

Answers to Council Questions – October 27, 2020

Study Session Item 1

- Regarding the study session on the Objective Standards, the Sept 9 report references 3 documents: the Annotated Objective Design Standards Framework (which I believe we're reviewing at the October 27 study session), the Administrative Draft Objective Design Standards, and the Public Review Draft of the Objective Design Standards (which will be reviewed by the Planning Commission on November 5). Is the Administrative Draft Objective Design Standards actually Attachment 2 to the October 27 staff report? What will the Public Review Draft of the Objective Design Standards look like?

Response:

The project is moving forward in 3 phases:

- *An Annotated Objective Design Standards-this was reviewed by the Council on Sep 9th*
- *The Admin Draft Standards – these are being City Council on October 27th*
- *The Public Review Standards- these are the public hearing drafts that will be reviewed by the Planning Commission and City Council starting in November.*

The Public Review Draft will not appear much different than the Administrative draft – these are basically the same documents with the Admin draft version that allows for an editorial review, with the edits being incorporated into the public review draft.

Item 3

- Please provide me a copy of the contract extensions for Nova as well Noll and Tam that we are expected to approve.

Response: Please see the attached amendments for NOVA Partners and Noll & Tam.

- With the shut down, no construction occurred on the field. Could you provide a breakdown for what we are being charged for?

Response: Please see the attached ASR 8-16 for Noll & Tam's breakdown and the attached letter proposal from NOVA Partners. Both of these files were attached to the respective staff reports in the agenda packet.

- In order to move forward, we need to understand what the true value of the items requested by various departments. We are getting design costs for items requested. What is the estimated associated construction costs?

Response:

- *ASR8 – Kinderprep: CPE 82 – Casework changes, CPE 92 – change carpet, CPE 188 – Paint color, gyp details, CPE 117 change plugs, Roughly \$9,332*
- *ASR9 – SCCFD Shop Drawing Comments: CPE 21 – 21R3 – 149,293 Fire Water*

- ASR10 – Security System Upgrade and extension: CPE 45 - \$136,178, Nova: and in CPE 187, City may add roughly \$60,000 in camera changes
 - ASR 11 – Schedule extension – No direct contractor cost
 - ASR 12 – Geotechnical – extension -Nova: No direct contractor cost
 - ASR 13 – Signage – CPE 168 - \$6,952
 - ASR14 – Schedule request
 - ASR 15 – Irrigation Controller - \$35,948
 - ASR 16 – Not priced, design work has not taken place – construction scope to be confirmed
- Why was Nova passing on substitutions to Noll and Tam? Why did they not follow the contract terms?

Response: Please see attached Product Substitution Procedures (Section 012513) for your reference. Contract adhered to substitution terms. Substitution requests after the substitution period may arise for a variety reasons which can benefit the project. Late substitutions may be reviewed per terms of contract if they benefit the project as a whole (reduce cost, save time, increase quality without additional cost).

- Why is Noll and Tam charging us for multiple reviews? This is part of their contract.

Response: If a submittal is deficient and/or requires a follow-up review, the architect is entitled to be paid for their time to review an updated submittal. We believe this comment addresses ASR 11 notation about Structural Steel Submittal. For structural steel, the design team expected 1 submittal package but processed multiple packages (synchronized with foundation pour) to satisfy contractor's request for expedited review. Expedited review of this length and complicated submittal was necessary to maintain construction schedule.

- Please provide the minutes of the meetings during the period of the shutdown. Under Task V #6 of the their contract it is stated that it will be provided.

Response: As shown in the staff report attachments, Noll and Tam participated in meetings on 24 different days during the shutdown. The five attached weekly Owner/ Architect/ Contractor (OAC) meetings are the only ones that included minutes. Please see the attached OAC minutes meetings.

- Please explain why we are extending our construction for 3 months when we were shut down for 1 month.

Response: The construction schedule was extended due to multiple reasons including unforeseen conditions, PG&E delay, the job site shutdown, added scope, and COVID 19 related delays. Contract already extended by 17 calendar days in CO 018. More details on the schedule will be summarized at the City Council Meeting. And to stay apprised on schedule updates, staff recommends reviewing the project's monthly reports posted at <https://www.losaltosca.gov/publicworks/page/los-altos-community-center>.

- The staff reports that an additional \$241,768 and an additional 20% contingency of \$48,354 is being added to the contract for Nova Partners. The staff report indicates that the original agreement was for an amount not to exceed \$938,525. How can this additional amount of \$241K be added to the contract and not be exceeding the overall contract for this project?

Response: The amount listed in the original agreement needs to be exceeded. Amendment No. 2 for NOVA Partners will have an updated NTE amount of \$1,250,511 (= \$938,525 + \$70,218 + \$241,768). If a 3rd amendment is needed for the full contingency of \$48,354, then the updated NTE contract amount will be \$1,298,865 (= \$1,250,511 + \$48,354).

- The attachment from NOVA states the increase is due to Covid-19 and scope modifications extending the construction schedule beyond Nov 25, yet there is no supporting documentation from NOVA or Peter. What were the scope modifications?

Response: The scope modifications that impacted the construction schedule are:

- *Revisions to fire water line / additional hydrants to meet Santa Clara Fire Department Requirements*
- *Additional security (access control and cameras) requested by City*
- *Revisions to fall protection system on roof requested by City*
- *PG&E delay in capping off the gas line in the street*
- *Unforeseen below-grade conditions encountered during demolition phase of the old Community Center*
- *Construction site was closed between 3/3-/20 and 5/4/20 due to COVID-19 Pandemic*
- *Construction site was voluntary closed between 9/11/20 and 9/15/20 due to confirmed COVID-19 case on site*

Additional info on the estimated schedule will be presented at the City Council Meeting.

- What makes this project so complex that it requires roughly 2 FTEs per month?

Response:

- *Assuming this is directed to NOVA Partners: NOVA's scope of services is described in their proposal, for details please refer to the SOS itemized below There is significant ongoing coordination between Design Team, City, Contractor and 3rd party vendors (PG&E, AT&T, Furniture suppliers, etc.) which NOVA is responsible for.*
- *NOVA's contract extension aligns with their base contract in terms of monthly resourcing levels.*
- *The following are NOVA's SOS in accordance with the existing agreement:*
 - *On-site Construction Management to monitor, manage and administer all construction activities in accordance with contract requirements.*
 - *Act as the focal point for all activities and provide coordination between the City, Architect, General Contractor and other stakeholders including City vendors (for example furniture suppliers).*
 - *Conduct weekly construction progress meetings to coordinate and schedule activities of contractors, design professionals, City staff, and others as required. Prepare and distribute minutes of meetings.*
 - *Coordinate and administer scheduling, sequencing, change order requests, submittals, shop drawings, inspections, testing, etc., and constructability issues among the Architect, City, and Contractor. Implement procedures for review, processing, and maintenance of project documentation, records, and decisions.*
 - *Expediently resolve disputes between contractor and design professionals without disruption to the project.*

- *Assist the City in resolving all technical, architectural, engineering, testing, surveying, scheduling, sequencing, and estimating issues, including change order cost and validity evaluation relating to design during construction.*
- *Conduct periodic walk-throughs of the project with City's management, program, and project personnel, including at least two formal reviews by City staff at appropriate comment periods.*
- *Direct, manage, and coordinate testing and inspection services, including monitoring and reporting to the City of actual versus estimated costs budgeted for such services through the course of the project.*
- *Represent or assist the City in review and resolution of disputes with Contractors, subcontractors and suppliers. Maintain documentation and records on all relevant decisions and facts relating to changes, clarifications, change orders, and disputes on an ongoing basis.*
- *Review and provide recommendations on construction schedules submitted by the General Contractor to provide the shortest possible project completion.*
- *Review all progress requests for payment for amount, prevailing wage compliance, etc., and approve or modify them before forwarding to the City for payment. Review and monitor subcontractor compliance with the California Public Contract Code and report any non-compliance to the City.*
- *Review all project-related vendor invoices.*
- *Coordinate and manage the submittal and shop drawing review and approval process and advise design professionals of any unusual site conditions affecting approvals. Coordinate with the contractor to allow sufficient time for review and approval for all parties. Verify and document that the shop drawing process is proceeding according to the submittal schedule.*
- *Implement a field log system. This system will be used for tracking requests for information (RFI), submittals, and proposed and actual change orders and their status, and will provide a database which presents a chronology, including change orders completed, in progress, planned, and projected.*
- *Review all RFIs for completeness, clarity, and appropriateness.*
- *Provide analysis of change orders to include, but not be limited to, analyzing validity, analyzing contractor's estimate, determining the source of the change, analyzing and reporting on the effects of proposed and approved change orders in a timely manner.*
- *Maintain project budget and issue monthly updates or as requested by the City.*
- *Coordinate with utility companies including PG&E, AT&T and Comcast as needed to ensure power and communications systems are installed in accordance with the City's requirements without delaying project completion.*
- *Manage close-out procedures approved by the City to accomplish timely completion of the construction contract (e.g., change orders, punch list, recommendation for acceptance, final payment, receipt of warranties and guarantees, transition to operation and maintenance phase, etc.).*
- *Coordinate final testing, inspections, and approvals.*
- *Advise the City regarding when building is ready for occupancy, when project is at the substantial and final completion stage, and when final payment is appropriate.*
- *Direct the initial startup, commissioning and testing of utilities, electrical and mechanical systems and equipment. Coordinate training of the City's personnel in conjunction with City's designated representatives. Collect and distribute all Operation and Maintenance manuals and warranty documentation.*

Item 4

- For \$253k for 24 hours/week over one year is very expensive, compared to the cost to hire a traffic engineer who can work 40 hours/week for the city. Although I agree that Jaime Rodriguez provides an excellent work product to the city, what are the city's plans to find a more economical alternative, by hiring a full-time 40 hour/week Transportation Services Manager?

Response: This is a personnel matter that cannot be discussed in this context.

Item 5

- For the El Monte Ave Sidewalk Gap Closure Project, the agenda says it will be deferred to November 11. Should that instead read November 10, when the next council meeting will be held?

Response: Yes, it should read November 10.

Item 7

- The staff report, on the bottom of page 3, says “to assist in tracking the changes presented by each ordinance, staff has underlined language being added.” Underlined language is only shown in Ordinance No. 2020-470C. Is there supposed to be additional underlined language in Ordinance No. 2020-470A and 2020-470B?

Response:

Ord. 2020-470A does not have the underlined as the exception was existing and Ord. 2020-470C has no underlined language as no additional exception is included.

- Why is staff recommending int 4.106.4, Exception 3 and 5.106.5.3, Exception 2, that “spaces accessible only by automated mechanical car parking systems are excepted from providing EV charging infrastructure” when developers have indicated that they can provide EV charging with these system (e.g. the developer for 425 First Street who offered this to the city council at our last meeting)?

Response:

This exception is reflective of the model ordinance that the Environmental Commission used as a base for this ordinance. Council can retain or remove the exception from the ordinance.

- Can you please provide clarification, for section 5.106.5.3.2, is staff saying that if there are in total, 6 level 2 and 5 level 1 spaces at a building, all of those can be substituted out with one DC fast charger, which would leave that building with one DC fast charger only, and no Level 2 or Level 1 chargers?

Response:

The applicant would have to install six Level EVCS and five Level 1 EV Ready spaces before being able to install DC fast charger in place of the six Level 2 EVCS and five EV Ready spaces (language directly from the model ordinance that was developed by a consultant to SVCE and PCE).

Item 9

- Is there a staff report that goes along with the MOU for 330 Distel Circle?

Response: The report needed to be changed before posting to reflect the updated proposed MOU. It is now posted.

- Parcel size

Response: 38,057 sq ft (0.87 acs)

- Provide technical specifications based strictly on zoning code (# of units based on du/acre, building height, etc.)

Response:

14.50.070 - Site area (CT).

The minimum site area shall be twenty thousand (20,000) square feet. The minimum site frontage shall be seventy-five (75) feet.

14.50.080 - Residential density (CT).

The maximum permitted residential density shall be thirty-eight (38) dwelling units per net acre of land.

14.50.090 - Front yard (CT).

The minimum front yard depth shall be twenty-five (25) feet, with a minimum of fifty (50) percent of which shall be landscaped.

14.50.100 - Side yards (CT).

Side yard width shall average seven feet six inches with a minimum setback of four feet over the length of the wall of the structure at the side yard, except that on a corner lot, the width of the side yard adjoining the street shall average

fifteen (15) feet with a minimum setback of four feet. For a property that abuts an R District (excluding access corridors), the following requirements shall apply:

- A. When the side property line of the site is across a street or alley from property in an R District, in which instance the minimum width of that side yard shall be thirty (30) feet;*
- B. When the side property line of the site abuts on property in an R District, in which instance the minimum width of that side yard shall be forty (40) feet for any portion of a structure thirty (30) feet or less in height and one hundred (100) feet for any portion of a structure over thirty (30) feet in height;*
- C. A minimum twenty (20) foot landscape buffer of evergreen trees and shrubs to provide screening shall be provided, all of which shall be permanently maintained by the property owner. No below grade garage construction or excavation is permitted within this landscape buffer.*

14.50.110 - Rear yard (CT).

No rear yard shall be required, unless the property abuts an R district (excluding access corridors) in which case the following requirements shall apply:

- A. When the rear property line of the site is across a street or alley from property in an R District, the rear yard setback shall be thirty (30) feet for all structures thirty (30) feet or less in height and seventy (70) feet for all structures over thirty (30) feet in height;*
- B. When the rear property line of the site abuts on property in an R District, the rear yard setback shall be forty (40) feet for all structures thirty (30) feet or less in height and one hundred (100) feet for all structures over thirty (30) feet in height;*
- C. A minimum twenty (20) foot landscape buffer of evergreen trees and shrubs to provide screening shall be provided, all of which shall be permanently maintained by the property owner. No below grade garage construction or excavation is permitted within this landscape buffer.*

14.50.120 - Off-street parking (CT).

As provided in Chapter 14.74

14.50.130 - Off-street loading (CT).

As provided in Chapter 14.74

14.50.140 - Height of structures (CT).

No structure shall exceed forty-five (45) feet in height. Commercial and mixed-use projects that include ground floor commercial floor area shall provide a ground floor with a minimum interior ceiling height of twelve (12) feet.

14.50.150 - Open space (CT).

All multiple-family residential projects, including mixed-use projects with multiple-family dwelling units, except duplexes, shall provide permanently maintained outdoor open space, subject to the following requirements:

- A. Although not required for each dwelling unit, an average of fifty (50) square feet of private open space shall be provided for the total number of dwelling units within a project.*
- B. Any private open space provided shall be at the same level and immediately accessible from the unit it serves. The provision of private open space shall not reduce the common open space requirements of this section.*

- C. *Depending on the number of dwelling units in a multiple-family project, common open space shall be provided to meet the following criteria:*
1. *Two to ten (10) units: a minimum of eight hundred (800) square feet of common open space shall be provided.*
 2. *Eleven (11) to twenty-five (25) units: a minimum of one thousand six hundred (1,600) square feet of common open space shall be provided.*
 3. *Twenty-six (26) to fifty (50) units: a minimum of two thousand four hundred (2,400) square feet of common open space shall be provided.*
 4. *Fifty-one (51) or more units: a minimum of three thousand two hundred (3,200) square feet of common open space shall be provided.*
- D. *Common open space areas:*
1. *Shall be designed to be easily accessible and shall be available for passive and active outdoor recreational purposes for the enjoyment of all residents of the project;*
 2. *Shall be provided as continuous, usable site elements of sufficient size to be usable by residents that may be within the rear yard setback;*
 3. *Shall not include driveways, public or private streets, or utility easements where the ground surface cannot be used appropriately for open space.*
 4. *Common open space areas shall be surfaced with any practical combination of landscaping, paving, decking, concrete, or other serviceable material with no more than fifty (50) percent of the area at grade level covered with a non-permeable surface.*
- E. *Required common open space shall be controlled and permanently maintained by the owner of the property or by a homeowners' association. Provisions for control and maintenance shall be included in any property covenants of common interest developments.*

14.50.160 - Rooftop uses (CT).

Rooftop activities or uses are permitted within the perimeter walls of a structure that meet all setback standards provided also that any such activities or uses are accessory to the principal use or uses of the development, and provided further, activities shall comply with the following performance standards:

- A. *No use shall be established or activity conducted that violates the noise standards and limits identified in Chapter 6.16, Noise Control, of the Municipal Code.*
- B. *No activity shall be conducted which causes ground vibrations perceptible at the property line.*
- C. *No lighting or illuminated device shall be operated so as to create glare which creates a hazard or nuisance on other properties.*
- D. *No use or activity shall be conducted without first obtaining any required permit from the county air pollution control district. Uses shall be conducted to prevent dust or other airborne material from crossing property lines.*
- E. *Solid wastes shall be handled and stored so as to prevent nuisances, health and fire hazards, and to facilitate recycling. Suitable containers shall be provided to prevent blowing or scattering of trash and screened by an enclosure. Suitable concealed space and containers shall be provided at the roof top to encourage the appropriate sorting and collection of discarded materials.*

- F. *No use may generate any odor that reasonably may be found objectionable as determined by an appropriate agency such as the Santa Clara County Health Department and the Bay Area Air Quality Management District beyond the boundary occupied by the enterprise generating the odor. All mechanical, venting, and/or exhausting equipment that generates odors shall be located away from residential properties.*
- G. *The use of conventional energy sources for space heating and cooling, water heating, and illumination shall be minimized by means of proper design and orientation, including provision and protection of solar exposure.*
- H. *These performance standards are general requirements and shall not be construed to prevent the council, boards or commission with review authority or staff from imposing, as part of project approval, specific conditions which may be more restrictive, in order to meet the intent of these regulations.*

14.50.170 - Design control (CT).

All structures in the CT District shall be subject to the provisions of Chapter 14.78 of this title.

- A. *No structure shall be built or altered including exterior changes in color, materials, and signage except as prescribed in Chapter 14.78 of this title.*
- B. *Scale: Because of the relationship of this district to a larger region, a mixture of scales may be appropriate with some elements scaled for appreciation from the street and moving automobile and others for appreciation by pedestrians.*
- C. *The proportions of building elements, especially those at ground level, should be kept close to human scale by using recesses, courtyards, entries, or outdoor spaces.*
- D. *The proportions of building elements at a commercial or residential interface shall be designed to limit bulk and to protect residential privacy (including but not limited to window placement), daylight and environmental quality.*
- E. *Rooftop mechanical equipment must comply with Municipal Code Section 14.66.240.E. and screened architecturally from public view.*
- F. *Firewalls: Consideration should be given to the aesthetic treatment of firewalls including increased side yard setback, contouring the firewall to the building, use of noncombustible roofing materials, and creative use of architectural features in the firewall.*

14.50.180 - Off-street loading for residential (CT).

In order to accommodate the delivery or shipping of goods at a multiple-family residential project, on-site loading/unloading space shall be provided:

- A. *There shall be at least one loading/unloading space provided, which shall have minimum dimensions of at least ten (10) feet by twenty-five (25) feet, with fourteen (14) feet of vertical clearance;*
- B. *Loading and unloading spaces shall be located and designed so that the vehicles intended to use them can maneuver safely and conveniently to and from a public right-of-way without interfering with the orderly movement of traffic and pedestrians on any public way and complete the loading and unloading operations without obstructing or interfering with any parking space or parking lot aisle;*
- C. *No area allocated to loading and unloading facilities may be used to satisfy the area requirements for off-street parking, nor shall any portion of any of off-street parking area be used to satisfy the area requirements for loading and unloading facilities;*

- D. *A loading/unloading space may be located in the front yard setback, but shall comply with other required setbacks;*
- F. *All loading spaces shall be designed and maintained so that vehicles do not back in from, or onto, a public street;*
- G. *Loading spaces shall be striped indicating the loading spaces and identifying the spaces for "loading only." The striping shall be permanently maintained by the property owner/tenant in a clear and visible manner at all times; and*
- H. *Adequate signage shall be provided that directs delivery vehicles to the loading space.*

- What would 90 units mean relative to density “bonus”?

Response: About a 271% density bonus increase

- Given parcel size and assuming relatively smaller unit sizes, how many stories might be required to meet the 90 unit minimum?

Response: Maybe 5

- Term #4 - what is “PSA”?

Response: Purchase and Sale Agreement

Item 10

- ASR 8-10, 12-13, and 15 seem to be *reimbursement* for specific change orders to the overall project that have already been completed. Is that correct?

