



A TAYLOR Construction Group Company

MEETING MINUTES

No. OAC08

PROJECT TITLE: Laramie County Community College

MEETING DATE: 8/4/2005

LOCATION: LCCC

SUBJECT: OAC Meeting

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
Y	BC	Bob Cox	Laramie County Community College
Y	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	RK	Ralph Knox	Taylor Kohrs
Y	SC	Seth Carson	Bluefeather Design/Build Associates
Y	TL	Tim Laughlin	Midyette Architects

ITEM	STATUS	STARTED	DUE	BALL IN COURT
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01-013	OLD		8/18/2005	LCCC SC
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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.

(06/03) LCCC stated that they have not heard back yet from UW. LCCC (Eileen) to follow-up and advise.

(06/16) UW is still waiting for the approval from the State. LCCC to continue to stay in contact with UW.

(08/04) LCCC stated that a meeting is scheduled for Tuesday 8/9 with LCCC (Seth), Ted, Fremont Electric and Pacific Power to discuss monitoring ideas.

01-014	OLD		8/18/2005	LCCC SC
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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.

(06/03) LCCC stated that 2- 4" conduits will be needed for the project. LCCC to be reviewing design next week.

(06/16) TK to provide pricing for associated conduits.

(07/07) TK submitted PCO #02 for approval. LCCC stated that design bid documents are to be completed in 1-2 weeks.

(07/21) LCCC (Seth) stated that design documents are complete and work to be bid out in the next 2 weeks.

(08/04) LCCC stated that a meeting is scheduled for Tuesday 8/9 with LCCC (Seth), Ted, Fremont Electric and Pacific Power to discuss monitoring ideas.



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02-001	OLD		8/18/2005	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> <p>(06/03) TK noted that the CT report was sent to BCL today. LCCC stated that BCL believes the conductivity rating of 1.67 will allow for a vertical system more economical than the horizontal system. LCCC recommended TK contact Stu from Poudre Valley School District to discuss results of CT test and to get his input on the Geothermal system.</p> <p>(06/16) TK will be accepting design proposals over the next couple weeks, followed by a period for subcontractor bid pricing.</p> <p>(07/07) TK announced that MEP & Associates have been released to design for the vertical well field. Preliminary drawings and information will be given to TK next week.</p> <p>(07/21) TK presented preliminary design at meeting. TK noted that budget pricing is being requested while the design is being finalized.</p> <p>(08/04) TK stated that MKK and MEP to finalize loads and design next week, so that vertical system can be released for bid. TK hopeful to have bids by next meeting date. LCCC confirmed that they will proceed with geothermal system. LCCC stressed that bid needed to complete submittal to Wyoming Business Council.</p>				
02-004	OLD		9/1/2005	
<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> <p>(06/03) Midyette delivered the documents for LCCC's review. Midyette also noted that the following are needed before meeting with the Turner Tract: Operational Plan, Intent of Use, and Solar & Wind site locations. LCCC (Seth) to follow-up on outstanding items so that Turner Tract meeting can be scheduled for next OAC meeting day.</p> <p>(06/16) LCCC provided Operational Plan, Intent of Use, and locations of wind turbine, anemometer tower and solar array. LCCC noted that the anemometer location may change based on guide wire requirements. LCCC to follow up on the angle of the guide wires needed. However, this information can be used to complete covenant documents. Design still needed for the bushes around the transformer. Midyette to finish designs and schedule Turner Tract meeting on the same day as next LCCC meeting, (07/07).</p> <p>(07/07) Doug Bryant, City of Laramie, stated the owner's association (LCCC, Laramie Rec Center & Farm Bureau) are to provide approval. Midyette stated that drawings are complete and that Operational Employee Plan will be revised and re-sent. Midyette to communicate with Farm Bureau and Laramie Rec regarding document approval.</p> <p>(07/21) Midyette will wait to hear more about budget changes on the exterior before submitting to the owner's association.</p>				
04-001	OLD		8/12/2005	TAYKOHRS NB
<p>Project Budget - TK stated that they are continuing to receive pricing, however, initial pricing is coming in higher than expected. It was also noted that the Team has a challenge to get the project within budget.</p> <p>(06/16) TK noted that the project is over budget but is still finalizing budget while working on value engineering with subcontractors. TK will contract with subcontractors as needed to follow the schedule.</p> <p>(07/07) TK scheduled a meeting with Bob Cox, Dr. Bohlen, Eileen Ely, Seth Carson, and Midyette for Friday, 7/15 from 9-11am.</p> <p>(07/21) There is a meeting scheduled with LCCC and TK for Friday morning 7/22.</p> <p>(08/04) LCCC has requested another meeting next week.</p>				
06-002	OLD			
<p>Permit Comments- Midyette stated that response to City's permit comments to be available next week for distribution. TK advised that City has approved revised utility and grading plan. Midyette noted that response to be submitted to City once Turner Tract agreement signed.</p>				



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08-001	OLD			
Project Schedule- TK discussed project schedule, stating that LCCC will be able to move in before January, as long as punch list has been developed. TK noted that SIPS panels are 80% complete, with the tube steel for the sun screens arriving next week, which will allow the panels to be completed. West pod metal stud interior wall framing complete and plumbing rough-in has begun.				
08-002	OLD		8/18/2005	BLUEFEAT SC
Gas - LCCC (Seth) inquired as to whether gas service to the building would be necessary if the duct heaters were replaced with electric units. Midyette suggested bringing the gas to the outside of the building and not bringing it in until a later date because of difficulty running gas lines outside once all other utilities are in the ground. LCCC to follow-up with facilities on electric duct heaters and future need for gas.				
08-003	NEW			
Monument Sign - TK stated that the Laramie Fire Dept does not require a monument sign and will accept the building address on the side of the building. (Numbers to face Boulder Drive, be legible from the street, and be of contrasting color.) Midyette noted that the covenant does not require a monument sign, but lists requirements if one is provided. Midyette did note that building number might need to be lit for night visibility.				
08-004	NEW			
Curb - Midyette stated that the City will allow for curbside parking, as previously designed, if accepted by the Turner Tract. LCCC (Seth) noted that the curb stops would need to be provided such that vegetation could not be driven on.				
08-005	NEW		8/18/2005	LCCC SC
Doors - Team discussed door finishes, as the accepted V.M. list included finishing the solid core doors with plastic laminate in lieu of a red oak wood veneer. LCCC to further review with facilities and advise as to change.				
08-006	NEW		8/12/2005	TAYKOHRS RK
SIPS Panels - LCCC noted concern regarding the SIPS exposure to moisture. TK to follow-up.				
08-007	NEW		8/18/2005	TAYKOHRS NB
Lead Times - LCCC inquired as to lead time for geotherm piping and roofing materials. TK noted that lead time for roofing materials is approx. 2 weeks from release of contract and submittals. TK to follow-up on lead time for geotherm piping.				
08-008	NEW			LCCC BC
Contracts - TK advised that the following scopes of work need to be released in order to not affect schedule: roofing, windows, and HVAC system.				
08-009	NEW			
Water Table - LCCC inquired as to the function of the stone 'water table'. Midyette explained that it's purpose on this project to provide a visible break between the stone and the block above. Midyette noted that without the water table the block would sit flush with the stone and the visible line wouldn't be as pronounced.				

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: 8/18/2005