

Topic	Resp. Party	Due Date
170.04 Ponding occurring at south side of site (east walkway especially). 030314 BJ notes that Green Book requirements allow drain-off time. 040714 RB to review requirements and advise so testing can be completed. 051214 Pinner performing trial flood test. 060914 Area passed GreenBook test. To be closed. 062314 Closed.	CLOSED	
122.08 RB notes some discrepancy between IOR and Pinner civil plans. CL will resolve. 2/19/13 SI issue on 3.02. 3.01 pending. 2/26/13 Ongoing. 3/5/13 CL provided revised hard copies. RD notes that C3.01 missing revised approach to boiler room. CL to provide further revision. 3/12/13 Pending. 3/19/13 Pending. RD advises a third party civil review will be initiated. 3/26/13 – CL provided revised drawings; RD forwarded for third party peer review. 4/2/13 – RD notes third party review underway. 4/9/13 – Review continues. 4/17/13 – Review ongoing. 4/23/13 – Ongoing. 4/30/13 – RD notes third party peer (KPFF) review ongoing. 5/7/13 – RD notes the report was received and is under review. 5/14/13 – Report was reviewed and is being revised by KPFF. 5/23/13 – Pending. 5/28/13 – DS issued report by KPFF to HGA/Pinner. CL to review and respond. 6/6/13 – JMC2 responded to KPFF's report; DS forwarded to Steinberg for review. 6/11/13 – DS will response from Steinberg by next meeting. 6/18/13 DS will respond by next meeting. 6/25/13 – DS requesting response by end of week. 7/2/13 – KPFF has no further comments to recommendations 1 & 3, but requested info on the system, which CL responds that it is a detention system that percolates into the ground but is not porous enough. 7/30/13 DS to review. 8/27/13 DS still to review. 9/03/13 DS still to review. 9/10/13 Ongoing. 9/19/13 – ongoing 09/24/13 Pending 100113 Pending 100813 Pending (RB advises there may also be a concern that drains in courtyard are lower than overflow so may drain into courtyard) DS still to review. 101513 pending 102913 pending 110513 pending 111913 pending 120313 pending 121713 pending 062314 To be closed (JCL2 had not rejected the system but questioned its function, which has worked for two rainy seasons now). 070714 Closed	CLOSED	2/26/13
142.01 Greenhouse plants arriving Aug 12th. ... See minutes 178 for previous notes... 060914 O&M documentation to either be returned to Pinner for incorporation into manuals and uploading to Proliance. 070714 Closed.	CLOSED	
173.01 Room 150 light at NW corner flickering very intermittently. 060914 DS has seen and KH has also seen, but no real action known yet. KH to propose solution. 062314 KH had lamp replaced and flickering stopped (DS reviewed/confirmed post-meeting). 070714 Light no longer flickering. Cloed.	CLOSED	
SAFETY		
148.04 Lunch Breaks – contractor should eat lunch in designated area at Pinner office. 151.01 No safety issue for the week. Ongoing 160.01 Everyone is reminded that PPE must be worn at all times on the site. 161.01 Confined space entry plans/doc's/etc to be reviewed prior to tunnel work resuming. 163.01 Confined space entry process from today reviewed (completed mid-morning). 164.01 Office Safety discussed. 166.01 Approx 6 people onsite (weekly mtgs, JHAs, etc all being performed) 167.01 Approx 2 people onsite this week, approx. 5 expected next week. Roof work: no concerns (contractor reminded to ensure tie-offs continue as necessary). SF Comment: GFCI requirements discussed in meeting but not noted in minutes (follow-up to 1/21/14 Safety Report regarding Letner employees and GFCI safety concern (sent 1/21/14). [DS note: discussion was that all plug-ins to the building must be done with a GFCI]. 168.01 Everyone is reminded that school resumes next week and all precautions to protect the public are needed. 169.01 School is back in session. 170.01 Flint is now Safety Rep and was onsite today. 171.01 Everyone is reminded that all safety requirements apply at all times. 172.01 No current issues. 173.01 Everyone is reminded that all safety requirements apply at all times (including PPE, etc.). 174.01 Build has advised us that all lifts are to be moved only in their lowered position as specified by the manufacturer. 175.01 SF onsite last week without comment. 176.01 Everyone is reminded that all safety requirements apply at all times. 177.01 No current concerns. 178.01 No current concerns (two people onsite currently, both of which are wearing PPE per KH). 179.01 Students return next week. 180.01 Students back onsite. Pinner will only have one person onsite this week (one door tech adjusting the west office door at the 2 nd floor exterior), otherwise, no other activity planned. 181.01 Students back full-time on Tuesday, Sept 2.		
OLD BUSINESS		
71.09 FF&E Schedule – See MM 159 FOR PREVIOUS ITEMS. 111913 No current issues.		