Response: Yes, the work described in ASRs 8-10, 12-13 and 15 was authorized to proceed by City staff so as not to delay the project and work has been completed.

- ASR 11 and ASR 14 seem to be non-task specific but more anticipated consulting and/or administrative services to be rendered. Is that correct? Are these line items charged to the city independent of actual work done or are they not to exceed numbers that are carefully scrutinized by Peter?

Response: ASRs 11 and 14 are to extend the duration of Noll & Tam's base-contract services for the entire construction duration (as opposed to adding new design scope). The terms of their contract apply. Noll & Tam's invoices are reviewed by NOVA Partners, Peter Maslo (Project Manager, City of Los Altos), Jim Sandoval (Director of Engineering Services, City of Los Altos) prior to sending to Finance for payment.

- ASR 10 - Who is SFMI? What was their role vs Noll & Tam?

Response: Smith, Fause & McDonald Inc are the project AV, Security and IT designer/consultant. They are a subconsultant under Noll & Tam's contract.

- ASR 15 deals with irrigation controllers for the baseball and soccer fields, why is this being charged to the Community Center project?

Response: This was added to the project at the request of the City. Old controllers and wiring were demolished during the demolition phase of the old Community Center. First controller, which was operating baseball field was mounted in the closet room (right next to restroom) and second controller was mounted in the storage room (right next to garbage area).

- ASR 16 - Using this item as an example, why are we going thru Noll & Tam for this? There appears to be a great deal of overhead charges associated with taking this route. Do we consider whether or not the request for N&T services are scope creep? Are cost effective vs. contracting the tasks ourselves?

Response: This is new scope which was added at the City's request for design services for additional lighting and public art coordination, which is directly associated with the LACC project and overlooked during the design phase. Incorporating this work with the project scope ensures an integrated and coordinated project, and eliminates the need for modifying a brand new building and landscape.

- The original NTE contract amount for Noll and Tam was \$2,804,597 which has already been increased by an additional \$467,781 + \$93,420. This additional amount is now being asked for, which will bring the total paid to Noll and Tam to \$3,876,834. The staff report says this is already in the approved budget. How can a total of over \$1 million more to Noll and Tam already be in the approved budget?

Response: City would like to cover the cost associated with the ASRs via existing project budget (approved by CC) by using the soft cost contingencies. The approved LACC project budget of \$38,335,400 included a soft cost contingency of \$498,390. This contract amendment will be funded from the soft cost contingency and credits to the soft cost base costs.

Amendment No. 4 for Noll & Tam will have an updated NTE amount of \$3,866,041 (= \$73,380 + \$2,805,597 + \$467,781 + \$93,420 + 425,863). If a 5th amendment is needed for the full contingency of \$85,173, then the updated NTE contract amount will be \$3,951,214 (= \$3,866,041 + \$85,173).

- With respect to the Community Center, how many FTE are assigned to this project, excluding construction? Please break down by service providers (staff, NOVA, Noll & Tam, etc.)

Response:

- *Noll & Tam (Architect) – Approximately 1.5 FTEs depending on the current project work load.*
- *NOVA Partners (Construction Management) Approximately 2 FTEs depending on the current project work load.*



Project Name	<i>Hillview Community Center Redevelopment Project</i>			
Project Number	<i>CF-01002</i>			
Consultant	<i>NOVA Partners</i>			
Contract/ Amendment	Date	Contract/ Amendment (\$)	Exhibits	Content
Original Contract	9/17/19	\$938,525	A, B	<i>Scope of Services & Fee Schedule.</i>
Amendment No. 1	11/18/19	\$70,218	C	<i>Modification #1 to Scope of Services, Special Testing & Inspection.</i>
Amendment No. 2		\$241,768	D, E	<i>Modification #2 to Scope of Services, Fee Schedule, and update insurance.</i>
Contract/ Amendment NTE Amount to Date		\$1,250,511		

Submitted for review by:

Department: _____ By: _____ Date: _____

DRAFT

AMENDMENT No. 2
TO THE AGREEMENT BETWEEN
THE CITY OF LOS ALTOS, CALIFORNIA
AND
NOVA PARTNERS
FOR CONSTRUCTION MANAGEMENT SERVICES
FOR HILLVIEW COMMUNITY CENTER REDEVELOPMENT PROJECT CF-01002

THIS AMENDMENT No. 2, made and entered into as of the _____ day of _____ 2020, **TO THE ORIGINAL AGREEMENT** made and entered into on September 17, 2019, by and between CITY OF LOS ALTOS, a municipal corporation, hereinafter referred to as "**CITY**," and NOVA PARTNERS, Inc., hereinafter referred to as "**CONSULTANT**."

RECITALS

WHEREAS, on September 17, 2019 CITY and CONSULTANT entered into an agreement for consulting services ("Agreement") to perform additional construction management services for the Los Altos Community Center project; and

WHEREAS, CONSULTANT desires and agrees to provide the additional construction management services for the Los Altos Community Center project.

NOW, THEREFORE, in consideration of the covenants, conditions and promises hereinafter contained, to be kept and performed by the parties hereto, CITY and CONSULTANT hereby agree that the following sections of the aforesaid Agreement dated September 17, 2019, are amended to read as follows:

1. Section 1, **SCOPE OF SERVICES**, is hereby amended to add the following sentence to the end of the paragraph from the original agreement:

"CONSULTANT shall provide the additional construction management services for the Hillview Community Center Redevelopment Project CF-01002 as described and shown in Exhibit D. CONSULTANT'S fee proposal for the additional construction management services for \$241,768 is attached hereto and incorporated herein as Exhibit D."

2. Section 2, **SCHEDULE**, is hereby amended to add the following sentence to the end of the paragraph".

"For the additional services described in Exhibit D, the CONSULTANT shall meet the completion requirements as indicated in Exhibit D."

3. Section 4, **COMPENSATION**, is amended to add the following sentence to the end of the paragraph:

“Compensation for additional construction management services for the Hillview Community Center Redevelopment Project CF-01002 as described and shown in Exhibit D of Amendment No. 2 shall not exceed \$241,768 and shall be billed at the rates set forth in CONSULTANT’S fee proposal set forth in Exhibit D.”

4. Section 5, **INSURANCE**, is amended to replace Exhibit B with Exhibit E:

“Consultant shall procure and maintain for the contract insurance as described in Exhibit I against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or subcontractors.”

5. All other terms of the original Agreement dated September 17, 2019, which are not in conflict with the provisions of this Amendment No. 2, shall remain unchanged and in full force and effect. In case of a conflict in the terms of the Agreement and this Amendment, the provisions of this Amendment No. 2 shall control.

CITY OF LOS ALTOS:

APPROVED AS TO CONTENT

By: _____
James Sandoval, Engineering Services Director

APPROVED AS TO FORM

By: _____
Jolie Houston, City Attorney

AGREED

By: _____ Date: _____
Christopher Jordan, City Manager

CONSULTANT:

By: _____
David Marks
NOVA Partners

Date: _____

DRAFT



Project Name	<i>Hillview Community Center Redevelopment Project</i>			
Project Number	<i>CF-01002</i>			
Consultant	<i>Noll & Tam Architects</i>			
Contract/ Amendment	Date	Contract/ Amendment (\$)	Exhibits	Content
Original Contract	8/22/17	\$2,804,597	A, B, C	Scope of Services & Fee Schedule.
Amendment No. 1	6/4/18	none		<i>Revise term of contract from FY2017/18 to FY2020/21</i>
Amendment No. 2	8/7/18	\$ 467,781	D, E	<i>Modification #1 to Scope of Services, Fee Schedule, and update insurance.</i>
Amendment No. 3	9/4/19	\$ 93,420	F, G	<i>Modification #2 to Scope of Services, Fee Schedule, and update insurance.</i>
Amendment No. 4		\$425,863	H, I	<i>Modification #3 to Scope of Services, Fee Schedule, and update insurance.</i>
Contract/ Amendment NTE Amount to Date		\$3,791,661		

Submitted for review by:

Department: _____ By: _____ Date: _____

AMENDMENT No. 4
TO THE AGREEMENT BETWEEN
THE CITY OF LOS ALTOS, CALIFORNIA
AND
NOLL AND TAM ARCHITECTS
FOR DESIGN/ PROFESSIONAL CONSULTING SERVICES FOR
HILLVIEW COMMUNITY CENTER REDEVELOPMENT PROJECT CF-01002

THIS AMENDMENT No. 4, made and entered into as of the _____ day of _____ 2020, **TO THE ORIGINAL AGREEMENT** made and entered into on August 22, 2017, by and between CITY OF LOS ALTOS, a municipal corporation, hereinafter referred to as "**CITY**," and NOLL AND TAM ARCHITECTS, hereinafter referred to as "**CONSULTANT**."

RECITALS

WHEREAS, on August 22, 2017 CITY and CONSULTANT entered into an agreement for consulting services ("Agreement") for work including the completion of design development, construction documents, permitting/bidding, construction administration, and project close-out (the "Project"); and

WHEREAS, CONSULTANT is an independent consultant providing similar professional services to numerous other cities; and

NOW, THEREFORE, in consideration of the covenants, conditions and promises hereinafter contained, to be kept and performed by the parties hereto, CITY and CONSULTANT hereby agree that the following sections of the aforesaid Agreement dated August 22, 2017, are amended to read as follows:

1. Section 1, **SCOPE OF SERVICES**, is hereby amended to add the following sentence to the end of the paragraph from Amendment No. 4:

"CONSULTANT shall provide the additional design and engineering services for the Hillview Community Center Redevelopment Project CF-01002 as described and shown in Exhibit H. CONSULTANT'S fee proposal for the additional architectural and design services for \$425,863 is attached hereto and incorporated herein as Exhibit H."

2. Section 2, **SCHEDULE**, is hereby amended to add the following sentence to the end of the paragraph".

"For the additional services described in Exhibit H, the CONSULTANT shall meet the completion requirements as indicated for Exhibit H."

3. Section 4, **COMPENSATION**, is amended to add the following sentence to the end of the paragraph:

“Compensation for additional design and engineering services for the Hillview Community Center Redevelopment Project CF-01002 as described and shown in Exhibit H of Amendment No. 4 shall not exceed \$425,863 and shall be billed at the rates set forth in CONSULTANT’S fee proposal set forth in Exhibit H.”

4. Section 5, **INSURANCE**, is amended to replace Exhibit G with Exhibit I:

“Consultant shall procure and maintain for the contract insurance as described in Exhibit I against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or subcontractors.”

5. All other terms of the original Agreement dated August 22, 2017, which are not in conflict with the provisions of this Amendment No. 4, shall remain unchanged and in full force and effect. In case of a conflict in the terms of the Agreement and this Amendment, the provisions of this Amendment No. 4 shall control.

CITY OF LOS ALTOS:

APPROVED AS TO CONTENT

By: _____
James Sandoval, Engineering Services Director

APPROVED AS TO FORM

By: _____
Jolie Houston, City Attorney

AGREED

By: _____ Date: _____
Christopher Jordan, City Manager

CONSULTANT:

By: _____ Date: _____
Janet Tam

DRAFT

Los Altos Community Center

ADDITIONAL SERVICE REQUEST NO. 8

March 10, 2020

Peter Maslo

Project Manager, City of Los Altos

1 N. San Antonio Rd

Los Altos, CA 94022



Approved by: Saul Flores
Date: April 15, 2020
Amount: \$3,340

Re: Revisions To Kinder prep

Dear Mr. Maslo,

Per City request, we are submitting an additional service request for design revisions to Kinderprep

Scope of Work:

- Add open shelving at North East Corner of the Space
- Eliminate Carpeting
- Revise Height of Window Sill
- Provide design for interior decoration of wall surfaces

Tasks:

- Attend 1 Meeting
- Revise Revit Model/Drawings
- Issue ASI 43

Deliverables:

ASI 43 consisting of floor plans, elevations and specification for homosote.

Fees: not to exceed value below, invoiced monthly.

Total ASR 8 Compensation:

Noll & Tam Architects \$3,340.00

Consultants \$0.00

Total Additional Fee Requested \$3,340.00

Sincerely,



James Gwise
Project Manager

date
3/10/2020

Approved:



4/16/2020

Peter Maslo
Project Manager, City of Los Altos

date

Los Altos Community Center

ADDITIONAL SERVICE REQUEST NO. 9

January 27, 2020

Peter Maslo

Project Manager
City of Los Altos
1 N. San Antonio Rd
Los Altos, CA 94022

NOVA PARTNERS
INCORPORATED

Approved by: **JCJ**
Date: **Feb 25, 2020**
Amount: **\$9,640**

Re: Fire Department revision to Standpipe System

Dear Mr. Maslo,

We submit this ASR for SCCFD requested revisions to approved Contract Documents. The Contract Documents assumed a building mounted standpipe system connected to the building fire suppression system. In a meeting with SCCFD on 12/18/19, SCCFD clarified that standpipes shall be independent of the building fire suppression system and required wharf hydrants located in the landscape, not the previously agreed building mounted standpipes.

Design team effort covered by this ASR includes preparing diagrams for the SCCFD meeting, meeting prep with G+S and its subcontractor, travel to Los Gatos to meet with SCCFD, preparation of meeting notes and revised concept diagram, design coordination (NT, BKF and MiG) to locate wharf hydrants in the landscape and Contract Document revisions (NT and BKF).

Fees:

Total ASR 9 Compensation:

Noll & Tam Architects	\$3,040.00
BKF	\$6,600.00
Total Additional Fee Requested	\$9,640.00

Sincerely,



James Gwise AIA

date

LACC Project Manager, N&T

01/27/2020

Approved:



Peter Maslo

date

Project Manager, City of Los Altos

LACC ASR 9 – Fire Department revision to standpipe system

Noll and Tam Fee Schedule:

Item	Description	DP (rate: 140)		JG (rate: 170)	
1	Meeting and Meeting Prep	2	\$280.00	5	\$850.00
2	Meeting notes and revised concept diagram			3	\$510.00
3	Document Revision	10	\$560.00		
N&T Subtotal		12	\$1680.00	8	\$1360.00
N&T Total					\$3,040.00

Consultant Fees

BKF Fee (see next page)	\$6,000.00
N+T Consultant Coordination (10% markup)	\$600.00
Total Add Service Request	\$9,640.00

January 15, 2020
BKF No. 20170208-11

Mr. James Gwise
Noll & Tam Architects
729 Heinz Avenue, #7
Berkeley, CA 94710
Email: james.gwise@nollandtam.com

SUBJECT: ADDITIONAL SERVICE REQUEST #04 LOS ALTOS COMMUNITY CENTER, LOS ALTOS

Dear James,

Thank you again for your continued use of BKF on your project. We would like to take this time to alert you to some additional services we are working on, which are outside of our original scope of work. The below additional scope items are the result of additional requirements from the Santa Clara County Fire Department (SCCFD).

TASK 1: Fire Sprinkler/Fire Water Revisions

Fee: \$6,000

Based on the LACC Fire Marshal Standpipe Review meeting held on December 18th, 2019, we understand SCCFD fire marshal rejected the proposed building standpipe layout for the community center is requiring design modifications. Feedback from the Fire Marshal indicates a requirement for separate wharf hydrants separate from the building system (this requirement is contrary to direction provided by the Fire Marshal early on in the project). BKF will modify the current conform drawing set to include the required changes outlined in the meeting notes provided by Noll & Tam and the final agreed upon wharf hydrant/sprinkler design. We will issue a design revision set for resubmittal to the city of Los Altos. Documents and further measures include:

- **Revised Civil Drawings** which alter the current approved plans to show the design revisions requested by the SCCFD. We will need to modify our permit drawings conformed set (sheets C2.1, C2.3, C3.1, and C4.1) to show the additional wharf hydrants, FDC, valves, and modified water utility routing with associated structures. Additional review of contractor submittals for this work is also included.

Please provide your acceptance of this Additional Service Request by signing below. Should you have any questions regarding the additional scope of services or fees, please do not hesitate to contact me at (650) 482-6457.

Very truly yours,
BKF ENGINEERS


Dale Leda, PE, QSD/QSP
Project Manager


cc: Roland Haga, PE, PLS
Vice President

Approved: _____
James Gwise, Noll & Tam Architects

Date

ASR 09

December 3, 2018

Ms. Tracey Steiger
Santa Clara County Fire Department
14700 Winchester Blvd.
Los Gatos, CA 95032

RE: EVA and hose reach at the new Los Altos Community Center – standpipe proposals

Dear Ms. Steiger:

Per our discussions at 11/1/18 meeting at the city of Los Altos and follow up conference call on 11/6/18 we are providing 2 design options to achieve hose reach. Both design options utilize the following:

- (1) existing private fire hydrant (Fire Hydrant 1) at the northwest side of the site adjacent to the Bus Barn Theater;
- (1) new public fire hydrant (Fire Hydrant 2) at the north east corner of the new parking lot;
- (2) new wet standpipes providing coverage to the courtyard, east and north sides of the building. Each standpipe will be fitted with (2) 2 ½" threaded connections conforming to SCCFD requirements and will be fed from the building fire sprinkler system.

Fire Hydrant 2

Fire Hydrant 2 is proposed to be installed within 8'-0" of the parking lot curb and will have a 30' clear no parking zone in front of the hydrant. A portion of the no parking zone is shared with loading for the adjacent ADA van accessible parking space. The Loading zone is will be designated a no parking area and will not impact ability of the Fire Department to access Fire Hydrant 2.

RECEIVED

DEC 05 2018

SANTA CLARA COUNTY
FIRE DEPARTMENT

ASR 09



**FIRE DEPARTMENT
SANTA CLARA COUNTY**



14700 Winchester Blvd., Los Gatos, CA 95032-1818
(408) 378-4010 • (408) 378-9342 (fax) • www.sccfd.org

PLAN REVIEW No. **18 4492**
BLDG PERMIT No. _____

DEVELOPMENTAL REVIEW COMMENTS

Plans and Scope of Review:

This project shall comply with the following:

The California Fire (CFC) & Building (CBC) Code, 2016 edition, as adopted by the City of Los Altos Municipal Code (LAMC), California Code of Regulations (CCR) and Health & Safety Code.

The scope of this project includes the following:

Limited review of the proposed new City of Los Altos Community Center standpipe system.

Plan Status:

Fire Department Standpipe **Option 1** is **APPROVED** with the following conditions.

Plan Review Comments:

1. Review of this Developmental proposal is limited to acceptability of site access, water supply and may include specific additional requirements as they pertain to fire department operations, and shall not be construed as a substitute for formal plan review to determine compliance with adopted model codes. Prior to performing any work, the applicant shall make application to, and receive from, the Building Department all applicable construction permits.
2. The standpipe system shall be a manual primed wet system. The two identified standpipes in *Option #1* shall be supplied by a 4 head connection. The 4 head connection shall be placed within 100 feet of the public fire hydrant. (*Hydrant #2 on the drawing*). Please note that the FDC for the sprinkler system shall also be located within 100 feet of this public fire hydrant.

This review shall not be construed to be an approval of a violation of the provisions of the California Fire Code or of other laws or regulations of the jurisdiction. A permit presuming to give authority to violate or cancel the provisions of the fire code or other such laws or regulations shall not be valid. Any addition to or alteration of approved construction documents shall be approved in advance. [CFC, Ch.1, 105.3.6]

City	PLANS	SPECS	NEW	RMDL	AS	OCCUPANCY	CONST. TYPE	ApplicantName	DATE	PAGE
LOS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Noll & Tam Architects	12/21/2018	1 OF 1
SEC/FLOOR	AREA	LOAD	PROJECT DESCRIPTION				PROJECT TYPE OR SYSTEM			
			Commercial Development				Design Review			
NAME OF PROJECT						LOCATION				
LOS ALTOS COMMUNITY CENTER						97 Hillview Ave Los Altos				
TABULAR FIRE FLOW				REDUCTION FOR FIRE SPRINKLERS		REQUIRED FIRE FLOW @ 20 PSI		BY		
				[REDACTED]				Baker, Kathy		



**MOUNTABLE
TRAFFIC
CALMING
DEVICE**

Los Altos Community Center

ADDITIONAL SERVICE REQUEST NO. 10

April 27, 2020




Peter Maslo

Project Manager

City of Los Altos

1 N. San Antonio Rd

Los Altos, CA 94022



Approved by: Saul Flores
Date: Oct 16, 2020
Amount: \$9,562.00

Re: Access Control and Security Revision

Dear Mr. Maslo,

Per City request, we are submitting an additional service request for revisions to Access Control and Surveillance Scopes of work. This proposal includes the following activities:

1. Attend meetings and conference calls to discuss access control and surveillance on 12/11/2019 – Initial discussion; 12/18/2019 conference call to review LACC Security, 1/29/2020 on site meeting with City and Nova ;
2. Coordinate security and access revisions with architectural;
3. Coordinate door hardware revisions with hardware consultant and coordinate with contractor submittals;
4. Prepare and Issue ASI 26/ASI 26r1 issued 2/20/2020 (includes SFMI revision R2 to ASI 26);
5. Prepare and issue ASI 27- dated 2/27/2020, issued 3/2/2020.

