



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



O/A/C/CM DESIGN & CONSTRUCTION MEETING MINUTES

PROJECT TITLE:	ATHLETIC COMPLEX
COLLEGE:	LANEY
PROJECT No:	PCCD PROJ # 02338
DSA FILE No.	1-C1 APPLICATION # 01-110972
DATE:	January 26, 2011
MEETING TIME:	8:30 AM @ GILBANE CONSTRUCTION TRAILER

ATTENDEES

Initials	ATENDEE	Present	Absent	EMAIL ADDRESS
SK	SHERRY KATZ, CORDOBA, writer emergency: 707.643.6687	X		skatz@cordobacorp.com
TT	TRENT TORNABENE, PCCD emergency cell: 510.926.2243	X		ttornabene@peralta.edu
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IF	ILIA FLORENTIN, GILBANE	X		iflorentin@gilbaneco.com
EA	ERICK ARVALO emergency cell: 408.461.1166		X	Awhite@gilbaneco.com
BD	BILL DURAND, GILBANE emergency cell: 775.691.7534	X		wdurand@gilbaneco.com
CBG	CLAUDETTE B-GOW	X		b-gconsult@yahoo.com
LM	LAUREN MAASS, GOULD EVANS BAUM THORNLEY	X	X	lmaass@gouldevans.com
JS	JIM SPRINGER, VERDE	X		jim@verdedesigninc.com
JE	JIM EDMONDSON, GEBT			
TH	TRICIA HEINE			theine@gilbaneco.com
SJ	SCOTT JEWELL, GILBANE cell: 408.640.6191	X		sjewell@gilbaneco.com
DT	DOUG THORNLEY, GEBT			douglas.thornley@gouldevans.com

Responsible party: G = Gilbane; GEBT = Gould Evans Baum Thornley; C = Cordoba; P = PCCD

*PROJECT SUMMARY CHART FOR INCREMENTS 1, 2, & 3:

Increment	Contract start date	Const. phase duration from date of increment n.t.p. to substantial completion	Original contractual substantial completion date	*Gilbane projected substantial completion date (DSA FORM 6) **Approved by the Board at 5.25.10 meeting	Actual DSA submit al date	Actual DSA approval date	Actual bids due date & PCCD approval date	Actual (1) PCCD NTP	Contractual Substantial Completion Date
Increment 1	4.24.09	98 days	9.22.09	*4.15.10	10.13.09	3.24.10	12.14.09/ 12.18.09	(1) 12.18.09 & (2) 1.11.10	
Increment 2	4.24.09	168 days	9.22.09	*9.22.10	11.25.09	8.2.10	12.14.09	8.2.10	Tentative turnover is early December
Increment 3	4.24.09	294 days	7.11.10	*4.28.11 **5.31.11	2.19.10	9.15.10	5.20.10	9.15.10	5.31.11

*5.12.10: Proposed revision date by Gilbane in P6 schedule with data date of January 28, 2010, approved by Board on 5.28.10.

**7.14.10: Per co#2, was approved at the board mtg. of 7.20.10; substantial completion for Increment 3 is now 5.31.10.

0. OWNER'S HOTLIST:

ITEM #	ISSUE	RESP	DUE DATE	STATUS
0.01	RECOVERY SCHEDULE	G	Jan 28	
0.02	WEEKLY UPDATES ON PUNCH LIST PROGRESS	G	Weekly	
0.03	LEAK at HOME TEAM DUGOUT - Gilbane shall provide a schedule and breakdown of investigative methods for fixing and verification. SK to inspect roof and parapet sealant & splices, and Gilbane to schedule new water test for SK. Bleach out (?) underside of plywood at stained area.	BD, SK	asap	
0.04	PORTABLE BATTING CAGE ENCLOSURE - Gilbane shall provide a substantial completion date, now that the location at south side of home team bull pen is approved.	G	asap	
0.05	SEASON GAME ITEM & SAFETY ITEM - BATTERS EYE NETTING -installed feb 1- feb 8	G	feb 1-8	
0.06	SEASON GAME ITEM - SOFT TOSS - On 1.27.11,SK surveyed with Z & Bill; SK did a sketch of the preferred location. Gilbane shall price out, including a reconfiguration of (2) batting cage pole fixtures so they are double directional, and Gilbane will provide a substantial completion date, and get final approval from the District.	G	asap	
0.07	SEASON GAME & SAFETY ITEM - BACKSTOP NETTING FIX - provide punch out date	G	asap	
0.08	LIGHTING - review of site photo-metrics by Syska-Hennessey (all areas except MUSCO): <ol style="list-style-type: none"> 1. bullpens – temp lighting until new fixtures are installed? 2. Musco adjustments with Frank Zapata present 3. New soft toss – adequate lighting – double directional lighting of batting cage fixtures possible? 4. Batting cage: review adequacy of new light fixtures when installed jan 31- feb 7 5. Dugout light fixtures – installed by feb 4 	GEBT, G	asap for night practice	
0.09	JB'S showcase event – PAINTED LOGOS	G	Coord with JB	
0.10	FIELD TURF <ol style="list-style-type: none"> 1. drainage & erosion control 2. tire marks across field 3. adjust base heights – safety issue 4. Field Turf training – 11 am, Tuesday, Feb 1 			
0.11	SCOREBOARD INSTALLATION – installed by feb 1 SCOREBOARD TRAINING – feb 2		By feb 1	
0.12	PV LIGHTING UPDATE			
0.13				

