



**MUNICIPAL CENTER COMMITTEE**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**February 22, 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  
David DeStefano  
Ashley Johnson

Absent: F. Daniel Prickett  
Blaze Keegel  
Bill Thomae

Also Present: Craig Weaver, Mayor  
Chris Widuch, Council Liaison  
Stephanie Tillerson, Town Administrator  
Buck Buchanan, Thomas Construction Group  
Vince Tryer, 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 January 18, 2017

Mr. Labriola called attention to the discussion of pending change orders in the minutes and stated there will be a continued discussion relative to those change orders. Some are titled pending, some are titled pending which already have been approved by necessity and are completed, and any that are foreseen in the future.

*Mr. DeStefano made a motion to approve the minutes of the January 18, 2017 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  
None

B. Cedrus/Thomas

<b>CEDRUS</b>		<b>CONSTRUCTION PROGRESS REPORT</b>		9
Project Title		Town of Kiawah Island Municipal Complex		
Project Address		Betsy Kerrison Pkwy		
Prepared by	Elias Deeb	Period Ending	01/31/17	
Client	Town of Kiawah Island	Architect Project #	1701-151810	
<b>1. Estimate of Percent Completion to Date of Construction</b>				
Total construction is approximately 70% complete and progressing as expected.				
<b>2. Work Completed or in Progress this Period</b>				
The primary structures and roofs of both buildings are complete. Exterior sheathing is in-process and window frame installation has commenced. Mechanical, electrical, plumbing and fire sprinkler rough-ins are ongoing and made substantial progress over the period. Fiberglass wall insulation and gypsum installations have commenced. Road base course, curb, gutter and sidewalk installations are substantially complete.				
<b>3. Anticipated Work by Contractor for Next Period</b>				
Complete MEPF rough-ins, insulate and bring gypsum to substantial completion. Continue installation of window and door frames. Complete Knight Wall System and brick veneer, start siding installation. Start interior painting and asphalt paving.				

Mr. Deeb stated he was pleased with progression of the project and significant milestones were being reached. There was notable progress made in mechanical, electrical, and plumbing with gypsum installation commencing. On the exterior, the installation of the brick veneer can be seen along with the installation of insulation, waterproofing, Knight Wall system, and siding.

Mr. Deeb stated tie work was ongoing. He complimented Mr. Buck's site stating it was neat, clean, and orderly. Curbing and road base have been installed, backfilling behind the curbing is complete, and the area towards the river has been cleaned. In response to Mr. Labriola's question, Mr. Burt stated the proposal for the additional tree removal had been received and awaiting approval.

The Gantt chart displays a list of activities on the left, such as 'Site Work', 'Foundation', 'Framing', 'Roofing', 'MEPF', 'Insulation', 'Gypsum', 'Siding', and 'Painting'. Each activity is associated with a subcontractor and a critical path status. The main body of the chart is a grid where shaded cells indicate the duration of each activity. The timeline spans from January 1, 2017, to January 31, 2017.

Mr. Buchanan reviewed the three-week look ahead. He stated siding and block painting has begun in the maintenance in the garage. He reviewed the electrical, ceiling, drywall and other materials being installed in the administration and main building. He stated that site work included fine grading of the parking area at the back of the building. Work of the roof vents is being completed, painting is ongoing, and the window frames have been installed.

14	ADA ramp at Chambers platform	\$ 3,231.00	Pending	15
15	Additional walnut material (\$9,716)	\$ -	Rejected	N/A
16	Add ridge vent at main building	\$ 6,310.00	Pending	18
17	Add vehicle wash drain at maintenance building	780	Review	780
18	Revised generator pad size and elevation	\$ 7,613.00	Pending	31
19	Add slot wall	780	Review	780
21	ASG (U) security modifications	\$ (575.00)	Pending	36
22	Preliminary ASG (U) electrical changes	\$ 20,294.00	Pending	36
23	Additional cabinets and countertops in 140 per Addendum 1B	780	Review	780

Mr. Titus engaged in a detailed review of each of the changes orders:

- Members discussed the addition of the ridge vent on the main building approved earlier.
- Members discussed the ADA ramp to the Council dais and agreed to the expenditure of \$3,231.00.
- There was an extensive discussion of the vehicle wash drain at the maintenance building. The drain was not installed in the correct location and the pad was not sloped for run off. Following an in-depth discussion of available options, it was agreed to not do any demolition for the installation of the drain and to make modifications to the asphalt and curbing for water direction.
- Members reviewed the revision to the generator pad size and elevation which has been completed.
- Member engaged in an in-depth discussion of the slot wall which is to be an architectural feature at the entrance to the lobby. With cost of the millwork for the solid walnut wall being estimated at \$15,750.00, members discussed available options which included looking for alternate construction materials.
- Members discussed the \$20,294.00 designated for changes in electrical and voice data requirements along with changes in the fire alarm system. Also discussed was the possible changes to the cabinets in the permitting area of the administration building

### C. TOKI Financial

Town of Kiawah Island Municipal Complex Construction - Current Projection Recap 1/31/2017				
	Current Actuals	Budget	Current Projections	Projection/ Budget Variance
Surveying	\$ -	\$ -	\$ -	\$ -
L53P/ Geotechnical Consulting	22,663	26,200	26,200	-
L53P/ Architecture Basic Design Fee	414,448	438,000	438,000	-
L53P/ Interior Design FF&E and Supplemental	44,375	46,500	46,500	-
L53P/ Additional Design Security/CCTV/AV	23,846	24,800	24,800	-
L53Q/ Land Planning/Civil	85,670	89,100	89,100	-
L53P/ Cost Consulting	9,700	9,700	9,700	-
Thomas Construction Contract	4,752,967	7,299,997	7,356,672	(56,875)
Interior Furnishings & Equipment	-	439,000	350,000	89,000
Cedrus/ Project Management	59,444	330,000	118,900	111,100
Moving and Miscellaneous Expenses	112,172	250,700	250,700	-
Owners Contingency	112,172	396,003	396,003	-
<b>Total Project Cost</b>	<b>\$ 5,525,085</b>	<b>\$ 9,250,000</b>	<b>\$ 9,106,575</b>	<b>\$ 143,425</b>
<b>Owners Contingency Budget</b>	<b>\$ 396,003</b>			
Uses				
George Johnson/ Surveying	(5,420)			
L53P/Reimbursables	(19,502)			
L53P/Redesign Fees	(4,808)			
L53P/Security Revisions	(897)			
L53P/ Terracon, Stantec/PD	(35,000)			
St. Johns Water /Permits	(20,000)			
SC DHEC/Permits	(1,551)			
Stantec/Water Tap Consulting	(7,200)			
AGCS/Builders Risk Insurance	(17,190)			
	(112,172)			
<b>Contingency Remaining</b>	<b>\$ 283,831</b>			

Members reviewed the items which were discussed as changes orders and made a comparison to what was already been deducted from the Contingency Budget.

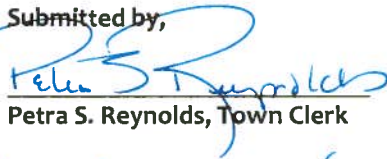
**VII. Citizen Comments:**  
None

**VIII. Committee Member's Comments:**  
None

**IX. Adjournment:**

*The meeting was adjourned at 12:47 pm.*

Submitted by,



Petra S. Reynolds, Town Clerk

Approved by,



John D. Labriola, Chairman

Date