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<p>111.02 LEED Kiosk – MD need installation date. BJ to advise. 7/18/13 Kiosk installation completed; ADA keypad pending. 7/22/13 Pending. 7/30/13 Keypad pending. 8/8/13 GR to look into data for kiosk. 8/15/13 e7 waiting for kiosk IP address from campus. 8/22/13 Pending. 8/27/13 the metal mesh surround is to be installed on 9/4/13. 9/03/13 Material will be delivered on Sept 6th. Installation will occur on the week of Sept 9-13, 2013. 9/10/13 – Pending. 9/19/13 – Pinner to trouble shoot data ports. MD to install audio jack sign 09/24/13 ongoing 100113 data connectivity confirmed. E7 to complete programing and keypad. 100813 Connectivity is connective but keypad still outstanding (MD to check pad). 101513 keypad by E7 is only remaining issue 102913 Pending 110513 Pending 111913 E7 removed keypad and should replace it this Thursday. 121713 Not Discussed.</p>	MD/TS	12/4/12
<p>111.09 Glazing testing - RD requests dates for ASTM and water envelope testing, vibration testing, and sound testing. BJ to advise. 12/4/12 –RD adds roof truxler testing; BJ to advise. RB adds once roof is complete, water testing to be completed. 12/11/12 Notification provided starting on 12/10/12 that Letner is on site. RD to schedule the testing.5/7/13 - RD provided the final glazing matrix (criteria); BJ to respond in writing. RD notes that testing dates needs to be scheduled as well. 5/14/13 – Water Test Matrix is pending from GR. 5/23/13 – Ongoing. 5/28/13 – BJ notes work in progress, sign offs being requested and testing (Twining and ABB) is scheduled for 6/10/13. 6/6/13 – Pending. DS to confirm testing. 6/11/13 – DS to coordinate criteria completion (matrix) and testing locations with ABB. GR to advise when envelope will be ready for testing. DS to check with Twining about access method. 6/18/13 – Pending. 6/25/13 – DS to review CL/GR's response and transmit to ABB for final approval before mobilizing Twining. 7/2/13 – ABB has CL/GR's response and is reviewing. CL/GR still to respond regarding greenhouse & skylights. 7/11/13 – DS issued matrix; mobilizing Twining. 7/18/13 Pending. 7/22/13 Pending. 7/30/13 – DS to follow up with ABB for scope and verification. 8/8/13 Pending. 8/15/13 – DS/KH to discuss options in Cx Meeting. 8/22/13 Pending. 8/22/13 Pending. 9/03/13 Building enclosure meeting will occur after the Cx meeting. 9/10/13 DS notes will discuss glazing in Cx meeting; Pinner will water test a skylight. HH to review water tightness requirements for greenhouse. 9/19/13 – Testing reviewed with team on October 1st, 2013. 09/24/13 Pending 100113 glazing testing to proceed to test to follow. 100813 Ongoing. 101513 criteria is ongoing and testing is pending 102913 Ongoing/Pending 110513 Ongoing/Pending 111913 ABB to confirm opened locations prior to Twining mobilizing on Thursday. 120313 DS procuring AAMA-certified testing services. 121713 Pending 011414 Approx. 2-weeks until approval expected to request Twining's mobilization (mob time not known). 022414 Twining is in place and meeting to be held Friday to review testing procedures. 030314 To start Monday. 031014 To begin Thursday. 031414 Window Testing Status: 7 Openings Tested; 2 Passed; 4 Failed; 1 Not Known (test pressure used was above manufacturer's limit - Pressure test requirement is 15 psf in specs but window subcontractor advises that only curtainwall systems have been provided to meet this rating). CL to review and respond ASAP as testing is in progress according to manufacturer's requirements. 033114 MAGC and Arcadia are performing repairs (e.g. shims are being installed in the presence of the IOR) as well and Solid Door and R&J Sheet Metal – all of who should be complete their work this Friday. DS to advise Twining to mobilize for Monday the 14th. 040714 Twining has not yet confirmed for the 14th – DS following-up. 042814 Twining contract value being increased for additional testing and cost responsibility to be confirmed by DS. 050514 DS provided a contract section requiring reimbursement of Program for re-testing. Authorization of additional funds by Program is pending (Build administration issue; not dependent on backcharges). 051214 Reimbursement is preferable by cheque sent to ARCADIS (for coding/routing) and payable to District. 060914 KH to provide confirmation of payment to be made (proposal provided) and DS to follow-up on start date (not yet approved by Build). 062314 BJ responded to Twining proposal and DS to follow-up 070714 DS responded to BJ concerns with proposed revisions to Twining's proposal (BJ to accept/confirm proposed revisions). 081114 KH to follow-up with BJ.</p>	BJ GR DS	12/4/12 12/18/12 2 12/28/12
<p>120.03 –Open COPs reviewed;See MM180 for previous notes 042814 CO 3 has been separated and submitted to Board as CO's 3-7. Pending changes include window testing. 051214 District preference is for reimbursement by cheque (to be routed through ARCADIS) rather than by CO. CO's 3-7 are on 5/14/14 Board. 060914 CO's 3-7 have been approved by the Board but executed copies have not yet been rec'd by DS. 062314 DS has all executed copies and will transmit to Pinner. 081114 Copies sent to Pinner.</p>	DS/HH	3/5/13
<p>124.07 Lab window covering – Meeting scheduled to review opacity of window shades; to occur 3/5/13 11:00 a.m. 3/5/13 Pending Pinner/HGA response. 3/12/13 Ongoing, 3/19/13 – CL Response pending. 3/26/13 Pending. 4/2/13 – Ongoing. 4/9/13 CL's response received and forwarded to campus for review and comment. RD to follow up. CL notes mock-up to be completed by 4/22/13. 4/17/13 Mock-up shading review pending. Possible user group review on 4/26/13. BJ to advise 4/23/13 – BJ notes internal mock up review pushed to 5/9/13. 4/30/13 – Ongoing. 5/7/13 – BJ to reschedule. 5/14/13 – Ongoing. 5/23/13 - CL to clarify if a delayed installation is allowed for building flush. 5/28/13 – CL to respond by next meeting. 6/6/13 – CL notes HGA's interpretation is the final (blackout) blinds can be installed after flush and after LEED submittal. DS asks if furniture needs to be bagged during flush; will this affect LEED points. MD notes still waiting on window covering mockup. 6/11/13 – CL notes all items (furniture) should be open and exposed during the building flush. BJ notes mock up will be delivered tomorrow and TJ to coordinate user approval next week in RM 215 & 214. (MD notes there is</p>	DS/CL	3/5/13 3/26/13

