



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 5, 2011
MEETING TIME:	8:30 AM @ GILBANE CONSTRUCTION TRAILER

ATTENDEES

Initials	ATENDEE	Present	Absent	EMAIL ADDRESS
SK	SHERRY KATZ, CORDOBA, writer	X		skatz@cordobacorp.com
TT	TRENT TORNABENE, PCCD emergency cell: 510.926.2243	X		ttornabene@peralta.edu
JB	JOHN BEAM, PCCD		X	jbeam@peralta.edu
IF	ILIA FLORENTIN, GILBANE		X	iflorentin@gilbaneco.com
EA	ERICK ARVALO emergency cell: 408.461.1166		X	Awhite@gilbaneco.com
TE	TONY ESPOSO, GILBANE emergency cell: 916.320.2420		X	aesposo@gilbaneco.com
EL	ETHAN LU, CORDOBA		X	elu@cordobacorp.com
LM	LAUREN MAASS, GOULD EVANS BAUM THORNLEY		X	lmaass@gouldevans.com
JS	JIM SPRINGER, VERDE	X		jim@verdedesigninc.com
JE	JIM EDMONDSON, GEBT	X		
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.

1. INCREMENTS 1- 2- 3 CPM SCHEDULE:

ITEM #	ISSUE	RESP	DUE DATE	STATUS
1.01	<p>Increments 1-3:</p> <p>10.6.10: SK said that Gilbane should be prepared to discuss the critical path activities in the following 1 month c.p. look ahead each week, and SK reserves the right to review the color copy with the float given to us today to make modifications to this note.</p> <p>12.1.10: SK said that Gilbane needs to show FDC's 2-002, 2-003, & 3-003 in the updated schedules.</p> <p>12.8.10: SK reminded IF to provide FDC tracking log and show FDC's in updated schedule. IF acknowledged.</p> <p>1.5.11: SJ was asked if he knew that the 12.23.10 schedule now indicated a June 28th substantial completion date, and he did not. SJ will discuss the schedule with IF when he returns next week and get back to us providing a recovery schedule, if possible, by January 19th.</p> <p style="text-align: center;">INCREMENTS 1 & 2: NOV-DEC Critical path activity dates:</p> <ul style="list-style-type: none"> • Netting foundation – 27 sept – 1 oct <p>Poles delivered Oct 5, 8 d late</p> <ul style="list-style-type: none"> • Field netting – 4 oct -29 oct <p>Pending resolution of the replacement of the protective netting posts – ccd #2</p> <ul style="list-style-type: none"> • Synthetic field installation – 20 oct – 23 nov <p>Started November 2, 18 d late</p> <p>Pending installation of the batting cage</p> <ul style="list-style-type: none"> • Site fencing – 29 oct – 22 nov <p>Pending area at east on 5th – staging area</p> <p>Pending area near bathrooms</p> <ul style="list-style-type: none"> • Musco lighting – 23 Nov – 6 Dec <p>Posts & fixtures done, pending wiring and testing</p> <ul style="list-style-type: none"> • 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 <p>12.1.10: IF said that the 12.6.10 substantial completion date will be moved back.</p> <p>12.8.10 : IF estimates that the substantial completion date is going to be December 17th.</p> <p>Site light fixtures will not be installed for Inc 2 substantial.</p> <p style="text-align: center;">INCREMENT 3: NOV-DEC Critical path activity dates:</p> <ul style="list-style-type: none"> • Rebar grade beams east – 27 sept -29 sept <p>Late finish 17 d</p> <ul style="list-style-type: none"> • layout steel embeds west – 29 sept – 1 oct <p>done</p> <ul style="list-style-type: none"> • layout steel embeds east – 1-4 oct <p>done</p> <ul style="list-style-type: none"> • install steel embeds west – 4-5 oct <p>12.1.10 still pending fix on grid line A1 – detail is under review at DSA</p> <ul style="list-style-type: none"> • pour grade beams east – 5-7 oct <p>late finish 11 d</p> <ul style="list-style-type: none"> • u'ground plumbing west – 8-18 oct <p>done</p> <ul style="list-style-type: none"> • u'gound elect feeders west – 15 -22 oct <p>done</p> <ul style="list-style-type: none"> • u'slab agg base /vapor barrier – 22 -26 oct <p>late finish nov 22-23</p> <ul style="list-style-type: none"> • form sog west- 26 -28 oct • form sog east – 28 oct – 3 nov • 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 	SJ, IF	Next pay app	Open – follow up for monthly update

