



**MUNICIPAL CENTER COMMITTEE**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**August 31, 2016; 2:30 PM**

**MINUTES**

**I. Call to Order: Mr. Labriola called the meeting to order at 2:30 pm.**

**II. FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

**III. Roll Call:**

Present: John Labriola, Chairman  
F. Daniel Prickett  
Ashley Johnson  
David DeStefano  
Blaze Keegel  
Charles Lipuma, Mayor

Absent: Bill Thomae

Also Present: Dorota Szubert, Town Treasurer  
Nicholas Katsibas, LS3P  
Jim Tucker, Thomas Construction  
Buck Buchanan, Thomas Construction Group  
Elias Deeb, Cedrus Development  
Art Titus, Cedrus Development

**IV. Approval of Minutes:**

**A.** Minutes of the Municipal Center Committee Meeting of July 27, 2016

**Mr. DeStefano made a motion to approve the minutes of the July 27, 2016 Municipal Center Committee Meeting. The motion was seconded and was unanimously passed.**

**V. New Business:**

**A.** Approval of Municipal Center Change Order

Mr. Labriola stated one of the functions of the Committee was to review and approve change orders. With the amount of the current change order exceeding the threshold which can be approved by himself and the Mayor, it requires not only approval of the Municipal Center Committee but also a recommendation to the Ways and Means Committee for approval.

Mr. Deeb reviewed the background of the change order which would approve the design of the tap into the main water line. He explained that during the course of construction it was discovered that the water main was under the road pavement rather than at the center of the shoulder as shown on the original plans. He indicated the design had been completed and the

current change order was discussed and approved by the Municipal Center Committee (MCC), along with representatives of LS3P, Thomas Construction, and Cedrus.

Members discussed the change order, and engaged in an in-depth discussion of the events that led to why the erroneous determination was made that the tap was on the shoulder, what, if any, additional due diligence should have been taken to locate the water line rather than relying on the information available and if there would have been a cost savings had the mistake been discovered prior to going out for bid.

CO-0090	Description	Cost	Status	Reason Code
1.1	Credit back permit allowance	\$ (67,000.00)	Approved	ND
1.2a	Firestop changes per Charleston County buffer requirements during PUD review	\$ 4,677.00	Approved	3I
1.2b	Milwork changes due to clarification of details in plan set (reduced from \$5,000)	\$ 500.00	Approved	1C
1.2c	Add (b) fire dampers per TOKI Building Dept. review	\$ 2,725.00	Approved	3I
1.2d	Add water line casing per St. Johns Fire District review	\$ 11,109.00	Approved	3I
1.2e	Extr. & hardware changes per TOKI Building Dept. review	\$ 2,744.00	Approved	3I
1.2f	CLP3-TOG general conditions, overhead & profit	\$ 1,620.00	Approved	N/A
1.3a	Irrigation changes per Charleston County buffer requirements during PUD review	\$ 915.00	Approved	3I
1.3b	Milwork changes due to Owner request	\$ 1,147.00	Approved	3C
1.3c	Plumbing changes per TOKI Building Dept.	\$ 1,307.00	Approved	3I
1.3d	CLP3-TOG general conditions, overhead & profit	\$ 1,307.00	Approved	N/A
<b>Total Change Order #01</b>		<b>\$ (2,042.00)</b>		
2.0	Water main tap shoring and paving at Betsy Kerrison	\$ 35,101.00	Pending	JA
		<b>Total Pending \$ 35,101.00</b>		
		<b>Total Approved \$ (2,042.00)</b>		

Mr. Tucker reviewed in detail the challenges in the process of shoring, milling, and paving required to make the connection, traffic control, and the additional requirements of the County once the connection is completed.

**Mr. DeStefano made a motion to approve the change order in the amount of 35,101.00. The motion was seconded by and was unanimously passed.**

## VI. Progress Reports:

- A. TOKI Building inspector
- B. Cedrus

Mr. Labriola asked for an update on the issues with hydraulic calculations and hydrant water pressure discussed at the last meeting.

Mr. Titus stated a third test of hydrant water pressure in the existing lines. The results went to the installation contractor doing the calculations while simultaneously being reviewed by the State Fire Marshal. He discussed the differences between the original and the final calculations and indicated that the final calculations were submitted to the State awaiting approvals.

