



**MUNICIPAL CENTER COMMITTEE**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**July 27, 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  
Charles Lipuma, Mayor  
Bill Thomae  
Blaze Keegel

Absent: F. Daniel Prickett  
Ashley Johnson  
David DeStefano

Also Present: Stephanie Tillerson, Town Administrator  
Bruce Spicher, TOKI Building Services  
Nicholas Katsibas, LS3P  
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 June 29, 2016

**Mr. Labriola made a motion to approve the minutes of the June 29, 2016 Municipal Center Committee Meeting. The motion was seconded and was unanimously passed.**

**V. New Business:**

None

**VI. Progress Reports:**

**A.** TOKI Building inspector

**B.** Cedrus

Mr. Deeb reported the project is continuing to progress well. He was pleased with the amount of underground utility work that had been completed which included the main water line, sanitary sewer lines and storm drainage. The building pad preparation was completed, monitored showing minimal settlement and approved for construction. The 7-

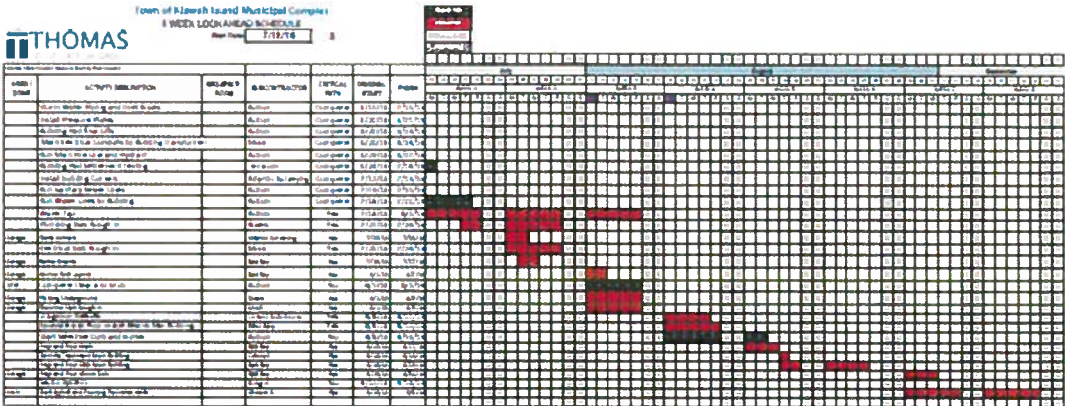
Week Look Ahead Schedule included in the package, prepared by Thomas Construction, would be reviewed in more detail by Mr. Buchanan.

<b>CEDRUS</b>		<b>CONSTRUCTION PROGRESS REPORT</b>		3
Project Title		Town of Kiawah Island Municipal Complex		
Project Address		Betsy Kerrison Pkwy		
Prepared by	Esas Deeb	Period Ending	07/26/16	
Client	Town of Kiawah Island	Architect Project #	1701-151810	
<b>1. Estimate of Percent Completion to Date of Construction</b>				
Total construction is approximately 13% complete and progressing as expected.				
<b>2. Work Completed or in Progress this Period</b>				
Storm system is substantially complete. Water system is complete short of tap at main line. Sanitary system is complete short of septic field. Building pad preparation is complete and foundation layout has started.				
<b>3. Anticipated Work by Contractor for Next Period</b>				
Complete foundation layout, place main building grade beams, install sub-slab MEP and start placing pads. Make encroachment permit application for water main 30-in at Betsy Kerrison Pkwy. Start selective concrete curbs and gutter placement.				
<b>4. Brief Weather Summary This Period</b>		<b>5. Contract Time</b>		
Approximate Rainfall	± 6.1"	Original Start Date:	02/17/16	
Periods Below Freezing	0	Original Completion Date:	09/31/17	
Generally clear and moderate. Significant rain events		Current Completion Date:	09/31/17	
Have had minimal impact on project		Days Remaining:	309	
<b>6. Summary of Laboratory and Field Testing This Period</b>				
Building pad compaction testing was performed and passed. The building pad preloam process was completed and the geotechnical engineer approved the pad for vertical construction.				
<b>6. Issues/Problems/Other Comments</b>				
Water main location along Betsy Kerrison Pkwy has been located 72' inside the asphalt section of the road. Due to the location of the main a Charleston County encroachment permit and engineered plan will be required.				
<b>7. Contract Amount</b>		<b>8. Attachments</b>		
Original Contract Sum:	\$ 7,299,997.00	June Pay Application		
Net Change By Change Orders:	\$ -	Change Order Log & Change Order #01		
Contract Sum To Date:	\$ 7,299,997.00	Short Interval Schedule		
Total Completed and Stored:	\$ 999,926.29	Construction Schedule		
Total Retainage:	\$ 34,897.42	Cedrus Field Observation Reports		
Balance To Finish (including retainage):	\$ 6,338,926.13	Special Inspection Reports		
Percent Complete:	13.64%	Construction Photos		