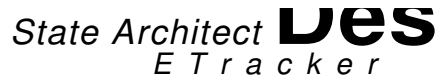
Topic	Resp. Party	Due Date
<p>Physics class that needs complete blackout). 6/18/13 Review tomorrow. 6/25/13 – Blackout shades to match lecture hall color was chosen by User Group. 7/2/13 – BJ advises that the chose shades will be provided everywhere blackout shades were required. 7/11/13 – BJ notes shades will be complete next week. 8/15/13 BJ notes installation will begin on 8/23/13 and completed by 9/3/13. Rm 205 blind requirements to be reviewed by DS/users for either FF&E or Pinner installation. 8/22/13 Pending. 8/27/13 BJ to provide status. 9/03/13 Installation will occur Sept 4-7, 2013. 9/10/13 – Installation in progress; COR submitted. DS questioned no blinds on side windows and transoms. CL to review correspondence/history.</p> <p>9/19/13 Ongoing 09/24/13 MD notes particularly asks for black out in design development. CL to provide comment 100113 DS/HH to review contract requirements. 1001813 CL has provided some responses for DS review. 101513 Pending 102913 DS to review 110513 DS review pending 111913 Added to Items Of Concern list for DS/HH review. 120313 Pending 121713 Pending 011414 Pending</p>		
<p>127.02 Portable ALS Systems –See MM180 for previous notes 7/30/13 –DS notes RB will sign off on item and BJ to return field units to Arcadis. Arcadis will transmit to SPS. 8/8/13 – BJ notes units have all been tested and signage installation in progress. 8/27/13 DS to review ALS turn over and BJ to provide signage status. 9/03/13 Pending installation corrections. DS still to review ALS.</p> <p>....See MM180 for previous notes</p>	DS	3/26/13
<p>128.03 Training Schedule – See MM 163 for previous items 110513 Sheriff security training held (FMO-Sheriff coordination main issue for afterhours concerns, otherwise, contractual deliverables being handled separately per 148.06 below). BAS still pending PV system. 111913 BAS still pending PV system. 121713 BAS still pending PV system. 030314 DS to get complete training list from Trung for FMO. 051214 FMO provided with training list and they are to provide their concerns regarding training that will be compiled and distributed by DS when received. 08114 Training for added security lock-down to be completed (unlocking of doors done last week).</p>	GR/BJ/DS	4/2/13 4/30/13
<p>133.06 TR....See MM180 for previous notes 062314 DWP is ok with System 5 going ahead first. Meter, Interconnect and Rebate are in progress (DS to ensure first-two are priority). 070714 Terrie J. working on interconnect (panel data being collected/compiled – KH to follow-up for fast turnaround). 081114 All documents submitted to DWP and now only need to wait for the meter.</p>	DS	5/7/13
<p>135.03 Security Programming / Card Keying Programming –See MM180 for previous notes 050514 TJ advises to proceed based on Pinner’s proposal. 060914 KH to followup (has been checking in with Rosendin but no status yet). 062314 BJ has a response from Rosendin and is scheduling when the work will occur. BJ/KH to provide a SOO for the red cards that can be distributed with the cards. 081114 Added security lock-down to be completed (unlocking of doors done last week).</p>	BJ/DS	5/21/13
<p>136.02 Building Signage (interior, exterior & wayfinding) –See MM180 for previous notes 07014 All peeling signs have been replaced (exterior) – DS to arrange punching of replaced signs.</p>	BJ	5/30/13
<p>137.02 Independent Criteria Architect Punchlist - BJ to advise tomorrow of the date building to be substantially complete; AOR completed punch walk today. 6/6/13 –BJ to provide a copy to DS. 6/11/13 – CL’s punch list was received and distributed. 6/18/13 – Pending. 6/25/13 - DS notes Steinberg to be requested for next Monday. 7/2/13 – West building occupied areas ready (excluding GHouse). 7/11 BJ given Preliminary Punch. 7/22/13 TJ to coordinate. Door hardware punch list occurring on Friday. 7/30/13 Ongoing. 8/8/13 Bulk of punching will be completed by Monday with final FMO review next week. 8/15/13 - Steinberg and Arcadis to continue fully punching project. 8/27/13 In progress. 9/03/13 Steinberg and ARCADIS’ punch list will be completed this week. FMO’s punch list is targeted to be finished this week. 9/10/13 – Punchlist pending FMO’s input. 9/19/13 – remaining areas to be released for punching and current areas are either in progress by Pinner or being back punched. 09/24/13 Ongoing. Will be submitted by the end of this week. 100113 Pinner to release remaining areas for back punch and ARCADIS to provide status of back punching. 100813 Pinner has started to release remaining areas for back punch (detailed status review to be done Friday mornings). 101513 KH issued email of released areas. KH to provide door/hardware punchlist completion confirmation (Jon Thomasson & Door+Hardware Consultants). 102913 Jon Thomasson’s list rec’d and Ken confirmed that D+HC’s comments have been extrapolated to all areas so Frank Rodriguez to begin punching hardware (as well as doors) 110513 Frank backpunching/punching doors and door hardware. Signage as above. DS to review overall list. Item 150.04 now to be tracked in this item. 111913 DS to incorporate BJ/KH/DS review list and BJ/DS review list. Tim Spaeth to punch signage. Joelle is primary backpuncher. 120313 DS still to incorporate BJ/KH/DS review list and BJ/DS review list. Tim punched signage. Joelle likely to resume next week. 121713 DS still to incorporate BJ/KH/DS review list and BJ/DS review list. Tim to provide his list to Joelle for uploading. Joelle to pick up new computer this week and then will compile backpunchers’ lists into master so backpunching can resume. 011414 Joelle to compile backpunch lists this week into master list online. 031014 Backpunching has resumed today. 033114 DS to confirm that all backpunching is complete (except exterior above grade which is to be scheduled). 040714 Pinner has a handwritten copy of the backpunch list and is updating the file in Sky Drive (now called One Drive) with the indicator “OPEN” to show only the open items (not updating completed items). 042814 SkyDrive version no longer being used (Excel file being used directly either by flashdrive or email – tbd). 060914 KH to review remaining items on Hardware Technologies list (DS sent last week). D+H to backpunch hardware and choose one more sample door of each</p>	KH/JR/DS	6/11/13