	<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 5th</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>10.20.10: 10.27.10: TT will did confirm that the College does not need the student parking lot until the start of classes on January 23rd, and IF will follow up with the pv installer on the availability of materials in order to complete the installation by January 23rd . but so far has been told that demand is high and the order has been placed for spring, so the installer is looking at pushing that date up. IF will get an answer by [Oct 29th].</p> <p>12.1.10: IF stated that the PV parking structures and panels will be close to 100% installed by January 24th, 2011, but will not be powered up until there is power in the field house. TT was informed that there will be no power to the emergency call station or ticket dispenser either.</p> <p>TT asked if the parking lot turnover will still be 75% and when 100% of the parking lot will be turned over. IF said on Jan 24th, 75% will be turned over. 100% will be turned over at Increment 3 substantial completion.</p> <p>SJ said that the final coating and striping can be done over the weekend and will not have to disrupt the parking once they turn it over to the college.</p> <p>(12.8.10 still pending:)</p> <p>SJ directed IF to look into the use of no cost tamper proof screws with Borrego.</p> <p>12.15.10: IF presented a charge for the tamper proof screws of about \$7k. TT will discuss charge for tamper proof screws with the district and get back to Gilbane. IF said there is a lead time, and he needs an answer as soon as possible.</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>	SK		
1.03	<p>BASEBALL FIELD TURNOVER TO THE COLLEGE:</p> <p>11.3.10: Gilbane will turn over the baseball field and structures on time, regardless of the outcome of the posts.</p> <p>12.1.10: The fields and structures will be turned over to the college by January 24th. At a post meeting site walk, Coach Z informed us that there will be scheduled games in February with spectators in attendance. The college and the district requested that Gilbane install the backstop netting and the batters eye netting (by the 24th).</p> <p>12.8.10: IF stated that the backstop netting will be installed at the turnover of the field to the College. The College has informed us that they will be taking use of the field on January 3rd.</p> <p>12.15.10: the backstop netting is installed. The college is asking that the batter’s eye netting be installed.</p> <p>Note: at 12.17.10 substantial inspection, IF said that the only detail not approved at DSA is the batter’s eye pier detail.</p>	G		

	GATE LOCKS TURNED OVER TO COLLEGE: 1.5.11: The baseball field has been in use by the College since January 3 rd . 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.			

2. INCREMENTS 1-2-3 DSA ISSUES

ITEM #	ISSUE	RESP	DUE DATE	STATUS
2.05	DSA FEE: 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.	IF, GEBT		
2.06	DSA APPROVAL OF FCD 3-003 EMBED ANCHOR REPAIR DETAILS: 11.17.10: The embed details at structural line A are at DSA under review. DT said from the time that he sends the FCD (field change directive) to DSA via fax, it takes about a month to get an approval comment. 12.1.10: DSA sent their comments and the detail is being resubmitted today. 12.8.10: Item was held up by 11X17 formatting issue, but is approved at DSA. Gilbane is in the process of making repairs. 12.15.10: repair of the embed anchors is underway. 1.5.11: TE said the embeds were fixed on December 23 rd , 2010.	G, GEBT		
2.07	DEFERRED SUBMITTALS TO DSA: Elevators/ FCD#-001: submitted after 10.13.10- 12.1.10: comments from DSA have gone to elevator sub, and GEBT . 12.8.10: Comments came back from DSA and sub is responding. 12.15.10: The submittal is going back to DSA today or tomorrow. 1.5.11: JE said the elevator shops may still be pending. Fire Protection: 12.1.10: Submittal went to the fire marshal on 11.15.10. 12.8.10: Response to comments are ready going back to fire marshal from Gilbane. 12.15.10: A new meeting with the fire marshal is scheduled in the next few days. 1.5.11: Simplex Grinnell was trying to schedule a meeting with fire marshal yesterday -- status unknown. Lobby Stair : 12.1.10 under review by GEBT prior to submittal. 12.8.10: the lobby stair is going to DSA for review from Gilbane this week. 12.15.10: The lobby stair is going back to DSA for review today or tomorrow. 1.5.11: It is under 2 nd review by DSA. Glass : 12.1.10: is being changed based on DSA comments and will be submitted as deferred pending those changes. 1.5.11: Glass has not gone back to DSA yet.	G		
2.09	FCD2-003: 32'/37' NETTING POST FOOTING AND WELD DETAILS TO DSA: 11.17.10: SJ said that Gilbane was supposed to get the structural detail today, and DT will be issuing a FCD by fax. They expect to get a response from DSA in about a month. 12.1.10: Will be submitted to DSA today as 32' at the north side and everywhere, with the exception of the front of the field house, that are submitted as 37' high posts. 12.8.10: Item was held up by 11X17 formatting issue, but is approved at DSA. Resolution of post height will be determined by on site data collection by Verde next week when	TT		