1. INCREMENTS 1- 2- 3 CPM SCHEDULE:

ITEM #	ISSUE	RESP	DUE DATE	STATUS
1.01	Increments 1-3: 12.1.10: SK said that Gilbane needs to show FDC's 2-002, 2-003, & 3-003 in the updated schedules. 12.8.10: SK reminded IF to provide FDC tracking log and show FDC's in updated schedule. IF acknowledged. 1.5.11: SJ was asked if he knew that the 12.23.10 schedule now indicated a June 28 th substantial completion date, and he did not. SJ will discuss the schedule with IF when he returns next week and get back to us on providing a recovery schedule, if possible, by January 19 th . 1.19.11: SJ expects to have a recovery schedule by next Wednesday. SK pointed out that there are 20 days of negative float in the June 29 th schedule. SJ said they are finding that some activity durations can be shortened, and they will consider Saturday work. They are looking at acceleration of the cmu. 1.26.11: SJ will have the recovery schedule to us by Friday, the 29 th . Gilbane is meeting today with Turner to discuss their overall problems. Turner did not start rebar yesterday, they are still repairing the [vert.] rebar installation. SJ said that at each meeting, Gilbane will provide a hard copy status update of all punch list items, starting next week. The parking lot will be ready for turnover tomorrow.	SJ, IF	Next pay app	Open – follow up for monthly update

INCREMENTS 1 & 2: NOV-DEC Critical path activity dates:

- Netting foundation – 27 sept – 1 oct
Poles delivered Oct 5, 8 d late
- Field netting – 4 oct -29 oct
Pending resolution of the replacement of the protective netting posts – ccd #2
- Synthetic field installation – 20 oct – 23 nov
Started November 2, 18 d late
Pending installation of the batting cage
- Site fencing – 29 oct – 22 nov
Pending area at east on 5th – staging area
Pending area near bathrooms
- Musco lighting – 23 Nov – 6 Dec

Posts & fixtures done, pending wiring and testing

- 12.1.10: Other items not installed: site lighting poles, batting cage structure, water & power to dugouts, bur at batting cages, scoreboard installation, pv installation, bioswale, seal coat striping, parking curbs, doors & hardware to dugouts
- Substantial Completion - 6 Dec

12.1.10: IF said that the 12.6.10 substantial completion date will be moved back.
12.8.10 : IF estimates that the substantial completion date is going to be December 17th.
Site light fixtures will not be installed for Inc 2 substantial.
1.19.11: Substantial completion was on December 17, 2010. Pending a final completion date from Gilbane. IF said that most of the small items are 90% complete. IF will provide a status update of each of the items on the substantial completion list from Cordoba and team.
Progress dates: the batting cage lights will go in this week, the site lighting will be on and switchable from the dugout electrical room this week. The wrong dugout light fixtures were sent to the jobsite, and only temp light fixtures are installed in the dugout & storage room. There was discussion about whether or not the Musco and site lighting could be adjusted to provide more light on the bullpens.

1.26.11: updates:
scoreboard installed feb 1
field turf training feb 1 – pending confirmation from Gilbane
scoreboard training feb 2 – pending confirmation from Gilbane
dugout fixtures installed feb 4
batting cage fixtures installed feb 7
batters eye netting installed feb 8
protective netting installation feb 15

INCREMENT 3: NOV-DEC Critical path activity dates:

- Rebar grade beams east – 27 sept -29 sept
Late finish 17 d
- layout steel embeds west – 29 sept – 1 oct
done
- layout steel embeds east – 1-4 oct
done
- install steel embeds west – 4-5 oct

12.1.10 still pending fix on grid line A1 – detail is under review at DSA

- pour grade beams east – 5-7 oct
late finish 11 d
- u'ground plumbing west – 8-18 oct
done
- u'gound elect feeders west – 15 -22 oct
done
- u'slab agg base /vapor barrier – 22 -26 oct
late finish nov 22-23
- form sog west- 26 -28 oct
- form sog east – 28 oct – 3 nov

	<ul style="list-style-type: none"> Pour sog west – 10-12 nov <p>Late finish nov 24 – 12 d</p> <ul style="list-style-type: none"> Layout cmu west - 12-19 nov <p>12.8.10 – IF said they are about 1 month behind in the cmu layout and installation, and the structural engineer rejected Turner's submittal, and Turner has to make modifications to the mock up. SK requested a recovery plan including an acceleration schedule that includes a quality control plan during acceleration.</p> <p>12.15.10: IF said that they expect the revised cmu submittals this Friday from Turner/ Spencer. They are making mock up modifications at DT's direction. SJ said Gilbane is having problems with Turner performance. Turner is asking Alicia to give them direction on plans and specs. There are issues with the rebar installation. SJ said that Turner's most proactive foreman is now full time. TT will give Sadiq Ikhara a heads up. IF said the targeted durations in the cpm schedule total about a month and they are realistic durations.</p> <p>1.5.11: SK noted that the Turner cmu rebar submittals in question were first submitted by Turner on the 19th of November, the date they were supposed commence that activity.</p> <ul style="list-style-type: none"> Cmu rebar west -19-24 nov <p>Late start – still not started on January 5, January 19. Gilbane will start the cmu up to 5'4" on Monday the 24th.</p> <p>Actual start cmu on January 28, 2011</p> <ul style="list-style-type: none"> Layout interior wood framing west – 24 – 30 nov <p>Late start</p> <ul style="list-style-type: none"> Erect structural steel east – 30 nov – 3 dec <p>Late start</p> <ul style="list-style-type: none"> Erect structural steel west: 3 dec – 13 dec <p>Late start</p> <ul style="list-style-type: none"> Erect structural steel east: 13 dec – 15 dec <p>Late start</p>			
1.02	<p>PARKING LOT TURNOVER TO THE COLLEGE/ PV's:</p> <p>1.5.11: CCD #4 was approved via email from the District to Gilbane on 1.22.10, with the signed copy to follow. CCA #5 will be processed by SK.</p> <p>1.19.11: IF stated that the PV's will be done on Monday or Tuesday, the 24th- 25th, the wheel stops, temp striping and staging fence will go in, and they will be done by next week.</p> <p>1.26.11: The turnover to the college is ready tomorrow.</p>	IF		
1.03	<p>GATE LOCKS TURNED OVER TO COLLEGE/ FIELDS & PARKING LOT:</p> <p>1.5.11: The baseball field has been in use by the College since January 3rd. The College has been notified that the field and dugouts are now under their jurisdiction. Gilbane will provide location sketch showing the gates so that some of the gates can be turned over to the College.</p> <p>1.19.11: TT said Rich Rojo has given 2 padlocks to the critical entry gates to JB, and the rest are on order. The 8 cores will be installed next week.</p>	TT		