C. Thomas Construction

Mr. Buchanan reviewed the in-house short-term schedule pointing out actives which have been completed to date or were in progress. Discussion included:

- concerns of the removal of trees that were flagged to make sure they were correctly designated,
- submission and state approval of the underground hydraulic calculations,
- failure to submit the calculations to Building Services,
- no inspection of hydrant and underground lines and the possibility of having to uncover the lines,
- hydrant water pressure,
- current pay application



Mr. Labriola, Mr. Katsibas, and Mr. Deeb reviewed in detail the items listed in Change Order #1. Members presented questions and concerns for clarification and discussion.

CO-COP#	Description	Cost
1-1	Credit back permit allowance	\$ (40,000.00)
1-2a	Planting changes per Charleston County buffer requirements	\$ 4,677.00
1-2b	Millwork changes due to clarification of details in plan set	\$ 598.00
1-2c	Add (8) fire dampers per TOKI Building Dept. review	\$ 2,225.00
1-2d	Add water line casing per St. Johns Fire District review	\$ 11,169.00
1-2e	Door & hardware changes per TOKI Building Dept. review	\$ 2,244.00
1-2f	COP2-TCG general conditions, overhead & profit	\$ 3,620.00
1-3a	Irrigation changes per Charleston County buffer requirements	\$ 915.00
1-3b	Millwork changes due to Owner request	\$ 7,382.00
1-3d	COP3-TCG general conditions, overhead & profit	\$ 1,981.00
<b>Total Change Order #01</b>		<b>\$ (2,042.00)</b>

Members engaged in an in-depth discussion of additions made anonymously to the original plans. The unequivocal decision was made that going forward no changes would be incorporated without proper approval.

Mr. Labriola reviewed the current construction projection recap.

**Town of Kiawah Island  
Municipal Complex Construction - Current Projection Recap  
6/30/2016**

	Current Actuals	Budget	Current Projections	Projection/ Budget Variance
Surveying	\$ -	\$ -	\$ -	\$ -
LS3P/ Geotechnical Consulting	14,410	26,200	26,200	-
LS3P/ Architecture Basic Design Fee	362,921	438,000	438,000	-
LS3P/ Interior Design FF&E and Supplemental	32,550	46,500	46,500	-
LS3P/ Additional Design-Security/CCTV/AV	20,506	24,800	24,800	-
LS3P/ Land Planning/Civil	73,678	89,100	89,100	-
LS3P/ Cost Consulting	9,700	9,700	9,700	-
Thomas Construction Contract	759,015	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	61,653	396,003	396,003	-
<b>Total Project Cost</b>	<b>\$ 2,110,431</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	(17,678)
PD/LS3P, Terracon, Stantec	(35,000)
St. Johns Water /Permits	(2,000)
SC DHEC/Permits	(1,555)
	<u>(61,653)</u>

Contingency Remaining \$ 334,350

Mr. Deeb stated an encroachment permit was issued to make the water line connection St. Johns Water Company water main; however, 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 explained the approval of a Change Order was time sensitive and presented the proposal from Stantec Consulting Services to

provide an Encroachment Permit and Shoring Plan in the amount of \$7,800.00 plus reimbursable expenses.

Members discussed the proposal, re-permitting process and the County requirements as to road closure and road repair following the completion of the connection to the water main. Following the discussion, Mr. Labriola and Mayor Lipuma signed the Stantec design proposal.

**D. LS3P**

Mr. Katsibas stated there was a question on the furniture to be purchased for the Visitor's Bureau and were still awaiting the cost estimate. Mr. Labriola indicated the agreement was the CVB furniture recommendation would be compatible with the interior package. Members discussed the furniture bidding process.

**E. TOKI Financial**

Members agreed the next meeting would be held on Wednesday, August 31, 2016 at 2:30pm.

**VII. Citizen Comments:**

None

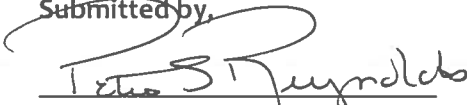
**VIII. Committee Member's Comments:**

None

**IX. Adjournment:**

*The meeting was adjourned at 3:52 pm.*

Submitted by,

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

Approved by,

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

8-31-2016

Date