

Minutes of Meeting:
Overview & Summary
Project: Laney College Athletic Fields and Field House Project # 2338

Date: December 7, 2010 - January 4, 2011

By: Sherry Katz, Sr. PM
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SCHEDULE MATRIX:

 • **CONTRACT TIME & SCHEDULE SUMMARY:**
PROJECT SUMMARY CHART FOR INCREMENTS 1, 2, & 3:

Increment #	Original Contract start date	Original Contractual substantial completion date	CO #1 durations <small>*(approved by the Board on 5.25.10)</small>	Gilbane target substantial completion date per 1.28.10 revised construction baseline schedule <small>*(approved by the Board on 5.25.10)</small>	Actual DSA submit date	Actual DSA approval date	Actual bid due date	Actual (1) N.T.P./mobilization	Substantial Completion Date, per contract
Increment 1	4.24.09	9.22.09	70 calendar days	Target= 4.15.10	10.13.09	3.24.10 (30 weeks)	12.14.09/ 12.18.09 (note that the District approved pre-DSA early start)	(+) 12.18.09 1.11.10	3.24.10 calendar June 3, 2011 (-121 days)
Increment 2	4.24.09	9.22.09	168 calendar days	Target= 9.22.10	11.25.09 (logged in by DSA to start bid time on 1.14.10)	8.4.10 (35 weeks)	12.14.09	8.4.10	8.4.10 + calendar = January 2011 - Gilbane is trying to get it done by December
Increment 3	4.24.09	7.10.10	290 days 325 calendar days per CO #2 approved by the PCCD Board on July 20, 2010	Target= 4.28.11 May 31, 2011 per CO #2 approved by the PCCD Board on 7.20.10	2.9.10	9.15.10 (24 weeks)	5.20.10	9.15.10	9.15.10 - calendar = July 1, 2011 - Gilbane trying to get it done by 31, 2011 their updated schedule 8.23.10

1. CRITICAL PATH PROJECT PROGRESS:

- **INCREMENT 3**

CRITICAL PATH DEADLINES/ GILBANE DELAYS:

See "Section 2 - Project Schedules", Cordoba Critical Path Tracking Log for full activity report.

The Gilbane schedule dated 12.23.10 now cites a substantial completion date of June 28th, 2011, in lieu of the contractual May 31· 2011 deadline. Gilbane's narrative about the schedule does not inform the owner of this delay. ***Almost all activities are now critical in Increment 3, except installation of elevator guardrails, storefront glass wall at lobby, skylights and hvac equipment.***

With Gilbane now showing the schedule is 28 days late, Cordoba is technically analyzing the October, November, December schedules for delays caused by Gilbane. Cordoba will determine the following:

- what activities have been inserted into the Increment 3 schedule since September that are specifically related to DSA approvals needed for "field change directives or fcd's" that are due to construction errors or modifications, and no fault of the owner.
- inaccuracies in actual dates
- duration changes by Gilbane which may or may not reflect efficiencies in the schedule
- activities stated as delays due to unforeseen conditions that Gilbane should be held accountable for due to reasons such as running into their own installed utilities, as reported by ISI.

While Gilbane is not forthcoming with any information, ISI and the IOR are keeping Cordoba informed enough to document information in the critical path tracking log, attached.

A critical document that would create transparency related to delays is the FCD log that is kept by Gilbane and GEPT. Cordoba has requested the log and, not surprisingly, Gilbane has not been forthcoming with it. The Owner should request it now that a one month delay is evident, and provide a copy to Cordoba for a complete analysis.

A non technical cursory review of the 12.22.10 schedule indicated the following inaccuracies or observations affecting the schedule:

- As last reported, the east slab on grade [from structural grid line C to A], inclusive of the lobby slab, was scheduled to be poured by November 19th, but could not be poured until Gilbane repairs the steel embeds along gridline A, and repairs the rebar at the slab location at the base of the stair. This task was complete by December 31st, 2010. The schedule submitted by Gilbane dated 12.23.10, cites this activity, A3410, "install embeds east", that was originally targeted for an Oct 13 start through an Oct 16 finish, as "Actual" completed on October 16th. It was completed the last week in December, according to the superintendant. That activity finish date needs to be revised by Gilbane.
- Another activity, A4760, "pour slab on grade east", targeted for Nov 18 start - Nov 19 finish, is shown as "Actual" completed on November 24th. It has not been poured.
- With respect to the cmu submittal issues Gilbane is having with Turner/Spencer, Gilbane is citing that Turner is an SLBE, and this is cause for the problems. On further investigation, Cordoba discovered that the submittal causing delay was the rebar shop drawing submittal. The rebar submittal was sent by Turner to Gilbane 2 months following DSA approval, and on the exact day they were scheduled to start the work. Gilbane should have obtained the submittals from Turner for the rebar shop drawings by the end of September, which would have given Turner/Gilbane an additional 7 weeks to resolve any issues between the subcontractor and the structural engineer of record, to procure rebar. If the sub was having financing problems, Gilbane could have written a joint check to the supplier. Gilbane would have to prove that it did have extensive proactive communication with Turner long prior to DSA approval on September 15th date to insure Turner's timeliness, had a Gilbane/Turner joint check agreement for Turner's suppliers in place, was in direct communication with the shop drawing engineer, and provided diligent follow up after September 15th, in order to prove that they took all preventative standard steps in working with an SLBE, in order to claim that this is a delay.
- Gilbane claimed 6 rain days in December, within the limits of their contractual allowance.