2. INCREMENTS 1-2-3 DSA ISSUES

ITEM #	ISSUE	RESP	DUE DATE	STATUS
2.05	<p>DSA FEE:</p> <p>10.20.10: DT recommended that the District go to the website calculator if they are just trying to budget the amount needed. TT will do that. DT (GEBT) will write the cover letter at the end of the project.</p>	TT		
2.06	<p>DSA APPROVAL OF FCD 3-003 EMBED ANCHOR REPAIR DETAILS:</p> <p>1.5.11: TE said the embeds were fixed on December 23rd, 2010.</p>	G		
2.07	<p>DEFERRED SUBMITTALS TO DSA:</p> <p>Elevators/ FCD#-001:</p>	IF, DT		

	<p>submitted after 10.14.10-</p> <p>12.1.10: comments from DSA have gone to elevator sub, and GEBT .</p> <p>12.8.10: Comments came back from DSA and sub is responding.</p> <p>12.15.10: The submittal is going back to DSA today or tomorrow. (Actual date resubmitted was 1.20.10)</p> <p>1.5.11: JE said the elevator shops may still be pending.</p> <p>1.19.11: The elevator shops are back at DSA, IF will get the submittal date.</p> <p>1.26.11: still pending approval from DSA.</p> <p>Fire Protection:</p> <p>12.1.10: Submittal went to the fire marshal on 11.15.10.</p> <p>12.8.10: Response to comments are ready going back to fire marshal from Gilbane.</p> <p>12.15.10: A new meeting with the fire marshal is scheduled in the next few days.</p> <p>1.5.11: Simplex Grinnell was trying to schedule a meeting with fire marshal yesterday – status unknown.</p> <p>1.19.11: IF said the comments from the fire marshal were answered and submitted on the 5th.</p> <p>Lobby Stair :</p> <p>12.1.10 under review by GEBT prior to submittal.</p> <p>12.8.10: the lobby stair is going to DSA for review from Gilbane this week.</p> <p>12.15.10: The lobby stair is going back to DSA for review today or tomorrow.</p> <p>1.5.11: It is under review by DSA.</p> <p>1.19.11: DT said they are not approved at DSA yet.</p> <p>1.26.11: LM confirmed that the actual date of initial submittal was 12.23.10</p> <p>Storefront Glass :</p> <p>12.1.10: is being changed based on DSA comments (dated 12.9.10) and will be submitted as deferred pending those changes.</p> <p>1.5.11: Glass has not gone back to DSA yet.</p> <p>1.19.11: DT said it went back to DSA, he will get the date.</p> <p>1.26.11: LM confirmed that the actual date of initial submittal to DSA 11.23.10. LM confirmed that it is pending a response to the 12.9.10 comments</p>			
2.09	<p>FCD2-003: 32'/37' NETTING POST FOOTING AND WELD DETAILS TO DSA:</p> <p>1.5.11: CCD#2 Revised was signed by District and forwarded to Gilbane on 12.21.10. Gilbane said the estimated completion date is the end of January, 1st week of February.</p> <p>1.19.11: The look ahead schedule for Inc 1 & 2 shows that the remediation will be completed on or about February 10, 2010.</p> <p>1.26.11: IF said the date of completion will be mid February. This item will be closed out.</p>	IF		
2.10	<p>FCD2-001: SCOREBOARD:</p> <p>12.1.10: Gilbane will resubmit today.</p> <p>12.8.10: Item was held up by 11X17 formatting issue, but is approved at DSA. IF will check the lead time on the steel posts and provide installation date, relative to substantial completion.</p> <p>1.5.11: The scoreboard installation is on the Increment 1/ 2 punchlist.</p> <p>1.19.11: The District gave permission to ISI to inspect at a weld shop in Southern California and ISI has it scheduled (for tomorrow).</p> <p>1.26.11: The date of completion will be Feb 1. This item will be closed out.</p>	IF		
2.11	<p>APPROVED FCD'S & FCD LOG:</p> <p>12.8.10: SK asked Gilbane to provide an FDC tracking log at each meeting.</p> <p>12.15.10: not provided.</p> <p>1.5.11: not provided by GEBT. JE will ask Lauren Maass to provide.</p> <p>1.19.11: The tracking log was provided. SJ reiterated SK's request to IF to provide the stamped approved DSA details to SK, and to DT to copy SK on all DSA approved details in the future, as proof of compliance.</p> <p>1.26.11: Pending copies of approved FCD's from GEBT/ Gilbane.</p>	IF, DT		

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3. INCREMENTS 1-2-3 DESIGN ISSUES