Deliverables:

ASI 26 – Access Control; ASI 27 - Security

Fees

Total ASR 10 Compensation:

Noll & Tam Architects \$3,490.00

SFMI \$6,072.00

Total Additional Fee Requested \$9,562.00

Sincerely,

Approved:

4/27/2020

James Gwise

date

Project Manager

04/27/2020

Peter Maslo

date

Project Manager

City of Los Altos

Los Altos Community Center

ADDITIONAL SERVICE REQUEST NO. 11

April 28, 2020

Peter Maslo

Project Manager,
Los Altos Community Center
City of Los Altos,
1 N. San Antonio Rd.
Los Altos, CA 94022

NOVA PARTNERS
INCORPORATED

Approved by: **JCJ**
Date: **May 4, 2020**
Amount: **\$194,480**

Re: Schedule Extension

Dear Mr. Maslo,

Per discussion with Nova partners., this add service request is to cover design team effort for a longer than anticipated construction period.

Noll and Tam's project fee proposal estimated a 12 to 14 month construction period. In comparison, the current G+S construction schedule shows the project spanning from Notice to Proceed issued on 9/3/19 to Substantial Completion date of 11/25/2020, a period of roughly 15 months.

The City awarded the construction bid on July 30 and Noll and Tam began Construction Administration activities 8/1/19 which, coupled with the contractor's 15 month construction schedule, lengthens our total Construction Administration phase to 16 months. We request the city consider a 3-month extension to bring Noll and Tam's fee into alignment with our Construction Administration efforts to date and the expected Substantial Completion date of 11/25/20. The current design fee budget for Closeout phase will cover the period between Substantial Completion and Final Completion date of 12/20/20.

Fees:

We propose an additional service to cover a schedule extension of 3 months which, barring circumstances beyond our control, should see us through project closeout. The proposed fee adjustment excludes costs incurred due to the current Shelter in Place Order (s) issued by state, and local governments.

The proposed fee, including consultants, is \$194,480.00.

NOLL & TAM FEE BREAKDOWN 3 MONTH EXTENSION						
		Prin	PM	PA	Staff	
	Rate	\$210.00	\$170.00	\$155.00	\$140.00	Total
Month 1	Hours	8.00	120.00	0.00	140.00	268.00
Month 2	Hours	16.00	120.00	0.00	140.00	276.00
Month 3	Hours	24.00	120.00	0.00	160.00	304.00
Total Fee		\$10,080.00	\$61,200.00	\$0.00	\$61,600.00	\$132,880.00

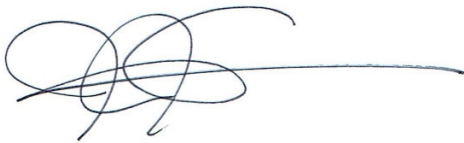
Consultants	Fee
Daedalus	\$22,000.00
Integral	\$13,200.00
OMM	\$13,200.00
MIG	\$13,200.00
Subtotal	\$61,600.00
Grand Total	\$194,480.00

Please contact me at your earliest convenience with questions or if additional supporting information is required.

A fee schedule is attached for your review.

Sincerely,

Approved:



James Gwise date
Project Manager 04/28/2020

Peter Maslo date
Project Manager 10/16/2020
City of Los Altos

April 28, 2020

Peter Maslo
LACC Project Manager
1 N. San Antonio Road
Los Altos, Ca 94022

RE: ASR 11 – Extended Construction Schedule.

Dear Peter,

As discussed with Nova, we are submitting the attached ASR 11 which requests additional fee for a longer than expected construction schedule. Currently, without taking Covid 19 into account, we are projecting the construction administration phase to exceed our projections by 3 months.

As you consider this request, we think it helpful to provide you with a bit of project history so the City can understand the context of the request and our earnest approach to providing the City with design services.

The early design phases of the Community Center project experienced an intense amount of interest by City Council and the community. Noll and Tam worked with the City Council and stakeholders to refine the placement of the new building on the site and develop a successful concept/schematic design. These efforts became tangible at the 9/11/17 City Council meeting when the council voted to increase the project budget resulting in expanded building area, elevated building quality and site expansion to include the Library Connector.

Noll and Tam submitted Add Service 1 on 6/20/18 requesting design fees to cover the expanded scope and included a limited amount of additional fee for construction administration phase. ASR1 did not propose any changes or adjustments to the project schedule to compensate for additional effort implied in the elevated quality and expanded project scope.

ASR1 was authored prior to the completion of Design Development phase and did not capture continuing adjustments to the design including revisions to the site plan (examples are removal of the basketball court, redesign of entry plaza and fire department access studies) which came from stakeholder, commission and fire department reviews occurring between July of 2018 and May of 2019.

Our efforts in the design and documentation phases required more time than anticipated. The original schedule for the design phases, SD through CD was exceeded by 8 months. We have

absorbed this additional effort and only mention it here to provide perspective as we plan our design team's effort toward the completion of construction.

The transition from construction document phase to Bidding and Construction Administration was complicated by the departure of important city staff (head of the DPW, City Engineer and City's Project Manager), late procurement of Nova, the project's Construction Manager, and a late constructability review which occurred after application for building permit.

The Bidding and CA phases are anticipated to exceed our original planning assumptions by approximately 3 months (as noted in ASR11) and the overall project duration will have extended approximately 1 year longer.

We are currently seven months into the Construction Administration phase, and we see project needs exceeding the level of effort anticipated in Noll and Tam's contract as amended by ASR1. Our estimated hours described in ASR 11 for an extended CA duration are based on a similar level of effort.

For example, as you will remember, the primary tasks that have required additional attention in the last few months include:

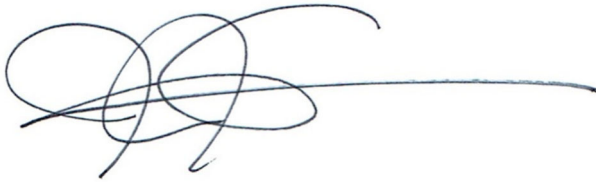
1. Review of Contractor substitution requests:
The project bid documents stipulated that requests for material substitutions will not be accepted after bid date. Shortly after award of contract, in the spirit of cooperation, the design team agreed to make an exception to the substitution rule and review a limited number of substitution requests, agreeing to review a limited scope of 7 substitution requests. To date, we have reviewed 16 substitution requests.
2. Additional facilitation of submittal review and processing
Noll and Tam expended additional hours than typically required to provide leadership and assistance in expediting key submittals in order to maintain project schedule:
 - Fire Protection (sprinklers) – multiple reviews and coordination assistance to the contractor to expedite Fire Department review and approval
 - Structural Steel – multiple reviews in a fast track format to maintain contractor's schedule
 - Concrete curb – unanticipated submittal, reviewed and issued an ASI for detailed coordination of curbs and other architectural elements.

Noll and Tam has been attentive to the needs of the City and the Contractor throughout the course of the project from the early stages of design through our current activities in the Construction

Administration phase; approval of ASR 11 will support our continued services in this longer than anticipated construction period.

Please contact me at your earliest convenience to discuss and/or if you need additional information to assist with your review of this request.

Best Regards,

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

James Gwise AIA Architect, Associate
LACC Project Manager

CC: Janet Tam/N+T, Saul Flores/Nova, Joe Caps-Jenner/Nova

Los Altos Community Center

ADDITIONAL SERVICE REQUEST NO. 12

May 13, 2020

Peter Maslo

Project Manager

City of Los Altos

1 N. San Antonio Rd

Los Altos, CA 94022



Approved by: **Sam Tooley**
 Date: **May 27, 2020**
 Amount: **\$29,301**

Re: Extension to Geotechnical Services

Type text here

Dear Mr. Maslo,

Per City request, we are submitting an additional service request for extended Geo Technical Services.

Please see the attached work sheet for services provided. These services will be provided on a time and materials basis and not to exceed the specified sum without prior approval from the City of Los Altos.

Fees

Total ASR 12 Compensation:

Cal Engineering and Geology	\$26,638.00
Noll and Tam Administrative Fee	\$2,663.00
Total Additional Fee Requested	\$29,301.00

Sincerely,



James Gwise
Project Manager

date
05/13/2020

Approved:



5/28/2020

Peter Maslo
Project Manager
City of Los Altos

date

Attached:

- 1) 171980-HillviewCommCenter-CostProjections-CEG-Lab-Field Testing_20200325
- 2) CE&G Rate Schedule 2020



**Cost Projections for Additional Testing Services
Hillview Community Center
Los Altos, CA**

March 26, 2020
prepared by: D. Peluso, P.E.
Principal Engineer/GE
prepared for: Noll Tam

TABLE 1 - LEVEL OF EFFORT AND COST PROJECTIONS

Project Assumptions/Limitations

We are providing cost projections based on a discussion with the general contractor regarding the remaining portions of the work items that we are anticipated, which include compaction testing of the following project components: underground utility trench backfill, pavement area subgrade and AB, trash enclosure and transformer pad, and library connector. We anticipate several laboratory compaction curves will also be

Note: We have assumed regular time at prevailing wage where applicable (i.e. no overtime or weekends).

Task 1: Project Management, Coordination, QC

Scope and purpose: Overall project management; coordinate efforts with general contractor and Noll & Tam; review project documents; dispatch; review test results/DFR's; provide overall quality control (~2-4 hrs for every week of field time).

Principal Engineer (office)	20 hr	\$	240 /hr	\$	4,800.00
<i>Task 1 Subtotal</i>					<i>\$ 4,800.00</i>

Task 2: Compaction Testing for Underground Utilities

Field Technician (field + travel)	4 hr	\$	130 /hr	\$	520.00
Nuclear gage	1 ea	\$	56 /day	\$	56.00
Reimbursables (mileage to/from jobsite & Hayward lab)	60 mi	\$.58 /mi	\$	34.50
Field Technician (office; complete & upload dailies)	.5 hr	\$	130 /hr	\$	65.00
Subtotal per Visit				\$	675.50
Estimated No. of Visits					10 visits
<i>Task 2 Subtotal</i>					<i>\$ 6,755.00</i>

Task 3: Compaction Testing for Pavement Areas - Subgrade and AB

Field Technician (field + travel)	4 hr	\$	130 /hr	\$	520.00
Nuclear gage	1 ea	\$	56 /day	\$	56.00
Reimbursables (mileage to/from jobsite & Hayward lab)	60 mi	\$.58 /mi	\$	34.50
Field Technician (office; complete & upload dailies)	.5 hr	\$	130 /hr	\$	65.00
Subtotal per Visit				\$	675.50
Estimated No. of Visits					8 visits
<i>Task 3 Subtotal</i>					<i>\$ 5,404.00</i>

Task 4: Compaction Testing for Trash Enclosure and Transformer Pad

Field Technician (field + travel)	4 hr	\$	130 /hr	\$	520.00
Nuclear gage	1 ea	\$	56 /day	\$	56.00
Reimbursables (mileage to/from jobsite & Hayward lab)	60 mi	\$.58 /mi	\$	34.50
Field Technician (office; complete & upload dailies)	.5 hr	\$	130 /hr	\$	65.00
Subtotal per Visit				\$	675.50
Estimated No. of Visits					2 visits
<i>Task 4 Subtotal</i>					<i>\$ 1,351.00</i>

[continued next page]



**Cost Projections for Additional Testing Services
Hillview Community Center
Los Altos, CA**

March 26, 2020
prepared by: D. Peluso, P.E.
Principal Engineer/GE
prepared for: Noll Tam

Task 5: Compaction Testing for Library Connector

Field Technician (field + travel)	4 hr	\$ 130 /hr	\$ 520.00
Nuclear gage	1 ea	\$ 56 /day	\$ 56.00
Reimbursables (mileage to/from jobsite & Hayward lab)	60 mi	\$.58 /mi	\$ 34.50
Field Technician (office; complete & upload dailies)	.5 hr	\$ 130 /hr	\$ 65.00
Subtotal per Visit			\$ 675.50
Estimated No. of Visits			7 visits
		<i>Task 5 Subtotal</i>	\$ 4,728.50

Task 6: Obtain Bulk Samples for Fill Placement - Soil

Field Technician (field + travel)	2 hr	\$ 130 /hr	\$ 260.00
Reimbursables (mileage to/from jobsite & Hayward lab)	60 mi	\$.58 /mi	\$ 34.50
Compaction Curve (4" mold)	1 ea	\$ 257 /ea	\$ 257.00
Subtotal per Visit			\$ 551.50
Estimated No. of Visits/Samples			1 visits
		<i>Task 6 Subtotal</i>	\$ 551.50

Task 7: Obtain Bulk Samples for Fill Placement - AB

Field Technician (field + travel)	2 hr	\$ 130 /hr	\$ 260.00
Reimbursables (mileage to/from jobsite & Hayward lab)	60 mi	\$.58 /mi	\$ 34.50
Compaction Curve (6" mold)	2 ea	\$ 317 /ea	\$ 634.00
Subtotal per Visit			\$ 928.50
Estimated No. of Visits/Samples			1 visits
		<i>Task 7 Subtotal</i>	\$ 928.50

Task 8: Prepare Final Testing/Conformance Letter

Principal Engineer (office)	4 ea	\$ 240 /hr	\$ 960.00
Staff Engineer (office)	8 ea	\$ 145 /hr	\$ 1,160.00
		<i>Task 8 Subtotal</i>	\$ 2,120.00

Total Estimate (Tasks 1-8) \$ 26,638.50

Personnel	2020 Rates/Units
Senior Principal Engineer/Geologist	\$ 280 per hour
Principal Engineer/Geologist	\$ 240 per hour
Associate Engineer/Geologist	\$ 215 per hour
Senior Engineer/Geologist	\$ 200 per hour
Project Engineer/Geologist	\$ 160 per hour
Staff Engineer/Geologist	\$ 145 per hour
Technician (Straight rate prevailing wage)	\$ 130 per hour
Senior GIS/CADD Specialist	\$ 140 per hour
GIS/CADD Specialist	\$ 125 per hour
UAS Manager	\$ 155 per hour
Project Assistant	\$ 95 per hour
Administration/Clerical	\$ 85 per hour
Special Inspector (Straight rate prevailing wage; no 4-hr min)	\$ 135 per hour
Deposition/Court Testimony (minimum 4 hours)	\$ 400 per hour

Field and Laboratory Tests	2020 Rates/Units
Concrete Compressive Strength Testing	\$ 39 per cylinder
Moisture Content (ASTM D 2216)	\$ 23 per test
Moisture & Density (ASTM D 4318)	\$ 31 per test
Atterberg Limits (ASTM D 4318)	\$ 202 per test
Compaction Curve, 4" mold (ASTM D 1557)	\$ 257 per test
Compaction Curve, 6" mold (ASTM D 1557)	\$ 317 per test
Wash over #200 Sieve (ASTM D 1140)	\$ 71 per test
Sieve Analysis with #200 Wash (ASTM D 422)	\$ 148 per test
Sieve & Hydrometer (ASTM D 422)	\$ 229 per test

Reimbursables	2020 Rates/Units
Mileage (per allowable federal)	\$0.58 per mile
Nuclear Gage	\$ 57 per day
Inclinometer	\$ 196 per day
Vane Shear Device	\$ 113 per day
UAS Equipment	\$ 361 per day
GNSS Mapping Equipment	\$ 206 per day

1. **Professional Services** - These are "all-up" rates, and include direct salary cost, overhead, general and administrative costs not separately accounted for, and profit. They shall remain in effect through December 31, 2020. Ongoing work continuing beyond December 31, 2020 will be invoiced at the applicable new year's rate.
2. **Travel Time** - Travel time will be charged at regular hourly rates, not to exceed eight (8) hours per day.
3. **Expenses** - All direct costs will be billed at actual cost plus 10%, unless there is explicit agreement otherwise. Direct costs include:
 - Third party services – Fees for subcontracted third party services (including drilling and backhoe services, special consultant fees, permits, special equipment rental, overnight mail or

- messenger services and other similar project related costs)
- Travel expenses, including airfares, hotel, meals, ground transportation, and miscellaneous expenses.
 - Reproduction costs, including photocopy, blueprints, graphics, photo prints or printing.
4. **Subconsultants** - To the extent that it becomes necessary to use subconsultants, Client will be invoiced at cost plus 10% to cover insurance liability and other overhead costs.
 5. **Accounting** - The cost of normal accounting services for invoicing has been considered in the overhead expense which is included in the above hourly rates. Additional requirements for invoice verification, such as copies of time sheets, detailed expense records, and supplemental daily work justification will be billed on an hourly basis.

Los Altos Community Center

ADDITIONAL SERVICE REQUEST NO. 13

July 9, 2020


Peter Maslo

Project Manager

City of Los Altos

1 N. San Antonio Rd

Los Altos, CA 94022


<p>Approved by: Saul Flores Date: July 10, 2020 Amount: \$6,620.00</p>

Re: Addition of Graphics to Signage

Dear Mr. Maslo,

Per City request, we are submitting an additional service request for the addition of graphics to interior signage and adjustment of room names as requested by the City. Please contact me at your earliest convenience with questions and comments regards this request

Fees

Total ASR 12 Compensation:

Square Peg (see attached)	\$5,000.00
Noll and Tam additional time (8 hours at \$140/hour)	\$1,120.00
Noll and Tam Administrative Fee	\$500.00
Total Additional Fee Requested	\$6,620.00

Sincerely,



James Gwise
Project Manager

date
07/09/2020

Approved:



Peter Maslo
Project Manager
City of Los Altos

10/23/2020

date

Attached: LACC SQP Add Service 2020-0630



ADD SERVICE AGREEMENT

DATE June 30th, 2020
 CLIENT Noll & Tam
 SQPEG PROJECT 20025
 PROJECT NAME Los Altos Community Center
 ADD SERVICE #01: Hand Drawn Illustrations & Additional Construction Administration Services

SCOPE REVISION

1: Ten (10) Hand-drawn Illustrations

Square Peg Design has been asked to provide illustrations for room identification flag signs at the Los Altos Community Center (LACC) project. The work includes development of ten (10) hand drawn illustrations including:

- | | |
|--|--|
| (1) Oak Leaf & Acorn at Grand Oak Room | (1) Apricot & Leaf at Apricot Room |
| (1) Cedar Leaf at Cedar Lounge | (1) Chair/Sofa at Teen Lounge |
| (1) Coffee Cup at Café | (1) Dancer at Movement Room |
| (1) Manzanita Leaf at Manzanita Room | (1) Paint Brush/Easel at Arts & Crafts |
| (1) Sequoia Leaf at sequoia Room | (1) Sycamore Leaf at Sycamore Room |

Square Peg will provide one set of illustrations for review with Noll & Tam, one (1) set of revisions based on Noll & Tam feedback, one (1) set of illustrations for LACC’s review, and one (1) set of final artwork applied to final sign layout artwork for submittal to the sign fabricator for production. All design review meeting will be via internet conference call.

Ten (10) Hand-drawn Illustrations as per above ADD \$ 2,400

2: Additional Construction Administration Services

Square Peg Design has exceeded our expected Construction Administration (CA) fee for the Los Altos Community Center project due to additional shop drawing review and design revisions. Additional fee is required to complete the project. The additional time will be used to cover addition shop drawing reviews, shop drawing reviews, on-site review of prototypes, and on-site review of sign installation.