Topic	Resp. Party	Due Date
type to punch. 081114 DS to review with TJ.		
137.03 Cabinetry Keys –See MM180 for previous notes 011414 COP agreed. 051214 CO is on 5/14/14 Board. 060914 KH to follow up now that CO approved (KH called Hugo during meeting but Hugo has not been provided with go-ahead yet, after which it'll take 2-weeks but DS suggest conferring on scope with Molly/users/lockshop before proceeding). 062314 BJ to followup with Hugo to give him a formal signed proposal. 070714 DS to provide copy of Change Order. 08114 CO provided to BJ. KH to follow-up with BJ.	DS/MD/HH	6/4/13
139.05 Total Building Power Outage – TS will follow up with Jake Jones and FMO regarding procedures. 6/18/13 – TS following up with JJ. 6/25/13 – Ongoing. There are currently no fixed procedures for the power outage. TS to develop procedures. 7/2/13 – Pending/Ongoing. 7/11/13 Pending/Ongoing. 7/22/13 Pending. 7/30/13 – Tentatively scheduled for 8/8/13. 8/8/13 Scheduled for 8/15/13. 8/15/13 – Completed; items discovered will be addressed in Cx. 8/27/13 Items being addressed in Cx meetings. 9/03/13 DS to respond. 9/19/13 DS still to respond 09/24/13 Pending 100113 pending 100813 pending 101513 pending 102913 pending 110513 pending 111913 pending 120313 pending 121713 pending 011414 pending 033114 Build is generally only doing the one outage as long as there is a punchlist that can be field-checked. 051214 To be finalized during Cx meeting this Thursday. 070714 Cx meeting to resume July 10th	DS/TS	7/11/13
139.07 – ADA Log Items ...see minutes 178 for previous minutes 020414 BJ requested AA to check last item (92 for janitor signs) otherwise all items are signed off. 022414 All are signed-off except 92. 030314 Item 92 is now signed-off too. 030714 Closed 031714 Re-Opened - Delaminated signs in ADA log are being replaced. 042814 Replacement signs in progress. 060914 Exterior sign replacement now scheduled for 16 th (material problems again). 062314 Exterior sign replacement now scheduled for 25 th . 070714 Signs have now been replaced (AA has been advised).	Closed Open	6/18/13
141.03 Project Closeout – J M-P delivered closeout checklist to TD. 7/22/13 Ongoing. 8/8/13 Ongoing. 9/03/13 Ongoing 9/19/13 – Ongoing 09/24/13 ongoing 100113 Ongoing 100813 Ongoing 101513 Ongoing 102913 ongoing 110513 ongoing 111913 Project closeout in regards to be DSA closeout added at end-of-minutes. 120313 Joelle & JR to attend next meeting. 121713 JR now attending for DSA but contract closeout review req'd. 011414 JR attending. 033114 IOR has reviewed drawings and will continue on specs this week. 060914 Final costs for DSA-closeout (meeting with Pinner scheduled for this afternoon is to be rescheduled – TJ suggests provides proposal in advance). As-Builts not accepted (review in progress) and BIM model will need to be updated based on final asbuilts). Cx manuals (O&M, systems, etc.) in progress. 062314 KH to review comments-to-date within ARCADIS' offices.	TD/CL	7/8/13
146.04 Stair Access to roof – BJ to review panel addition at stair two railing. 8/8/13 Pending. 8/15/13 – West roof also accessible from stairs. 8/22/13 Pinner requests formal notice of unsatisfactory conditions. HH to investigate. 9/03/13 Pending. 9/10/13 Pending. 9/19/13 – Pending 09/24/13 Clients has express concerns that the roof is not secured. 100113 Ongoing 100813 Ongoing (DS/HH to respond about contractual requirements) 101513 ongoing (SI in progress for team review). 102913 ongoing (no SI but criteria needs to be established) 110513 ongoing 111913 ongoing 120313 BJ/CL to provide proposed resolution for presentation to CORE. [011414 Pinner comment added from hand-marked copy: Proposal provided to DS 12/6/13]. 121713 Resolution provided to DS for response. 011414 DS to provide to Tom for presentation to CORE. 031014 FMO is concerned about access being possible under the proposed panel, however, AOR has advised that this is the limit of what can be provided. 062314 DS to advise FMO that designed addition will be installed since it is at the limit of what can be provided.	HH/DS	
148.06 Security System – TRJ to review scope for security system; programmer checking to see what features are installed at Sheriff's office. Additional training may be required by Sheriff. 8/27/13 DS to review BJ's response. 9/03/13 See above. 09/24/13 Training then review of sheriffs concerns against the scope. 100113 In progress 100813 See above 101513 DS to get date/time confirmed. 102913 Training tomorrow 110513 Security issues to be tracked in this item (including FMO/Sheriff and President's lists). 111913 DS to respond to TJ. 120313 DS responded to TJ regarding President's list. DS still to prepare response to FMO/Sheriff list. 121713 Pending.	DS	
148.07 FMO has expressed concern about use of chain link fence and rocks around central plant. 8/27/13 DS to provide response to BJ. 9/03/13 Pending CLs review. 9/10/13 Pending. HH also reviewing. 9/19/13 – Meeting will occur on Sept 27, 2013 at 8 am to discuss item. 100113 in progress 100813 in progress 101513 in progress 102913 in progress 110513 CL provided response via email on 10/31/13 – DS/HH to review. 111913 Pending 120313 Pending 121713 pending 020414 This is priority one of two for resolution (JR/DS to meet 4/11/14). 062314 DS has provided a response.	CL/HH	9/17/13
152.02 – Vacuum required in Chem Labs – DS requested FFE purchase temp 8 vacuums for 4 labs. If not readily available Pinner to purchase under a pending change order. 09/24/13 Temporary vacuum provided. DS/HH to review contract documents. 152.02 – Vacuum required in Chem Labs – DS requested FFE purchase temp 8 vacuums for 4 labs. If not readily available Pinner to purchase under a pending change order. 09/24/13 Temporary vacuum provided. DS/HH to review contract documents. 100113 Ongoing 100813 Ongoing 101513. Ongoing 102913 Ongoing 110513 pending 111913 pending 120313 pending 121713 pending 020414 This is priority two of two for resolution (JR/DS to	DS/HH	