ITEM #	ISSUE	RESP	DUE DATE	STATUS
3.15	<p>TREE COMMITTEE & COMMENTS FROM COLLEGE:</p> <p>2.3.10: SK & TT gave a recap of the tree meeting with Laney tree committee. A number of plants were cut down, included 36 trees, however, the majority of plants that were cut down were shrubs. The District's Atheria Smith will set up meeting.</p> <p>2.17.10: Open until meeting.</p> <p>10.27.10: 11.3.10: 11.17.10: 12.1.10: TT requested 2 sets of landscape plans from Gilbane to provide to the committee for review.</p> <p>On 11.3.10, TT requested a bullet point letter from JS to include information about species, site considerations, maintenance issues addressed by the design. JS will send the letter this week.</p> <p>On 12.1.10: IF will provide to TT electronically today, and TT will print on 11X17.</p> <p>12.8.10: Gilbane provided electronic version to TT. Narrative still pending from Verde.</p> <p>12.15.10: TT sent everything to the college and is waiting to hear back from them.</p> <p>1.5.11: TT asked what the deadline is for the College to make changes to plants. SJ said early March. TT asked for website information for the College's information.</p> <p>1.19.11: Jim sent the additional information to TT and TT sent it to the college with the request to provide feedback by February 1st.</p> <p>1.26.11: TT said likely feedback will be mid February, still time for Gilbane to make modifications, pricing, etc</p>	TT		Open until meet'g
3.22	<p>DISTRICT SECURITY VENDOR:</p> <p>4.7.10: TT stated that Convergent equipment may or may not be the proprietary vendor, and if they are, their equipment may be installed as a change order, once they are under contract with the District, or the equipment may be installed post occupancy. Gilbane is providing all conduit, wiring and motion detectors.</p> <p>4.14.10: Waiting for confirmation from TT.</p> <p>4.28.10: Still pending (waiting on District approval for Convergent).</p> <p>7.14.10: TT said the District is targeting 3 months to go to bid and another 2 months to finalize a contract with a new security vendor.</p> <p>7.28.10: TT said there is still no decision on the vendor, but the software is open source (Linell)</p> <p>1.19.11: SJ asked what Gilbane's role is in the security scope. SK said that the infrastructure conduit is in from the mdf room to the front door pedestal and the security vendor will provide the panel, wiring etc at the end points.</p>	TT		Open
3.39	<p>ADD'L VE ITEMS:</p> <p>LIGHT FIXTURES:</p> <p>11.3.10: 11.17.10: Rosendin provided cut sheets and they are under review by GEBT.</p> <p>12.1.10: DT will provide a spreadsheet of the specified vs. the ve'd fixtures at the time of the lighting submittal for Cordoba & the District's final review. The previous decisions will be shown in the synopsis: (1) to go with 1 type of exterior light fixture at ground and 2nd floors, (2) round over square recessed fixtures, (3) standard fluorescents will be T5's but a different fixture and (4) the bathroom light fixtures in the woman's restroom will be horizontal over mirrors instead of vertical along sides of mirrors</p> <p>12.15.10: pending until Rosendin submittal is reviewed by GEBT.</p>	DT		open
3.42	<p>MATERIALS BOARD:</p> <p>10.13.10: pending until final color selections.</p> <p>10.20.10: DT will provide a final materials board [once all the colors are final]. SK said it is not for presentation purposes, just for informational record purposes so that the District could refer to it in the future when needed.</p> <p>12.15.10: On hold until provided.</p> <p>1.19.10: DT will give a presentation to JB for all new finishes, all ve changes, all DSA changes, and general areas of concern to JB, and the meeting will be scheduled for</p>	DT		

	early February. TT, SK, SJ, IF and CG will attend. 1.26.11: SK said that items to cover should be movable storage, casework finishes, finalization of logo in lobby, decking, countertops (paperstone was rejected as add alternate, resin was accepted).			
3.43	UPDATED RECORD DRAWINGS: 12.15.10: TT asked about the updated plans including all CO 1 & CO 2 ve items. The DSA plans differ from the VE items. SK said that the Owner would typically get all the ASI's/ FDC's and those changes would be reflected in the final as built, and the concern is that the subs in the field do not have the ve items shown in their field set. DT said that he is making the changes through the shop drawing process. TT said that January 15 th is the deadline given by CBG. 1.5.11: TT reminded Gilbane that this is due next week. SJ said they are working on it. 1.19.11: DT sent the conformance plans to Gilbane on Friday. CBG asked for 1 full size set, 1 half size set and an electronic set to be forwarded to the District. 1.26.11: Gilbane provided electronic and ½ size set to the District. SK took the full size set. All changes are clouded. Gilbane will provide SK an electrical as - built for the final inspection of Increments 1 & 2.	DT		
3.44	TREX DECK/ LIGHTWEIGHT CONCRETE DECKING: 12.15.10: DT said that DSA required all the sleepers for the TREX deck to be attached to the roof, and that would void the warranty of the roof. Gilbane is proposing using a lightweight concrete [overpour] for the finished deck. SK asked for more technical information and cost/credit information. 1.5.11: 1.19.11: SK said that product information and cost/credit data is still pending.	SJ, IF, DT		

4. CONSTRUCTION PHASE: PROGRESS ISSUES, MILESTONES, LOOK AHEAD / SUB ISSUES

ITEM #	ISSUE	RESP	DUE DATE	STATUS
4.05	Look Ahead: See attached Gilbane look ahead schedule. 12.8.10: SK asked Gilbane to show which activities are on the critical path in the look ahead, and to be prepared to discuss other critical path activities not shown on the look ahead, but that are critical on the original baseline schedule within the current 3 week look ahead time line, so that we have a complete integrated picture of the look ahead and the baseline target activities that are critical. 1.26.11: provided/ reviewed.	IF		On-Going
4.15	INCREMENT 1 & 2 SUBSTANTIAL COMPLETION: 12.1.10: Coach Z stated that they will have actual games scheduled starting in February (not just practices) and it will be necessary to install the backstop netting to protect the spectators. They also want the batters eye netting installed by then. The District concurs. 12.8.10: Tentatively, IF gave a December 17 th substantial completion date, next Friday. IF said the backstop netting will be installed. 12.15.10: rain withstanding, substantial completion is confirmed for Friday the 17 th . 1.5.11: SK asked when final completion for the punch list items will be, and when there will be a substantial completion date for all the items that were missing scope on the 17th. SJ said he didn't have that information yet. 1.19.11: no final completion date provided yet. 1.26.11: Gilbane will review and update all punch list progress at each meeting until everything is done.	G		Open until subst. completion