Mr. Deeb discussed the current month's report stating a considerable amount of work had been done on the main systems; storm sewer, sanitary sewer, and water systems are substantially complete. Work on the main building foundation is progressing including substantial completion of grade beam and stem-wall in the perimeter of the main building. He stated much of the sub-slab electrical and plumbing was complete.

CEDRUS		CONSTRUCTION PROGRESS REPORT		4
Project Title	Town of Kiawah Island Municipal Complex			
Project Address	Betsy Kerrison Pkwy			
Prepared by	Elias Deeb	Period Ending	08/26/16	
Client	Town of Kiawah Island	Architect Project #	1701-151610	
<b>1. Estimate of Percent Completion to Date of Construction</b>				
Total construction is approximately 20% complete and progressing as expected				
<b>2. Work Completed or in Progress this Period</b>				
Main storm, sanitary sewer and water systems are substantially complete. Main building foundation work has commenced including substantial completion of perimeter grade beam and partial completion of stem-wall. Sub-slab MEP is in-process and nearing completion. Maintenance building sub-slab MEP is in-process and foundation excavations have commenced.				
<b>3. Anticipated Work by Contractor for Next Period</b>				
Complete main building and maintenance building foundations and commence vertical construction. Obtain encroachment permit for Betsy Kerrison water main tap and perform work.				

C. Thomas

Mr. Buchanan stated in the week to come:

- the main building slab is scheduled to be poured from September 7<sup>th</sup> through the 9<sup>th</sup>
- footings having been started for the garage and the slab will be poured upon completion of the main building. He indicated that by mid-September both buildings should be completed
- Framing will begin the week of the 12<sup>th</sup>
- Steel for garage is inbound and expected this week

D. LS3P

Mr. Labriola requested an update on the furniture selection. Mr. Katsibas indicated a Request for Proposals (RFP) had been distributed to selected vendors and awaiting responses on final pricing.

E. TOKI Financial

Mrs. Szubert reviewed the current construction projection recap.

Town of Kiawah Island Municipal Complex Construction - Current Projection Recap 7/31/2016				
	Current Actuals	Budget	Current Projections	Projection/ Budget Variance
Surveying	\$ -	\$ -	\$ -	\$ -
LS3P/ Geotechnical Consulting	15,589	26,200	26,200	-
LS3P/ Architecture Basic Design Fee	371,008	438,000	438,000	-
LS3P/ Interior Design FF&E and Supplemental	39,525	46,500	46,500	-
LS3P/ Additional Design-Security/CCTV/AV	20,983	24,800	24,800	-
LS3P/ Land Planning/Civil	75,391	89,100	89,100	-
LS3P/ Cost Consulting	9,700	9,700	9,700	-
Thomas Construction Contract	1,008,598	7,299,997	7,297,955	2,042
Interior Furnishings & Equipment	-	439,000	439,000	-
Cedrus/ Project Management	16,984	230,000	118,900	111,100
Moving and Miscellaneous Expenses	-	250,700	250,700	-
Owners Contingency	62,192	396,003	396,003	-
<b>Total Project Cost</b>	<b>\$ 1,619,969</b>	<b>\$ 9,250,000</b>	<b>\$ 9,136,858</b>	<b>\$ 113,142</b>
Owners Contingency Budget	\$ 396,003			
Uses				
George Johnson/ Surveying	(5,420)			
LS3P/ Reimbursables	(18,217)			
LS3P, Terracon, Stantec/PD	(35,000)			
St. Johns Water /Permits	(2,000)			
SC DHEC/Permits	(1,555)			
	(62,192)			
<b>Contingency Remaining</b>	<b>\$ 333,811</b>			

**VII. Citizen Comments:**

**Wendy Kulick – 38 Marsh Edge Lane**

Mrs. Kulick suggested that as much detail as possible is given with change order as it goes through the Ways and Means Committee and Town Council for individuals that have not had the benefit of listening to the MCC discussion.

Mr. Labriola pointed out that with the approval of the Ways and Means Committee it will not have to have Town Council approval.

**VIII. Committee Member's Comments:**


**Mr. DeStefano** shared his previous experiences with change orders.

Members agreed the next meeting would be held on Wednesday, September 28, 2016 at 2:30pm.

**IX. Adjournment:**

*The meeting was adjourned at 3:15 pm.*

Submitted by,

  
\_\_\_\_\_  
Petra S. Reynolds, Town Clerk

Approved by,

  
\_\_\_\_\_  
John D. Labriola, Chairman

9-29-2016  
\_\_\_\_\_  
Date