	<p>the College plays the field for a few hours.</p> <p>12.15.10: The District will make a final decision on the Gilbane/Verde/GEBT recommendation this week.</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>			
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>	IF		
2.11	<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>	IF		

3. INCREMENTS 1-2-3 DESIGN ISSUES

ITEM #	ISSUE	RESP	DUE DATE	STATUS
3.15	<p>TREE COMMITTEE:</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>	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>	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</p>	DT		open

	horizontal over mirrors instead of vertical along sides of mirrors 12.15.10: pending until Rosendin submittal is reviewed by GEBT.			
3.42	MATERIALS BOARD: 10.13.10: pending until final color selections. 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. 12.15.10: On hold until provided.	DT		
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.	SJ, IF, 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: 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. 1.5.11: not provided	IF		On-Going
4.15	INCREMENT 1 & 2 SUBSTANTIAL COMPLETION: 8.11.10: TE and SK noted that re-inspection for this punch list will be at final completion of Increment 2. 9.1.10: Increment 2: If said that on November 22 nd , only Musco will not be installed and everything else will be substantially complete, therefore the team can start substantial completion. 10.27.10: As a point of clarification, SK brought up the substantial completion for Increments 1 & 2. Both Increments will be substantially complete on Dec 6, 2010. Increment 1 will be missing landscaping, final coating and striping at the parking lot, and Increment 2 may be missing Musco lighting, and pv panels. SK said that once the punch list is provided to Gilbane, Gilbane should get the list punched out by mid January and call for a final inspection, so that if something still needs to be done, Gilbane can get it done by January 24 th when Increments 1 & 2 are turned over to the District. All agreed that this was the intent. 12.1.10: IF said Gilbane will not be ready on Monday the 6 th , and he will let us know when the punch walk will be. 12.1.10: Coach Z stated that they will have actual games scheduled starting in February	G		Open until subst. completion

	(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 17 th . SJ said he didn't have that information yet.			

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. CONSTRUCTION PHASE - SUBMITTALS DUE FROM GILBANE TO DISTRICT/ & FROM 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 11.17.10: SK reiterated to TH that only 2 copies of final ae approved submittals will be delivered to Cordoba from Gilbane; more are not required, and 1 copy will not be accepted. SK requested that both copies of all submittals be provided at one time. 12.1.10: SJ directed IF to provide the 2 copies of all Increment 1 reviewed record copies of submittals to Cordoba. Increment 2 is still forthcoming by the end of December. 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.	G		
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	IF SJ		open

