



# Meeting Minutes

Detailed, Grouped by Each Meeting and by 'Old Business' and 'New Business'

**WRO Laney College**

**Project # 174790000**

**Gilbane Building Company**

Tel: Fax:

**Weekly Owner's Meeting Meeting 2**

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
9/30/2009	10:00 AM	12:00 PM	10/7/2009	10:00 AM	Florentin, Ilia	Gilbane Building Company

Purpose	Location	Next Location	General Notes
Weekly Owner's Meeting	District's Office, Oakland, CA	District's Office, Oakland, CA	

Attended By	Non-Attendees
Cordoba Corporation - Alvarez, Angel	Peralta Community College - Brero-Gow, Claudette
Gilbane Building Company - Florentin, Ilia	Gilbane Building Company - Esposito, Tony
Gould Evans Baum Thornley - Maass, Lauren	
Peralta Community College - Beam, John	
Peralta Community College - Ramirez, Ernesto	
Gilbane Building Company - Neal, Kathy	
Verde Design Inc. - Springer, Jim	
Gilbane Building Company - Lenox, Selene	
Gould Evans Baum Thornley - Thornley, Douglas	
Gilbane Building Company - Elgie, Rod	
Peralta Community College - Sennette, Mark	

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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**Old Business**

**Local Outreach**

<p><b>001-001</b></p> <p>Kathy described Gilbane's outreach effort. Kathy has created a database of local SLBE contractors, the database covers every construction trade. Outreach event is scheduled for 10/16/09 at the Laney Bistro. Information The District asked if we could do this event earlier in the month, Kathy and Gilbane to look into it. Kathy needs two weeks to complete the conduct the outreach effort.</p> <p>Information that will be shared with the contractors:</p> <ul style="list-style-type: none"> <li>- Introduction to the project</li> <li>- Design-Build process</li> <li>- Gilbane as the prime general contractor</li> <li>- Gilbane's bidding process</li> <li>- Bid packages</li> </ul> <p>Outreach will be done via telephone calls and emails because it is faster and more effective. John Beam asked that we make sure there are local locker and cabinet makers in the list.</p> <p>MEP DB overall SLBE participation is at 22%.</p> <p>09/30/2009 UPDATE: Outreach event is scheduled for 10/12/2009 at 10:00AM at the Board Room. Per discussion</p>	<p>Florentin, Ilia (Gilbane); Neal, Kathy (Gilbane)</p>	<p>In Progress</p>	<p><b>10/12/2009</b> (Original: 10/16/2009)</p>	<p>No</p>
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**Old Business**

with Dr. Ikharo SLBE participation to be raised to 30%.

**Project Budget Revision**

<b>001-002</b>	Gilbane raised the budget revision issue at the meeting as this affects the project schedule. Angel mentioned that the District received the estimate from the 3rd party on 09/22/09. The District would meet on 09/24/09 to review the estimate and compare it with Gilbane's. Following the review of the 3rd party estimate, the District will provide directions to Gilbane. John and Claudette asked that the District moves faster in providing directions to Gilbane.	Alvarez, Angel (Cordoba); Ramirez, Ernesto (Peralta); Brero-Gow, Claudette (Peralta)	In Progress	9/30/2009 (Original: 9/30/2009)		No
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Gilbane to assign to Syska/Hennessy the design of the site electrical for increment #1.

09/30/2009 UPDATE: Syska/Hennessy is proceeding with the site electrical for increment #1.

Estimate reconciliation meeting was scheduled for Monday 10/05/2009. LATE NOTE: O'Connor's estimate is lower than Gilbane's. The District asked Gilbane to receive additional quotes on the following items:

- a. Baseball field
  - i. Rough grading
  - ii. Perforated sub-drain
- b. Field house
  - i. 8" CMU wall
  - ii. Perforated metal panel
  - iii. Wood framing
  - iv. Concrete pavers on the roof
- c. Site work
  - i. Electrical main
  - ii. City utility tap fee
  - iii. Concrete benches: Also provide more detail on locations and quantities
  - iv. Planters: Also provide more detail on locations and quantities

The District asked Gilbane to provide all the received bids/proposals for the MEP packages, as well as the subs' quotes on the sole source products. Gilbane to provide by 10/07/2009.

**95% CDs, Increment #1**

<b>001-003</b>	95% CDs for increment #1 were issued on 09/22/09 per schedule. Gilbane is in the process of reviewing the documents and providing comments to Verde. Gilbane's review is due by 09/30/09.	Alvarez, Angel (Cordoba); Florentin, Ilia (Gilbane); Ramirez, Ernesto (Peralta)	In Progress	10/9/2009 (Original: 9/30/2009)		No
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Gilbane will provide a list of comments back to Verde and a set of drawings to the District for your review on 09/30/09 per the schedule.

09/30/2009 UPDATE: Gilbane's 95% CD increment #1 comments were emailed to the District on 10/1/2009. Drawings were delivered to the District on Friday 10/02/2009. District to provide comments by Friday 10/09/2009.

