



**MUNICIPAL CENTER COMMITTEE**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**December 1, 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  
Blaze Keegel  
Bill Thomae

Absent: David DeStefano  
Charles Lipuma, Mayor

Also Present: Stephanie Monroe Tillerson, Town Administrator  
Bruce Spicher, Town Building Inspector  
Buck Buchanan, Thomas Construction Group  
David Converse, Thomas Construction  
Elias Deeb, Cedrus Development  
Art Titus, Cedrus Development  
David Burt, LS3P

**IV. Approval of Minutes:**

**A.** Minutes of the Municipal Center Committee Meeting of October 26, 2016

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

**V. New Business:**


None

**VI. Progress Reports:**

**A.** TOKI Building inspector

Mr. Spicher reported the site is progressing as intended and looking good with approximately 95% of the roof and sheathing completed and inspected. He indicated he had no concerns and there was nothing in the area of violations at this time.

B. Cedrus/Thomas

		<b>CONSTRUCTION PROGRESS REPORT</b>		7
<b>Project Title</b>		Town of Kiawah Island Municipal Complex		
<b>Project Address</b>		Betsy Kerrison Pkwy		
<b>Prepared by</b>	Elias Deeb	<b>Period Ending</b>	11/29/16	
<b>Client</b>	Town of Kiawah Island	<b>Architect Project #</b>	1701-151810	
<b>1. Estimate of Percent Completion to Date of Construction</b>				
Total construction is approximately 50% complete and progressing as expected.				
<b>2. Work Completed or in Progress this Period</b>				
Structural steel and cold formed steel framing are substantially complete. Roof decking and wall sheathing are substantially complete. In wall PME rough-ins started. Rough grading of site around both buildings is progressing.				
<b>3. Anticipated Work by Contractor for Next Period</b>				
Complete framing and roofing. Continue PME rough-ins. Apply CMU waterproofing and fluid applied membrane. Cut-in roads/parking lots and install curb/gutter.				

Mr. Deeb reported there had been a great deal of progress made with structural steel framing that makes it look like a building. With the project at approximately 50% complete, rough-ins are progressing and rough grading of the site around the buildings has begun. Mr. Buchanan gave an update on the work progress in area of the site grading, cutting in of parking lots and installation of curbing. Discussion included removal of trees, landscaping, care of the grand tree, and furniture installation. Members engaged in an in-depth discussion of the ongoing concerns expressed with issues of traffic entering the site, the challenges of trying to find a viable solution, and the addition of signage along with lowering the speed limit in the area.

Mr. Titus, along with Mr. Burt, explained the issues with the elevation of the generator and the concerns with modifying its installation in order to comply with code and with the way the Town Ordinance is written. Discussion included that the generator will be installed with a built-in transfer switch which will automatically turn the generator on when needed and will have the capability to automatically perform a monthly service startup.

Mr. Titus reported on a discussion with the electrician in regards to the fire panel installation by the subcontractor. If the issues cannot be resolved, a decision will be made if the subcontractor should be replaced.

Mr. Deeb noted that even with all the equipment and personnel the site is neat, clean, orderly, well run and safe.

C. TOKI Financial

Town of Kiewah Island Municipal Complex Construction - Current Projection Recap 11/30/2016				
	Current Actuals	Budget	Current Projections	Projection/ Budget Variance
Surveying	\$ -	\$ -	\$ -	\$ -
LS3P/ Geotechnical Consulting	19,126	26,200	26,200	-
LS3P/ Architecture Basic Design Fee	395,266	438,000	438,000	-
LS3P/ Interior Design FF&E and Supplemental	44,175	46,500	46,500	-
LS3P/ Additional Design Security/CCTV/AV	22,414	24,800	24,800	-
LS3O/ Land Planning/Civil	80,531	89,100	89,100	-
LS3P/ Cost Consulting	9,700	9,700	9,700	-
Thomas Construction Contract	3,017,364	7,299,997	7,340,993	(40,996)
Interior Furnishings & Equipment	-	439,000	350,000	89,000
Cedrus/ Project Management	42,460	230,000	118,900	111,100
Moving and Miscellaneous Expenses	-	250,700	250,700	-
Owners Contingency	92,208	396,003	396,003	-
<b>Total Project Cost</b>	<b>\$ 3,723,243</b>	<b>\$ 9,250,000</b>	<b>\$ 9,090,896</b>	<b>\$ 159,104</b>
Owners Contingency Budget	\$ 396,003			
Uses :				
George Johnson/ Surveying	(5,420)			
LS3P/Reimbursables	(19,140)			
LS3P/Redesign Fees	(4,103)			
LS3P, Terracon, Stantec/PD	(35,000)			
St Johns Water /Permits	(2,000)			
SC DHEC/Permits	(1,555)			
Stantec/Water Tap Consulting	(7,800)			
AGCS/Builders Risk Insurance	(17,190)			
	(92,208)			
<b>Contingency Remaining</b>	<b>\$ 303,795</b>			

Mr. Labriola reviewed the financials and was pleased to point out at this time the current projected building cost was \$9,090,000.00 with contingency remaining.

Mr. Labriola stated that next week the Town would be holding its elections. With a new Council in place he would no longer be on the Committee, so he thanked each of the members for their involvement with the project that upon completion will be a significant asset to the Community.


VII. Citizen Comments:  
None

VIII. Committee Member's Comments:  
None


IX. Adjournment:

*The meeting was adjourned at 3:18 pm.*

Submitted by,

  
Petra S. Reynolds, Town Clerk

Approved by,

  
John D. Labriola, Chairman

Date \_\_\_\_\_