

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: July 8, 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.

MEETING CALLED TO ORDER BY: Jenny Carroll at 2:00 PM

THOSE PRESENT:

Library Construction Oversight Committee Members:

Library Director Jenny Carroll: ___✓___
City Manager Wyatt Shields: _____
City Council Member Marybeth Connelly: ___✓___
City Council Member Mr. Dan Sze: _____
Library Board Member Molly Novotny: ___✓___
Library Board Member Jeff Peterson: ___✓___
Planning Commission Member Russ Wodiska: ___✓___
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.

TOPICS OF DISCUSSION:

- 15% construction completion as of 6/15/2020
- Four pay applications have been submitted from Centennial; expected to be approx. \$400,000 however concrete is behind schedule so they haven't billed as much.
- Twelve Proposed Change Orders (POC) have been submitted, three of them are credits going back to the owner, five were owner changes, and three were CM contingency changes. The first change order will be issued to Centennial on Friday July 10, 2020 for \$22,857. A POC log will be presented in the next LCOC meeting.
- Substantial completion date has not changed from April 13, 2021; contractor would be 95% complete with the building. FF&E anticipated to go in early May.

- Furniture, Furnishings and Equipment (FFE) contract with Liberty Systems will be presented to Council for approval on July 27, 2020. Contract amount is within original budget.
- Next Milestones for July 13th and 16th, weather permitting, are slab on grade and masonry which includes framing, concrete wall reinforcements, concrete on strip footings and elevator pit footings.
- Active subcontractors are Barco for the demolition, K&M doing electrical work, Harris Mechanical who is working on plumbing and the HVAC System, MW Ventures who is responsible for concrete work.
- PM Millard presented a timeline of the construction, which is currently on schedule, despite some delays and issues on concrete work due to the rainfall.
- To keep the Frame Reinforcement in Placement of Concrete (FRP) on schedule, the contractors will finish working on the footings during the weekend if weather permits. Once all the foundation slab and masonry work is completed, weather will not be an issue to keep the construction on schedule. Some electrical conduit for the outside of the building will be installed.
- As a COVID-19 preventative measure, every morning construction workers are onsite, they are being asked to fill out a questionnaire about their health condition. They also keep a minimum of workers on site. No impacts due to COVID-19.
- Budget overall has been very healthy and is in good shape. There are some line items that might not be fully used and could be moved to cover where needed with the authorization of the Finance Director Kiran Bawa.
- Mr. Reel requested the contract documents and consideration to allocating time outside the meeting with PM Millard.
- LEED Silver certification is being sent out for preliminary feedback.
- As part of the proposal to Council on FFE's regarding shelving, Liberty Systems provided a cost savings that will allow purchase of all new shelving for the library.

The library Director requested changing the LCOC meeting to the fourth Wednesday of the Month instead of the second Wednesday. This way, it will give more time to PM Millard to prepare the report for the committee. Next LCOC virtual meeting will be held on August 26, 2020 at 2:00 PM.

MEETING ADJOURNED AT: 3:00 PM

SIGNATURE OF RECORDER: Ms. Jenny Carroll