Topic	Resp. Party	Due Date
meet 4/11/14). 022414 Ongoing 062314 DS has provided a response.		
154.01 – Rooms 249 and 267 missing blinds , because of diagonal bracing. 235, 237, 240, and 247 are missing blinds. 100113 KH reviewing 100813 ongoing (including changing mounting direction to get blinds closer to the walls) 101513. KH reports all blinds called out on plans are done but contract requirements need to be confirmed for sidelights. 102913 CL provided response about sidelights for DS Review. 110513 JMP to punch blinds. DS to review sidelights. 111913 in progress 120313 in progress 121713 in progress 011414 in progress.	BJ/CL/D S	
156.02 Technology wall is not visible during the daytime (nighttime to be checked). 101513 Ongoing 102913 Ongoing 110513 Ongoing. 111913 Pending. 120313 Pending 121713 The wall is becoming more than just a wall during the daytime! 011414 Pending 022414 Ongoing 030314 Paulo DeGrassi with Rosendin providing LED light strip sample. 031014 Pending sample from manufacturer (mesh and lighting). 033114 Sample received and to be reviewed by HGA. DS/TJ to discuss how the Build/Campus/Others might like to proceed (DS to look into having Lenax estimate). 051214 Pinner is requested to decide how to proceed (possible solution in progress). 062314 DS to provide available meeting times for DS & TJ for this week. 070714 KH to provide available times for Pinner (DS & TJ will make their time available). 081114 Meeting held in July - next meeting on Aug 13.	BJ/CL	
157.01 BIM asbuilts to be statted. 102913 To be reviewed in separate meeting after this meeting. 110513 Final asbuilt model submitted so TS to setup review with Jim and HGA/Pinner. 111913 BIM asbuilts complete and accepted (regular asbuilts in progress). 120313 DS to check with TS to ensure can be closed. 121713 Pending. 022414 BIM Model confirms to all asbuilts per BT/CL. 030314 Complete. 031714 DS/RB to review asbuilts before closing this item. 033114 BJ to review changes necessary to BIM model based on dwg/spec asbuilt changes.	TS	
159.01 DSA Closeout. Summary of deliverables to be compiled and schedule by end-of-week by each person responsible. RB is missing doc's but Twining behind so and HH to contact Paul Soltis. FTN 14 & 15 are new and are in package distributed today. 111913 List of requirements, schedule, tasks, etc for meeting Jan 20 th /2014 added at end-of-these minutes. 120313 See below. 121713 See below. 011414 See below. 070714: Remaining items include finalizing project value and camera mounting (to be discussed next week with Pinner). 081114 HGA advises cameras do not need to be submitted to DSA.	BJ/CL/H H/RB	
170.01 Projectors (IT concerns with freezing due to Apple usage and Sherriff's security concerns). 040714 BJ has presented problem to Rosendin. 060914 Apple usage issue not yet resolved. Room 205 projection screen to be looked at by KH/DS. 062314 Rm 205 reviewed by DS/KH and is working correctly now. 070714 Rm 205 projection screen is working correctly now.		
170.02 Molly's cable management issue to be determined. 040714 Terrence advises complete so Molly to update log.		
170.03 MH at NE corner (Bernard's issued per Pinner. Field agreement per Mark Schoeppner). 051214 Pinner has checked with their field super and there was not agreement on the manhole. Also, ex-snow-fenced area is still without water (grass & tree are dormant/dying), which field super also states there was not agreement for restoration. Post-meeting review with DS/Ken/Al: source of water should be identified first (DS/Ken to review as-builts) then flow traced to heads to find out why no water (possibly from controller at east side of driveway?).		
170.06 Drain from mechanical room is dripping onto sidewalk and creating small ponding / green growth. 040714 DS & TJ to review onsite. 070714 HGA has forwarded the concern to Fundament.		
174.01 Tunnel concerns to be summarized by DS (BJ states that only light repair is Pinner's responsibility). 062314 Pinner fixed light but DS still has not provided overall issues. 081114 CD to be provided Wednesday in meeting.		
174.02 DS to review daily issues not yet resolved. 042814 An example is the recessed ring at the lab sinks that might retain chemicals.		
176.01 Campus list of concerns to be finalized for response to Campus.	BJ/KH/D S	
178.01 Sprinkler damage and reinstatement needs to be resolved. Terrie is reviewing site photos regarding sprinkler damage. FMO has advised that the sprinkler control was taken out when Pinner demo'd Old Tech Bldg 2. 062314 DS/TerrieJ following up on campus reports (e.g. area FMO claims was fed off Old Tech 2).		
180.01 Warranty Walks FMO scheduled for Weds, July 16 th and IT scheduled Thursday, July 17 th (FF&E-related walk pending). 081114 Walks completed and list issued.	DS/KH/O thers	
NEW BUSINESS		
None		
LOGS		
FF&E No issues	Info	

Topic	Resp. Party	Due Date
Facilities Access		
Cx Every Tuesday 062314 Thursdays now.		
RFIs		
9/10/13 – Not discussed. 110513 DS to review 111913 Not Discussed 101713 Two (2) in DS' court		
SUBMITTALS		
9/10/13 – Not discussed. 110513 DS to review 111913 Not Discussed		
REVIEW THREE WEEKS SCHEDULE	Info only	
9/10/13 Punchlist completion in progress		
PROJECT SCHEDULE	Info Only	
9/10/13 – Substantial completion was 8/11/13; Occupancy on 8/12/13.		
INSPECTION REQUEST LOG UPDATE	Info Only	
9/10/13 – Not discussed. 11/5/2013 – RB to close once BJ submits revisions 010714 – One item open then log can be closed.		
Correction Issues / Non-Compliance Notice Log	Info Only	open
100113 – 2 open CN's – lower roof and louvers on grid line 13. No NNCs 110513 Roofing still open but louvers are to be closed. 020414 Closed - No CNs open.		