5. CONSTRUCTION PHASE- INSPECTION FINDINGS & CORRECTIVE ACTIONS REQUIRED

ITEM #	ISSUE	RESP	DUE DATE	STATUS
5.01	6.23.10: TT will provide SK all IOR inspection reports at the end of each week so we can track the issues, if any. 6.30.10: still pending 7.14.10: Alicia Jensen delivered her daily's to Cordoba at the meeting. 8.11.10: TT asked SK to send a reminder email to AJ to provide the reports.	SK		Pending ongoing
5.02	11.3.10: 1. On 11.1.10, Per IOR, redo of embeds along gridline A1 — status pending by Gilbane; 2. rfi 156 — Agg base redone. 11.17.10: agg base fix is done. Embed fix is pending along structural grid line A.	G		

6. APPROVALS FOR SUBMITTALS DUE FROM GILBANE TO DISTRICT/ & FROM JB/DISTRICT TO GILBANE

ITEM #	ISSUE	RESP	DUE DATE	STATUS
6.02	INCREMENTS 1 & 2: AE APPROVED SUBMITTALS - DELIVERABLES to CORDOBA FROM GILBANE FOR CLOSE OUT 12.8.10: Gilbane provided a group of Increment 1 approved submittals and a group of Increment 2 approved submittals for record purposes. NOTE: SK will review against the specifications and get back to Gilbane if there are questions. 12.15.10: The submittals have been received and are being logged in by Ethan Lu, and will then be under review by SK.	SK, EL		
6.03	INCREMENT 3 - SUBMITTAL PROCEDURE: 5.19.10: Gilbane will prioritize when submitting multiple submittals and provide Cordoba with deadlines. SK stated that not all submittals will be reviewed, but all will be submitted. IF asked how Gilbane will determine the difference; SK said that they will go over all potential submittals up front to determine which ones require review. 8.4.10: SK will provide a conclusive list of which Increment 3 spec sections will be submitted to Cordoba and the District for design review. SK gave Gilbane a copy of the Cordoba tracking log. 9.22.10: SK emailed Gilbane a list of the submittals for Increment 3 that either need to be reviewed by Laney College, District Facilities or Cordoba. IF stated that nothing can be changed at this time. SK pointed out that we never received plans or specs for the movable storage, and cannot let Gilbane just build it based on a value engineering selection, without any review by the District. 10.13.10: SK requests that Gilbane provide their weekly submittal tracking log for Increment 3 each week. 10.20.10: 10.27.10: not provided 11.3.10: Scott will follow up on providing this.	IF SJ		open
6.04	INCREMENT 3 - WEEKLY SUBMITTAL LOG REVIEW: 10.13.10: SK requests that Gilbane provide their weekly submittal tracking log for Increment 3 each week. 11.3.10: SJ will follow up on providing this. 11.17.10: SJ said that we should be reviewing the updated submittal register on a weekly basis . SJ said that the Inc 3 register is not done, but the items that have been submitted to date in the summary log is available, though Trish is backed up in updating. 12.1.10: the Increment 3 register and log was provided.			

	<p>12.8.10: The increment 3 register was provided Note: SK requests that the column indicating the date that it went from Gilbane to the be shown 12.15.10: still pending. 1.5.10: not provided. SK requested the addition of the column showing the date that the sub first submitted.</p> <p>1.19.11: Gilbane provided the register showing the date that the sub submitted, but the register does not show the future/ pending scope of submittal packages, only ones sent by the sub. CBG stated that she wanted to see all the submittals pending in the register. SJ said they are working on it. SK said that there is no submittal schedule to track</p> <p>(writer's note: submittals are not tied to the p6 schedule.)</p>			
6.06	<p>GRAFFITI COATING: 11.3.10: On 10.28.10 GEBT/Gilbane presented cmu block samples for consideration. They were give permission to go with the D225 in lieu of the D389 smooth face cmu. They will apply a 2 coat anti graffiti coating in lieu of an admixture. A full mock up of the coating will be done next week. 1.5.11: the mock up of the graffiti coating is still forthcoming. SJ said that the approval of the mock up is required prior to the execution of graffiti coating (a punch list item) on the dugouts, booth. 1.26.11: IF said that the water and graffiti test of the mockup by the vendor will take place on Thursday.</p>	G		
6.09	<p>PENDING FROM GILBANE for JB APPROVAL: 12.1.10: <ul style="list-style-type: none"> • ISEC movable storage system re-submittal for JB approval. • 10.27.10: 12.1.10: Still pending backstop pads color brochure from Gilbane. Nothing has been approved by the College. Verbally, college was assured by Gilbane that the color is not Kelly green. VERDE - ETHICS SIGN / SAMPLE LANGUAGE: <ul style="list-style-type: none"> • 1.19.11: Gilbane had a question about the wording on the ethics signage at the dugouts, and Verde will provide some recommended wording for them to accept or mark up. 1.26.11: Item is already in the plans – sheet D2.0 detail M. </p>			
6.10	<p>APPROVALS PENDING FROM JB TO CORDOBA/GILBANE: NORA FLOOR PLAN LAYOUT: <ul style="list-style-type: none"> • 1.19.11: GEBT submitted the floor finish plans of the tile layout and it was sent to JB for his approval. 1.26.11: JB will comment at the presentation. </p>			
6.11	<p>APPROVALS RETURNED TO GILBANE FROM JB/ COLLEGE Writer's Note: 1.19.11: SK returned the Nora sample books (provided as a courtesy to JB) back to DT. No selection was made. LOGO: <ul style="list-style-type: none"> • 1.19.11: Logo shown on dugout elevations/ scorekeepers booth was provided by GEBT and sent to JB. Pending approval of the dugout elevation from JB. 1.26.11: JB approved the dugout logo via email and SK forwarded it to Gilbane. </p>			

