

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

WEEKLY MEETING MINUTES NO. 20; WEEKLY MEETING AGENDA NO. 21

Date: March 29, 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.	20
MEETING AGENDA No.	21
NEXT MEETING:	Tuesday, April 3, 2012@ 10:30 AM

Initials	Attendees	Present	Absent	Contact Information
RD	Robert Dias		x	rdias@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:	156 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	Review & Accept Previous Meeting Minutes		
1.20.1	There were no comments or corrections noted to Weekly Meeting Minutes No. 19 transmitted via email on March 26, 2012.	FYI	N/A

<p>2.0</p> <p>2.20.2</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 5 through 3. ● AJF / BHM's 3-week-look-ahead schedule indicates that mechanical rough-in is continued to take place on Floors 3 through 6 over the next 3 weeks. ● AJF / BHM's schedule indicates that fire sprinkler rough-in is on hold pending DSA approval of the sprinkler drawings. CCM noted that AJF / BHM's should only show sprinkler work on Floors where work was expected according to its monthly schedule update. ● AJF / BHM's schedule indicates that the installation of condensate drain lines is scheduled on the 8th Floor for the rest of the week. Condensate drains on the 7th and 6th Floors will follow the 8th Floor with a duration of a week per floor. ● AJF / BHM's schedule indicates that the new bathroom ceilings are scheduled to be framed & rocked on Floors 6 through 8 by early next week. The ceiling on Floors 5 and 4 are scheduled to be complete at the end of next week. ● The installation of the waterproof membrane is scheduled to be installed in the bathrooms starting at the end of next week. AJF / BHM will begin the installation on the 8th and 7th Floors, and continue down the Building. The installation of bathroom tiles will follow behind the waterproofing membrane installation. ● AJF / BHM's schedule indicates that T-Bar ceiling installation is scheduled to begin at the end of the week of April 9th, although it is on hold pending the fire sprinkler DSA review. 	<p>FYI</p>	<p>AJF / BHM</p>
<p>3.0</p> <p>3.12.5</p>	<p>RFI's & ASI's</p> <p>AJF / BHM transmitted three (3) RFIs for the Project since the last Weekly Progress Meeting (See Attached RFI Log). Eighty-nine (89) of the ninety-seven (97) RFIs submitted to date have been responded to by the Design Team.</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. DSA reviewed the proposed solution for the window wall and had some minor review comments that need to be addressed and resubmitted to DSA. AJF / BHM confirmed that the proposed vista wall is covered by its base bid Contract.</p>	<p>FYI</p> <p>Open</p>	<p>N/A</p> <p>YHLA</p>

3.13.5	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. Chevron informed the attendees during the 3/27 Meeting that they are work on their portion of the Variance (i.e. smoke dampers), as well as, some revisions to the return air system due to some concerns with the design. Chevron informed the attendees that the mechanical design revisions for the Variance should be completed by tomorrow, and the electrical/fire alarm design work should be completed by the end of the week. CCM will follow up with Chevron following the weekly progress meeting to get a better idea of what type of changes will be needed.	Open	Flatley / Chevron
4.0	Submittals AJF / BHM transmitted one (1) Submittal for the Project since the last Weekly Progress Meeting (See Attached Submittal Log). Forty-eight (48) of the fifty (50) submittals to date have been returned to AJF / BHM.	FYI	N/A
4.20.3	AJF / BHM is working to provide Submittals for the additional work included in Bulletin No. 2, 6 th Floor Women's Bathroom Door Expansion, which include: Contract Mix Design and Structural Epoxy. The IOR requested to have DSA Form-103 updated for the Project.	Open	YHLA & AJF / BHM
5A.0	Change Orders / CCM noted the it has also requested AJF / BHM to provide cost estimates for the following work:		
5A.7.5	<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. • 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 IDF's 	Open	AJF / BHM
5A.18.5	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.	Open	District / CCM
5A.20.4	CCM informed the attendees that it will complete its review of COR No. 45 by the end of day tomorrow (3/28) so direction can be provided to AJF / BHM ASAP.	Open	CCM
5B.0	Payment Applications		
5B.16.6	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 being processed. CCM informed AJF / BHM that the District is expecting to cut checks for Payment Application Nos. 4 and 5 on Thursday, 3/29/12.	FYI	FYI

<p>6A.0</p> <p>6A.17.6</p>	<p>Unresolved Items</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 were 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. During the 3/27/12 Progress Meeting, the attendees discussed how the Variance and Fire Sprinkler Drawings should be prepared and submitted to DSA. The following is a summary of the discussion: submit Fire Sprinkler Drawing with Variance language ASAP and prepare & submit drawings associated with Variance together, but identified by the appropriate DSA number.</p>	<p>Open</p>	<p>All</p>
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6B.0	Resolved Items		
4.6.4	<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. CCM, AJF / BHM and YHLA are schedule to meet and review the review comments provide by DSA on the fire sprinkler shop drawings following the 3/20/12 Progress Meeting. Since the fire sprinkler drawing will need to be resubmitted due to the riser modifications and basement sprinklers, CCM informed the attendees that Submittal No. 25.2 will be returned to AJF / BHM as Revise & Resubmit.</p>	FYI	FYI
5A.19.3	<p>CCM will review and provide comments for COR No. 11, 6th Floor Women's Bathroom Door Expansion, by the end of the week; so CCM and AJF / BHM to meeting before next week's Progress Meeting if needed. CCM and AJF / BHM were able to agree on an estimate for the additional work and a PCO was issued to AJF / BHM for the work.</p>	FYI	FYI

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>	FYI	FYI
<p><u>7.0</u> <u>Inspection Findings/Corrective Actions</u></p>			
8.10.8	<p><u>8.0</u> <u>New Business:</u></p> <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 are 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. During the meeting, the attendees confirmed that the casework should just be relocated from Room 808 to 850.</p>	Open	District / YHLA

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

Submitted by: Timothy Criss, Construction Manager, Consolidated CM