



Georgia College and State University
 Black Box Theatre and Bookstore
 OAC Meeting No. 6 – Agenda /Meeting Minutes
 March 11, 2009

Project Team:

Company	Representative	Attendants	Copied
GCSU	Mark Bowen	X	X
GCSU	Kyle Cullars		X
Hal Gibson Companies	Jack Whitworth	X	X
Dunwody-Beeland	Robbie Beeland	X	X
Garbutt-Christman	Charlie Garbutt	X	X
Garbutt-Christman	Jeff Arlington		X
Garbutt-Christman	Matt Brownell	X	X
Garbutt-Christman	Tracy Lively	X	X

Meeting Minutes/Agenda:

I. PAYMENT APPLICATIONS

A. Reviewed PA #6

1. Review Pay App #6 and final precon invoice. *Pay app was approved, Jack asked for an explanation on retainage discrepancy, Matt will follow up. Also visited steel lay down location and took pictures after the meeting.*
- Lien waiver did not match current amount due on PA#6, Matt will resubmit

II. CHANGE / BUDGET ISSUES

A. Distribute change issue log

1. Jack asked that OCO's for the above CI's be submitted ASAP. Matt said he would have them at the 2/18/09 meeting. *Copies were sent overnight to Jack on 2/23/09. Jack stated that he received the change order copies and would bring signed copies to the next meeting. 3/11/09 Jack will bring signed copies to next meeting.*
2. Jack also noted that the Board of Regents will have to sign change orders from this point forward.

B. Pending / potential changes –

1. CI #7 – Fire Marshal Review: Robbie is working on a PBA to price changes requested by the Fire Marshal. Based on preliminary drawings the budget on this item is being increased to \$20,000. 3/11/09: **Robbie will proceed with PBA based on state review**
2. CI # 6 – Theatre equipment wiring: *Pending approval.* **-Matt will make sure Macon Power is ready for any rough in required for theatre equipment.**
3. CI # 11 – Electrical/IT design changes: *Pending approval.*
4. Jack is reviewing change issues 6 & 11; Robbie is also having the Elec engineer review CI 11. If there are no questions these CI's can be executed at the next meeting. - 3/11/09: **EDC reviewed change issue detail and approved.**
5. CI #12 – Freight Elevator: This will be issued as PBA #2 w/ pricing due 2/10/09. *Need to set deadline for final decision before it impacts construction schedule. 2/25/09: It was decided that*



Matt and Robbie will research material lift only options to be discussed at 3/11/09 meeting. - Robbie is going to work on preliminary layout for material lift.

6. Discussed change issue #9 (OCO #4): *It was decided in the field to handle this issue differently than originally intended and this approach resulted in no extra cost. It will also still allow for the addition of the freight elevator. As discussed at the meeting the cost included in the CI will be credited appropriately once a final decision is made on the elevator. 3/11/09: **Matt will issue a credit change issue for this at the next OAC meeting.***
7. Other pending issues are listed in the CI log.

III. CONSTRUCTION PROGRESS

- A. Week of 3/2/09 – Last Weeks Activities Overview
 1. Completing theatre foundations
 2. Basement slab prep
- B. Week of 3/9/09 – Current Activities Overview
 1. Begin Structural Steel –
 2. ext demolition
- C. Week of 3/16/09 – Next Weeks Activities Overview
 1. Continue steel work
 2. Complete retail steel framing
 3. Retail Floor framing

IV. SITE LOGISTICS

- A. Temporary electric and water connections
 1. Need to confirm schedule with Georgia Power. They were supposed to remove poles and wire last week.
- B. Construction site access/deliveries
 - 1.