7. PROJECT COST ITEMS:

(contract modifications, pay applications)

ITEM #	ISSUE	RESP	DUE DATE	STATUS
7.14	<p>PAY APPLICATIONS: 12.15.10: app 19 was paid on Monday, Gilbane asking about 20 – will it be paid</p>	G TT		

	<p>before Christmas? TT will look into check runs, to see if it was in yesterday's run. SK sent pay app 21 comments to Gilbane yesterday. Gilbane will provide a list of offsite materials that will need inspection at pay application time.</p> <p>1.5.11: Cordoba gave pay app 21 to the District yesterday.</p> <p>1.19.11: SK stated that she forwarded an email to Gilbane citing the contract requirements for off site material storage. IF acknowledged that the items will be provided for the District's approval prior to pencil copy approval.</p> <p>1.26.11: The District gave Gilbane permission to include Gilbane on the named parties of the CMI warehouse documents, for liability purposes. SK reminded IF that she needs a hard copy of the pay app pencil copy, and 2 final copies.</p>			
7.15	<p>PG&E REIMBURSABLES:</p> <p>9.8.10: TT will follow up with IF regarding the information he needs from IF to give to finance.</p> <p>9.15.10: TT sent the email to IF.</p> <p>9.22.10: 10.27.10; 11.3.10: The ball is in IF's court.</p>	IF		
7.33	<p>MISC REIMBURSIBLES:</p> <p>8.4.10 10.27.10; 11.3.10: The District will pay for the reimbursibles as invoiced by Gilbane.</p>	TT		
7.40	<p>RFI #55: DISTRICT REQUEST FROM SERGIO ANGEL FOR FINAL IRRIGATION CONNECTION @ESTUARY</p> <p>9.15.10: Gilbane will provide an rfi stating what is in contract, what Sergio requested, how much the estimated cost of work would be, and how the District wants to proceed.</p> <p>9.22.10; 9.29.10; 10.6.10: Item is resolved and Gilbane is pricing.</p> <p>10.13.10; 10.20.10: SK asked JS for a clarification on this issue as to why it was not part of the original plans: JS said that during the design phase, Sergio Angel did not request this tie in. (SK note: the tie in/ interface that was requested was for the EBMUD recycled grey water). JS said he did not know if the existing controls in the blockhouse were controlling the estuary irrigation and said he believed that Sergio did not know the answer to that. JS said that the controls are still there, but the line is now interrupted by the new work. In order to find the line, Gilbane will have to do additional exploratory digging .</p> <p>10.27.10; 11.3.10; 12.8.10: Pricing still pending from Gilbane.</p> <p>12.15.10: Gilbane submitted pricing for exploratory digging on t&m not to exceed, for review.</p> <p>1.5.11: CCA #7 was sent from Gilbane to Cordoba for review/ processing.</p>	SK		
7.41	<p>DISTRICT FF&E COORDINATION:</p> <p>a credit from Gilbane.</p> <p>12.1.10; 12.8.10 Gilbane provided the credit for ice machines, and JB asked for tax, delivery and labor installation credit as well.</p> <p>12.15.10: This is all that was given by the subcontractor. Gilbane will not provide anything further.</p> <p>1.19.11: CBG asked SK to assist with the ff&e.</p> <p>1.26.11: TT asked Gilbane for a revised updted ff&e list showing all the equipment that Gilbane is providing.</p>	IF		
7.42	<p>POWER FOR PCCD SIGN:</p> <p>9.15.10: Gilbane will send Ray's Electric price for the 20 -25' of 2" conduit.</p> <p>9.22.10: TT said Jeff responded to the question about the switching and he forwarded the answer. SK did not receive it. TT will forward again.</p> <p>9.29.10; 10.6.10; 10.27.10; 11.3.10; 12.8.10: Gilbane is pricing.</p> <p>12.15.10: Gilbane provided price for power to pccd signage.</p> <p>1.5.11: CCA #6 was sent to Cordoba for review/ processing.</p>	SK		
7.43	<p>FLOOR TILES:</p> <p>9.8.10; 9.15.10 9.22.10: At the Owner's request, Gilbane is looking into equal products to Mondo, such as Nora, in lieu of the Johnsonite product being used in the weights room, as well as the cost for Mondo in the weights room.</p> <p>(writer's note: product attributes equal to Mondo are low or no emitting voc's, sealed, non porous & vulcanized rubber)</p> <p>9.29.10: IF stated that he has all the information and will ask GEBT to review today for "equal" to Mondo.</p> <p>10.6.10: DT sent the following email regarding Nora flooring, and TT asked for a side by side matrix comparing Nora to Mondo from DT:</p> <p>Equivalent to specified Mondo product is 9 mm "Norament 992 Grano": www.nora.com/index.php?id=5120</p>			

