



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
Bill Thomae

Absent: Charles Lipuma, Mayor

Also Present: Stephanie Tillerson, Town Administrator
Bruce Spicher, TOKI Building Services
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 May 31, 2016

Mr. Thomae made a motion to approve the minutes of the May 31, 2016 Municipal Center Committee Meeting. The motion was seconded by Mr. Johnson was unanimously passed as amended.

V. New Business:

None

VI. Progress Reports:

- A.** TOKI Building Inspector
None

B. Cedrus

Mr. Deeb reported the project was progressing well, generally on schedule and on budget with no major issues having surfaced since the last meeting. He stated work was progressing with site work and building pad preparation. He called attention to the *7-Week Look Ahead Schedule* included in the presented package which was prepared by Thomas Construction and would be reviewed in more detail by Mr. Buchanan.

Project Title		Town of Kiawah Island Municipal Complex	
Project Address		Betsy Kerrison Pkwy	
Prepared by	Elias Deeb	Period Ending	06/29/16
Client	Town of Kiawah Island	Architect Project #	1701-151510

1. Estimate of Percent Completion to Date of Construction	
Total construction is approximately 10% complete and progressing as expected.	
2. Work Completed or in Progress this Period	
Earthquake drain installation and placement of structural fill for the main building and garage are complete. Settlement plates for the main building are installed and being monitored. Pond construction is complete and slope stabilization is in good condition. Storm drain installation is 50% complete.	
3. Anticipated Work by Contractor for Next Period	
Complete storm drainage and install main fire line and active hydrant. Settlement monitoring and testing will occur over the next two weeks. Assuming positive settlement results foundation/slab work and sub-slab mechanical, electrical and plumbing work will follow.	
4. Brief Weather Summary This Period	5. Contract Time
Approximate Rainfall: 2.97"	Original Start Date: 02/17/16
Periods Below Freezing: 0	Original Completion Date: 05/31/17
Generally clear and moderate. Significant rain event on the 6th had minimal impact on project.	Current Completion Date: 05/31/17
	Days Remaining: 337
6. Summary of Laboratory and Field Testing This Period	
Building pad compaction testing was performed and passed. Eight settlement plates were installed in various locations over the building pad. The soil removed to install the plates was re-compacted and tested.	
6. Issues/Problems/Other Comments	
The building permit has been issued. Questions in regards to FFE and the back-up generator have been resolved. No new significant issues pending at this time.	
7. Contract Amount	8. Attachments
Original Contract Sum: \$ 7,299,997.00	Approved May Pay Application #02
Net Change By Change Orders: \$ -	Short Interval Schedule
Contract Sum To Date: \$ 7,299,997.00	Construction Schedule
Total Completed and Stored: \$ 422,922.54	Cedrus Field Observation Reports
Total Retainage: \$ 14,602.29	Special Inspection Reports
Balance To Finish (including retainage): \$ 6,591,876.75	Construction Photos
Percent Complete: 5.79%	

C. Thomas

Mr. Buchanan reviewed the in-house short-term schedule pointing out actives which have been completed to date or were in progress. Member discussed subcontractors and qualification of the tradesmen involved in the project. Mr. Buchanan noted Red Bay Constructors would be performing the foundation and work and came with an excellent reputation.

Mr. Johnson questioned if the water/sprinkler issue has been resolved. Mr. Spicher stated the hydrant had been tested by the fire department. Because of doubt regarding the flow calculations a second test was requested and performed by the water department showing the original calculations were incorrect and more pressure was available. He indicated they were still waiting on the analysis from the sprinkler contractor to make the final determination on the hydrant and suppression system. Mr. Spicher, along with Mr. Thoma, gave a brief explanation and discussion on the calculation process.

The question of if an internet and phone providers was discussed so the layout and placement of phone lines, data lines and IT closet could be determined. Ms. Tillerson stated Comcast would likely be providing the services at the new sight.

D. LS3P
None

E. TOKI Financial

Mr. Labriola reviewed in detail the financial report created by the Town Treasurer, Mrs. Szubert. He called attention to the Owner’s Contingency Budget reviewing the noted items and pointing out that change orders that would be presented in July for review and discussion.

Town of Kiawah Island Municipal Complex Construction - Current Projection Recap 5/31/2016				
	Current Actuals	Budget	Current Projections	Projection/ Budget Variance
Surveying	\$ -	\$ -	\$ -	\$ -
Geotechnical/Testing Consultants	10,480	26,200	26,200	-
Architecture-Basic Design Fee	344,672	438,000	438,000	-
Interior Design FF&E and Supplemental	23,250	46,500	46,500	-
Additional Design-Security/CCTV/AV	19,554	24,800	24,800	-
Land Planning/Civil	70,251	89,100	89,100	-
Cost Consulting	9,700	9,700	9,700	-
Building Construction	-	5,026,538	5,026,538	-
Garage Construction	-	362,550	362,550	-
Site work	201,082	1,910,912	1,910,912	-
Interior Furnishings & Equipment	-	439,000	439,000	-
Project Management	8,492	230,000	118,900	111,100
Moving and Miscellaneous Expenses	-	250,700	250,700	-
Owners Contingency	24,754	396,000	396,000	-
Total Project Cost	\$ 712,235	\$ 9,250,000	\$ 9,138,900	\$ 111,100
Owners Contingency Budget	\$	396,000		
Uses:				
Surveying/Gorge Johnson		(5,420)		
LS3P/Reimbursables		(15,779)		
St. Johns Water /Permits		(2,000)		
SC DHEC/Permits		(1,555)		
		<u>(24,754)</u>		
Contingency Remaining	\$	371,246		

Members discussed the release of the furniture RFP and adjustments to permitting, landscaping, and other items that will result in a “credit” change order.

VII. Citizen Comments:
None

VIII. Committee Member’s Comments:
None

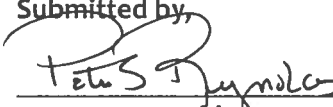
Members engaged in an in-depth discussion of the proposals from Multi-Vista for live feed of the construction, time-lapse photography, and documentation of the project. The discussion included the process of doing live feed and time-lapse photography, the merits of having the documentation for use in the future, and which parts of the services could be provided by Thomas Construction or by using the Town’s drone.

Members agreed the next would be held on Wednesday, July 27, 2016 at 2:30pm.

IX. Adjournment:

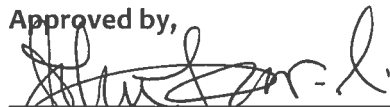
The meeting was adjourned at 3:30 pm.

Submitted by,

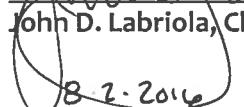


Petra S. Reynolds, Town Clerk

Approved by,



John D. Labriola, Chairman



Date