Additional CA Services Fees Billed Hourly Not To Exceed..... ADD \$ 2,600

NET TOTAL ADD \$ 5,000

APPROVED BY _____ DATE _____

Los Altos Community Center

ASR #14R1

October 15, 2020

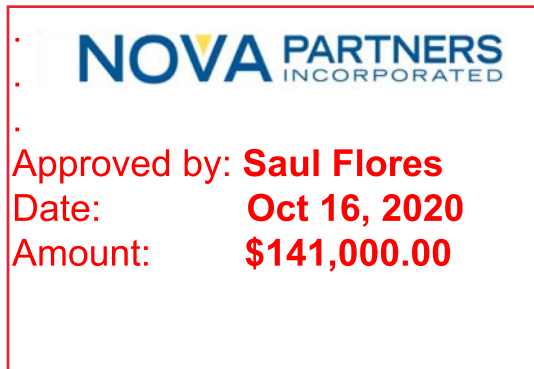
Peter Maslo

Project Manager

City of Los Altos

1 N. San Antonio Rd

Los Altos, CA 94022



Re: Additional Service Request #14R1, Covid19 Project Schedule Extension

Dear Mr. Maslo,

We respectfully submit this additional service proposal associated with the Covid19 Shelter in Place Order, which covers a roughly 2 ½ month period beginning March 17 and ending June 5. During this period, G+S ceased field operations and continued pre-construction activities, extending the construction schedule by approximately 2 ½ months. In addition to the roughly 2 ½ month cessation of field activities, the contractor is requesting an extension to the construction schedule attributed to inefficiencies caused by Covid site protocols. Per your request we are updating our additional service request to account for the rescheduling of substantial completion and additional CA activities stemming from Covid inefficiencies. Substantial completion is re-scheduled from 11/25/20 to the 3/21/21, per G+S's August 2020 Construction Schedule.

With the contractor continuing pre-construction activities, the design team continued its Construction Administration activities without cessation, processing submittals, RFI's and attending weekly and special meetings. With the extension of the project schedule, the design team's Construction Administration phase is extended for 3 ½ months.

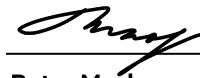
The proposal's fee calculation is based on Noll and Tam's average of hours consumed while the Shelter in Place Order was in effect. We have allocated an additional \$15,000 for consultant fees. Additional fee is proposed for consultant activities associated with the delay of substantial completion which has moved from 11/25/20 to 3/25/21, a period of 3.5 months. We expect that MiG, OMM and Integral will have their CA activities extended beyond the dates anticipated in ASR11 which forecast a substantial completion date of 11/25/20.

We propose a total fee of \$141,000.00 for Noll+Tam and Design Consultants; see the next page for the fee breakdown. Please contact me at your earliest convenience with questions or comments regarding this proposal.

Sincerely,



Approved:



10/16/2020

James Gwise

date

Project Manager

10/15/20

Peter Maslo

date

Project Manager

City of Los Altos

Fees

Noll and Tam	Hrs/Mth	Mths	Total Hrs	Rate	Fee
Dora	154	3.5	539	140	75,460.00
James	80	3.5	280	170	47,600.00
Janet	4	3.5	14	210	2,940.00
Subtotal					126,000.00

Consultants		
Mig		5,000.00
IG		5,000.00
OMM		5,000.00
Total Consultant Fee		15,000.00

Total Fee: Noll+Tam and Consultants **141,000.00**

Los Altos Community Center

ASR #15-IRRIGATION CONTROLLER

July 27, 2020

Peter Maslo

Project Manager, City of Los Altos

1 N. San Antonio Rd Los Altos, CA 94022

Re: Additional Service Request #15 Irrigation Controller

NOVA PARTNERS INCORPORATED	
Approved by: Saul Flores	
Date:	July 29, 2020
Amount:	\$14,640.00

Dear Mr. Maslo,

We respectfully submit this additional service proposal for design services associated with design and construction administration of new irrigation controllers serving the Base Ball field and the Soccer Field. We propose a total fee of \$14,640.00 for Design Consultants with a modest amount of time for Noll + Tam’s document coordination effort. The terms of OMM proposal is “hourly, not to exceed”. Similarly, we’ve budgeted BKF hours in event their services are required otherwise their time will not be invoiced. Please contact me at your earliest convenience with questions or comments regarding this proposal.

Fees

Noll and Tam	Total Hrs	Rate	Fee
Dora Pollak	4	140	560.00
Subtotal			560.00
Consultants			
MiG			8,580.00
OMM			3,300.00
BKF			2,200.00
Total Consultant Fee			14,080.00
Total Fee Noll+Tam and Consultants			14,640.00

Sincerely,

James Gwise
Project Manager

date
07/27/2020

Approved:

Peter Maslo
Project Manager
City of Los Altos

7/30/2020

date

Attached: MiG Proposal 7/19/20; OMM Proposal 7/17/20



Janet Tam & James Gwise
Noll & Tam Architects
792 Heinz Avenue, #7
Berkeley, CA 94710

July 19, 2020

RE: Los Altos Community Center

Dear Janet and James:

As requested, this letter is provided to request **additional irrigation design services** for the Los Altos Community Center project. The level of effort listed below is in response to the specific scope of work noted in James' July 8th email.

Additional scope and fee to be added to Construction Administration:

- (2) site visits, travel time and field notes
- Coordination with the N&T and the City's representative
- Coordination with civil consultant, electrical consultant for power locations and Rain Master representative
- Revisions to the legend, plans and details
- (2) zoom meetings

Total for above.....\$7,800

We expect the above work could be completed within 2 weeks of a Notice to Proceed. Thank you and we look forward to completion of the Los Altos Community Center in the near future.

Sincerely,

Melissa Erikson
Principal, Director of Landscape Architecture



O'MAHONY & MYER
ELECTRICAL ENGINEERING & LIGHTING DESIGN

San Rafael, California
Pacific Harbour, Fiji

July 17, 2020

Brian O'Mahony
Jan P. Myer
Paul Carey
Pieter Colenbrander
Galway O'Mahony
David Orgish

Noll & Tam Architects
729 Heinz Ave. #7
Berkeley, CA 94710

Attn: James Gwise

Re: Hillside Community Center – Irrigation Controllers

Dear James,

As requested, we have prepared an additional services proposal to design the power circuits to the Soccer Field and Baseball Field Irrigation Controllers.

Basic Assumptions:

- The irrigation controllers will be connected to the new community center.
- Our scope of work excludes the design of the irrigation control low voltage wiring and data connections.

Scope of Work:

1. Revise the electrical site plan.
2. Add branch circuits to the two irrigation controllers.
3. Update panel schedules.

We propose to provide the above listed Electrical Engineering Services for a fee for \$3,000 Hourly not Exceed.

Thank you again for the opportunity to submit this proposal. Please give me a call if you have any questions.

Sincerely,

Paul Carey

Paul Carey
Principal
O'Mahony & Myer

Los Altos Community Center

ASR #16- EXTERIOR LIGHTING + SCULPTURE

October 15, 2020



Peter Maslo

Project Manager, City of Los Altos

1 N. San Antonio Rd Los Altos, CA 94022



Approved by: **Saul Flores**
Date: **Oct 16, 2020**
Amount: **\$17,280.00**

Re: Additional Service Request #16 Exterior Lighting and Sculpture Foundati

Dear Mr. Maslo,

We respectfully submit this additional service proposal for design services associated with design and construction administration for addition of flagpole lighting, receptacles serving holiday decorations and placement of exterior sculpture. The general scope of work for each of these items:

1. Flagpole: Selection and design of light fixture placement on flagpole; circuiting of light fixture and integration with lighting controls
2. Exterior 110v receptacles serving decorative holiday lighting: design studies locating receptacles; documentation of receptacle location and circuiting.
3. Sculpture placement: design studies locating three sculptures in the landscape per Donna Legge email of 8/28/20.

For the above scope, we propose a total fee of \$ 17,280.00. Please note that James' hourly rate is adjusted and the consultant fee listed includes our standard 10% markup.

Please contact me if you have questions or need additional information.

Sincerely,

James Gwise

date

Project Manager

10/16/20

Approved:

10/16/2020

Peter Maslo

date

Project Manager

City of Los Altos

Attached: OMM Proposal, DSE Email, Legge Email

Fee Schedule:

Noll and Tam Hours

Sculpture Placement			
Dora Pollak	140	12	1,680
James Gwise	180	4	720
			2,400

Flag Pole Lighting			
Dora Pollak	140	4	560
James Gwise	180		0
			560

Exterior Holiday Lighting			
Dora Pollak	140	8	1,120
James Gwise	180	2	360
			1,480

Total Fee NT + Consultants:

Sculpture Art		
	Noll + Tam	2,400
	OMM	4,950
	DSE	3,300
	Total	10,650

Flagpole Lighting		
	Noll + Tam	560
	OMM	2,750
	Total	3,310

Exterior Holiday Lighting		
	Noll + Tam	1,120
	OMM	2,200
	Total	3,320

Total Request 17,280



O'MAHONY & MYER
ELECTRICAL ENGINEERING & LIGHTING DESIGN

San Rafael, California
Pacific Harbour, Fiji

October 6, 2020

Brian O'Mahony
Jan P. Myer
Paul Carey
Pieter Colenbrander
Galway O'Mahony
David Orgish

Noll & Tam Architects
729 Heinz Ave. #7
Berkeley, CA 94710

Attn: James Gwise

Re: Hillview Community Center – Exterior Lighting Additions Proposal

Dear James,

As requested, we have prepared an additional services proposal for the following exterior lighting additions:

- Sculpture lighting.
- Flagpole Lighting.
- Christmas lighting tree receptacles.

Scope of Work:

1. Prepare art lighting design for two sculpture pieces, the Scissors, and the Dancing Man. We understand the Tower is internally illuminated and is excluded from our lighting scope of work. Scope of work will include branch circuiting and lighting control design.
2. Flagpole lighting: prepare flagpole lighting design, branch circuiting and controls.
3. Christmas tree lighting receptacles: design receptacles, branch circuiting and controls. Our scope of work excludes the design and specification of the Christmas tree lighting.

We propose to provide the above listed Electrical Engineering Services (hourly not to exceed basis) for the following fees:

Sculpture Art Lighting:	\$4,500
Flagpole lighting:	\$2,500
Christmas Tree Receptacles:	\$2,000

October 6, 2020
James Gwise
Page 2 of 2

Hillview Community Center - Exterior Lighting

Thank you again for the opportunity to submit this proposal. Please give me a call if you have any questions.

Sincerely,

Paul Carey

Paul Carey
Principal
O'Mahony & Myer

James Gwise

Subject: FW: Updated Art Placement at Community Center

From: Mae Kawamoto <mkawamoto@daedalus-eng.com>
Sent: Thursday, October 8, 2020 6:17 PM
To: James Gwise <james.gwise@nollandtam.com>
Cc: Dora Pollak <dora.pollak@nollandtam.com>
Subject: RE: Updated Art Placement at Community Center

James,

Thanks for asking about supporting these art pieces.

As I mentioned on the phone, we can get these done pretty quickly – I would guess once the info is collected, within a day.

Some things we'd need to know, if it's available: sculpture center of gravity (or dimensions & weights of components so we can determine), base connection configuration and material, elevation of plinth if any (i.e. is there paving? is it raised above grade?). I think that's about it.

For this scope of work, DSE proposes a fixed fee of-\$3,000.

Please let me know if you need more clarity.

Thanks.

Mae R. Kawamoto, P.E., S.E.



12930 Saratoga Avenue, Suite B9, Saratoga, CA 95070
O 408.517.0373 D 408.502.8964 C 510.427.8713



From: James Gwise <james.gwise@nollandtam.com>
Sent: Tuesday, October 6, 2020 5:31 PM
To: Mae Kawamoto <mkawamoto@daedalus-eng.com>
Cc: Dora Pollak <dora.pollak@nollandtam.com>
Subject: FW: Updated Art Placement at Community Center

Hi Mae,

The city will install sculpture pieces in the LACC Landscape and so we need to have foundation engineering for two of the pieces: Dancing Man and Conversation piece. Can you give some consideration to fee for providing a simple

foundation? I image a concrete slab buried below grade with anchors similar in concept to the footing provided for the Tower (attached).

Thank you,
James

From: Donna Legge <dlegge@losaltosca.gov>

Sent: Friday, August 28, 2020 9:09 AM

To: James Gwise <james.gwise@nollandtam.com>

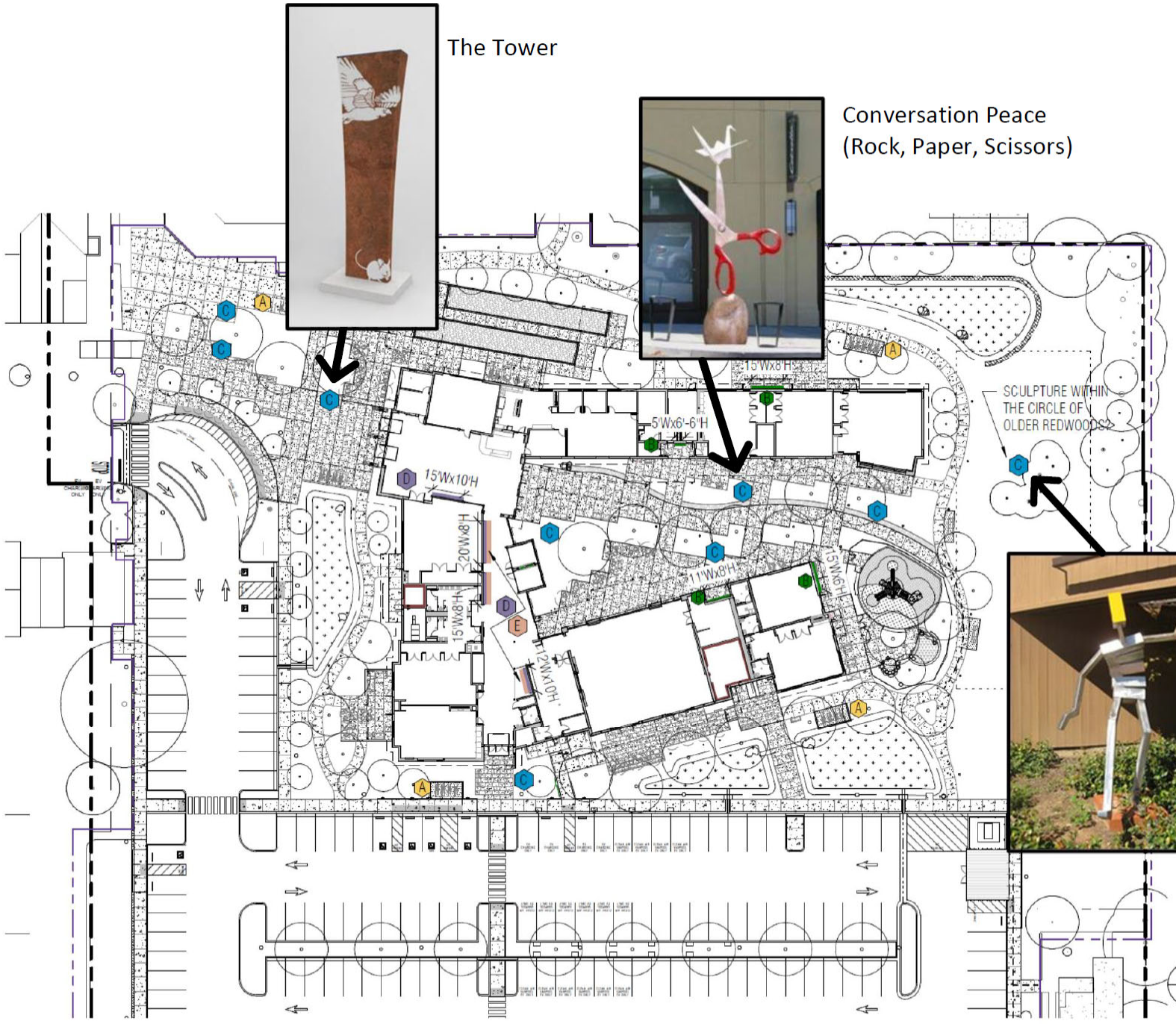
Cc: Dora Pollak <dora.pollak@nollandtam.com>; Peter Maslo <pmaslo@losaltosca.gov>; Joe Capps-Jenner <joecj@novapartners.com>; Saul Flores <saul@novapartners.com>; Dave Brees <DBrees@losaltosca.gov>; Manuel Hernandez <mhernandez@losaltosca.gov>

Subject: Updated Art Placement at Community Center

James,

Here is the information we have so far. As soon as I can get the weight of the Tower, I will forward. Let me know if you have other questions.

- Conversation Peace: 600 lbs, 84" x 36" x 24" – installation requires four 5.5" anchors in the concrete
- Dancing Man: 82in tall, 55in at the widest point, current base is 24x28. Weight estimated to be between 100-150 lbs.
- The Tower: weight unknown, 144" x 36" x 36" – requires 110V power for actual sculpture



The Tower

Conversation Peace
(Rock, Paper, Scissors)

SCULPTURE WITHIN
THE CIRCLE OF
OLDER REDWOODS

POTENTIAL ART LOCATIONS - SITE PLAN

Although our offices are closed, we are continuing to serve the public remotely. Feel free to call or email the City for questions as many services have been modified. We thank the community for their cooperation and understanding. We can slow the spread of COVID-19 when we work together.

For more information on COVID-19, call 211 or text 'coronavirus' to 211211. Looking to donate or volunteer? Please visit <https://www.csacares.org>.

NOVA PARTNERS INCORPORATED

October 15, 2020

Mr. Peter Maslo
City of Los Altos
1 N San Antonio Road
Los Altos, CA 94022

Subject: Los Altos Community Center Contract Amendment #2 - Construction Schedule Extension

Peter:

Nova Partners is performing Construction Management of the Los Altos Community Center (Project Number CF-01002). Due to the Covid-19 pandemic and scope modifications impacting project progress, the duration of the project has extended past the original construction contract completion date of November 25, 2020. The latest schedule shows a revised substantial completion date of March 30, 2021, an extension of approximately four months.

We are requesting to increase or contract by \$241,768 to enable us to continue to manage the remaining construction activities and closeout of the project. Please reference the below fee schedule for details of our proposed fee. This amendment would enable us to continue providing services through April 2021, including approximately one month of project closeout activities.

BREAKDOWN - 4 MONTH EXTENSION							
		Principal	Sr. PM	PM	APM	Admin	
2021 Rate		\$226	\$204	\$187	\$171	\$143	Total
Month 1	Hours	9	52	173	87	4	
Month 2	Hours	9	52	173	87	4	
Month 3	Hours	9	52	173	87	4	
Month 4	Hours	9	52	173	87	4	
Total Fee		\$8,136	\$42,432	\$129,404	\$59,508	\$2,288	\$241,768

If you have any questions, please do not hesitate to contact us to discuss this request further.



Joe Capps-Jenner
Nova Partners, Inc.

Cc: David Marks

Construction Project Management and Real Estate Development Services

SECTION 012513

PRODUCT SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Special Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 PRODUCTS

- A. "Products" are items purchased for incorporation in the Work, whether purchased for the Project or taken from previously purchased stock.
- B. "Named Products" are items identified by manufacturer's product name, including make or model designation indicated in the manufacturer's product literature.
- C. "Materials" are products that are shaped, cut, worked, mixed, finished, refined or otherwise fabricated, processed, or installed to form a part of the Work.
- D. "Equipment" is a product with operational parts, whether motorized or manually operated, that requires service connections such as wiring or piping.

1.3 PRODUCT OPTIONS

- A. Products Specified by Reference Standards or by Description Only: Any product meeting those standards or description.
- B. Products Specified by Naming a Single Manufacturer: Where materials and methods are specified by naming one single manufacturer or model number, without stating that equal products will be considered, only the material and method named is approved for incorporation into the Work.
- C. Products Specified by Naming One or More Manufacturers: Products of manufacturers named and meeting specifications, no options or substitutions allowed. **The first listed item on a list is the basis of design. Contractor will be responsible for all engineering, additional backing, additional time to install or any modifications to the system if any of the subsequent-listed products are chosen.**
- D. Products Specified by Naming one or More Manufacturers with a Provision for Substitutions: Submit a request for substitution, during Bidding only, for any manufacturer not named.
- E. Accepted Equivalents/Or Equal: Where materials and methods are specified by name or model number, followed by the words "or equal approved by the Architect", materials and

methods proposed by the Contractor to be used in lieu of the named materials and methods shall in all ways be equal or exceed the qualities of the named materials and methods.

1. Where the phrase "or equal," or "or equal as approved by the Architect," occurs in the Contract Documents, do not assume that the materials, equipment or methods will be approved as equal unless the item has been specifically so approved for this Work by the Architect.

F. The decision of the Architect shall be final.

1.4 SUBSTITUTIONS

A. Source Limitations: To the fullest extent possible, provide products of the same kind, from a single source.

B. When the Contractor has the option of selecting between two or more products, the product selected shall be compatible with products previously selected.

