

PROJECT COMMITTEE NOTES – June 19, 2007

Attendees: Sal Coco, Nigel Alleyne, John Rice, Bob Firneis (left at 10:50) Fernando Polletta, Stefano Gagliano, Peter Capek, Joyce Lannert, Barbara Hall

SPECIAL ISSUES

Geothermal

Rice's report – not completed

Landscaping – Phase 1 completion today

Close out documentation – received to date

CT Wells – as-builts not yet provided

Commercial Flooring – adequate attic stock provided? stair treads? Sal to check

Schenectady Steel (done/paid), Adelphi Masonry (done/paid), Garrito (done/paid)

LEED/Cx – Stefano Gagliano

LEED submission deadline – 6/30

Responses to deficiency report – J&M waiting for ACL rep and will update on web

- still haven't received HEA's report

Balancing – status

comments from AKF and HEA – still not received

OUTSTANDING ITEMS

Snow protection on roof - status

Exterior signage – installation date

- original company for both unresponsive, Nigel getting quote from a new company

Punch list items – progress update

cabinets for Opacs

shelf ends

phone/data lines – results of EduTek's review of test – still not complete

Fernando to follow-up

roof – inspection results with Carlisle rep – Nigel to review

Filingeri – still not done, Fernando to follow-up

status of items on Piazza's punch list – still an issue, none of the items in JMOA's letter addressed as of yet

Alarm system update – monitor replaced? no, Fernando to follow-up

surge protection – new outlets intalled? no, Fernando to follow-up

Close-out documentation

manuals,

schedule for staff training?

- J&M – some provided
- ACL – staff not trained on using computer settings for day/night, separate setting for Performance Space when not in use
- EduTek some training provided, more is needed, Peter Capek to be included
- ASI (security) - done
- Redi (fire) – done
- Thyssenkrupp (elevator) ?

Additional change orders – not as of this date

NEXT MEETING DATE – July 10, 2007

Joyce Lannert, Building Committee