



Center for Human Services

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CHS Construction Meeting 10/24/14 9:00 – 10:00 AM

Present: Bob DeGrasse, Bruce McClellan, Cindy Duenas, Dawn Tacker, Shawn Hemiller, Danny Savage, Rick Buhl, Gregory Pelton, Andrew Mosier, Mathew Francis, Harley Turner, Matt Killough, Gilberto Lopezdiaz, Kathryn Usiak, Carmen Wilson, and Seng Xiong.

ACTION ITEMS

Timeframe	Task	Action/Goal	Assigned To
11/3/14	Provide Info	Send all revised project contacts and meeting notes to Paradigm to be posted on the website	Seng
11/3/14	Provide Info	Provide digital copies of current submittals and plans to be posted on the Paradigm site	All MEPs
11/4/14	Provide Info	Send lighting cost of converting current lighting ballasts to LED, Title 24 compliance	Frank
11/7/14	Provide Info	Send mock up of proposed signage to Bob	Kate
11/7/14	Provide Info	Drop off completed plans to Bob, all plans ready to go to City	MEPs
11/7/14	Provide Info	A copy of the final plans for CHS to present to the Association for approval	Bob
11/7/14	Provide Info	Have completed furniture plan	Seng & Dawn
11/7/14 @ 9AM	Meeting	No meeting for MEPs—drop off plans if needed. Project team to meet to discuss other items.	Paradigm & CHS Team

MEETING NOTES:

Check-In

- Harley
 - Able to tie into existing lines. Done.
- Matt
 - Title 24 done. Ready.
- Gregory
 - Extra framing of units, send to DeHart
 - Changes to bearing wall
 - Add penthouse, elevator shaft needs to go beyond the roof. 12' clearance from top of 2nd floor to bottom of framing. This will meet the above elevator clearance requirement
- Bob
 - 98% done
 - Send current PDF to do coordinating drawings
 - Need lighting confirmations, HVAC locations
 - All MEPs to send sheet list, structural drawings and title 24 info
 - Met with sound consultant Jim, picked acoustical wall components, USGS rated STC 50-54
 - Haven't done QC yet
 - Have occupant load, toilet count and exiting plan completed
 - Need mock up of proposed signage. Power already set up on plans for Suite D and I doors to have signage or marquis.
- Cindy/Dawn
 - Alarm hardwire should be done during electrical wiring

- Make sure to coordinate with Frank on pulling phone, data and alarm lines—should be not crossing on these items
- Got preliminary cubicle drawings from Warden's, setup should be finalized by next week.
- Internal and external plans need to be approved by the Association. Bob can still submit plans for plan check while CHS is having the Association review, no need to wait for City to approve. Bob will make a copy of the final plans to CHS.
- Frank
 - Electric drawings done
 - Lighting package waiting for CHS to select
 - Title 24 should be done within a couple of days once selection finalized
 - Need 5 sets of electrical plans to Bob to submit to City
 - Got hot water and mechanical info from DeHart, all done
 - Current lighting is being planned to stay as is. If current lighting does not pass Title 24, then re-lamp with new LED lamps would be cheaper than replacing the whole unit. Title 24 requires that 10% or more of lighting revisions have to be compliant.
- Shawn
 - Cindy met with internal designer, defining finishes—just colors and materials
 - Should have all elevator squared away by early next week. Vendor is not being as responsive.
 - Made changes to the timeline, will touch bases with Mathew

Plan Submittal Process

- Fire sprinkler plans will be deferred submittal, it will be separate and independent
- *MEPs to drop off one set of final plans to Bob by 11/7. Bob will take to blue printers and then have all MEPs meet him to sign the plans. Will also make a copy for CHS.
- MEPs also to send PDF versions to Bob and Paradigm to put on the site.
- Plans will be submitted to City for plan check and code compliance check. Typically City sends it back with 10-40 items to go back and correct. 90% of the items are usually easy fixes.
- Tenant improvements usually don't warrant too many critical issues
- Once City sends back, the plans are redlined, corrected and turned back in
- Plan check can take from 3-6 weeks
- Keep in mind City and County offices will be closed for the holidays. County closed the whole week of Christmas. This may delay the plan check process.
- No need for MEPs to meet on 11/7; drop off plans directly to Bob. Bob and Seng will track who has submitted prior to 11/7, anyone remaining can drop off plans at the 11/7 construction meeting.

After Meeting Discussion

- Reviewed contract terms – Danny to make revisions to submit to CHS
- Reviewed timeline – Shawn to make revisions and submit to Mathew
- Get from Frank –cost of converting current lighting ballasts to LED, Title 24 compliance. Good to have this info just in case City says we have to convert them, we'll be prepared.

NEXT MEETING 11/7/14 @ 9AM – no official meeting for MEPs, drop off copy of final plans if needed. Paradigm and CHS team will still meet to discuss other items.

- Next meeting agenda items to discuss:
 - Finalized drawings
 - Check-Ins and Updates