	<p>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.</p> <p>10.13.10: SK requests that Gilbane provide their weekly submittal tracking log for Increment 3 each week.</p> <p>10.20.10: 10.27.10: not provided</p> <p>11.3.10: Scott will follow up on providing this.</p> <p>1.5.11: SK requested the addition of the column showing the date that the sub first submitted.</p>			
6.04	<p>INCREMENT 3 - WEEKLY SUBMITTAL LOG REVIEW:</p> <p>10.13.10: SK requests that Gilbane provide their weekly submittal tracking log for Increment 3 each week.</p> <p>11.3.10: SJ will follow up on providing this.</p> <p>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.</p> <p>12.1.10: the Increment 3 register and log was provided.</p> <p>12.8.10: The increment 3 register was provided</p> <p>Note: SK requests that the column indicating the date that it went from Gilbane to the ae be shown</p> <p>12.15.10: still pending.</p> <p>1.5.10: not provided</p>			
6.06	<p>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.</p> <p>1.5.11: the mock up of the graffiti coating is still forthcoming. The approval is required prior to the execution of graffiti coating (a punch list item) on the dugouts, booth.</p>	G		
6.07	<p>APPROVALS GIVEN FROM JB/ COLLEGE:</p> <p>10.13.10: JB to stop by trailer and provide the following information today:</p> <ul style="list-style-type: none"> • color selection of dugout benches. <p>10.27.10 JB signed off on the brochure colors they wanted.</p> <ul style="list-style-type: none"> • (2) exact location of the sled mounts at the courtyard • (3) verbal agreement that the backstop pads will be forest green <p>11.10.10:</p> <ul style="list-style-type: none"> • JB was given the ISEC movable storage submittal with finish brochures, a layout plan, and elevations showing they type of compartments. He will pass it on to staff and try to deliver it back approved, with or without comments, to Cordoba by 11.17.10. <p>12.1.10: JB & Z did a site walk and approved</p> <ul style="list-style-type: none"> • the green mock up doors/ jambs, black steel columns and downspouts 	G		
6.08	<p>LOGO::</p> <p>12.1.10: Logos</p> <ul style="list-style-type: none"> • logo at lobby & eagles dugout pending from JB <p>12.8.10: Dustin, Z & JB provided logos and the lobby floor and the home team dugout logos were discussed.</p> <ul style="list-style-type: none"> • DT who requested graphic files from Dustin, not pdf. • DT will provide a mock up elevation of the dugout. • 12.15.10: still pending electronic logos from Dustin. SK will email JB to follow through. • DT asked IF to check on pricing for laser cutting ss vs laying it on edge for floor logo in order to get more detail in LC lettering as provided by Dustin. • Dugout – font per the baseball cap that DT was wearing, Laney College in green and eagle in black, white and green, or maybe gray per the base of the benches(?). Doug will do mock up on elevation sheet again. • Building Sunshade - The metal on the side of the building will just get the eagle. <p>12.15.10: electronic version still pending from JB's team.</p> <p>1.5.11: This item was given to Gilbane/ GEBT last week. Pending dugout elevation from GEBT.</p>	JB		

6.09	PENDING FROM GILBANE for JB APPROVAL: 12.1.10: <ul style="list-style-type: none"> ISEC 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. 			
6.10	SAMPLES, COLOR BROCHURES OF FINISHES FOR COLLEGE APPROVAL: 11.3.10: All parties agreed that samples and colors will be provided by Gilbane for the finishes at the dugouts, scorekeepers, backstop padding. DT , IF will work on getting everything together. 1.5.11: this item is closed for Increments 1 & 2, and open for Increment 3.			
6.11	APPROVALS PENDING FROM JB:			

7. PROJECT COST ITEMS:

(contract modifications, pay applications)