Project Countdown as of 9/10/13:	
Contractual Substantial completion	12/23/12
Actual Anticipated Substantial Completion Date	8/11/13
Days Until contractual Substantial Completion : Achieved	-237
% Const. Time Expended	>100%
% Project billed for thru 11/31/12 (*)	85%



Documents Required List

Dates indicate the item or document has been accepted. A blank field indicates either a missing or rejected item or document. Explanations regarding the rejection of a received item or document can be found in the Notes section. Only unapproved change orders appear on this page. To view all change orders go to DSA's web site at <http://www.dsa.dos.ca.00v>

File Id: 19-C4
 App Id: 03-113025
 Project Name: LOS ANGELES HARBOR COLLEGE
 Scope Constructed: Construction of 1-Science Building Complex, 1-Emergency Generator Enclosure

CONTRACTS

Contract #	Name	DSA-102 Received Dae	DSA-6 Date Signed	N.O.O Date Completed	RESPONSIBILITY	DUE DATE	ISSUES
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1	Pinner Construction Company	02/14/2011			BJ/DS	1/15/2014	010714 BJ to review items for completion, which include greenhouse irrig/shelves, RB's list, roofing, planter wiring, cardkeys in lieu of keyswitch, etc. . 011414: We are behind sched on closeout so Craig is going to advise Cathy so DSA does not close without cert. 012814: Cathy advised Craig that DSA is not monitoring sched so she will submit the final package once rec'd. 021014 BJ to start preparing 033114 Pinner submitted to Cathy and she accepted it.
CCD	CCD	01/07/2013	Not Required	Not Required	N/A	N/A	N/A

DESIGN PROFESSIONALS DSA-6 NE

Discipline	Name	Date Signed	RESPONSIBILITY	DUE DATE	ISSUES
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<p>ARCHITECT</p>	<p>JAMES MATSON</p>		<p>CL</p>	<p>1/14/2014</p>	<p>010714 CL to review in-contract items for completion (items outside of contract to provide an additional feature such as cardkeys that are programming functions only) and will follow-up on signage (e.g. Janitor's that is not code compliant). 011414 CL is waiting for ADA items to be completed and MEOR's reports, and LORs reports, otherwise, no issues remain. 012814 CL is waiting for ADA items to be completed (no status this week but better update next week), MEOR's reports (mech dwgs only outstanding), and LORs reports (see below), otherwise, no issues remain. 012814 CL is waiting for ADA items to be completed (should be signed off today), MEOR's reports (mech dwgs only outstanding but should be rec'd by end-of-week and then will be grouped with all other drawings as one full-size bond and one CD of pdf's plus one hard copy and CD of record set in CAD and pdf), and LORs reports (see below), otherwise, no issues remain. 021014 CL was previously-waiting for ADA items to be completed (update needed), MEOR's reports still required (mech dwgs only outstanding but should be rec'd by end-of-week and then will be grouped with all other drawings as one full-size bond and one CD of pdf's plus one hard copy and CD of record set in CAD and pdf), and LORs reports (see below), otherwise, no issues remain.</p> <p>022414: Above has been completed and DSA-6AOR has been issued.</p>
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ELECTRICAL ENGINEER	STEPHEN ZAJICEK		CL	1/7/2014	010714: CL has DSA-ELEC and will send to Robert with CC to everyone tomorrow. 011414 CL rec'd and xmt'd to Cathy. 012814 Complete.
MECHANICAL ENGINEER	PAOLO FUNDAMENT		CL	1/7/2014	010714: CL following-up but MEOR is looking at reports from field visits where MEOR was not involved so that everything is fine. 011414 CL expects MEOR work to be completed next week. 012814 Ongoing. 020414 Submittal expected next week. 021014 Expected tomorrow (MEOR sent by USPS). 022414 Above completed and DSA-6MEOR issued.
STRUCTURAL ENGINEER	YENG-KEONG LOW		CL	1/7/2014	010714: CL has DSA-STRU and will send to Robert with CC to everyone tomorrow. 011414 CL sent to Cathy. 012814 Complete.

CIVIL ENGINEER	STANLEY CHIU		CL	1/7/2014	120313: CL verifying if DSA-6CIV req'd or not. 120913: No update yet from CL. 121713: Craig confirmed that CIV not required and DSA will be correcting their website. 010714: CL contacted Cathy and submitted letter regarding 6CIV not being req'd and Cathy will have DSA close the issue. 011414 Complete.
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<p>GEOTECH ENGINEER</p>	<p>MICHAEL READER {CRAIG confirmed that Michael Reader of Group Delta is replaced by PAUL SOLTIS of Twining and the delegation form will be provided}</p>		<p>CL</p>	<p>1/7/2014</p>	<p>120913 CL asked RB to include this in his email to Paul as an outstanding item. 010714 RB states that final grading report is required from Twining and will followup with Paul. CL to followup with Paul regarding soils engineers report. CL whether or not Paul submitted to Cathy & DSA (Final compaction report (293 is completed). 011414 Paul provided DSA form but will provide final grading report by Friday and Soils engr's report also expected Friday, otherwise no further GE doc's req'd. 012814 Cathy has doc's. Complete.</p>
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GENERAL INSPECTORS DSA-6