V. RFI STATUS

- A. Distribute and review RFI log
 1. Need to finalize front elevation door restoration. *We have not been able to locate additional pictures; Robbie is going to finalize RFI with out them. - Complete*

VI. SUBMITTAL STATUS

- A. Distribute submittal log for review

VII. GENERAL DISCUSSION

- A. Old Business
 1. 1/14/09: Mark asked if we had met with the local fire dept and provided them with a copy of the State Fire Marshal Review. 1/28/09: *Copies submitted to FD on 2/25/09.*
 2. 1/14/09: Jeff noted that the ticket booth still needed to be defined. 2/11/09: Robbie reviewed exterior finishes. *Mark is going to talk to Bob Wilson about pictures of front elevation, if we are unable to come up with any pictures by the next meeting, 2/25/09: Robbie will write up a scope for this work and G/C will price. 3/11/09 Robbie is completing scope write up/details for ticket booth, will update at next meeting.*
 3. 1/14/09: 1/13/09 Pyles Plumbing did a camera inspection of the existing sanitary sewer connection to be utilized for the project and discovered that a PVC repair had been done during a recent hardscape project by the city of Milledgeville. The connection to the existing line was disjointed and must be repaired. 1/28/09: *Mark met with city officials and it was determined that the sanitary line is the owners responsibility to the main. 2/25/09: Pyles is pricing this repair, Matt will submit permits to the city (Berry Jerrit) along with a sketch of work to be done to the city. We will coordinate installation of Fiber conduit with this work. Matt is confirming area of sidewalk that will be affected with Pyles and Garbutt. 3/11/09 Matt met with Sean and confirmed fiber location. Garbutt will submit cost on sidewalk and curb repair. Matt is proceeding with permits and sketch.*



4. 1/14/09: Jeff noted that flooring and colors need to be specified. The team agreed that Robbie would proceed to develop schedules for paint colors and flooring selections. Robbie will prepare presentation board for GCSU review. 1/28/09: *Robbie stated this is in process; he is also going to contact The Carpet Shop directly for input on flooring manufacturers. Samples were mailed to Robbie on 2/12/09. 2/25/09: Robbie stated that they did receive samples and the presentation board is in progress.*
5. 1/14/09: Theatre Equipment Status: 2/11/09: *Mark and Jack stated that the freight elevator is the higher priority item as long as the infrastructure to add lighting at a later date is included. Matt verified after the meeting that there is nothing for the lighting equipment included in the GMP unless it is shown on the drawings. Refer to change issue #6.*
6. 1/21/09: Discussion occurred with respect to the book store tenant. RFP's are currently on the street and responses are due 1/29. 2/25/09: *It appears that Follet will be the tenant, Mark will update us when the decision is finalized.- 3/11/09: **Follet is tenant –April 8th Follet will be on site. Follet PM is Paul Makita***
7. 1/21/09: The new ADA entrance at the west ally will require that a portion of the courthouse stucco wall be removed and that their irrigation system be modified. We will need to discuss and coordinate this with the courthouse. 1/28/09: *Team met with Ralph McMullen before the meeting and review Robbie's preliminary sketch. Ralph indicated that there should be no problem with the planned work and that he did not think any permit would be required. The city is also going to remove the landscaping in the next few weeks. Robbie is going to issue a final sketch of the entrance. Matt will distribute the sketch to Ralph for final approval and will also distribute to subs for pricing. 2/25/09: Robbie is going to start finalizing the sketch of work to be done in this area. 3/11/09 **Robbie is still working on sketch.***
8. During Marks meeting with city marshal/manager he was told that the line running to the water meter in the ally is a new line and can be re-used. There may be some savings in asphalt and plumbing after this is further evaluated.- **will evaluate during installation**
9. Robbie is going to issue a clarification for PBA #1 addressing data and fiber conduit. 3/11/09: **Robbie is following up with EDC to complete this item.**

B. New Business

1. **Matt will send copies of GMP signature page to Mark and Jack**
2. **Pre-bid walkthrough next Friday for stage front (Bides due 3/31)**

VIII. ADJOURNMENT

Next Meeting: 3/25/09 at 1:00pm