ITEM #	ISSUE	RESP	DUE DATE	STATUS
7.14	PAY APPLICATIONS: 11.17.10: SK received an electronic copy of Pay App 20 pencil copy today and will review. All Pay applications require a review of the Gilbane as built by Cordoba. 12.1.10: SK gave approved pay app 20 for processing at this meeting. Gilbane said pay app 19 has not been paid yet. TT will inform Gilbane today as to the status of 19. SK said that due to the closure of the District, the pencil copy for pay app 21 should be reviewed early, around the 10 th . with a projection to the 15 th . The intent is to get it to the District the by the 15 th 16 th or 17 th so that TT can get it to accounting by the time that the District closes. 12.8.10: SJ and IF asked TT to look into payment of pay application 19. TT will look into yesterday's or Thursday's check runs and get back to Gilbane. 12.15.10: app 19 was paid on Monday, Gilbane asking about 20 – will it be paid 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. 1.5.11: Cordoba gave pay app 21 to the District yesterday.	G TT		
7.15	PG&E REIMBURSABLES: 9.8.10: TT will follow up with IF regarding the information he needs from IF to give to finance. 9.15.10: TT sent the email to IF. 9.22.10: 10.27.10: 11.3.10: The ball is in IF's court.	IF		
7.33	MISC REIMBURSIBLES: 6.23.10: IF asked TT how they should apply for reimbursibles [for the bid printing]. TT stated that the consultant invoice form could be used – there are no other forms. TT also stated that the only other reimbursibles, the printing reimbursibles, may be folded into the lump sum, and he would have to get input from Eric Firstman on this first, so Gilbane should hold off until then. 7.14.10: still pending resolution – TT will discuss internally. The District would like to negotiate a lesser quantity of submittal copies in lieu of paying a portion of the reimbursable printing expenses for the bids. 8.4.10 10.27.10: 11.3.10: The District will pay for the reimbursibles as invoiced by Gilbane.	TT		
7.40	RFI #55: DISTRICT REQUEST FROM SERGIO ANGEL FOR FINAL IRRIGATION CONNECTION @ESTUARY 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. 9.22.10: 9.29.10: 10.6.10: Item is resolved and Gilbane is pricing. 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	SK		

	<p>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>			
7.41	<p>DISTRICT FF&E COORDINATION:</p> <p>4.28.10: Ice machine for [home] dugout will be owner furnished & contractor installed. SK asked if it was VE'd out.</p> <p>6.9.10: Gilbane asked TT if the District will procure and deliver in time for OC Jones to install?</p> <p>9.8.10: SK will verify which manufacturer and model number from the ff&e matrix, and review with JB.</p> <p>9.15.10: 9.22.10: Gilbane will provide SK the manufacturer and model number of the (in contract) ice machines for Critchfield, and gave out the information in the original ff&e matrix, stating the end user's preference: Scotsman' (2) NSE 654 (1) s.s. bin model # BH5505-C with bin top B530p with kit</p> <p>9.29.10: 10.6.10: Gilbane is pricing both models.</p> <p>10.27.10: 11.3.10: JB has purchased all 3 of the ice machines and has requested 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>	IF		
7.42	<p>POWER FOR PCCD SIGN:</p> <p>9.8.10: TE will look into running some 2" pvc from the pull box to the sign location, a few feet away. TT will ask Jeff if it needs separate switching or if it can go on the same timer (ems) as the parking lot lights.</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. (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: 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: still pending CCA & price for locker rooms.</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> <p>1.5.11:</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>			

8. RFI'S FROM GILBANE TO DISTRICT

ITEM #	ISSUE	RESP	DUE DATE	STATUS
8.09	<p>CxA RFI from District to Gilbane:</p> <p>9.15.10: 9.22.10: 9.29.10: 10.6.10: Gilbane is working on the rfi related to (1) design criteria (2)vvt and (3) mechanical sequence of operations.</p> <p>10.13.10: 10.27.10: The commissioning is shown on the critical path; SK found the design</p>	IF		

	criteria in the specs and requests answers from Gilbane on (2) & (3). 11.17.10: SK received a response from IF.			
8.10	1.5.10: Gilbane sent an rfi about a flag size. (the maximum allowable is 5X8). SK asked if the foundation for the flag had been poured because the current location for a 3' flag is too small. It was determined that the foundation was not poured. SJ directed Verde to provide a sketch showing a relocation of the flag pole to the east side of the scoreboard in lieu of the west side.			