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<b>Old Business</b>						
<b>Alternates Pricing</b>						
001-004	<p>Gilbane to present the fields portion of the project the District on 09/30/2009. Revised spreadsheet with the alternate pricing will be sent to Ernesto the week of 09/28/2009.</p> <p>UPDATE 09/30/2009: Gilbane, Verde and GEBT presented the fields portion of the project to the District. Conclusions:</p> <p>1) Soft toss to be installed on the southeast side of the batting cage with a fence around it.</p> <p>2) Batting cage to be covered and lit. Verde to provide a cover solution.</p> <p>3) Per John's directions alternate scorekeeper's booth to be included in the base design.</p> <p>4) Per John's directions alternate bleachers to be included in the base design.</p> <p>5) Per John's directions alternate lighting for the baseball field (Musco 50/30) to be included in the base design.</p> <p>6) Gilbane/Verde/District to look into increasing the height of the security fence from 8ft to 10ft.</p> <p>7) GEBT to provide 5 electrical outlets (2 at bullpens, 2 at dugouts, 1 behind the home base). Verde to investigate the possibility of an outlet at the pitcher's mound.</p> <p>8) Coach will send Ernesto what the signage at the batting cage should say.</p> <p>9) Verde to investigate the possibility of an advertising band on the scoreboard.</p> <p>John signed off the dugout design. Gilbane to provide revised layouts per John's directions for sign-off.</p> <p>LATE NOTE: Gilbane provided revised layouts to the District with John's directions on Friday 10/02/2009.</p>	<p>Florentin, Iliia (Gilbane); Maass, Lauren (Gould); Springer, Jim (Verde); Ramirez, Ernesto (Peralta)</p>	In Progress	<p><b>10/2/2009</b> (Original: 9/30/2009)</p>		No
<b>District's review of Verde's 65% CD set</b>						
001-005	<p>Gilbane sent back checked comments (Gilbane's and the District's) to the District on Thursday 09/17/09. District's review of Verde's 65% CD set is pending.</p> <p>UPDATE 09/30/2009: District to provide 65% comments with the 95% ones.</p>	<p>Alvarez, Angel (Cordoba); Ramirez, Ernesto (Peralta)</p>	In Progress	<p><b>10/9/2009</b> (Original: 9/28/2009)</p>		Yes
<b>MEP DB Awards</b>						
001-006	<p>Claudette noted that the MEP contracts won't be awarded until the budget issue has been resolved. Gilbane explained that not awarding the MEP packages is affecting the schedule because GEBT needs MEP information in order to issue the 65% CD set for the Field House.</p> <p>Gilbane responded to Angel's emailed questions with regards to the MEP awards by a document distributed in the meeting.</p>	<p>Alvarez, Angel (Cordoba); Brero-Gow, Claudette (Peralta); Ramirez, Ernesto (Peralta)</p>	In Progress	<p><b>9/30/2009</b> (Original: 9/30/2009)</p>	9/30/2009	Yes



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**Old Business**

UPDATE 09/30/2009: Gilbane provided a CD with all the MEP packages documentation to Angel.

**Approval of 100% DD documents**

001-007	Gilbane has requested that the District provide a formal approval of the 100% DD documents. Ernesto to look into the process.	Ramirez, Ernesto (Peralta)	In Progress	9/30/2009 (Original: 9/30/2009)		No
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**Sanitary Sewer Dye Test**

001-009	Tony, Ernesto and Ilia visually inspected the site, including opening manholes, with a plumbing contractor. Sanitary sewer line appears to be abandoned. Storm drain on the north side of the building will have to be relocated. As such, there is no need for a dye test.	Florentin, Ilia (Gilbane)	In Progress	10/1/2009 (Original: 10/1/2009)		No
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The District asked from Gilbane to provide a letter stating the above noted results.

**Geotechnical Report**

001-010	Geotechnical Report needs to be submitted to CGS. Angel noted that the geotech report has been checked against the CGS guidelines. Ernesto will be requesting a check for the CGS review of the geotech report.	Alvarez, Angel (Cordoba); Florentin, Ilia (Gilbane); Thornley, Douglas (Gould); Springer, Jim (Verde); Ramirez, Ernesto (Peralta)	In Progress	10/7/2009 (Original: 10/7/2009)		No
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**DRFIs**

001-011	Ernesto noted that the District will install PVs on the parking lot only and there will be no need for infrastructure on the building roof or patio. Ernesto will be getting information on the footings for the PVS in the parking lot.	Alvarez, Angel (Cordoba); Florentin, Ilia (Gilbane); Ramirez, Ernesto (Peralta)	In Progress			No
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Angel requested that Gilbane submits the DRFIs electronically in a more timely manner instead of waiting until the weekly design meetings.

Tony noted that the RFI with respect to the point of connection of the coaxial cable is critical, Ernesto to provide an answer.

**Color boards**

001-012	Lauren presented the materials and colors that will be used at the Field House.	Maass, Lauren (Gould)	In Progress	10/30/2009 (Original: 10/30/2009)		No
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GEBT to provide color boards for the District, the College and Gilbane.

Cc:	Company Name	Contact Name	Copies	Notes
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