Interior rough framing was scheduled to start November 24th. Structural steel was scheduled to start on November 30th with completion on December 8th at the ground floor, None of these activities have started yet.

INCREMENT 1 WORK DEFERRED TO INCREMENT 3:

Parking lot final seal coat
 Parking lot final striping
 Grading and landscaping of the west 5th street bio swale - will be fenced and used for staging materials.

INCREMENT 1 WORK DEFERRED TO INCREMENT 2, to be completed by January 24th:

100% pull wire at fields and parking lot
 100% pull wire at fiber optic
 100% pull wire at tel/data
 Parking lot temp striping
 Concrete wheel stops

INCREMENT 2 WORK DEFERRED TO INCREMENT 3:

Landscaping

• **INCREMENTS 1 & 2 SUBSTANTIAL COMPLETION DEC 17, 2010:**

See “Section 2 - Project Schedules”, Cordoba Critical Path Tracking Log

On December 17th, the project was substantially complete and a walk through was conducted with Gilbane, Verde, Cordoba, the District and the College, and a punch list was compiled by Cordoba and forwarded to Gilbane on the 22nd. See attached list.

This was not a typical substantial completion in that there were entire scopes of work missing, and noted in the list. For example, the pv structures and panels were not installed, all the field lighting and interior lighting at the dugouts and booth, all the electrical junction boxes and finish plates, 50% of the site flatwork at the field house side has not been done, the bur at the dugout, The main purpose of the walk through was to meet the January 3rd deadline for getting the fields, dugout and announcer’s booth punched out in time for the January 3rd take over by the College, but Gilbane did not accomplish the punch out due to heavy rains in the last 2-3 weeks of December.

The College has had use of the storage after December 17th, and has had use of the fields since for training since January 3rd, 2011. With the protective netting post issue still outstanding, Gilbane was directed to provide the backstop netting for safety, while the protective netting ccd was revised, based on the recommendation of the design consultants, on December 22nd. Gilbane estimates that the posts should be repaired and installed in 5 work weeks from that date, on or around the end of January in time for the competitive baseball season, commencing the 1st of February. Gilbane will also install the remaining batters eye posts and netting in time for playing season.

Gilbane expects to have all the parking lot pv structures and pv panels installed by the time the students return, on January 24th, 2011.

A final completion walk through date has not been set by Gilbane, but will occur the week of January 15th to give Gibane enough time to have a second pass on the missing scopes of work for Increments 1 & 2 and to go back any items not executed to satisfaction from the punch list. Cordoba will meet with Gilbane and the IOR to discuss expectations of all close out for these Increments.

INCREMENT 1 & 2 LOOK AHEAD:

mid Nov - Dec 29	start to finish pv steel structure
Dec 6: Dec 17:	*Substantial Completion of Increment 2 fields & structures.
Dec 17 - January 7th:	Gilbane punch out of fields and structures
January 3:	Turn over of the fields and dugouts to the College, including the backstop

Jan 3- 15:
Jan 17
Jan 23

netting.
punch list completion by Gilbane
*Final Completion walk through
turn over student parking lot to District

2. PREVIOUS CONSTRUCTION PHASE ISSUES - UPDATE:

None.

3. PREVIOUS MISC. ISSUES - UPDATE:

- **TABULATION of CREDITS BACK TO OWNER/ POTENTIAL COSTS TO OWNER:**

See “Section 3 - Project Costs & Issues”, Cordoba Costs, Credits, CCD Tracking Log dated 12.22.10

In order to finalize additional scope and credits to a zero sum, a review of this list must be made by the district, with decisions forthcoming, and all CCA's from Gilbane that are currently still pending must be issued.

Cordoba will accrue all CCA's under a Cordoba letter of approval, and have all paperwork signature ready by the end of January so that all costs and credits can be resolved to a zero sum.

4. NEW CONSTRUCTION ISSUES/ OCTOBER 2010:

- **CCD #2 - PROVIDE 40' HIGH PROTECTIVE NETTING POSTS AT THE BASEBALL FIELD AT THE NORTH & EAST SIDE**

CCD#2 was revised by Cordoba, signed by the District, and reissued to Gilbane on December 21st. The installation should be in place by the end of January. CCD#2 was revised in accordance with the new recommendations by Gilbane's consultants.

- **FORSEEABLE CONCRETE ENCOUNTERED WHILE DRILLING FOR THE CONCRETE POST PIERS**

While core drilling for the netting post piers, Gilbane has encountered some concrete that has delayed this activity. The District has stated that they will not pay the \$75,000 change order from OC Jones because it was reasonable for Gilbane to expect there would be concrete impediments because they encountered this condition throughout the site prior to signing Change Orders 1 & 2, and pursuant to the lump sum agreement.

This item still needs final resolution.

5. MISCELLANEOUS REPORT ITEMS:

- **Document upload to PCCD website**

Ethan Lu, Cordoba project engineer, could not upload all meeting minutes and site photos to the PCCD website due to server issues but will try again during the month of December.



See attached log in section 4.

- **Monthly p6 schedules to Taradigm for analysis & Cordoba critical path analysis:**

Cordoba forwards the updated monthly schedules to Daniel Ford for analysis and uploading to the P6 site.

Also, Cordoba is providing an ongoing audit of the targeted, baseline, critical path activities and reporting on the actual late dates, along with inserted construction issues that Gibane has encountered or must rectify. See "Section 2 - Project Schedules", Cordoba Critical Path Tracking Log.

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