9. MISC OLD BUSINESS & CCD'S

ITEM #	ISSUE	RESP	DUE DATE	STATUS
9.01	<p>CCD #1 – 120/208 SPARE CAPACITY AT FIELD HOUSE:</p> <p>10.6.10: Gilbane was directed by Cordoba and the District to provide 120/208 spare capacity (20-30%) at the field house, either by providing a small extra panel, or increasing the size of the (2) existing panels. A ccd will follow.</p> <p>10.13.10: SK issued a formal CCD #1 to Gilbane, signed by Mark Sennette. Gilbane intends to price it out and contest it.</p> <p>10.27.10: CCD #1 Revised was issued with the District's signature. Gilbane has priced out an additional panel.</p> <p>11.3.10: Gilbane is proceeding with the work.</p> <p>1.5.11: This item is closed.</p>	IF, G		
9.02	<p>CCD #2 – 40' PROTECTIVE NETTING POLES:</p> <p>10.20.10: Cordoba stated the case for changing out the installed 21' netting posts for the contractual 40' netting posts. CO #1, CO #2 and the contract documents were discussed. Gilbane acknowledged that the contract documents cite 40' netting posts and will respond to Cordoba's/ District's request to change out the installed poles by the end of the week. SK/ Cordoba will issue a ccd for the change out.</p> <p>10.27.10: CCD #2 was issued with the District's signature. Gilbane is looking into augmenting the existing as built posts and the footing condition. The District/ College/ Cordoba is waiting for a comprehensive fix with schedule options for JB.</p> <p>11.3.10: Gilbane presented a letter dated 12.18.09, referencing page 2 of a bid comparison form that indicates 21' posts. Cordoba will review and TT will discuss with senior staff & legal to determine any potential cost risk associated with ccd #2, Gilbane will provide multiple options inclusive of costs.</p> <p>11.10.10: This meeting focused completely on this issue. SK stated the following:</p> <ul style="list-style-type: none"> • DESIGN PHASE: 10 design meetings took place between 9/16 and 11/18 prior to the bid that took place for increments 1 & 2 from Nov 15 through Dec 15 2009. Both Cordoba and Gilbane took notes and minutes respectively. None of the 20 documents show any discussion of the 21' posts for protective netting. • DESIGN PHASE: ON SEPT 30, 2009, Gilbane made a fields presentation to the District and John Beam, showing forty five foot netting posts, and JB signed off on that document. • BID PHASE: During the bids, between Nov 15 and Dec 15, 2009, the following is factual: <ul style="list-style-type: none"> ○ The Gilbane bid scope does not call for 21' protective netting posts. SJ said that he might be less certain about his position after he discussed this point with Gilbane's purchasing department. ○ The bid specs call for forty foot protective netting posts – therefore bidding defaults to plans and specs. ○ Gilbane did not issue an rfi to the District during or after the bid asking for permission to provide 21' protective netting posts in lieu of what is shown in the contract documents or sign off. ○ Gilbane did not get permission in writing to bid 21' posts before, during or 	IF, TT, SK		