C. **Submit list of proposed substitutions in accordance with the requirements in the General Conditions, Supplementary Conditions and this Section. Tabulate list by specification section number and name.**

D. **Requests for substitutions must be made ten (10) Days prior to Bid. Requests made after bid shall not obligate the Owner or Architect to accept the substitution.**

E. **Consecutively number each substitution submittal and identify as to Contract Drawing number(s), Specification Section and other applicable identification.**

1. **Limit each request to one proposed substitution.**
2. **Document each request with complete data substantiating compliance with the Contract Documents.**
3. **Submit data relating to changes in construction schedule and cost. Include costs to other contractors and costs for revisions to Drawings, details or Specifications**

F. Semi-proprietary Specification Requirements: Where two or more products or manufacturers are named, provide one of the products indicated. No substitutions will be permitted.

G. Where products are specified by name, accompanied by the term "or approved equal" comply with provisions herein for substitution submittals to obtain approval for use of an unnamed product.

H. Descriptive Specification Requirements: Where Specifications describe a product, listing characteristics required, with or without use of a brand name, provide a product that provides the characteristics and otherwise complies with requirements.

I. Requests for changes in products, materials, equipment, and methods of construction required by Contract Documents proposed by the Contractor **before bidding** are considered requests for "substitutions." The following are not considered substitutions:

1. **Substitutions caused due to a product not being manufactured or discontinued after the bidding period.**
2. Revisions to Contract Documents requested by the Owner or Architect.

3. Specified options of products and construction methods included in Contract Documents.
4. Compliance with governing regulations and orders issued by governing authorities.

J. Contractor is responsible for any changes to the Work caused by acceptance of substitutions. Acceptance of substitutions does not relieve Contractor from responsibility for compliance with the requirements of the Contract Documents.

1.5 SUBSTITUTION REQUEST REVIEW

A. Contractor is presumed to have bid products, materials, equipment, and methods meeting specified requirements. Substitutions must appear and function as intended and be approved as specified in this Section.

B. Proposals for substitution must include full and complete data and necessary information required to evaluate the proposal. Proposals must include any cost and or time modifications at the time of proposal. Subsequent claim for cost and or time will not be considered.

C. Contractor is required to submit any "or-equal" or substitution requests to the Architect in advance of the Bid Submission. Contractor must receive approval of product prior to incorporation into the Project in accordance with the Instructions for Bidders requirements. Substitution requests will only be considered if submitted by pre-qualified General Contractor.

D. After bidding, substitutions will only be considered where Owner will receive benefit or because specified materials are no longer available due to no fault of Contractor.

1. Owner benefits means reduction of the Contract amount or from a reduction in Contract time based on acceptance of proposed substitution.
2. Contractor must list proposed cost or time reductions on request for substitution.
3. Requests not including a proposed cost or time reduction will not be considered unless Contractor submits supporting information indicating specified materials are not available.

E. Contractor is responsible for any changes to the Work caused by acceptance of substitutions. Acceptance of substitutions does not relieve Contractor from responsibility for compliance with the requirements of the Contract Documents.

F. Where products, materials, equipment, and or method is specified and designated as "design basis", Contractor is responsible for any required changes to the Work where the second or subsequently designated item is incorporated.

G. Unless otherwise noted or specified, catalog description designated by the specified manufacturer's catalog number constitutes requirements for specified item. Such numbers and associated description and requirements establish standards of design and quality for materials, construction, and workmanship. Equivalent items may be used provided they comply with the requirements specified and found to be equal in the opinion of the Architect.

- H. **The Architect may use for comparison all characteristics of specified items as they appear in manufacturer's published data even though they may not have been particularly mentioned in the Specifications. The Architect may request, at the Contractor's expense, additional data, field tests, or physical presentation as may be required.**
- I. **Substitute items shall not be ordered and or used without written acceptance of the Owner.**
- J. **Contractor will be required to provide specified item if substitution is not accepted.**
- K. **Failure of the Contractor to submit proposed substitutions for acceptance in the manner described and within the time prescribed shall be sufficient cause for rejection by the Owner of the proposed substitutions.**
- L. **The Contractor shall be responsible at its own expense for any changes resulting from its proposed substitutions that affect other parts of its own work or the work of other Contractors.**
- M. **The Owner reserves the right to revoke acceptance if items are not justifiably equal to those originally specified. Rejected items shall be replaced with the specified item at the Contractor's expense.**
- N. The Contractor's substitution request will be received and considered by the Architect when one or more of the following conditions are satisfied, as determined by the Architect; otherwise requests will be returned without action except to record noncompliance with these requirements.
1. Extensive revisions to Contract Documents are not required.
 2. LEED requirements are not changed or negatively impacted.
 3. Proposed changes are in keeping with the general intent of Contract Documents.
 4. The request is timely, fully documented and properly submitted.
 5. The request is directly related to an "or equal" clause or similar language in the Contract Documents.
 6. The specified product or method of construction cannot be provided within the Contract Time. The request will not be considered if the product or method cannot be provided as a result of failure to pursue the Work promptly or coordinate activities properly.
 7. The specified product or method of construction cannot receive necessary approval by a governing authority, and the requested substitution can be approved.
 8. A substantial advantage is offered the Owner, in terms of cost, time, energy conservation or other considerations of merit, after deducting offsetting responsibilities the Owner may be required to bear. Additional responsibilities for the Owner may include additional compensation to the Architect for redesign and evaluation services, increased cost of other construction by the Owner or separate contractors, and similar considerations.
 9. The specified product or method of construction cannot be provided in a manner that is compatible with other materials, and where the Contractor certifies that the substitution will overcome the incompatibility.

10. The specified product or method of construction cannot be coordinated with other materials, and where the Contractor certifies that the proposed substitution can be coordinated.
 11. The specified product or method of construction cannot provide a warranty required by the Contract Documents and where the Contractor certifies that the proposed substitution provide the required warranty.
- O. The Contractor's submittal and Architect's acceptance of Shop Drawings, Product Data or Samples that relate to construction activities not complying with the Contract Documents does not constitute an acceptable or valid request for substitution, nor does it constitute approval.

1.6 SUBSTITUTION SUBMITTALS

- A. **Requests for substitutions must be made ten (10) Days prior to Bid. Requests made after bid shall not obligate the Owner or Architect to accept the substitution but may be considered pending review of substantiation for the substitution as specified herein, and approved by the Owner and Architect.**
- B. Submit 3 copies of each request for substitution in the form and in accordance with procedures for Change Order proposals.
- C. Identify the product, or installation method to be replaced in each request. Include related Specification Section and Drawing numbers. Document compliance with requirements for substitutions, and the following information, as appropriate:
1. Product Data, including Drawings and descriptions of products, fabrication and installation procedures.
 2. Samples, where applicable or requested.
 - 1) **Color charts, where applicable or requested.**
 3. **Test data and certificates.**
 4. A side-by-side comparison of significant qualities of the proposed substitution with those specified.
 5. A list of changes or modifications needed to other parts of the Work and to construction performed by the Owner and separate Contractors that will be necessary to accommodate the proposed substitution.
 6. **List of other trades, if any, which will be affected by the substitution.**
 7. A statement indicating the substitution's effect on the Construction Schedule compared to the schedule without approval of the substitution. Indicate the effect of the proposed substitution on overall Contract Time.
 8. **Sufficient data, drawings, samples, literature or other detailed information that will demonstrate to the Architect that the proposed substitute is equal in quality, utility, and appearance to the specified item shall be appended to this list.**
 9. Cost information, including a proposal of the net change, if any in the Contract Sum.
 10. Certification that the substitution is equal-to or better in every respect to that required by Contract Documents, and that it will perform adequately in application indicated. Include Contractor's waiver of rights to additional payment or time that may be necessary because of the substitution's failure to perform adequately.
- D. **Architect's Action: Within 2 days of receipt of the request for substitution, the Architect will request additional information necessary for evaluation. Architect will**

notify a minimum of 3 days prior to bid date of the acceptance of a substitution request. If a decision on use of a substitute cannot be made within the time allocated, use the product specified.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

SUBSTITUTION REQUEST FORM

A. PROJECT DESCRIPTION

1. **Project:** _____
2. **Architect:** _____
3. **Contractor:** _____

B. PROOF OF IMPOSSIBILITY TO PROVIDE SPECIFIED PRODUCTS OR MANUFACTURERS:

C. PROPOSED SUBSTITUTION

1. **Specified Product:**
2. **Project Manual Section:** _____ **Page:** _____ **Item No.** _____
3. **Proposed Substitution:**

Description:

Manufacturer Name/Representative/Telephone No.: _____

D. CONTRACTOR'S REPRESENTATIONS

1. **The proposed product meets or exceeds specification requirements?**
____ Yes ____ No.
2. **Does the substitution meet specified LEED performance requirements?**
____ Yes ____ No.
3. **If no, please explain and submit a statement of potential LEED credit impact.**

E. Will changes be required to building design in order to properly install the proposed product?

____ Yes ____ No.

F. If yes, please explain:

G. Contractor is responsible for all changes to the building design, including engineering and drawing costs, caused by requested substitution? Yes No

H. Does substitution affect drawing dimensions? Yes No. If yes, please explain:

I. What affect does the substitution have on other trades?

**J. Proposed product is subject to all requirements of specifications, including warranties.
 Yes No**

**K. Will proposed substitution affect progress or completion of the Work?
 Yes No. If yes, please explain:**

**L. Will maintenance and service parts be locally available for proposed substitution?
 Yes No**

**M. Will proposed substitution require more license fees or royalties than specified product?
 Yes No**

N. Will proposed product meet all requirements of reviewing agencies? Yes No. If no, please explain:

O. Summarize differences in product characteristics between proposed substitution and specified item.

P. Proposed substitution by:

1. **Representative:** _____
2. **Company:** _____
3. **Address:** _____
4. **Telephone No.:** _____

Q. ARCHITECT'S EVALUATION

Accepted: _____ **Accepted as Noted:** _____

Rejected: _____ **Received Too Late:** _____

By: _____ **Date:** _____

Remarks:

SUBSTITUTION WARRANTY FORM

PROJECT: _____

-

**We propose to
Provide** _____

in lieu of, and as an equivalent to _____

We agree to assume all costs for testing, research, etc. and any modifications to other portions of the Work as necessary to accommodate our material(s) and system(s), including all appurtenances required for proper installation and functioning of said material(s) and system(s) and obtaining all governing agency approvals.

We hereby warrant this proposed substitution is the equivalent of the specified products in every aspect and will perform satisfactorily under the conditions and use indicated on the Drawings and described in the Specifications.

We are hereby responsible for any costs or modifications (if any) to any other trade or portion of the project as necessary to accommodate the use of the requested substitution, whether immediately apparent or discovered at a later date.

Unless indicated otherwise, in writing, there will be no delay in the Project Schedule as a result of this substitution.

Signed: _____ **Date:** _____
(Manufacturer/Supplier/Other)

Signed: _____ **Date:** _____
(Subcontractor)

Signed: _____ **Date:** _____

(General Contractor)

END OF SECTION 012513

CITY OF LOS ALTOS COMMUNITY CENTER OAC Weekly Meeting Minutes #29 April 1, 2020

Attended	Name	Company	Dept/Position	Email	Phone
Y	Peter Maslo	City of Los Altos	Project Manager	pmaslo@losaltosca.gov	(650) 947-2625
N	Andrew Tseng	City of Los Altos	IT Dept.	atseng@losaltosca.gov	
N	Manuel Hernandez	City of Los Altos	Facilities	mhernandez@losaltosca.gov	(650) 947-2700
Y	James Gwise	Noll & Tam Architects	Architect	james.gwise@nollandtam.com	
Y	Dora Pollak	Noll & Tam Architects	Job Captain	dora.pollak@nollandtam.com	
N	Gavin Ross	Noll & Tam Architects			
Y	Lauren Fakhoury	Brightworks	LEED Consultant	lauren.fakhoury@brightworks.net	(415) 230-2134
N	Keith Gonsalves	Gonsalves & Stronck	Project Executive	kgonsalves@gs-construction.com	(650) 802-2960
Y	Ken Gendotti	Gonsalves & Stronck	Project Manager	kgendotti@gs-construction.com	(650) 802-2960
Y	Lance Zurfluh	Gonsalves & Stronck	Project Superintendent	lzurfluh@gs-construction.com	(650) 802-2960
Y	Melanie Rivera	Gonsalves & Stronck	Project Administrator	mrivera@gs-construction.com	(650) 802-2960
Y	Kyle Walker	Gonsalves & Stronck	Project Engineer	kwalker@gs-construction.com	(650) 802-2960
N	Craig Muhlenhaupt	Gonsalves & Stronck	Project Foreman	cmuhlenhaupt@gs-construction.com	(650) 802-2960
Y	Joe Capps-Jenner	Nova Partners, Inc.	Project Manager	joecj@novapartners.com	(415)-720-1462
Y	Saul Flores	Nova Partners, Inc.	Project Manager	saul@novapartners.com	(650)-862-3131
Y	Sam Tooley	Nova Partners, Inc.	Project Manager	samt@novapartners.com	(970)-231-0400
Y	Doug Robertson	Daedalus SE		doug@daedalus-eng.com	
Y	Mae Kawamoto	Daedalus SE		mkawamoto@daedalus-eng.com	

Next Meeting: April 08, 2020, 10:00am

These minutes were issued by Saul Flores and reflect the author's understanding of the issues discussed. Any corrections should be noted within 2 working days upon receipt, otherwise the minutes shall stand as written. **New action items are noted in bold.** These minutes will contain information from the current meeting plus information from the previous week for each Action Item.

01.0000	Site Logistics/Utilities	Action
01.0911.01 Site Logistics	04/01/20 Update: 1. Cal Water: The following items are critical items needed for Cal Water resubmittal: a. SCCFD Approved Standpipe Design (Very Critical): MK Pipelines engineer has been working on it. Submittal will be ready no later than 4/10. RFI anticipated 4/1. The estimated water construction date pushed out again due to this delay in this deferred submittals. i. CPE 021 - G&S to set up call by, review, and respond to Nova's CPE comments by 4/2. Nova noted that his is also very critical item in G&S court. b. SCCFD Approved Fire Sprinkler Design: Fire comments anticipated to be ready for RCM to pickup by 4/3. This is now a 5 week review process. c. Cal Water/City Easement Agreement: City and Cal Water are working on the agreement. Agreement anticipated by 4/3. d. City to make final payment to Cal Water. e. Nova will start working on the revised 1318 form based on SCCFD approvals. Standpipe and FS Design approvals are needed prior to resubmitting to CalWater. f. See attached updated schedule. 2. Fiber Connection:	Ken Ken Ken Peter Peter Saul Noted

	<p>a. City to advice when the final run to 2x3 tie in box will be completed by AMS. City is chekcing if they are working during revisded shelter in place.</p>	Peter
	<p>3. PG&E:</p>	
	<p>a. New Electrical Service:</p>	
	<p>i. Encroachment Permit – PG&E will submit an encroachment permit for this work. Peter will get the estimated review times for encroachment permit applications.</p>	Tracking Peter
	<p>ii. Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. Then, its 6-8 weeks before PG&S can do the work. Getting the MSB on site is critical as it is pushing out our Energize Bldg date on the Critical Path.</p>	G&S
	<p>iii. Ken will confirm the MSB delivery date and check if Elco has expediting options.</p>	Ken
	<p>iv. Tranformer Pad - Lance will have Elco order the transformer pad and schedule the work in early May. This also needs to be inspected by PG&E prior to them scheduling the work.</p>	Lance
	<p>v. Schedule Follow Up: Joe requested that Nova/G&S meet to go over the PG&E schedule and better coordinate the schedule with project needs. G&S to advice when they are available.</p>	Lance
	<p>b. Pole Relocation:</p>	
	<p>i. PG&E anticipates work on 6/1 or 6/2. Lane Closure Permit pending.</p>	Peter
	<p>ii. G&S to coordinate schedule to accommodate PG&E.</p>	Lance James
	<p>4. AT&T: N&T will issue an ASI to show new pull-box location by 4/3, to be shared with AT&T.</p>	
	<p>04/01/20 Update:</p>	
	<ul style="list-style-type: none"> • Cal Water: The following items are critical items needed for Cal Water resubmittal: <ul style="list-style-type: none"> ○ SCCFD Approved Standpipe Design: Ken stated the submittal is not expected this week anymore. Nova stated that this is very critical and the water construction date pushed out another week. G&S stated that they will find a way to work with a mid June water main construction start date. <ul style="list-style-type: none"> ▪ CPE 021 - G&S to review and respond to Nova’s CPE comments. Nova noted that his is also very critical item in G&S court. ○ SCCFD Approved Fire Sprinkler Design: RCM is expecting comments/approval back by 3/26. ○ Cal Water/City Easement Agreement: City and Cal Water are working on the agreement. • Fiber Connection: <ul style="list-style-type: none"> ○ City to advice when the final run to 2x3 tie in box will be completed by AMS. • PG&E: <ul style="list-style-type: none"> ○ New Electrical Service: <ul style="list-style-type: none"> ▪ Encroachment Permit – PG&E will submit an encroachment permit for this work. Peter will get the estimated review times for encroachment permit applications. ▪ Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. Then, its 6-8 weeks before PG&S can do the work. Getting the MSB on site is critical as it is pushing out our Energize Bldg date on the Critical Path. ▪ Ken will confirm the MSB delivery date and check if Elco has expediting options. ○ Pole Relocation: <ul style="list-style-type: none"> ▪ Schedule to be confirmed by PG&E. There is a 6-8 week waiting period. Saul spoke to PG&E yesterday. ▪ Excavation Permit - In review by the City. CLOSED 	Ken Ken Ken Peter Peter Tracking Peter G&S Ken Saul

	<ul style="list-style-type: none"> AT&T: Joe met with AT&T. They will come in and install a utility box next to the pole that PG&E is moving. N&T will issue an ASI that shows the box location. 	Noted James
02.0000	Project Schedule	Action
02.0911.01 Project Schedule	<p>04/01/20 Update: See attached Schedule</p> <ol style="list-style-type: none"> February Schedule Update: Revised February update will be issued today (4/1). March update to be provided by Monday 4/6 (including actual progress). Upcoming Mock Ups: <ol style="list-style-type: none"> “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. Full Scale Framing Mock Up – 061000 “Truss B” Exterior Framing Mock Up/with Fluid Applied VP: Site Concrete Mock Ups are on site SOG Finish Mock Up Upcoming Activities: <ol style="list-style-type: none"> 6 Week Schedule attached. Site work trenching is deferred. Transformer Pad –Fabrication timeframe is 3 weeks. G&S to coordinate having pad delivered during shelter-in-place. Saturday Work: M. Castro did not work on 3/28. No planned work this weekend. PG&E Transformer and Permanent Power: Date has pushed out. Trash Enclosure: G&S to provide update of structural steel fabrication progress by 4/8. Axis Mech plans to deliver Mitsubishi equipment to their shop within the next two weeks. <p>03/25/20 Update: See attached Schedule</p> <ul style="list-style-type: none"> February Schedule Update: G&S will revise/update the schedule this Friday, 3/27. It will be the modified February schedule. Upcoming Mock Ups: <ul style="list-style-type: none"> First In Place - “A” type truss mock up tent. on April 1st A G&S has buckets and other parts. High strength rods are pending. Other webs TBD. Lance hopes to get the rest of the parts on 3/30. G&S to confirm date with N&T as soon as possible. Full Scale Framing Mock Up – 061000 – Completion date TBD. No progress last week. First In Place – “B” Truss – tent. 8th of April. G&S to confirm date with N&T as soon as possible. Exterior Framing Mock Up/with Fluid Applied VP: Lance will schedule the mock up. G&S has list of all the required mock ups. Site Concrete Mock Ups are on site. N&T will coordinate a site visit. SOG Finish Mock Up – Will be ready by Wednesday, 4/1. Upcoming Activities: <ul style="list-style-type: none"> G&S will publish a 6 Week Schedule later this week. Missing HSS beam are expected to be delivered next week. G&S does not have steel erectors right now. Cider wood work has not started its been wet today. Site work. Elco is not working. Elco is looking to replace the (2) men next week. They back fill the primary line trench and start telecom next week. Transformer Pad – Pre-fab pad. Will get update. RCM is fabricating fire sprinkler pipe for soffits in the NE area. Proceeding at risk. Saturday Work: M. Castro did not work on 3/14. No planned work this weekend. PG&E Transformer and Permanent Power: Date has pushed out. 	<p>Ken Ken</p> <p>Lance</p> <p>Deferred Deferred Deferred Deferred</p> <p>Noted Deferred Lance</p> <p>Noted</p> <p>Noted Lance</p> <p>Noted</p> <p>Ken</p> <p>Ken</p> <p>Lance</p> <p>Lance</p> <p>Lance</p> <p>Noted James</p> <p>Lance</p> <p>Noted Noted Noted Noted Noted Tracking Lance Noted Tracking Tracking</p> <p>Noted</p>