Type	Name	Date Signed
Project Inspector		

TESTING AND SPECIAL INSPECTION VERIFIED REPORTS

Document	Name	Date Signed	RESPONSIBILITY	DUE DATE	ISSUES
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Engineered Fill	DSA-293	
Batch Plant Inspection	DSA-292	
Field Welding	DSA-292	
High Strength Bolt Installation	DSA-292	

HH/RB 12/10/2013 120913 Paul has not yet xmt to Cathy. 121713 Paul has still not xmtd so was called during mtg and he will submit by Monday. DS to follow-up with Paul on the 24th. 010714 Paul provided to DS but CL to followup with Paul to ensure Paul submitted to Cathy & DSA. 011414 Cathy has it. **012814 Complete.**

HH/RB 12/10/2013 120913 Paul xmtd to Cathy. 121713: Paul xmtd on 121013. HH to check with Cathy to ensure she xmt's to DSA. **011414 Complete**

HH/RB 12/10/2013 120913 Paul xmtd to Cathy. 121713: Paul xmtd on 121013. HH to check with Cathy to ensure she xmt's to DSA. **011414 Complete.**

HH/RB 12/10/2013 120913 Paul xmtd to Cathy. 121713: Paul xmtd on 121013. HH to check with Cathy to ensure she xmt's to DSA. **011414 Complete.**

Shop Welding	DSA-292	
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HH/RB **12/10/2013** 120913 Paul xmtd to Cathy. 121713: Paul xmtd on 121013. HH to check with Cathy to ensure she xmt's to DSA.
021014 Cathy has - Complete

Masonry Construction	<p>DSA-292</p>	
Lab Verified Report	<p>(DSA-291 Rec'd ~11/19/2013 from Paul Soltis via JR)</p>	

HH/RB

12/10/2013

120913 Paul has not yet xmt to Cathy.
 121713 Paul has still not xmtd so was called during mtg and he will submit by Monday. Brick veneer form sent from Paul to Cathy so HH to follow-up but Masonry block wall not submitted so DS to follow-up on the 24th. 010714 Paul provided to DS but CL to followup with Paul to ensure Paul submitted to Cathy & DSA. 011414 Brick veneer sent to Cathy but Paul still needs to provide for masonry constr. 012814 Paul unable to get from masonry inspector so he sent a notarized letter saying it was done and he witnessed the inspection so Robert Liu to respond. 020414 CL to followup with Cathy to ensure letter is acceptable. 021014 CL has left messages for Cathy. **022414 Cathy has advised that a No. 2 letter will be issued per DSA.**

HH/RB

Rec'd
 (~11/19/2013)

111913 Paul provided to JR who xmtd to Cathy.
 121713 HH to check with Cathy to ensure she xmt's to DSA. **011414 Complete.**

OTHER REPORTS (Not in DSA List but to be prepared and submitted nonetheless):

Document	Name	Date Signed
Concrete *		
Epoxy Anchors	120913 RB wants to add this and will request from Paul.	

RESPONSIBILITY	DUE DATE	ISSUES
RB/HH	12/10/2013	120913 RB to include in his DSA-6 rather than request a 292 from Paul. 121713 RB to check as Paul may have submitted a 292 to Cathy. 012814 RB notes that Paul did not do a 292 so Rick will include in his DSA-6.
		120913 RB to request a 292 from Paul. 121713 DS to follow-up with Paul on the 24 th 010714 Paul provided to DS but CL to followup with Paul to ensure Paul submitted to Cathy & DSA. 011414 Cathy has it. Complete

Expansion Anchors	121713 RB has requested from Paul.	
Epoxy Rebar	120913 RB has requested from Paul.	

121713 DS to follow-up with Paul on the 24th. 011414 Paul to provide to CL for forwarding to Cathy by this Friday. **012814 Paul sent to Cathy and cc'd CL – Complete.**

1217 DS to follow-up with Paul on the 24th. 011414 Paul to provide to CL for forwarding to Cathy by this Friday. **012814 Paul sent to Cathy and cc'd CL – Complete**

- Concrete (batch plants, onsite, etc.) are needed. Every Inspector for Twining provided a 292 so Rick will request for submittal to DSA as assurance.

ADDITIONAL ITEM

Item	Date	RESPONSIBILITY	DUE DATE	ISSUES
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Statement of Final Project Cost	DS
Deficiencies: Please see attached FTN's resolve in writing	CL/RB

HH

12/10/2013
1/15/2014

DS to clarify requirement for NOC 121013 Cathy advised that Tom Johns should provide a written letter status stating DSA-completion is achieved and the final contract value (the District's NOC is not required and the known contract value is ok, a Board approved final CO is not required) [with the DSA-168]. 121713 DS to start preparing (CO value expected by 1/8/2014). 021014 CO value now expected by 2/17/2014. **030314 DS to provide final project cost summary to Tom Johns.**

HH

12/30/2013

120913 Awaiting response to all FTN's except 1 (which RB believes doesn't require response since received after receipt of the DSA letter but CL will verify whether or not a response is req'd). 010714 CL confirms that all FTN's have been responded to the DSA and no further action required at this time since no comments received back. 121713 CL confirms RB is correct but CL has already sent responses to DSA and needs to get a hardcopy to RB and Arcadis. **012814 CL submitted to DSA so Complete unless DSA responds back.**

The Project Inspector to submit DSA-6 100%, AFTER all changes to approved drawings & specs, FCD's, Change Orders and Deviations are resolved and verified.