	<ul style="list-style-type: none"> • Low VOC content and is Greenguard certified • LEED recycled content (minimal) – not made from recycled tires (that would cancel out the low VOC) • Product is Sealed and Non-Porous - product was originally developed to be used at perimeters of ice rinks so can be walked on with blades w/o cutting (very dense) <p>10.13.10: DT sent TT the information he asked for and believes Mark will accept the Nora – but will verify and get back to the team. The Prospecta cost proposal was provided.</p> <p>10.20.10: The District accepts the Nora at the weights room and is asking for a cost proposal at the locker rooms as well.</p> <p>10.27.10: SK will show JB the samples for a color selection.</p> <p>11.3.10: JB asked DT if the 3.5mm tiles can come in the 9mm tile colors. DT is looking into it. To the best of DT's knowledge, the Nora does not come in rolled goods, asked IF to discuss with Pro Spectra.</p> <p>11.10.10: JB was given color brochures for the Nora flooring for his review. As with the viewing deck, JB asked if there could be a pattern to the Nora in the weights room similar to the banding pattern on the building. DT will check with Gilbane on the bid scope and pricing. JB will talk with the Nora rep to find out if they can do it [for the price given to Gilbane]. DT stated that Nora could only do custom colors if the order is over 5000 sf and the weights room is 2400 sf.</p> <p>12.1.10: IF said that he already sent the Nora locker room flooring price to SK. Both will check.</p> <p>12.8.10: IF did not send locker room flooring price for Nora, will do so. The Nora rep attended the meeting, and stated that there would be an allowance given back to Pro Spectra flooring to do special cutting for a logo or to cut tiles in the weights room. Agreement that the speckled 992 Nora in the weights room in the 40" standard tiles would be more practical as a main field color with solid striping or banding . DT will do a thick/ thin striping pattern in the weights room for JB's review/ approval. There is a 12 week lead time on the 992.</p> <p>Agreement that the speckled Nora in the locker room is also more practical. Grano at 3.5 mils is better than the 825 at 2.7 mils. The tiles are 19- 20" square.</p> <p>The only maintenance that is required is a damp mop with neutral cleaning water and a hand buffer. DT will do a pattern in 2 colors for JB's review/ approval.</p> <p>12.15.10: IF will send the Nora price for the locker rooms by Friday, the 17th. IF will follow up on the allowance as well.</p> <p>1.5.11: 1.26.11: still pending CCA & price for locker rooms/ training room.</p>			
7.44	<p>SLEDS:</p> <p>11.3.10: The sleds have been purchased by the College. IF will provide a credit.</p> <p>12.1.10: The sled credit has been provided by Gilbane.</p> <p>1.5.11: CCA pending</p>	IF DT		
7.45	<p>SCOTSMAN ICE MAKERS:</p> <p>12.1.10: 12.8.10: 12.15.10: John Beam said he got the same pricing from Scotsman as Gilbane, but with added shipping and installation, and wants the credit for that as well.</p> <p>1.5.11: CCA pending</p>	IF		
7.46	<p>12.8.10 Note: all Gilbane costs and credits require a Gilbane letterhead proposal that the District can sign off on.</p>			
7.47	<p>PG&E REBATE & LEED CHECKS FROM DISTRICT:</p> <p>12.1.10: TT will get the \$5000 check needed to secure the PG&E rebate from the state, and the \$2000 check for USGBC/ LEED.</p> <p>1.5.11: TT sad that the \$5000 check was not in yesterday's check run, the next is Thursday, he will check with accounting to see if it was cut.</p> <p>1.19.11: PG&E rebate item is closed – the check was given to PG&E by Borrego in time for the rebate;</p> <p>LEED still open – TT has not requisitioned yet due to back up in December. Will do so this week.</p> <p>1.26.11: TT has requisitioned the check and will follow up with status.</p>			

8. RFI'S

ITEM #	ISSUE	RESP	DUE DATE	STATUS

9. CCD's & MISC OLD BUSINESS:

ITEM #	ISSUE	RESP	DUE DATE	STATUS
9.02	<p>CCD #2 – 40' PROTECTIVE NETTING POLES:</p> <p>1.5.11: CCD 2 Revised was signed and forwarded to Gilbane on 12. 22.10. Gilbane said the work will be complete by the end of January or the beginning of February, with a priority placed on the batters eye netting repair so that it is completed in time for the February games. The DSA detail was approved on December 23rd. SJ said that Gilbane will provide a schedule of the repair.</p> <p>1.19.11: The protective netting poles will be installed by the first week of February, on or about the 9th. CBG said that Gilbane has until Feb 3rd to install the batters eye posts and netting because JB feels strongly about the installation at the first game.</p> <p>1.26.11: The date of installation for the batters eye is Feb 8. The date of the protective netting installation is mid Feb.</p>	IF, TT, SK		
9.03	<p>CCD#3 – LOBBY POWER & IT:</p> <p>10.20.10: Gilbane to review rosendin's layout at the lobby which shows no power for students, and power/it behind the reception desk instead of at the reception desk. SK pointed out that the ff&e matrix dated 4.24.10 calls out for 9 student outlets in the lobby. SK/Cordoba will issue a ccd.</p> <p>10.27.10: CCD #3 was issued with the District's signature. SK provided the backup for the ccd which shows that the ff&e matrix requires 13 student outlets in the lobby.</p> <p>11.3.10: DT will provide a location plan showing 2 power quads next to brace frames for student use. Cordoba and the District will review locations, find the quantity acceptable.</p> <p>1.5.11: This item pending from Gilbane.</p>	DT		
9.04	<p>KEYING HEIRARCHY / SCHEDULE:</p> <p>1.19.11: Upon verification that 8 cores and padlocks have been completed by District next week, item will be closed.</p>	TT		
9.05	<p>NEW ADDRESS:</p> <p>1.19.11: TT said he got a response from the City of Oakland about the physical address, and needs a site plan from Gilbane.</p> <p>1.26.11: site plan was provided by Gilbane. The tentative address is 434 East 7th Street. IF will convey information to Fire Marshall.</p>	TT, IF		
9.06	<p>MOBILE BATTING CAGE STORAGE:</p> <p>1.19.11: SK will write a CCD for the batting cage storage. JB approved the location at the south side of the home team bull pen.</p>			