	<p>a. 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). Waiting to see how process will work.</p> <p>b. If engineering required, then contractor to get stamped.</p> <p>4. PV Panels Substitution Request is Critical:</p> <p>a. Partial Resubmittal from Sun Power was provided to Electrical Engineer. It is incomplete and will be marked R&R. Response to be released 4/1.</p> <p>b. Ken to review original comments and if needed set up call with Electrical Engineer and SunPower.</p> <p>5. Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Ken will update on 4/2.</p> <p>6. Equitone Submittals are Critical:</p> <p>a. Checking on Progress. Provide update by 4/8.</p> <p>7. The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending;</p> <p>a. Color Samples: Kyle to confirm C11-A samples are complete.</p> <p>b. Shop Drawings: Per Kyle, all shops have been submitted. In court N&T to return submittals.</p> <p>c. P Fixture – G&S to work with Elco to release the specified fixture shop drawings or provide new alt. ASAP.</p> <p>8. Electrical Service and Distribution is Critical –</p> <p>a. Power Study – Elco is working on resubmitting the revised power study by 4/3.</p> <p>9. Fluid Applied Air Barrier Shop Drawings –of Sent to WJE last week. Hope to get them back this week</p> <p>10. Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up.</p> <p>11. TerraLite Submittal – G&S requested that the submittal gets returned before April. Approved PD. Samples in review by NT, by the end of week.</p> <p>12. Door and Hardware Submittal is Critical – G&S expecting submittal from Nat. glass. D&H went out. NT week out.</p> <p>13. Casework Shop Drawings – Kyle expecting by EOW, 4/3.</p> <p>14. Mechanical Equipment Coordination Drawings –HVAC shops went in. Still working on Coord drawing.</p> <p>15. Plaster Samples – Pending. N&T provided color.</p> <p>16. Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. Ken will take a sweep and provide status update next week.</p> <p>17. No other critical submittals noted.</p> <p>03/25/20: Update: See attached Log</p> <ul style="list-style-type: none"> • Roofing Resubmittals: <ul style="list-style-type: none"> ○ PVC submittal was returned R&R. Rue tried to send; expecting from Rue today. • Structural Steel Resubmittals are critical; <ul style="list-style-type: none"> ○ N&T to review the Library pergolas by 3/27. Dora will reach out to DSE. • Deferred Submittals: G&S will start to put together submittal packages and will submit them to the Bldg Department. <ul style="list-style-type: none"> ○ 1st submittal (Water Heater) pending. Ready to go electronically. City will accept E-files. Kirk, Saul mail. Saul to reach out to him. ○ G&S to provide target submittals dates for all items. G&S will provide dates by 3/23. ○ If engineering required, then contractor to get stamped. James. • PV Panels Substitution Request is Critical: Returned to G&S. Need to be revised. Building exceed threshold by good amount. <ul style="list-style-type: none"> ○ Sun Power working on the balance of submittals. ○ Will incorporate with resubmittal. • Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Ken is taking over now Will update in next day. • Equitone Submittals are Critical: <ul style="list-style-type: none"> ○ ASI 46 was release last night. 	<p>Tracking</p> <p>Kyle Noted Noted</p> <p>Lance</p> <p>Ken</p> <p>Ken</p> <p>Kyle Kyle</p> <p>Ken</p> <p>Kyle</p> <p>James</p> <p>Kyle</p> <p>James</p> <p>Kyle</p> <p>Kyle Ken</p> <p>Ken</p> <p>Noted Ken</p> <p>Noted</p> <p>Kyle/ James</p> <p>Dora</p> <p>James</p> <p>Tracking</p> <p>Kyle</p> <p>James</p> <p>Noted Lance Ken</p> <p>Noted</p>
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	<ul style="list-style-type: none"> • The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending; <ul style="list-style-type: none"> ○ Color Samples: (3) fixture types are Pending. Kyle will follow up. Kyle working with ben to clarify. (3) colors. No answer on P fixture. ○ Shop Drawings: Shop drawings now expected between 3/10 and 3/24 with the exception of (P Fixture). Kyle has some of the shop drawings will submit to N&T. Kyle will chase what has not been submitted. ○ P Fixture – Per N&T the alt for P1 may work and the alt. P2 fixture may not. Ken will follow up with Elco and release or get alternates ASAP. Shape and color are important for N&T. • Electrical Service and Distribution is Critical – <ul style="list-style-type: none"> ○ Power Study – Elco is working on resubmitting the power study by 3/27. • Glazing Shop Drawings –Sample was approved. Nat. Glass will release materials. • Fluid Applied Air Barrier Shop Drawings –of Sent to WJE last week. Hope to get them back this week • Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up. Do not have them • TerraLite Submittal – G&S requested that the submittal gets returned before April. Approved PD. Samples in review by NT, by the end of week. • Door and Hardware Submittal is Critical – G&S expecting submittal from Nat. glass. D&H went out. NT week out. • Casework Shop Drawings – G&S will provide an ETA on 3/18. Kyle expecting by EoW. Monday • Mechanical Equipment Coordination Drawings – G&S will provide a submittal date. N&T noted that the Coordination Drawings need to be coordinate with all other trades as noted on the specification before the HVAC shop drawings can be approved. Per G&S, Axis is finishing up shop drawings for the south side. Nova asked if G&S has time to complete the drawings, coordinate with trades, get approvals, fabricate, and install? Per G&S, they will make this work. • Site Concrete – Mix is approved. • Plaster Samples – Pending. N&T provided color. • Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. Ken will take a sweep and provide status update next week. • No other critical submittals noted. 	<p>Kyle</p> <p>Kyle</p> <p>Ken</p> <p>Kyle</p> <p>Noted</p> <p>Tracking</p> <p>Kyle</p> <p>James</p> <p>Kyle</p> <p>Kyle</p> <p>Ken</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Lance</p> <p>Ken</p> <p>Noted</p>
04.0000	RFIs	Action
04.0911.01 RFIs	<p>04/02/20 RFI Update: See attached log.</p> <p>1. No critical RFI's noted.</p> <p>03/25/20 RFI Update: See attached log.</p> <ul style="list-style-type: none"> • 89,90 N&T is working with city on it this week. • 86 is critical. EOD today. • No critical RFI's noted. 	<p>Noted</p> <p>Lance</p> <p>Lance</p> <p>Noted</p>
05.0000	ASIs/Design Updates	Action
05.0117.01 ASIs	<p>03/25/20 Update:</p> <ol style="list-style-type: none"> 1. Kitchen Door – The Kitchen door design may be revised again to address locking requirement. 2. ASI 36 – N&T publish a new ASI that includes the updated roof screen attachment details. Detail 7 in ASI 36 may not work. N&T to revisit the detail with DSE. 3. ASI 39 – N&T will issue revised ASI 39 (FEC). 4. ASI Pending for Window/Storefront Details Above Meeting Rooms. 5. ASI For Kinder Prep Decorative Items pending. Outstanding 43 6. ASI For Future Café Sliding door pending. ASI 47 issued. 7. ASI 44 Minor finish changes. 8. ASI 45 ASI for lighting controls. Working on it. 	<p>James</p> <p>James</p> <p>James</p> <p>James</p> <p>James</p> <p>James</p> <p>James</p> <p>James</p>

	<p>9. ASI 46 issued. Affects store front.</p> <p>10. ASI 47 Café Sliding Door.</p> <p>11. ASI 49 Access Door.</p> <p>12. ASI 50 Issue at Kinder Prep Restroom. Will issue by EOD</p> <p>13. ASI 51 is coming; interior elevations at restroom.</p> <p>14. Wood Ceiling Panel submittal and samples. – James reviewing.</p> <p>15. Tile Ceramic Tile – James has them in hand. Will change grout selection.</p> <p>16. N&T will send Melanie ASI's 42-46. Melanie does not have. Closed.</p> <p>17. ASI 54 is AT&T pull box will be issued by next week 4/10.</p>	<p>James</p> <p>James</p> <p>James</p> <p>James</p> <p>James</p> <p>James</p> <p>James</p> <p>Closed</p> <p>James</p>
06.0000	Pay Apps / Cost Events	Action
06.0117.01 Pay Apps / Cost Events	<p>04/01/20 Update:</p> <ol style="list-style-type: none"> February Pay App – Submitted on 3/9 to City. City to process. VGA to HDMI: G&S to provide credit by 4/1. Footing Rain Mitigation: The 2" rat slab work is complete. Nova to review and add CO cover by EOW, 3/27. Overtime Work Thru February: Ken will respond to Nova's comments by 3/26. ASI – Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 3/27. Pricing for Security Changes is Critical: Nova will review by 3/27. Closed. Canopy Wood Finish –G&S provided a ROM of \$16K to add Timber Pro finish to the wood. Work will take about a week and should not affect the schedule. Subcontractor plans to do the work when the material is in place. Ken asked the painter to take a second look to make sure the ROM covers all his cost. March Pay App Pencil DRAFT –Saul will review by 4/3. Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab are the critical ones to get approved. No other critical CPEs noted. <p>03/18/20 Update:</p> <ul style="list-style-type: none"> February Pay App – Submitted on 3/9 to City. Peter does not have a specific payment date. The City asks the contractor to be patient. VGA to HDMI: G&S to provide credit by 4/1. Footing Rain Mitigation: The 2" rat slab work is complete. Nova to review and add CO cover by EOW, 3/27. Overtime Work Thru February: Ken will respond to Nova's comments by 3/26. ASI – Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 3/27. Pricing for Security Changes is Critical: Nova will review by 3/27. Canopy Wood Finish –G&S provided a ROM of \$16K to add Timber Pro finish to the wood. Work will take about a week and should not affect the schedule. Subcontractor plans to do the work when the material is in place. Ken asked the painter to take a second look to make sure the ROM covers all his cost. March Pay App – Ken will submit a pencil draft by 3/27 and will cc N&T. Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab are the critical ones to get approved. No other critical CPEs noted. 	<p>Peter</p> <p>Ken Saul</p> <p>Ken</p> <p>Kyle</p> <p>Closed Ken</p> <p>Saul Noted</p> <p>Peter</p> <p>Ken Saul</p> <p>Ken</p> <p>Kyle</p> <p>Joe Ken</p> <p>Ken Noted</p>

08.0000	Upcoming Meetings	Action
08.0911.01 Upcoming Meetings	<p>03/25/20 Meetings:</p> <ol style="list-style-type: none"> Food Service Pre-Con: G&S will schedule. Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades. Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. Health Department Pre-Con– <ol style="list-style-type: none"> Nova will help the team coordinate the precon. Needed by end of April. G&S to pay for the project re-activation. Drywall Pre-Con: G&S will schedule the meeting. G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. 	<p>Ken Ken</p> <p>Ken</p> <p>Saul</p> <p>Ken Ken Ken</p>

	<p>7. Cx Kick Off: Nova will schedule a pre-con with CxA (Interface). This Monday after 10:30am works for Nova, and CxA. N&T will check with Integral. Set for Friday James to forward meeting invite. s</p> <p>8. G&S will schedule a PreCon for ceilings.</p>	<p>Saul</p> <p>Ken</p>
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09.0000	LEED Equivalency	Action
09.0911.01 LEED	<p>04/01/20 Update:</p> <ul style="list-style-type: none"> Register the project with LEED to generate ID Number so loads can go to facility that generates waste reports. <p>03/04/20 Update:</p> <ul style="list-style-type: none"> IAQ Plan – N&T/Brighworks sent comments to Kyle. Bayout cover sheets are in progress. C&D Waste Management – Should be good. On site waste diversion is what matters. G&S will provide a spreadsheet for next months meeting. SWPPP Inpections – Subsequent to the meeting; Nova uploaded the incompl reports to LEED folder. 	<p>Lauren</p> <p>Noted Melanie Noted</p> <p>Noted</p>

10.0000	New Business	Action
10.0911.01 New Business	<p>04/0120 New Business:</p> <ol style="list-style-type: none"> Tomorrow will be the last day to be physically on site (G&S). Only securing the site. No progress work. Emergency contacts in an emergency remain the same (Ken and Lance). G&S to notify City with official letter of shelter-in-place status. Team to Review Items below on 4/9. <p>03/25/20 New Business:</p> <ul style="list-style-type: none"> Library Connector Schedule: Peter requested a ROM for pedestrian pathway option 2. Peter requested that G&S provide a cost and schedule impacts for splitting the project in two phases. Electrical – Just an operator and laborer do not feel comfortable working on site. Not the electricians by trade. Elco is still working on the LACC site. Irrigation Control Panel: An irrigation control panel was removed from a building that was demolished as part of our project. The City may need G&S to help with the restoration or install of a new control panel. Scope TBD. City to advise what is needed. ASI 36 SSK 29.2 – G&S is expecting a revised structural sketch. James will follow up on this today. 	<p>Noted</p> <p>Noted Ken Tracking</p> <p>Ken</p> <p>Noted</p> <p>Tracking</p> <p>James</p>

END OF MINUTES



Submittal Log (OAC)

Submittal Log Report for Weekly OAC

Submittals

Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
331000.02	0	Water System (Fire)	Product Information	Kyle Walker	10/11/2019	11/04/2019	01/03/2020	Revise & Resubmit
122400.01	0	Window Shades	Sample	Kyle Walker	10/30/2019	11/13/2019	04/13/2020	Revise & Resubmit
264300.01	0	Transient Voltage Surge Suppressor	Product Information	Kyle Walker	11/04/2019	11/18/2019		Revise & Resubmit
274123.01	0	Communications Broadband Systems	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271123.01	0	Communications Cable Management	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271300.01	0	Communications Indoor Backbone Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271500.01	0	Communications Horizontal Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271000.01	0	Structured Cabling, Basic Materials & Methods	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271116.01	0	Communications Cabinets, Rack, Frames & Enclosures	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271119.01	0	Communications Termination Blocks & Patch Panels	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
051200.01	B	Structural Steel	Shop Drawing	Kyle Walker	12/30/2019	01/03/2020		Open
081116.01	0	Aluminum Doors & Frames	Product Information	Kyle Walker	12/19/2019	01/10/2020		Revise & Resubmit
230713.01	0	HVAC Duct Insulation	Product Information	Kyle Walker	12/30/2019	01/13/2020		Revise & Resubmit
233400.01	0	HVAC Fans	Product Information	Kyle Walker	12/30/2019	01/13/2020		Revise & Resubmit
280513.01	0	Conductors & Cables for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
280528.01	0	Pathways for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
281300.01	0	Access Control and Alarm Systems	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
282300.01	0	Visual Surveillance	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
085113.01	0	Aluminum Windows	Product Information	Kyle Walker	01/07/2020	01/21/2020		Revise & Resubmit
074209.02	0	Exterior Acoustic Roof Screen	Shop Drawing	Kyle Walker	01/27/2020	02/10/2020	03/30/2020	Revise & Resubmit
075419.03	A	Polyvinyl Chloride (PVC) Roofing	Reports	Kyle Walker	01/27/2020	02/10/2020	03/02/2020	Revise & Resubmit
263601.01	A	Automatic Transfer Switch	Product Information	Kyle Walker	02/10/2020	02/17/2020		Revise & Resubmit



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
253000.01	0	Building Automation Sensors and Control Devices	Product Information	Kyle Walker	02/10/2020	02/21/2020		Revise & Resubmit
088000.02	A	Glazing	Sample	Kyle Walker	02/19/2020	03/04/2020		Revise & Resubmit
102239.01	0	Folding Panel Partitions	Product Information	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
102239.04	0	Folding Panel Partitions	Shop Drawing	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
079200.01	A	Joint Sealants (Plumbing)	Product Information	Kyle Walker	02/29/2020	03/06/2020		Revise & Resubmit
220548.01	B	Vibration & Seismic Controls for Plumbing & Equipment	Product Information	Kyle Walker	02/29/2020	03/06/2020		Revise & Resubmit
097723.01	0	Fabric Wrapped Panels	Product Information	Kyle Walker	02/27/2020	03/12/2020		Revise & Resubmit
224200.01	A	Plumbing Fixtures	Product Information	Kyle Walker	03/05/2020	03/12/2020		Revise & Resubmit
262400.01	B	Service & Distribution System (Power Study)	Other	Kyle Walker	03/13/2020	03/16/2020		Revise & Resubmit
122400.02	0	Window Shades	Product Information	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
122400.03	0	Window Shades	Shop Drawing	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
122400.05	0	Window Shades	LEED	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
088000.01	A	Glazing	Shop Drawing	James Gwise Dora Pollak	03/16/2020	03/23/2020		Open
099000.02	B	Painting & Coatings	Sample	James Gwise Dora Pollak	03/24/2020	03/31/2020		Open
102239.02	A	Folding Panel Partitions	Sample	Dora Pollak James Gwise	03/24/2020	03/31/2020		Open
096700.02	0	Fluid-Applied Flooring	Sample	Dora Pollak James Gwise	03/19/2020	04/02/2020		Open
075419.01	B	Polyvinyl Chloride (PVC) Roofing	Product Information	James Gwise Dora Pollak	03/26/2020	04/02/2020		Open
075419.02	B	Polyvinyl Chloride (PVC) Roofing	Shop Drawing	James Gwise Dora Pollak	03/26/2020	04/02/2020		Open
087100.02	B	Door Hardware	Schedule	Dora Pollak James Gwise	03/21/2020	04/03/2020		Open
095426.02	0	Suspended Wood Ceilings	Shop Drawing	Dora Pollak James Gwise	03/23/2020	04/03/2020		Open
097826.02	0	Wood Veneer Wall Panels	Shop Drawing	Dora Pollak James Gwise	03/23/2020	04/03/2020		Open
072100.01	A	Thermal Insulation	Product Information	Dora Pollak	03/21/2020	04/04/2020		Open



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
				James Gwise				
087100.03	A	Door Hardware	Schedule	Dora Pollak James Gwise	03/28/2020	04/04/2020		Open
233415.01	A	Commercial Ceiling Fans	Product Information	James Gwise Dora Pollak	03/28/2020	04/04/2020		Open
238129.02	A	VRF System	Product Information	James Gwise Dora Pollak	03/28/2020	04/04/2020		Open
265101.01	D	Lighting (H1)	Shop Drawing	Dora Pollak James Gwise	03/30/2020	04/06/2020		Open
237233.01	A	Energy Recovery Ventilators	Product Information	Dora Pollak James Gwise	03/30/2020	04/06/2020		Open
321318.02	C	Cement and Concrete for Exterior Improvements	Sample	James Gwise Dora Pollak	03/24/2020	04/07/2020		Open
064100.02	A	Architectural Wood Casework	Product Information	James Gwise Dora Pollak	03/24/2020	04/07/2020		Open
064100.01	A	Architectural Woodwork	Shop Drawing	James Gwise Dora Pollak	03/28/2020	04/08/2020		Open
263101.01	B	Photovoltaic System	Product Information	Dora Pollak James Gwise	03/31/2020	04/08/2020		Open
263101.02	B	Photovoltaic System	Shop Drawing	James Gwise Dora Pollak	03/31/2020	04/08/2020		Open
321318.02	D	Cement and Concrete for Exterior Improvements	Product Information	Dora Pollak James Gwise	03/26/2020	04/09/2020		Open
283100.01	A	Voice Evacuation Fire Alarm System	Product Information	James Gwise Dora Pollak	03/26/2020	04/09/2020		Open
283100.02	0	Voice Evacuation Fire Alarm System	Shop Drawing	James Gwise Dora Pollak	03/26/2020	04/09/2020		Open
101400.01	A	Signage	Shop Drawing	Dora Pollak James Gwise	03/28/2020	04/11/2020		Open
230000.01	0	HVAC	Shop Drawing	James Gwise Dora Pollak	03/28/2020	04/11/2020		Open
270536.01	A	Cable Trays for Communications Systems	Product Information	Dora Pollak James Gwise	03/30/2020	04/13/2020		Open
270536.02	0	Cable Trays for Communications Systems	Shop Drawing	James Gwise Dora Pollak	03/30/2020	04/13/2020		Open



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
102813.01	A	Toilet Accessories	Product Information	Dora Pollak James Gwise	03/30/2020	04/13/2020		Open
101400.02	0	Signage	Product Information	James Gwise Dora Pollak	03/30/2020	04/13/2020		Open
079200.04	0	Joint Sealants	Product Information	James Gwise Dora Pollak	03/30/2020	04/13/2020		Open
095100.01	A	Acoustical Ceilings	Other	Dora Pollak James Gwise	03/31/2020	04/14/2020		Open



Gonsalves Stronck Construction Company Inc.

