

**MINUTES OF LIBRARY CONSTRUCTION OVERSIGHT COMMITTEE MEETING**

**PURPOSE OF MEETING:** To review the status and progress of the Mary Riley Styles Public Library renovation and expansion.

**DATE OF MEETING:** August 26, 2020 at 2 p.m.

**LOCATION:** Meeting held via Skype.

**NOTICE:** This virtual meeting of the Library Construction Oversight Committee (LCOC) was held pursuant to and in compliance with the Virginia Freedom of Information Act, Section 2.2-3708.2 and state and local legislation adopted to allow for continued government operation during the COVID-19 declared emergency. All participating members of the Library Construction Oversight Committee were present at this meeting through electronic means. All members of the public may view this video of this meeting on the City's website at [www.fallschurchva.gov](http://www.fallschurchva.gov)

**MEETING CALLED TO ORDER BY:** City Manager Wyatt Shields at 2:00 PM

**THOSE PRESENT:**

**Library Construction Oversight Committee Members:**

Library Director Jenny Carroll: \_\_\_✓\_\_\_  
City Manager Wyatt Shields: \_\_\_✓\_\_\_  
City Council Member Marybeth Connelly: \_\_\_✓\_\_\_  
Library Board Member Molly Novotny: \_\_\_✓\_\_\_  
Library Board Member Jeff Peterson: \_\_\_✓\_\_\_  
Planning Commission Member Russ Wodiska: \_\_\_absent\_\_\_  
City Resident Howard Reel: \_\_\_✓\_\_\_

**OTHERS PRESENT:** Project Manager Lionel Millard, Assistant City Manager Cindy Mester, Finance Director Kiran Bawa, Senior Administrative Assistant Claudia Gutierrez, and Interim Director of Public Works Zak Bradley. City Council Member Phil Duncan also attended.

**TOPICS OF DISCUSSION:**

Mr. Shields noted the passing of Council Member Dan Sze. This Committee was formed at the initiative of Mr. Sze. There was a moment of silence to honor Mr. Sze.

- 21 % construction completion as of 7/15/2020.
- Five pay applications have been submitted from Centennial from through July 15.
- 21 Proposed Change Orders (POC) have been issued. Including the reallocation of buyout savings of \$139,000 to the CM contingency. There was a weather delay claim for adverse weather in June that added three days to the substantial completion days (from April 13 to April 16). No costs were assigned for the change in date. Mr. Reel asked about how the weather extensions were justified. A monthly report is given to Mr.

Millard from Centennial where they justify the amount of rainfall days experienced using NOAA rainfall totals at Reagan National Airport per the contract documents.

- City Council approved the contract from Liberty Systems for the Furnishing, Fixtures and Equipment (FF&E). The library Director and Mr. Millard will be working with City's Contract Manager Karin Battle through the logistics, quantities, esthetics and delivery of the furniture.
- The structural steel work has started for the new addition area. The structural steel columns, joists, beams and metal decking were installed for the lower level new addition. Masonry walls throughout the lower level elevation have been completed, and they are still working on details to the portico, the under slab and the walls.
- Active Subcontractors who are still on the construction site are: Barco - demo work, K&M - electrical subcontractor, Wrights Iron, Harris Mechanical - plumbing and HVAC system, PAM - masonry, MW Ventures - concrete, Express Tek - low voltage and Potomac - waterproofing.
- Centennial submitted a schedule request for time during July since they experienced 12 days of adverse weather and claimed 6 days. Mr. Millard is reviewing the request. The tentative completion date is April 16, 2021. However, it may be extended 6 days due to the weather delay claim from Centennial. It's expected that Centennial will issue another weather delay claim for the month of August.
- There had been some issues with the slab on grade due to the heavy rainfall. Exterior work tasks have been reordered and as a result the interior work is further along.
- Main strip footings for the concrete Masonry unit and structural steel have been poured. Mechanical, Electrical and Plumbing (MEP) under slab rough-ins are completed. Fiber Reinforced Panels (FRP) for the slab-on grade is still on progress. Set structural steel columns & beams on the lower level is completed. Main level joists and decking projected to be finish at the end of September
- Subcontractors are working during the weekends on critical items, weather permitting.
- There is some side work that Mr. Millard is tracking with Washington Gas: A gas high pressure that runs beneath the existing sidewalk along N. Virginia Avenue needs to be diverted out of the site and into the right-of way- in order to proceed with the proposed streetscape work such as brick planters, light poles, curb and gutter, etc.
- Mr. Peterson asked about ordering roofing material. The roof material to be used on the new addition will be natural slate. Mr. Millard will find the option that matches best with the current roof.
- Budget overall it is still very healthy and is in good shape. However, the expenditures will be increasing and will be reflected next month. Some money will be moved to be used where needed. Mr. Reel suggested to Mr. Millard presenting the budget in an accumulative basis. He also requested to add a column to the financial presentation with budget commitments for contractors.

- Mr. Peterson asked if there was a way to show appreciation to Centennial for the good work they have done especially with the buyout savings. There is a monetary incentive built into the CM contingency.

Next LCOC virtual meeting will be held on September 23, 2020 at 2:00 PM.

MEETING ADJOURNED AT: 3:00 PM

SIGNATURE OF RECORDER: Ms. Jenny Carroll

A handwritten signature in blue ink, appearing to read "Jenny Carroll", is written over a light blue rectangular background.