RB

HH

1/15/2014

120913 RB has in progress. 121713 RB advises that not all work of the app'd plans is done so he cannot sign-off the DSA-6. BJ expects to have all work complete by month-end. 010714: ***RB's punchlist to be reviewed in detail next meeting (7-items)***. 011414: In addition to above paperwork the IOR currently requires this physical work to be completed: 1) Irrig/shelves in ghouse, 2) Upper roof repairs, walkmats, floodtesting, etc., 3) Install stormdrain, 4) Touch up paint on upper roof support steel, 5) Wiring of security gate (stair 2 only), 6) elec vaults in gravel yard are not traffic-rated and damaged boxes must be repaired, and 7) irrig line at south side of site needs box. 012814: In addition to above paperwork the IOR currently requires this physical work to be completed: 1) Irrig/shelves in ghouse (ships Weds and should arrive next Weds and plants will arrive on the 7th), 2) Upper roof repairs, walkmats, floodtesting, etc. (in progress), 3) Install stormdrain (complete), 4) Touch up paint on upper roof support steel (complete), 5) Wiring of security gate (stair 2 only)(DS to get Campus response Feb 6th), 6) elec vaults in gravel yard are not traffic-rated and damaged boxes must be repaired (to be done next week), and 7) irrig line at south side of site needs box (complete). 020414: In addition to above paperwork the IOR currently requires this physical work to be completed: 1) Irrig/shelves in ghouse (should arrive today plants will still arrive on the 7th), 2) Upper roof repairs, walkmats, floodtesting, etc. (in progress), 3) Install stormdrain (complete), 4) Touch up paint on upper roof support steel (complete), 5) Wiring of security gate (stair 2 only)(DS to get Campus response Feb 6th), 6) elec vaults in gravel yard are not traffic-rated and damaged boxes must be repaired (to be done this week), and 7) irrig line at south side of site needs box (complete).

CCD Invoices (attached)	DS
Further Fees pending receipt and approval of the DSA-168	DS

022414: In addition to above paperwork the IOR currently requires this physical work to be completed: 1) Irrig/shelves in ghouse (partially-arrived and remainder enroute; plants partially arrived on the 7th and are being hand-watered by Pinner), 2) Complete, 3) Wiring of security gate (stair 2 only)(DS to discussed Campus response with FMO on Feb 6th but will need to arrange specific meeting), and 4) elec vaults in gravel yard are not traffic-rated and damaged boxes must be repaired (to be done March 6th).

HH 12/10/2013 120913 No action req'd (DSA will advise of final amount due).

HH N/APPLIC 120913 No action req'd (DSA will advise of final amount due).

OTHER (NON-DSA BUT RELATED/REQUISITE TO DSA)

<u>Item</u>	<u>RESPONSIBILITY</u>	<u>DUE DATE</u>	<u>ISSUES</u>
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<p>CHANGE ORDER</p>	<p>HH/DS</p>	<p>12/10/2013 1/8/2014</p>	<p>DS to clarify requirement for NOC 120913 – See above (Cathy advised that Tom Johns should provide a written letter status stating DSA-completion is achieved and the final contract value (the District's NOC is not required and the known contract value is ok, a Board approved final CO is not required) [with the DSA-168].) 121713 Final CO value expected by 1/18/2013. 021014 Final CO value now expected by 2/17/2014. 030314 DS to provide change order status in summary to Tom Johns.</p>
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<p>Punchlists (work that is not in contractual question and are Non-Issues) excluding closeout (asbuilts, O&Ms, permits, etc.)</p>	<p>BJ/DS</p>	<p>12/10/2013 1/8/2014</p>	<p>DS to clarify requirement for NOC 120913 – See above (Cathy advised that Tom Johns should provide a written letter status stating DSA-completion is achieved and the final contract value (the District's NOC is not required and the known contract value is ok, a Board approved final CO is not required) [with the DSA-168].) 121713 DS to start preparing. 030314 Backpunching to resume.</p>
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<p>Issues (work that is in contractual question)</p>	<p>BJ/DS</p>	<p>12/10/2013 1/8/2014</p>	<p>DS to clarify requirement for NOC 120913 – See above (Cathy advised that Tom Johns should provide a written letter status stating DSA-completion is achieved and the final contract value (the District's NOC is not required and the known contract value is ok, a Board approved final CO is not required) [with the DSA-168].) 121713 DS to start preparing. 030314 DS to provide issues status in summary to Tom Johns.</p>
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<p>Closeout (asbuilts, O&Ms, permits, etc.)</p>	<p>BJ/DS</p>	<p>12/10/2013 1/8/2014</p>	<p>DS to clarify requirement for NOC 120913 – See above (Cathy advised that Tom Johns should provide a written letter status stating DSA-completion is achieved and the final contract value (the District's NOC is not required and the known contract value is ok, a Board approved final CO is not required) [with the DSA-168].) 121713 DS to start preparing. 030314 DS to provide closeout status in summary to Tom Johns.</p>
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<p>BUILD CLOSEOUT</p>	<p>ALL/TBD</p>	<p>12/10/2013 1/8/2014</p>	<p>DS to clarify requirement for NOC 120913 – See above (Cathy advised that Tom Johns should provide a written letter status stating DSA-completion is achieved and the final contract value (the District's NOC is not required and the known contract value is ok, a Board approved final CO is not required) [with the DSA-168].) 121713 DS to start preparing. 030314 DS to provide closeout status in summary to Tom Johns.</p>
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NOC	DS	12/10/2013 1/8/2014	DS to clarify requirement for NOC 120913 – See above (Cathy advised that Tom Johns should provide a written letter status stating DSA-completion is achieved and the final contract value (the District's NOC is not required and the known contract value is ok, a Board approved final CO is not required) [with the DSA-168].) 121713 DS to start preparing. 030314 DS to include NOC status in summary to Tom Johns. 033216 DS to check with Cathy whether a letter-in-lieu is acceptable for the NOC.
OTHER	ALL/TBD	xx/xx/xx	

All of the above to be placed in schedule format