Printed on Wed Apr 1, 2020 at 09:42 am PDT

Job #: 320 Los Altos Community Center
97 Hillview Avenue
Los Altos 94022
none

RFI LOG

#	Subject	Status	Responsible Contractor	Received From	Assignee	Date Initiated	RFI Manager	Due Date	Closed Date	Ball In Court	Location	Schedule Impact	Cost Code	Cost Impact
95	thermostat type in kitchen served by AHU-4	Open	Axis Mechanical, ...	Best, Tom (Axis Mechanical, Inc.)	Gwise, James (Nol... Allen, Jeffrey (I...	03/27/2020	Lance Zurfluh	04/03/2020		Gwise, James (Nol... Allen, Jeffrey (I...				
	<p>Q: Lance Zurfluh Sent Fri Mar 27, 2020 at 10:30 am PDT Please confirm whether the thermostat in the kitchen space needs temperature adjustments by the tenant (zone temperature setpoint and occupancy override).</p>													
94	EF4-EF7 mounting locations and duct routing clarification	Open	Axis Mechanical, ...	Best, Tom (Axis Mechanical, Inc.)	Gwise, James (Nol... Allen, Jeffrey (I... Hernandez, Alena ...	03/27/2020	Lance Zurfluh	04/03/2020		Gwise, James (Nol... Allen, Jeffrey (I... Hernandez, Alena ...				
	<p>Q: Lance Zurfluh Sent Fri Mar 27, 2020 at 10:16 am PDT EF-4 through EF-7 are exhaust fans shown to be mounted vertical in the wall. There is no elevation given. Please provide an elevation that they should be mounted. Also note, EF-4, 5 do not show any exhaust duct. Where are these fans supposed to exhaust to?</p>													
93	recessed waste disposal/paper towel dispenser height	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol...	03/26/2020	Lance Zurfluh	03/30/2020		Gwise, James (Nol...				
	<p>Q: Lance Zurfluh Sent Thu Mar 26, 2020 at 12:36 pm PDT If the approved recessed waste receptacle/paper towel dispenser is placed to 40" max as shown on G3.21 , the bottom will be about 4" off of the floor. Please see attached and provide desired installation height. RFI 093.pdf</p> <p>A: Dora Pollak (Noll & Tam Architects) Responded Wed Apr 1, 2020 at 12:45 am UTC Concern re: mounting unit with only 4" between unit base and floor is understood. However, per CBC 11B-603.5, all operable parts of restroom accessories shall be 40" max above finish floor. Please install per heights shown on G3.21.</p>													
92	exterior emergency fixtures clarification	Open		None	Gwise, James (Nol... Carey, Paul (O'Ma...	03/25/2020	Lance Zurfluh	04/01/2020		Gwise, James (Nol... Carey, Paul (O'Ma...				
	<p>Q: Lance Zurfluh Sent Wed Mar 25, 2020 at 02:45 pm PDT 1) FIXTURE TYPES G1 AT WEST SIDE ARE SHOWN TO BE EMERGENCY BUT ARE ON SAME SWITCH LEG AS OTHER FIXTURES IN SAME AREA THAT ARE NON-EMERGENCY. PLEASE ADVISE IF SWITCH LEGS CAN BE CHANGED AS NOTED ON ATTACHED E1.02. 2) FIXTURE TYPES W1 ON SOUTH COURTYARD ARE SHOWN AS EMERGENCY ON ATTACHED E2.01 BUT THE LCP SCHEDULE ON ATTACHED E6.03 SHOWS THEM AS NON-EMERGENCY. PLEASE CLARIFY. RFI 092 Ext. emergency fixtures.pdf</p>													
91	community room acoustic wood veneer panel termination	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol...	03/23/2020	Lance Zurfluh	03/26/2020		Gwise, James (Nol...				
	<p>Q: Lance Zurfluh Sent Mon Mar 23, 2020 at 02:19 pm PDT A7.18, Keynote 09-05 calls for acoustic wood veneer panels on the east and west walls. On the east wall, the panels appear to stop short of the underside of the truss top chord. On the west side, they appear to continue to the underside of the roof deck? Please clarify.</p> <p>A: Dora Pollak (Noll & Tam Architects) Responded Wed Apr 1, 2020 at 12:38 am UTC For both end walls: extend decorative wall framing to bottom of deck, and provide acoustic wood veneer panels up to 1/2" past stretched fabric ceiling system. See new details 9 and 10 on attached revised A8.72. ASI 055 - A872.pdf</p>													
90	Raceway and backbox for CCAM in conference room 105	Open	Elco Electric, Inc.	Ortiz, Ben (Elco Electric, Inc.)	Gwise, James (Nol...	03/13/2020	Lance	03/20/2020		Gwise, James (Nol...				



Gonsalves Stronck Construction Company Inc.

Printed on Wed Apr 1, 2020 at 09:42 am PDT

Job #: 320 Los Altos Community Center
 97 Hillview Avenue
 Los Altos 94022
 none

#	Subject	Status	Responsible Contractor	Received From	Assignee	Date Initiated	RFI Manager	Due Date	Closed Date	Ball In Court	Location	Schedule Impact	Cost Code	Cost Impact
					Hartman, Theo (Sm...		Zurfluh			Hartman, Theo (Sm...				
	<p>Q: Lance Zurfluh Sent Fri Mar 13, 2020 at 01:33 pm PDT CCAM device in Conference Room 105 is not reflected on the Symbol Schedule TA0.2 and no direction is given for infrastructure of raceway. Please provide direction.</p>													
89	Boundary microphone location in conference room 105	Open	Elco Electric, Inc.	Ortiz, Ben (Elco Electric, Inc.)	Gwise, James (Nol... Hartman, Theo (Sm...	03/13/2020	Lance Zurfluh	03/20/2020		Gwise, James (Nol... Hartman, Theo (Sm...				
	<p>Q: Lance Zurfluh Sent Fri Mar 13, 2020 at 01:22 pm PDT Please clarify whether BMIC, Boundary Microphone in Conference Room 105 is to be installed on Conference Room table.</p>													
86	wireless microphone antennas	Open	Elco Electric, Inc.	Ortiz, Ben (Elco Electric, Inc.)	Gwise, James (Nol... Hartman, Theo (Sm...	03/13/2020	Lance Zurfluh	03/20/2020		Zurfluh, Lance (G...				
	<p>Q: Lance Zurfluh Sent Fri Mar 13, 2020 at 01:12 pm PDT Drawings and Functionals for all spaces with Wireless Microphone systems indicate (1) antenna in each room involved with each system. Manufacturer's recommendation is (2). Please confirm (1) antenna was intent. If a second antenna is necessary a possible change order may be needed to provide conduit and backbox infrastructure for second antenna.</p>													
	<p>A: James Gwise (Noll & Tam Architects) Responded Tue Mar 17, 2020 at 11:31 pm UTC Provide recommended number per mfg. The functionals do not take a position on the number of physical antenna required to fulfill the requirements of 274116/1.1 (cited below) since the the number of antennas recommended by a given mfg can vary based on the product submitted by the Contractor. "Provides[] all labor, materials, transportation and equipment to complete the furnishing, installation, assembly, set up, and testing of the Sound and Audiovisual System work indicated on the drawings and specified herein. Notwithstanding any detailed information in this Section, provide complete, working systems. Design, engineer and provide complete, all means of support, suspension, attachment, fastening, bracing, and restraint (hereinafter "support") of the Work of this Section. Provide engineering of such support by parties licensed to perform work of this type in the Project jurisdiction." TSH/SFMI 3/13/20 AV - SFMI- RFI 86 Response.pdf</p>													

GONSALVES & STRONCK JOB# 320		Los Altos Community Center- 6 wk. short interval schedule																												NOTES										
Activity Description	Responsible	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday		Monday	Tuesday	Wednesday	Thursday	Friday					
		23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		20	21	22	23	24	25	26	27	28	29
BLDG. EXTERIOR		M A R C H A P R I L																																						
DENS DECK, W.P. MEMBRANE-R1	RUA AND SON				X	X																																		
RAFTER TAILS/EAVES, BLOCKING- R1	CASTRO	X	X	X	X	X																																	WEATHER PERMITTING	
MECHANICAL SCREEN STRUCTURE, GUARDRAIL- R1	DELTA														X	X	X																							
VENTILATED ROOF ASSY.	RUA AND SON							X	X	X	X	X	X																											
GUTTER BRACKET, FLASHING, SHINGLE ROOFING-R1	RUA AND SON														X	X	X	X	X				X	X	X	X	X													
SOLAR STANCHIONS	SUNLIGHT AND POWER														X	X																								
TAPERED INSULATION, PVC ROOFING	RUA AND SON																	X	X				X	X	X	X	X													
WT TRELLIS BRACKETS	M. CASTRO														X	X	X																							
FOUNDATION SEALER	MASTRIA														X	X																								
FOUNDATION SILL FLASHING	RUA AND SON																X	X	X																					
FLUID APPLIED W.P. MEMBRANE	R. BROTHERS																						X	X	X	X	X		X	X	X	X	X							
RIGID INSULATION	COAST																															X	X			X	X			
FLASHINGS, SOFFIT SCREEN, RWL BRACKETS	RUA AND SON																																			X	X	X	X	X
LATH AND PLASTER	HARRISON																																			X	X	X		
DENS DECK, W.P. MEMBRANE-R2 (AREA 2)	RUA AND SON																									X	X	X												
VENTILATED ROOF ASSY.-R2 (AREA 2)	RUA AND SON																													X	X	X	X	X		X	X			
GUTTER BRACKET, FLASH., SHINGLE RFG-R2 (AREA 2)	RUA AND SON																																		X	X	X	X	X	
SOLAR STANCHIONS-R2 (AREA 2)	SUNLIGHT AND POWER																																		X					
DENS DECK, W.P. MEMBRANE- R2 (AREA 3)	RUA AND SON																X	X																						
RAFTER TAILS/EAVES, BLOCKING- R2 (AREA 3)	M. CASTRO															X	X	X	X				X	X																
VENTILATED ROOF ASSY.-R2 (AREA 3)	RUA AND SON																						X	X	X	X		X	X	X	X	X		X						
GUTTER BRACKET, FLASH., SHINGLE RFG-R2 (AREA 3)	RUA AND SON																																		X	X	X	X	X	
SOLAR STANCHIONS R2 (AREA 3)	SUNLIGHT AND POWER																																	X	X					
MECHANICAL SCREEN STRUCTURE-R3	DELTA														X	X	X	X	X																					
ROOF HATCH, SOLOTUBE CURBS-R3	G&S, M. CASTRO																						X																	
TAPERED INSULATION, PVC ROOFING-R3	RUA AND SON																						X	X	X	X	X		X	X	X									
MECHANICAL SCREEN STRUCTURE- R5	DELTA							X	X	X																														
DENS DECK, W.P. MEMBRANE -R4	RUA AND SON																						X	X	X	X	X		X	X	X	X	X							
RAFTER TAILS/EAVES, BLOCKING- R4	M. CASTRO																												X	X	X	X	X							
VENTILATED ROOF ASSY.	RUA AND SON																												X	X	X	X	X		X	X	X	X	X	
GUTTER BRACKET, FLASHING, SHINGLE ROOFING-R4	RUA AND SON																																		X	X	X	X	X	
SOLAR STANCHIONS-R4	SUNLIGHT AND POWER																																		X	X				
MECHANICAL SCREEN STRUCTURE- R5	DELTA							X	X	X																														
TAPERED INSULATION, PVC ROOFING- R5	RUA AND SON																																	X	X		X	X	X	
MECHANICAL HOUSEKEEPING PADS- FLAT ROOF	BCI, CAMBLIN																	X	X	X																				
ROOF DRAINS, OVERFLOW DRAINS- FLAT ROOFS	CIARI																						X																	
SITE WORK																																								
SITE ELECTRICAL SECONDARY UNDERGROUND CONDUIT	ELCO																																						CREW OFF SITE DUE TO COVID 19	
MISC. SITE ELECTRICAL, FUTURE POWER STUBS	ELCO																																						CREW OFF SITE DUE TO COVID 19	
SITE TELECOM- UNDERGROUND CONDUIT	ELCO														X	X	X	X	X				X	X	X	X	X											?		
TRASH ENCLOSURE S.O.G.	BCI, CAMBLIN																																						PENDING F.S. RISER APPROVAL	
SITE F.W. AND D.W.	MK PIPELINES																																						PENDING- DESIGN COMPLETION	

LACC Water Utility Design Schedule 04/02/20

Item #	Task Name	Responsible	Duration	Start	Finish	Notes
	Water Contract and Design		Days	9/6/19	3/31/20	
1	Finalize Water Services Design	CW	0	9/6/19	9/6/19	Not accurate per information provided by City
2	City Provides Proof of Title (Grant Deed or Title Policy)	City	0	3/4/20	3/4/20	Completed
3	City Pays Applicable Fees	City	0	Now	Now	City can Pay Now, no need to wait. 2/26: Mark to sent invoice to Saul/Peter. City should already have it.
4	City Review of Agree with Sample GofE (Sample & Exhibits/Legal Description)	City	29	2/24/20	3/24/20	2/24: City Reviewing Cal Water standard language and Easement Legal description. 3/1: City Surveyor confirmation pending.. 3/3: City Legal comments to be provided on 3/3. City and Cal Water to agree on language. 3/22: City Surveyor reviewed and send comments to Cal Water.
5	City Council Approval of Sample GofE (Sample & Exhibits/Legal Description)	City	0	3/24/20	3/24/20	Completed
6	Cal Water Works on Final Draft of GofE	CW	14	3/24/20	4/7/20	
7	City Reviews Final Draft GofE	City	5	4/7/20	4/12/20	2/26: Final GofE will also be included in the Cal Water contract. See Contract item below. That is were the final easement and contract get signed.
8	Fire Department Responses to BKF Questions	SCCFD	0	2/21/20	2/21/20	Completed
9	Finalize Water and Fire Water Services Design	BKF	0	2/28/20	2/28/20	Completed
10	G&S/RCM submits Fire Sprinkler Design to SCCFD	G&S	0	2/25/20	2/25/20	Completed
11	MKP Creates FW/Standpipe Submittal for SCCFD	MKP/G&S	42	2/28/20	4/10/20	3/18: Submittal to SCCFD to push out a week. 4/1: Submittal pushed out again.
12	MKP/G&S submits standpipe design to SCCFD	MKP/G&S	0	4/10/20	4/10/20	
13	SCCFD Approves Fire Sprinkler	SCCFD	35	2/25/20	3/31/20	Duration Confirmed by SCCFD. 3/17: G&S/RCM to check status.
14	SCCFD Approves Standpipe Design	SCCFD	35	4/10/20	5/15/20	Duration Confirmed by SCCFD. 3/17: G&S/RCM to check status. 4/1: SCCFD taking 5 weeks plus.
15	Submit Revised New Water Service Applications	City	2	5/15/20	5/17/20	Include; Application, Civil, FS Drawings and Calcs approved by FM.
16	Cal Water Review of Revised Application	CW	14	5/17/20	5/31/20	1-2 weeks for second review. 4-6 weeks for 1st review. 3/4: CW can't commit to these dates. These are estimated dates and durations for coordination purposes.
17	Cal Water Issues Contract	CW	30	5/31/20	6/30/20	CW to confirm duration. 2/26: 30 days or less for contract. Maybe earlier, easement and fees in progress. Precon after contract, but can have other meetings. Need contract prior to start of work for inspections. 3/4: CW can't commit to these dates. These are estimated dates and durations for coordination purposes.
18	City Signs Contract	City	3	6/30/20	7/3/20	Fees can be paid earlier.
19	Pre-Con Meeting with Cal Water and all TEAM	TEAM	7	7/3/20	7/10/20	Easement Agreement needs to be completed first per CW.
20	Permits for Street Work	City/CW/MKP	0	TBD	TBD	Cal Water, City, MKP to confirm if any permits need to be pulled by the contactor to work on Hillview.
21	Construction Can Start for Public Water/Street Area	BKF	0	7/10/20	7/10/20	3/25: G&S. We will have to work with that.
22	Cal Water - Inspections and Final Tie	Cal Water	0	TBD	TBD	After work and contract in place.
23	Water Test Required by Cal Water?	CW	0	TBD	TBD	CW to advice on test and durations. Likely by contract actor.
24	Tie In to Water Main Can Start On	CW	0	TBD	TBD	Any other items that need to be added?

**CITY OF LOS ALTOS COMMUNITY CENTER
OAC Weekly Meeting Minutes #30
April 08, 2020**

Attended	Name	Company	Dept/Position	Email	Phone
Y	Peter Maslo	City of Los Altos	Project Manager	pmaslo@losaltosca.gov	(650) 947-2625
N	Andrew Tseng	City of Los Altos	IT Dept.	atseng@losaltosca.gov	
N	Manuel Hernandez	City of Los Altos	Facilities	mhernandez@losaltosca.gov	(650) 947-2700
Y	James Gwise	Noll & Tam Architects	Architect	james.gwise@nollandtam.com	
Y	Dora Pollak	Noll & Tam Architects	Job Captain	dora.pollak@nollandtam.com	
N	Gavin Ross	Noll & Tam Architects			
N	Lauren Fakhoury	Brightworks	LEED Consultant	lauren.fakhoury@brightworks.net	(415) 230-2134
N	Keith Gonsalves	Gonsalves & Stronck	Project Executive	kgonsalves@gs-construction.com	(650) 802-2960
Y	Ken Gendotti	Gonsalves & Stronck	Project Manager	kgendotti@gs-construction.com	(650) 802-2960
Y	Lance Zurfluh	Gonsalves & Stronck	Project Superintendent	lzurfluh@gs-construction.com	(650) 802-2960
Y	Melanie Rivera	Gonsalves & Stronck	Project Administrator	mrivera@gs-construction.com	(650) 802-2960
Y	Kyle Walker	Gonsalves & Stronck	Project Engineer	kwalker@gs-construction.com	(650) 802-2960
N	Craig Muhlenhaupt	Gonsalves & Stronck	Project Foreman	cmuhlenhaupt@gs-construction.com	(650) 802-2960
Y	Joe Capps-Jenner	Nova Partners, Inc.	Project Manager	joeci@novapartners.com	(415)-720-1462
Y	Saul Flores	Nova Partners, Inc.	Project Manager	saul@novapartners.com	(650)-862-3131
Y	Sam Tooley	Nova Partners, Inc.	Project Manager	samt@novapartners.com	(970)-231-0400

Next Meeting: April 15, 2020, 10:00am

These minutes were issued by Saul Flores and reflect the author's understanding of the issues discussed. Any corrections should be noted within 2 working days upon receipt, otherwise the minutes shall stand as written. **New action items are noted in bold.** These minutes will contain information from the current meeting plus information from the previous week for each Action Item.

