



A TAYLOR Construction Group Company

MEETING MINUTES**No. OAC03****PROJECT TITLE:** Laramie County Community College**MEETING DATE:** 5/19/2005**LOCATION:** LCCC**SUBJECT:** OAC Meeting

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
N	BB	Bob Berry	Building Commissioning LLC
Y	BC	Bob Cox	Laramie County Community College
N	CB	Chuck Bohlen	Laramie County Community College
Y	EE	Eileen Ely	Laramie County Community College
Y	LB	Lindsey Blatz	Taylor Kohrs
Y	NB	Nicole Buscher	Taylor Kohrs
Y	PN	Phil Neal	Laramie County Community College
N	SC	Seth Carson	Bluefeather Design/Build Associates
Y	TL	Tim Laughlin	Midyette Architects

ITEM	STATUS	STARTED	DUE	BALL IN COURT
01-003	OLD		5/20/2005	LCCC BC
<p>Project Sign - LCCC accepted the basic design of the project sign, but would like a contact number for LCCC to be added. In addition, they require that the following be added to the sign content 'A Project of the Laramie County Community College Foundation.' In addition LCCC will provide text to be placed at the bottom of the sign referencing the energy grant. (05/05) LCCC requested Midyette to add text at bottom of sign regarding energy savings for their review. (05/19) Midyette provided two (2) variations of the construction sign for LCCC to review. LCCC to delivered to Cheyenne for Bob and Dr. Bohlen's review, however preliminary feedback was the sign without additional text.</p>				
01-005	OLD		6/3/2005	TAYKOHRS NB
<p>Gas Bayonets and Extra Faucets in Science Labs - LCCC has requested two faucets and one gas bayonet for each sink in the science labs if available within budget. Taylor Kohrs to follow-up with pricing.</p>				
01-006	OLD		6/3/2005	TAYKOHRS NB
<p>LCCC Review of Plans and Specs - LCCC is in the process of reviewing the permit set of drawings. Any comments will be addressed at OAC Meeting #2. (05/05) Bldg Commissioning LLC (BCL) advised that written response to comments dated 4/20 have not yet been received. TK and Midyette did note that some concerns have been addressed on the revised drawings.</p>				
01-013	OLD		5/20/2005	TAYKOHRS NB
<p>Energy Monitoring - LCCC has requested that Taylor Kohrs coordinate with Dr Jay Puckett at the University of Wyoming to allow monitoring of the building energy use and management systems once the project is complete. Taylor Kohrs to follow-up with Dr. Jay Puckett to provide requirements/goals. (05/05) TK updated team on meeting with UW, see 5/4 e-mail. TK's noted concern regarding UW's grant money approved in time for project schedule. TK to provide plans, schedule, and milestone dates to UW for coordination of energy monitoring systems. (05/19) TK noted that drawings and specifications were provided to UW (Cenk Yavuzturk) today. Schedule and deadlines to be e-mailed with Eileen Ely copied.</p>				
01-014	OLD		5/27/2005	LCCC BC
<p>Solar and Wind Design - Taylor Kohrs inquired as the status of design. LCCC stated that 'Ted' had preceded and would be complete by 05/06/05. Taylor Kohrs noted that conduit size and location will need to be identified at that time. (05/05) TK to price 2 - 6" conduits from wind turbine to Elec Rm to Elec Meter. (05/19) TK inquired as to whether 3 - 4" conduits could be installed in lieu of 2 - 6", as material is easier to come by. LCCC to follow-up on this as well as status of overall design documents.</p>				



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No. OAC03

ITEM	STATUS	STARTED	DUE	BALL IN COURT
02-001	OLD		6/3/2005	TAYKOHRS NB
<p>Geothermal Loop Field - Discussions were held regarding the design of the geothermal loop field. LCCC stated concern regarding the size of the current loop field design (180' x 330'), as it would hinder future expansion, as well as the associated construction costs for this system. It was determined that a conductivity test be performed to further investigate a vertical well system. BCL provided contacts to TK for them to use in contracting this work.</p> <p>(05/19) TK stated that Bergerson-Caswell, Inc (BCI) has been contracted for the conductivity test (CT). TK further noted that the 300' drill was completed today and that BCI will be on-site reporting conductivity starting Tuesday, 5/24.</p>				
02-002	OLD		6/3/2005	MIDYETTE TL
<p>Colors - Midyette advised that a room finish schedule will be included in the final construction drawings, which will be printed next week. The finish schedule will not include color / material selections, as the color board will be completed in the next few weeks. LCCC advised that Dr. Bohlen is to have final approval of the color board.</p> <p>(05/19) Midyette stated that they will present color board at next meeting</p>				
02-004	OLD		6/3/2005	MIDYETTE TL
<p>Turner Tract Agreement - Midyette to provide updated drawings for LCCC's use in Turner Tract approval process. Signature lines to be provided on cover sheet.</p> <p>(05/19) LCCC provided approved driveway agreement to TK for their use. Approval of Turner Tract reviewed and LCCC agreed that the Turner Tract review and approval should occur prior to submitting to the City. Midyette to have documents ready for next scheduled OAC meeting. If acceptable, meeting will be scheduled with Turner Tract to review this document, as well as, wind and solar design.</p>				
03-001	NEW		5/23/2005	TAYKOHRS NB
<p>Smartboards - LCCC inquired as to whether current design allowed for two (2) smartboards to be installed at each classroom. TK stated that they would follow-up with Fremont Electric. It was later determined that a meeting be held with LCCC (Phil), TK and Fremont to review the smartboards and the final floor box layout. Meeting scheduled for Monday, 5/23, at 9 AM at the job-site.</p>				
03-002	NEW			
<p>Project Schedule - TK reviewed the attached project schedule.</p>				

This constitutes our understanding of the items discussed and the decisions will be considered accurate, barring notification within five working days.

Prepared By: Taylor Kohrs

Signed: _____
Nicole Buscher

Dated: 6/1/2005