <p>5A.7.5</p> <p>5A.18.5</p>	<p><u>Change Orders /</u></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"> ● 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 30th. ● Mechanical curbs and associated roofing work for Condensate Units 901C&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. AJF / BHM has an outstanding request on the manufacturer of the (E) roof and warranty information. CCM informed the attendees that the District will likely have another contractor performing the roofing work. AJF / BHM will provide a date when the work needs to be complete to not delay AJF / BHM's scope of work. ● 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. The electrical requirements for the split system mechanical units was finalized on 2/17/12 with the Owner generated RFI No. 7.1 and response. ● Credit for deleting demolition and ACT work in 2nd & 5th Floor IDFs <p>During the meeting the attendees discussed the submission of the Change Order No. 1 and No. 2 to DSA. Based on the discussion, it was determined that the District / CCM will need to re-issue the Change Orders by DSA Nos. for signature by AJF / BHM, Design Team and the District. The new change orders will only be for administrative purposes for the submission to DSA.</p>	<p>Open</p> <p>Open</p>	<p>AJF / BHM</p> <p>District / CCM</p>
<p>5B.0</p> <p>5B.16.6</p>	<p><u>Payment Applications</u></p> <p>AJF / BHM informed the attendees that they will be submitting a draft Payment Request for the month of February to CCM for review and comment. AJF / BHM provide Payment Application No. 5 during the Progress Meeting, which was signed by YHLA, Flatley and the IOR. AJF / BHM also requested CCM to check on the status of their previous Payment Application. The District informed the attendees that AJF / BHM's Payment Application No. 4 is still be processed.</p>	<p>FYI</p>	<p>FYI</p>
<p>6A.0</p> <p>6A.17.6</p>	<p><u>Unresolved Items</u></p> <p>AJF / BHM wanted to inform the attendees that they may not complete the Project by the Contract completion date due to the issues with the approval of additional Contract scope and the fire sprinkler shop drawings. AJF / BHM assured the attendees that they would do everything within it power to make the original completion date, but was definitely concern about the schedule slipping. CCM instructed YHLA and Chevron / Flatley to review the proposed Variance and develop drawings / details as needed, so they are ready to be submitted to DSA as soon as the Variance is approved. CCM will provide write direction to Chevron, YHLA and Flatley following the 3/13/12 Weekly Progress Meeting. Issues with the Change Orders appear to have been resolved with the District, as CCM has provided direction to AJF / BHM with PCOs and Allowance Authorizations for additional scope of work on the Project over the past week.</p>	<p>Open</p>	<p>All</p>

6B.0	<u>Resolved Items</u>		
3.16.4	Chevron informed the attendees that they will review RFI No. 87, Ductwork at 6 th & 7 th Soffit, following the February 28 th Weekly Progress Meeting. The response to RFI No. 87 was returned to AJF / BHM on 3/8/12.	FYI	FYI
3.17.3	CCM reminded Chevron that the Contract indicates that the Contractor should anticipate a turnaround time of 10 working days for responses to RFIs.	FYI	FYI
3.17.4	The controls for the existing mechanical equipment were briefly discussed during the meeting and it was agreed that AJF / BHM should submit an RFI confirm that the existing pneumatic controls be upgraded to the new controls system.	FYI	FYI
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. The District will review the color chart following the February 28 th Weekly Progress Meeting. CCM will close the existing submittal and AJF / BHM will resubmit with the complete submittal package.	FYI	FYI
5A.17.5	CCM requested AJF / BHM to submit a cost estimate for the replace of the 6" CHWR valve as soon as possible. AJF / BHM provided an estimate for the replacement of the CHWR valve and CCM & AJF / BHM negotiated the estimate prior to the 3/13/12 Weekly Progress Meeting. CCM prepared Allowance Authorization No. 5 prior the meeting and it was approved by Flatley and submitted to the District for approval.	FYI	FYI
7.17.7	The IOR reminded the attendees that the steel shop drawings will need to be submitted to the Special Inspection company after they have been approved. The Steel Shop Drawings have been returned to AJF / BHM as "Revise & Resubmit". YHLA noted that there are a number of notes on the Submittal that require dimensional clarifications that should be performed as part of the resubmittal.	FYI	FYI
7.17.8	The IOR indicated that detail may need to be submitted to DSA for review and approve on the 7 th Floor door that has no header installed. After discussing the framing for the door, AJF / BHM agree to frame the open per the details already included in the Contract Documents.	FYI	FYI
7.17.9	The IOR also informed YHLA that seismic bracing and riser clamp details are required for the new portion of the wet stand pipe. The IOR suggested that the details included in Cosco's fire sprinkler drawing may be able to be used. AJF / BHM agreed that they were planning to install seismic bracing and riser clamps for the wet stand piping when they return to the site to begin sprinkler rough-in work.	FYI	FYI
7.0	<u>Inspection Findings/Corrective Actions</u>		

8.0	<u>New Business:</u>		
8.10.8	<p>The District informed the attendees that direction to the 2nd and 8th 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. CCM informed the District that any revisions to the 8th Floor, particularly the relocation of the casework from 808 to 850, needs to be resolved by the beginning of March. The District approved the relocation of the casework from Room 808 to 850 as long as there is no cost impacts to the Project. AJF / BHM will review and confirm if there are any additional costs. YHLA informed the attendees that they are preparing an ASI for a new door between Room 808 and 810B. AJF / BHM informed the attendees that there is no additional costs associated with the casework relocation, and that there should not be any costs related to the plumbing.</p>	Open	District / YHLA
8.11.5	<p>AJF / BHM requested an update on the status to the enlarging of the 6th 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 6th Floor women's bathroom door. CCM requested to have YHLA provide the doorframe, door type and required hardware for the new door that will be installed following the structural work. YHLA informed the attendees that they received comments from DSA at the 2/28 meeting, and will be resubmitting ASAP. YHLA will follow up with DSA on this issue as well as all other items currently being reviewed by DSA on 3/13/12.</p>	Open	DSA / YHLA
8.16.7	<p>AJF / BHM informed the attendees that they will be installing a mock up for the wall patching and the ceiling line. AJF / BHM also stated that not all the damages at the ceiling-wall interface was a result of the ceiling demo work. AJF / BHM will perform a mock-up on the concrete ceiling area and it should be ready for review at the March 13th Progress Meeting. AJF / BHM will have a mock-up ready to review at next week's Progress Meeting.</p>	FYI	AJF / BHM
8.18.6	<p>CCM, AJF / BHM and YHLA will location of the MDF split system mechanical unit following the 3/13/12 Weekly Progress Meeting.</p>	FYI	YHLA

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