ITEM #	ISSUE	RESP	DUE	STATUS
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			DATE	
9.07	<p>POST MEETING SITE WALK ISSUES/ VERDE: 12.15.10: SJ said that Verde should provide a site report narrative of the site walk. Items discussed included:</p> <ul style="list-style-type: none"> (1) the portable batting cage could be stored outside the 8th street gates at the outfield. Verde to field measure to see if it will fit, and offer new grade finish option, such as decomposed granite (2) alternate location for the soft toss area – the college does not want it inside the right field. (3) Verde's recommendation for the padding will be in the site report narrative. <p>1.5.11: JS will get a sketch of all recommendations to us by the end of this week. He will not be here next week. 1.19.11: Sketches were provided and reviewed by TT & JB.</p> <p>Gilbane is still reviewing the optimal place for the soft toss area.</p> <p>1.26.11 Writer's note: Coach Z requested the attached configuration on 1.27.11 during a weekly site walk with BD & SK.</p>			
9.08	<p>TEMP LIGHTING AT THE PV'S: 1.5.11: 1.19.11: The lighting at the pv parking structures will not be hooked up. to the switchgear/ transformer to provide lighting. 1.26.11: TT asked Gilbane to look into temp lighting for that area.</p>			
9.09	<p>SWING GATES V. ROLLING GATES: 1.19.11: Gilbane did not procure the swing arm gates yet. TT stated that he needs a final decision from the College on whether they are willing to use their own funding. Once TT gets an answer, he will let Gilbane know so they can procure.</p>			
9.10	<p>INFRASTRUCTURE/ CONC PAD FOR EXTRA TICKET DISPENSER & BLUE PHONE STATIONS: 1.19.10: IF will price out the extra conduit and larger concrete pads for an extra ticket dispenser and extra blue phone by doubling up on the 2 locations shown on the plans. TT will verify with Beckwith. 1.26.11: TT confirmed that one conc. Pad will be ok for the 2 machines. Still pending price from Gilbane.</p>			

10. CLOSEOUT ITEMS:

ITEM #	ISSUE	RESP	DUE DATE	STATUS
11.01	<p>LEED DOCUMENTATION TO OWNER: 8.4.10: SK stated that an electronic version of all LEED submittal documentation will be compiled into separate files for each section [ss, ea, eq, mr, id] and submitted by Gilbane to Cordoba as part of the final deliverables for this project. IF concurred this would be done.</p>	IF		Pending until provided
11.02	<p>ALL INCREMENT 1 APPROVED SUBMITTALS TO CORDOBA: 8.4.10: EA is compiling all AE approved increment 1 submittals for that close out task, and will submit them to Cordoba for transfer to the District. 8.11.10: EA will be done by the end of next week. 8.18.10: 9.1.10: Increment 1 approved submittals still pending from EA to Cordoba. IF will follow up with EA. 12.8.10: SK was given submittals and will review/ log in.</p>	EA, IF, TH		Pending until provided
11.04	<p>LEED MR CREDIT 2 TO OWNER: 8.4.10: All recycling tags will be provided at the end of December 2010 and again at Increment 3 substantial completion to TT for transmittal to A. Nicole at Recology</p>	IF, TE		
11.05	<p>WARRANTY 1.5.11: SK said that she will set up a closeout meeting to track the status of Inc 1 & 2 closeout checklist items. 1.19.11: SK requested that Gilbane provide a spreadsheet of all bid division warranty items (and surplus materials) that are forthcoming. CBG requested that SK provide the District with a calendar. SK noted that there are some sections which are missing from</p>	G, IF		

	the specs in Increment 2 such as b.u.r., and the District expects a more extensive group of warranties than are listed in the spec sections for increments 1 & 2. CBG noted that there will be an 11 month walk through of all warranty items.			
11.06	OWNER TRAINING: 1.19.11: SK requested that Gilbane provide a spreadsheet of upcoming owner training sessions, including dates. Some of the items that require training are the Musco lighting, site lighting, turf maintenance, scoreboard operation, etc. These are in Cordoba's substantial completion list. 1.26.10: updates: field turf training feb 1 – pending confirmation from Gilbane scoreboard training feb 2 – pending confirmation from Gilbane	G, IF		
11.07	DSA 6'S: 1.19.11: The Owner is occupying Increments 1 & 2, and Gilbane needs to verify with Alisha if a DSA 6 will be required from Gilbane and GEBT. 1.26.11: CBG said that no DSA 6 is required for partial occupancy. This item will be closed.	G, IF		

11. HANDOUTS/ NEW BUSINESS

ITEM #	ISSUE	RESP	DUE DATE	STATUS
12.01	Gilbane provided a 3 week look ahead	G	On-going	

12. NEXT MEETING & OTHER DATES:

o/a/c/cm	Feb 2, 2011			
	TT vacation Jan 31 – Feb 4, 2011			
	SK vacation Mon, March 14; Tues – Fri, March 22-25			

The above represents a summary of the progress meeting.
Any corrections must be submitted within 1 day of receipt of these minutes:

Submitted by: SK Katz, Sr. PM
Cordoba Corp , Construction Manager

Cc: Trent Tomabene, PCCD
Gilbane ATTENDEES
Ethan Lu, Cordoba, uploaded to PCCD p6 website
upon acceptance at next meeting by all parties

MAR 2011

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FEB 2011

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