



**MUNICIPAL CENTER COMMITTEE**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**January 18, 2017; 11:30 PM**

**MINUTES**

**I. Call to Order: Mr. Labriola called the meeting to order at 11:30 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  
F. Daniel Prickett  
David DeStefano  
Blaze Keegel  
Bill Thomae

Absent: Ashley Johnson

Also Present: Craig Weaver, Mayor  
Chris Widuch, Council Liaison  
Stephanie Monroe Tillerson, Town Administrator  
Buck Buchanan, Thomas Construction Group  
Elias Deeb, Cedrus Development  
Art Titus, Cedrus Development  
David Burt, LS3P

**IV. Approval of Minutes:**

**A. Minutes of the Municipal Center Committee Meeting of December 1, 2016**

***Mr. Thomae made a motion to approve the minutes of the December 1, 2016 Municipal Center Committee Meeting. The motion was seconded by Mr. DeStefano and was unanimously passed.***

**V. New Business:**

**None**

**VI. Progress Reports:**

**A. TOKI Building inspector**  
No report

**B. Cedrus/Thomas**

Mr. Deeb reported the construction is approximately 60% completed with the foundation, walls, and roof having been completed and work has begun on roughing-in the inside walls. He also

noted no significant rain events and no special inspections done. He stated the project is on schedule and is progressing as expected.

CEDRUS		CONSTRUCTION PROGRESS REPORT		6
Project Title	Town of Kiawah Island Municipal Complex			
Project Address	Betsy Kernson Pkwy			
Prepared by	Elias Deeb	Period Ending	12/31/16	
Client	Town of Kiawah Island	Architect Project #	1701-151810	
<b>1. Estimate of Percent Completion to Date of Construction</b>				
Total construction is approximately 60% complete and progressing as expected.				
<b>2. Work Completed or in Progress this Period</b>				
Foundation, framing, sheathing, waterproofing and roofing are substantially complete on both buildings. Exterior wall insulation is in-process. MEP rough-ins are ongoing and gypsum installation has commenced. Concrete curb/gutter installation is ongoing and ~90% complete. Maintenance building overhead doors are installed.				
<b>3. Anticipated Work by Contractor for Next Period</b>				
MEP rough-ins, exterior insulation and gypsum installations will continue. Knight wall, storefront frames, brick veneer, exterior cladding and HVAC duct installations are scheduled to commence. Concrete curb/gutter installation will complete.				

Mr. Buchanan reported the interior framing is complete; plumbing is close to completion along with the garage which is scheduled for inspection in the next week. He stated the focus for the first part of February is the interior framing inspections in the administration building; then, the lobby and chambers. Work on the exterior Knight Wall System, brick veneer, and cladding will begin on the back of the building. He indicated that approximately 85% of the parking curb and gutter have been completed. The generator pad has been completed and the generator is scheduled to be delivered in the first week of February.

Ms. Tillerson discussed the completion date and clarified that the possibility of a move in date of the last week in June. Mr. Deeb stated the current completion date was July 1<sup>st</sup>, but cautioned that while there are no foreseen delays, the date can change. He indicated he would give notification when the project was within 90 days of completion. Mr. Labriola added that after the walk-through is done the furniture will be delivered along with IT installation and testing. Members discussed the moving-in process, furniture delivery, scheduling IT and security installation. Also was discussed the safekeeping of the building as construction nears completion to include monitors, deputy patrols and lighting.

Town of Kiawah Municipal Complex  
3 WEEK LOOK AHEAD SCHEDULE

THOMAS

Sheet No. 1.06.12

Mr. Deeb reviewed the pending change orders which include:

- 4-9 - Change plantation shutters to manual roll-up shades credit \$ (4,381.00)
- 4-11 - Install sleeves for parking lot lighting per Berkeley Co-op \$ 5,074.00
- 4-14 - Maintenance building waterproofing credit \$ (2,391.00)

Members discussed the resolution of the issue with the partition beam in Council Chambers. Mr. Burt discussed the contractor and scope of work with regard to the clearing of underbrush in the view corridor between the building and the river, a turn lane coming from the roundabout into the new Municipal Center, cost of additional trim work and security changes.

Members engaged in an in-depth discussion of the time and the cost of over \$600,000 to create a turn lane into the new Municipal Center, speed enforcement and any alternatives. Also discussed was proposed changes, costs, and access to the data closet.

**C. TOKI Financial**

Town of Kiawah Island Municipal Complex Construction - Current Projection Recap 12/31/2016				
	Current Actuals	Budget	Current Projections	Projection/ Budget Variance
Surveying	\$ -	\$ -	\$ -	\$ -
LS3P/ Geotechnical Consulting	22,663	26,200	26,200	-
LS3P/ Architecture Basic Design Fee	411,438	438,000	438,000	-
LS3P/ Interior Design FF&E and Supplemental	44,175	46,500	46,500	-
LS3P/ Additional Design Security/CCTV/AV	23,844	24,800	24,800	-
LS3P/ Land Planning/Civil	83,957	89,100	89,100	-
LS3P/ Cost Consulting	9,700	9,700	9,700	-
Thomas Construction Contract	3,543,015	7,299,937	7,340,993	(40,996)
Interior Furnishings & Equipment	-	439,000	350,000	89,000
Cedrus/ Project Management	50,952	230,000	118,900	111,100
Moving and Miscellaneous Expenses	-	250,700	250,700	-
Owners Contingency	93,394	396,003	396,003	-
<b>Total Project Cost</b>	<b>\$ 4,289,138</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	(19,430)			
LS3P/Redesign Fees	(4,103)			
LS3P/Security Revisions	(857)			
LS3P, Terrace, 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	(17,150)			
	<u>(53,354)</u>			
<b>Contingency Remaining</b>	<b>\$ 302,603</b>			

**VII. Citizen Comments:**  
None

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

Mr. Keegel requested a copy of the submitted quote or proposal from the contractor for type and installation of flooring in the building. Mr. Burt stated he would send Mr. Keegel a copy of the specifications and finishes for the flooring.


**IX. Adjournment:**

*The meeting was adjourned at 1:00 pm.*

Submitted by,

  
Petra S. Reynolds, Town Clerk

Approved by,

  
John D. Labriola, Chairman

2.22.17  
Date