	<p>after the bid, including from Mark Sennette who signed a document on December 18, 2009, that included a gilbane back up sheet that says, as TT pointed out, '21' netting posts', that is non specific as to which of the [3] types it is for.</p> <p>SK asked what SJ thought the negotiation value of the signed letter is, and SJ said 50% of the cost to fix the posts. SK said that Eric Firstman would likely consider CO #1 to be the superseding document to the letter.</p> <p>TT asked Verde to recommend a height for the posts on the north side and JS said 32'. DT said that he thought that the building should be protected with the 37' high posts on the east side, and said that the building is not protected with the 21' posts as they are.</p> <p>Gilbane presented a cost sheet for different scenarios for the posts. IF stated that if there is no change out to the footings, then it will take 5 weeks to procure and install the new post footing collars.</p> <p>11.17.10: CBG stated that the liability is on the db team to provide safety (of the building and the football field), and the 21' posts do not provide safety. CBG wants TT to recommend to JB by Friday that the posts on the north side visitors dugout be changed to 37' posts, the east side posts in front of the building be changed to 37' posts, and the balance of the east posts be changed out to 32', with the understanding that DSA must approve the 37' footing design proposed by West Coast as a collar and sleeving fix. Once JB agrees, CBG will go to Sadiq by Modnay and Cordoba will revise CCD #2 accordingly. CBG also stated that Gilbane has the right to file a claim at the end of the project if they believe they are entitled to a % of the cost.</p> <p>12.1.10: TT asked for a safety narrative from Verde, along with a summary table from Verde. He would like the summary table to show the probability of left field balls going over the 32' posts. He said that with that information, the 32' posts would be considered by the college if the District gets analysis that supports the 32' is clear. Once he gets that information, he will take it to Dr. Ikhara, then over to the College, then if the College has an issue with it, they will take it up directly with Dr. Ikhara. Gilbane said they should be getting the information from Verde today. Once TT gets back to SK with a final decision, SK will revise the CCD accordingly.</p> <p>12.8.10: Devon from Verde attended meeting to state case for providing 32' high posts at North side, and provided narrative analysis requested by TT. SJ reminded TT that the 32' option was given with financial considerations in mind and was a cost driven height. Post details are approved at DSA. Resolution of post height will be determined by on site data collection by Verde next week when the College plays the field to test playability for 2-3 hours. Verde will document % of foul balls batted from the baseball field into the football turf or track area over 30'.</p> <p>12.15.10: Site observation of college's practice session will take place tomorrow at 1pm.</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>			
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>10.27.20: Gilbane requested the keying hierarchy "face sheet" from the District for the hardware cores.</p> <p>11.3.10: TT confirmed that the business office provides the information, and will get information to Gilbane.</p>			

	<p>12.1.10: The hardware submittal was provided to TT today. TT said that the District will communicate directly with the hardware manufacturers to provide keying information for the cores. The cores are sent directly to the District.</p> <p>12.8.10: The District will provide the 8 construction cores needed to secure the dugouts and announcers booth. Gilbane will provide all other construction cores for the field house until the permanent cores are shipped to & received by the District at substantial completion.</p> <p>12.15.10: TT will get Rich at District to install the 8 cores.</p> <p>1.5.11: pending change out by the District this week. Gilbane will provide a location plan tomorrow indicating all the gate locations for Cordoba/ District/ College review, and determine the essential gate locks that can be turned over to the College. TT wants to resolve scope related to possession</p>			

10. MISC NEW BUSINESS

ITEM #	ISSUE	RESP	DUE DATE	STATUS
10.01	<p>POST MEETING SITE WALK ISSUES/ VERDE:</p> <p>12.1.10: the following items were discussed and followed up with emails in the post meeting site walk attended by John Beam, Coach Z, SK, TT, TE:</p> <ul style="list-style-type: none"> JB & Z: Increment 2 design issues: (1) 16' wide fencing opening that is too narrow for the 18' wide portable batting cage, (2) safety issue at the east side typical grade beams at the fencing location and the related scope of the padding at those locations and (3) approximate 6' wide narrow soft toss area within the batting cage fenced area. A walk through with Verde has been requested so JS can respond to these questions. <p>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.</p> 			
10.02	<p>TEMP LIGHTING AT THE PV'S:</p> <p>1.5.11: The lighting at the pv parking structures will be hooked up to the switchgear/ transformer to provide lighting.</p>			

11. CLOSEOUT ITEMS:

ITEM #	ISSUE	RESP	DUE DATE	STATUS
11.01	<p>LEED DOCUMENTATION TO OWNER:</p> <p>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:</p> <p>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.</p> <p>8.11.10: EA will be done by the end of next week.</p> <p>8.18.10: 9.1.10: Increment 1 approved submittals still pending from EA to Cordoba. IF</p>	EA, IF, TH		Pending until provided

	will follow up with EA. 12.8.10: SK was given submittals and will review.			
11.04	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	IF, TE		
11.05	1.5.11: SK said that she will set up a closeout meeting to track the status of Inc 1 & 2 closeout checklist items.			

12. HANDOUTS

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

13. NEXT MEETING DATES:

o/a/c/cm	January 12 th , 2011			
VACATIONS	IF – 12.24 thru 1.7 – returning on the 8th SJ – after the meeting on Jan 5 will be on vacation.			

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

JAN 2011

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FEB 2011

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