01.0000	Site Logistics/Utilities	Action
01.0911.01 Site Logistics	<p>04/08/20 Update:</p> <ol style="list-style-type: none"> 1. Cal Water: The following items are critical items needed for Cal Water resubmittal: <ol style="list-style-type: none"> a. SCCFD Approved Standpipe Design (Very Critical): MK Pipelines engineer has been working on submittal. Each day of delay corresponds to delay of firewater construction start date. Ken to provide daily update. <ol style="list-style-type: none"> i. CPE 021 – Ken to provide times and schedule meeting to discuss within next few days. Ken to respond to open comments. Nova noted that this is also a very critical item in G&S court. b. SCCFD Approved Fire Sprinkler Design: Fire comments are ready for RCM to pickup by 4/3. RCM needs City of Los Altos Business License. G&S to provide Business License Application Information to Nova. c. Cal Water/City Easement Agreement: City and Cal Water agreed on the language for agreement. Cal Water to provide the final version for City to sign. d. City to make final payment to Cal Water. Request submitted 4/1. e. Nova will start working on the revised 1318 form based on SCCFD approvals. Standpipe and FS Design approvals are needed prior to resubmitting to Cal Water. 2. Fiber Connection: <ol style="list-style-type: none"> a. Per the City, trenching work is mostly completed. Work near PD is pending. 	<p>Ken</p> <p>Ken</p> <p>Ken</p> <p>Tracking</p> <p>Tracking Saul</p>

	<p>3. PG&E:</p> <p>a. New Electrical Service:</p> <p>i. Encroachment Permit – PG&E will submit an encroachment permit for this work.</p> <p>ii. Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. Getting the MSB on site is critical as it is pushing out our Energize Bldg date on the Critical Path.</p> <p>iii. MSB target delivery date – Subsequent to the meeting; G&S confirmed the MSB will ship out of So Cal on 5/17.</p> <p>iv. Transformer Pad - Lance will have Elco order the transformer pad and schedule the work in early May. This also needs to be inspected by PG&E prior to them scheduling the work. Transformer pad delivered and set week of May 11th.</p> <p>v. Schedule Follow Up: Joe requested that Nova/G&S meet to go over the PG&E schedule and better coordinate the schedule with project needs. Subsequent to the meeting; Nova and G&S met on 4/10 to discuss. Item Closed.</p> <p>b. Pole Relocation:</p> <p>i. PG&E anticipates work on 6/1 and 6/2. Lane Closure Permit pending.</p> <p>ii. G&S to coordinate schedule to accommodate PG&E.</p> <p>4. AT&T: N&T has issued an ASI to show new pull-box location. AT&T Confirmed. Closed.</p> <p>5. City and G&S to Consider Library Connector electrical work to be completed during shutdown. Subsequent to the meeting; City decided not to pursue this option. Closed</p> <p>04/01/20 Update:</p> <ul style="list-style-type: none"> • Cal Water: The following items are critical items needed for Cal Water resubmittal: <ul style="list-style-type: none"> ○ SCCFD Approved Standpipe Design: Ken stated the submittal is not expected this week anymore. Nova stated that this is very critical and the water construction date pushed out another week. G&S stated that they will find a way to work with a mid June water main construction start date. <ul style="list-style-type: none"> ▪ CPE 021 - G&S to review and respond to Nova's CPE comments. Nova noted that his is also very critical item in G&S court. ○ SCCFD Approved Fire Sprinkler Design: RCM is expecting comments/approval back by 3/26. ○ Cal Water/City Easement Agreement: City and Cal Water are working on the agreement. • Fiber Connection: <ul style="list-style-type: none"> ○ City to advice when the final run to 2x3 tie in box will be completed by AMS. • PG&E: <ul style="list-style-type: none"> ○ New Electrical Service: <ul style="list-style-type: none"> ▪ Encroachment Permit – PG&E will submit an encroachment permit for this work. Peter will get the estimated review times for encroachment permit applications. ▪ Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. Then, its 6-8 weeks before PG&S can do the work. Getting the MSB on site is critical as it is pushing out our Energize Bldg date on the Critical Path. ▪ Ken will confirm the MSB delivery date and check if Elco has expediting options. ○ Pole Relocation: <ul style="list-style-type: none"> ▪ Schedule to be confirmed by PG&E. There is a 6-8 week waiting period. Saul spoke to PG&E yesterday. ▪ Excavation Permit - In review by the City. CLOSED • AT&T: Joe met with AT&T. They will come in and install a utility box next to the pole that PG&E is moving. N&T will issue an ASI that shows the box location. 	<p>Tracking</p> <p>G&S</p> <p>Noted</p> <p>Lance</p> <p>Closed</p> <p>Peter</p> <p>Lance</p> <p>Closed</p> <p>Closed</p> <p>Ken</p> <p>Ken</p> <p>Ken</p> <p>Peter</p> <p>Peter</p> <p>Peter</p> <p>Tracking</p> <p>Peter</p> <p>G&S</p> <p>Ken</p> <p>Saul</p> <p>Noted</p> <p>James</p>
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02.0000	Project Schedule	Action
<p>02.0911.01 Project Schedule</p>	<p>04/08/20 Update: See attached Schedule</p> <ol style="list-style-type: none"> 1. Schedule Update: February Update received. March update to be provided today 4/8. 2. Upcoming Mock Ups: <ol style="list-style-type: none"> a. “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. b. Full Scale Framing Mock Up – 061000 c. “Truss B” d. Exterior Framing Mock Up/with Fluid Applied VP: e. Site Concrete Mock Ups are on site. Mock up has integral color in it. f. SOG Finish Mock Up g. Exterior Wall Mock Up – To be discussed at next meeting. 3. Upcoming Activities: <ol style="list-style-type: none"> a. Site work trenching is deferred. b. Transformer Pad –Fabrication timeframe is 3 weeks. G&S to coordinate having pad delivered during shelter-in-place. 4. Saturday Work: 5. Trash Enclosure Steel: Steel fabrication is ongoing, likely to be completed in a few weeks. Library Connector Steel: Lance will confirm if detailing is completed and if the steel is in production. <p>04/01/20 Update: See attached Schedule</p> <ul style="list-style-type: none"> • February Schedule Update: Revised February update will be issued today (4/1). March update to be provided by Monday 4/6 (including actual progress). • Upcoming Mock Ups: <ul style="list-style-type: none"> ○ “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. ○ Full Scale Framing Mock Up – 061000 ○ “Truss B” ○ Exterior Framing Mock Up/with Fluid Applied VP: ○ Site Concrete Mock Ups are on site ○ SOG Finish Mock Up • Upcoming Activities: <ul style="list-style-type: none"> ○ 6 Week Schedule attached. ○ Site work trenching is deferred. ○ Transformer Pad –Fabrication timeframe is 3 weeks. G&S to coordinate having pad delivered during shelter-in-place. • Saturday Work: M. Castro did not work on 3/28. No planned work this weekend. • PG&E Transformer and Permanent Power: Date has pushed out. • Trash Enclosure: G&S to provide update of structural steel fabrication progress by 4/8. • Axis Mech plans to deliver Mitsubishi equipment to their shop within the next two weeks. 	<p>Ken</p> <p>Deferred</p> <p>Deferred Deferred Deferred Noted Deferred Deferred Tracking Deferred Lance</p> <p>Deferred Lance</p> <p>Lance</p> <p>Ken</p> <p>Lance</p> <p>Deferred Deferred Deferred Deferred Deferred</p> <p>Noted Deferred Lance</p> <p>Noted</p> <p>Noted Lance</p> <p>Noted</p>
<p>02.0318.01 Shelter-In-Place</p>	<p>04/08/20 Shelter-In-Place</p> <ol style="list-style-type: none"> 1. Work has stopped on the site as of new county order. Last day physically on site is 4/2. 2. Deliveries <ol style="list-style-type: none"> a. G&S to provide plan to receive deliveries and store materials during shutdown. b. G&S to provide matrix of all planned deliveries in April. Updated daily, to be shared at end of each week. c. G&S will deliver items to the site that are already on the way to the site. 3. World Wide Procurement Tracking – Hollow metal frames are fabricated and stored at Opening technologies in East Bay. Closed 4. Site Monitoring: 	<p>Noted</p> <p>Ken/Lance</p> <p>Ken</p> <p>Ken</p> <p>Closed</p>

	<p>a. G&S to provide weekly drive-by site security visits. b. Weekly SWPPP inspections to continue from outside perimeter fence. Inspections by Incompli</p> <p>5. Safety: No issues noted. 6. Work During S-I-P: Continue with precon work remotely throughout shutdown (RFIs, Submittals, Change Orders, Monthly Pay Apps, Subcontractor meetings, Preconstruction meetings, OAC meetings). 7. Prep for Re-Start: Item added to discuss how construction can be jump started when we are able to start work again. Discuss manpower, materials, and policies.... To be discussed at future meetings. a. Exposed Glulam Beams. There is no immediate structural risk for beams to remain in place during SIP. There may be some aesthetic/coloring/staining issues that require mitigation in future. 8. Subcontractors: Generally, office staff are still available, but responsiveness may be slower.</p> <p>04/01/20 Shelter-In-Place</p> <ul style="list-style-type: none"> • Work has stopped on the site as of new county order. Last day physically on site is 4/2. <ul style="list-style-type: none"> ○ G&S to Secure Site by 4/2: All fencing is secure, in-place walls are braced, all the SWPPP is in place, porta-potties cleaned, protect on site materials, site is tidy. • Deliveries <ul style="list-style-type: none"> ○ G&S to provide plan to receive deliveries and store materials during shutdown. ○ G&S to provide matrix of all planned deliveries in April. ○ G&S will deliver items to the site that are already on the way to the site. • World Wide Procurement Tracking – hollow metal frames anticipated week of 4/6. • Site Monitoring: <ul style="list-style-type: none"> ○ G&S to provide weekly drive-by site security visits. ○ Saul to provide link to live feed to G&S (to be kept to only project team and City, not to be shared with anyone else). • Safety: No issues noted. • Work During S-I-P: Continue with precon work remotely throughout shutdown (RFIs, Submittals, Change Orders, Monthly Pay Apps, Subcontractor meetings, Preconstruction meetings, OAC meetings). • Prep for Re-Start: Item added to discuss how construction can be jump started when we are able to start work again. Discuss manpower, materials, and policies.... To be discussed at future meetings. 	<p>Lance Noted Noted Noted Tracking Tracking Noted Noted Ken/Lance Ken Ken Noted Noted Ken Saul Noted Noted Noted</p>
<p>02.0304.01 QA/QC</p>	<p>04/08/20 QA/QC/Field Observations: 1. None discussed.</p> <p>04/01/20 QA/QC/Field Observations: • AFR#1: • Item 1: G&S understands the issue. Lance to advice on the corrective course of action for the 5" curb. Will chip back to proper width. CLOSED.</p>	<p>Noted Lance</p>
<p>02.0911.02 Upcoming Inspections</p>	<p>04/08/20 Upcoming Inspections/Testing: 1. Soils Inspection: Cal Engineering inspection ongoing. a. Soils compaction, AB and Asphalt Testing. Reviewing proposal. 2. CEL: Inspections ongoing off site. 3. City Structural Inspections: Nova to create an Inspection/Observation log that the City can use during future inspections. 4. Structural Engineer: DSE observations ongoing. a. James will request that DSE sends observation reports to Nova and G&S. For observations prior to 3/13. 5. Sanitary Sewer and Storm Drain: EEC (3rd party City inspector) pending G.I. inspection. EEC has shut down inspections until the mandate is lifted. Per Lance, this is not a critical item.</p>	<p>Sam Joe James Deferred</p>

	<p>6. Sub-Floor Moisture Test: To be completed by the contractor. Date TBD.</p> <p>7. Structural Wood Inspection: Lance is scheduling and coordinating metal deck diaphragm and shear wall inspections with CLE. Lance to invite DSE to observe lateral systems for early May.</p> <p>8. Roofing/Waterproofing Inspections by CEL to be clarified.</p> <p>04/01/20 Upcoming Inspections/Testing:</p> <ul style="list-style-type: none"> • Soils Inspection: Cal Engineering inspection ongoing. • Soils compaction, AB and Asphalt Testing: James is expecting a proposal. Will provide today 4/1. • CEL: Inspections ongoing. Nova noted that CEL will to periodic inspections of the exterior vapor barrier. • City Structural Inspections: Nova to create an Inspection/Observation log that the City can use during future inspections. • Structural Engineer: DSE observations ongoing. • James will request that DSE sends observation reports to Nova and G&S. For observations prior to 3/13. • Sanitary Sewer and Storm Drain: EEC (3rd party City inspector) pending G.I. inspection. EEC has shut down inspections until the mandate is lifted. Per Lance, this is not a critical item. • Sub-Floor Moisture Test: To be completed by the contractor. Date TBD. • Structural Wood Inspection: Lance is scheduling and coordinating metal deck diaphragm and shear wall inspections with CLE. Lance to invite DSE to observe lateral systems for early May. 	<p>Deferred Deferred</p> <p>Saul</p> <p>James</p> <p>Deferred</p> <p>Joe</p> <p>James</p> <p>Tracking</p> <p>Tracking Lance</p>																																	
<p>02.1218.01 Rain Days</p>	<p>04/08/20 Rain Days:</p> <ol style="list-style-type: none"> 1. 8 Rain Days have been recorded to date. 2. No other rain days noted. <p>04/01/20 Rain Days:</p> <ol style="list-style-type: none"> 3. 8 Rain Days have been recorded to date. 4. Rain impacts to be provided in March Update. 5. No other rain days noted. 	<p>Noted Noted</p> <p>Noted Ken Noted</p>																																	
<p>02.0205.01 Rain Days To Date</p>	<table border="1"> <thead> <tr> <th></th> <th>DATE</th> <th>Days Impacted</th> </tr> </thead> <tbody> <tr><td>Monday</td><td>12/2/19</td><td>1</td></tr> <tr><td>Tuesday</td><td>12/3/19</td><td>1</td></tr> <tr><td>Wednesday</td><td>12/4/19</td><td>1</td></tr> <tr><td>Thursday</td><td>12/5/19</td><td>1</td></tr> <tr><td>Friday</td><td>12/6/19</td><td>1</td></tr> <tr><td>Wednesday</td><td>12/18/19</td><td>1</td></tr> <tr><td>Thursday</td><td>1/16/20</td><td>1</td></tr> <tr><td>Wednesday</td><td>3/25/20</td><td>1</td></tr> <tr><td></td><td></td><td></td></tr> <tr> <td>Total Rain Days to date</td> <td></td> <td>8</td> </tr> </tbody> </table>		DATE	Days Impacted	Monday	12/2/19	1	Tuesday	12/3/19	1	Wednesday	12/4/19	1	Thursday	12/5/19	1	Friday	12/6/19	1	Wednesday	12/18/19	1	Thursday	1/16/20	1	Wednesday	3/25/20	1				Total Rain Days to date		8	
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03.0000	Submittals	Action
<p>03.0911.01 Submittals</p>	<p>04/08/20: Update: See attached Log</p> <ol style="list-style-type: none"> 1. Roofing Resubmittals: <ol style="list-style-type: none"> a. PVC submittal was returned R&R. Was submitted 3/26. Original submittal has due date 4/2. 2. Structural Steel Resubmittals: G&S to confirm production status of pergolas. 3. Deferred Submittals: G&S will continue completing submittal packages and will submit them to the Bldg Department. <ol style="list-style-type: none"> a. 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). Waiting to see how process will work. b. 2nd submittal (Partial Electrical) on 4/7. City confirmed receipt. 4. PV Panels Substitution Request is Critical: <ol style="list-style-type: none"> a. Sun Power Partial Resubmittal marked R&R; G&S reviewing b. G&S to review original comments and if needed set up call with Electrical Engineer and SunPower. 	<p>James</p> <p>Lance</p> <p>Tracking</p> <p>Tracking</p> <p>Kyle Ken</p>

	<p>5. Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Engineering will be provided by 4/17.</p> <p>6. Equitone: G&S tracking Production Progress.</p> <p>7. The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending;</p> <ul style="list-style-type: none"> a. Color Samples: C11-A color selections are compete. Vendor is ordering samples for N&T to review. b. Shop Drawings: Per Kyle, all shops (except P fixtures) have been submitted. N&T to return submittals due 4/20. c. P Fixture – Yellow Goat received deposit. N&T coordinating finish selections. d. G&S to provide Updated schedule for fixtures by 4/15. <p>8. Electrical Service and Distribution is Critical –</p> <ul style="list-style-type: none"> a. Power Study – Elco is working on resubmitting the revised power study by 4/3. <p>9. Fluid Applied Air Barrier Shop Drawings – Approved as noted. Closed.</p> <p>10. Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up.</p> <p>11. TerraLite Submittal – G&S coordinating texture finish with N&T.</p> <p>12. Door and Hardware Submittal is Critical – G&S expecting submittal from Nat. glass. D&H went out. N&T week out.</p> <p>13. Casework Shop Drawings – Submitted. N&T to review</p> <p>14. Mechanical Equipment Coordination Drawings –HVAC shops went in. G&S to set Coordination meeting to be for new week Tues 4/14.</p> <p>15. Plaster Samples – Pending. N&T provided color.</p> <p>16. Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. Ken will take a sweep and provide status update next week.</p> <p>17. Glazing Is Critical – Kyle will confirm the resubmittal date.</p> <p>18. No other critical submittals noted.</p> <p>04/01/20: Update: See attached Log</p> <ul style="list-style-type: none"> • Roofing Resubmittals: <ul style="list-style-type: none"> • PVC submittal was returned R&R. Was submitted 3/26. Original submittal has due date 4/2. • Structural Steel Resubmittals: will be returned to G&S by 4/2. • Deferred Submittals: G&S will start to put together submittal packages and will submit them to the Bldg Department. <ul style="list-style-type: none"> • 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). Waiting to see how process will work. • If engineering required, then contractor to get stamped. • PV Panels Substitution Request is Critical: <ul style="list-style-type: none"> • Partial Resubmittal from Sun Power was provided to Electrical Engineer. It is incomplete and will be marked R&R. Response to be released 4/1. • Ken to review original comments and if needed set up call with Electrical Engineer and SunPower. • Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Ken will updated on 4/2. • Equitone Submittals are Critical: <ul style="list-style-type: none"> • Checking on Progress. Provide update by 4/8. • The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending; <ul style="list-style-type: none"> • Color Samples: Kyle to confirm C11-A samples are compete. • Shop Drawings: Per Kyle, all shops have been submitted. In court N&T to return submittals. • P Fixture – G&S to work with Elco to release the specified fixture shop drawings or provide new alt. ASAP. • Electrical Service and Distribution is Critical – <ul style="list-style-type: none"> • Power Study – Elco is working on resubmitting the revised power study by 4/3. 	<p>Lance</p> <p>Ken Kyle</p> <p>Closed</p> <p>Dora</p> <p>Ken</p> <p>Ken</p> <p>Closed James</p> <p>Kyle James</p> <p>Dora Ken</p> <p>Tracking Ken/Kyle</p> <p>Kyle Noted</p> <p>Kyle/ James James</p> <p>Tracking</p> <p>Kyle Noted Noted</p> <p>Lance</p> <p>Ken</p> <p>Ken</p> <p>Kyle Kyle</p> <p>Ken</p> <p>Kyle James</p>
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	<ul style="list-style-type: none"> Fluid Applied Air Barrier Shop Drawings –of Sent to WJE last week. Hope to get them back this week Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up. TerraLite Submittal – G&S requested that the submittal gets returned before April. Approved PD. Samples in review by NT, by the end of week. Door and Hardware Submittal is Critical – G&S expecting submittal from Nat. glass. D&H went out. NT week out. Casework Shop Drawings – Kyle expecting by EOW, 4/3. Mechanical Equipment Coordination Drawings –HVAC shops went in. Still working on Coord drawing. Plaster Samples – Pending. N&T provided color. Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. Ken will take a sweep and provide status update next week. No other critical submittals noted. 	<p>Kyle</p> <p>James</p> <p>Kyle</p> <p>Kyle Ken</p> <p>Noted Ken</p> <p>Noted</p>
04.0000	RFIs	Action
04.0911.01 RFIs	<p>04/08/20 RFI Update: See attached log.</p> <p>1. No critical RFI's noted.</p> <p>04/02/20 RFI Update: See attached log.</p> <ul style="list-style-type: none"> No critical RFI's noted. 	<p>Noted</p> <p>Noted</p>
05.0000	ASIs/Design Updates	Action
05.0117.01 ASIs	<p>04/08/20 Update:</p> <p>1. ASI 43 and 44 forthcoming.</p> <p>2. ASI to resolve storefront details forthcoming.</p> <p>3. ASI 50 to resolve questions from Ciari.</p> <p>04/01/20 Update:</p> <ul style="list-style-type: none"> None discussed 	<p>Noted</p> <p>Noted</p> <p>James</p>
06.0000	Pay Apps / Cost Events	Action
06.0117.01 Pay Apps / Cost Events	<p>04/08/20 Update:</p> <p>1. February Pay App – Paid by city. Closed.</p> <p>2. VGA to HDMI: Subsequent to the meeting; Andrew/City confirmed he did not have comments. Nova to create final CO.</p> <p>3. Footing Rain Mitigation: The 2" rat slab work is complete. Ken to return signed copy by 4/9.</p> <p>4. Overtime Work Thru February: Nova's to review responses.</p> <p>5. Pricing for Security Changes is Critical: G&S to provide CPE</p> <p>6. ASI – Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 4/10. Past due.</p> <p>7. Canopy Wood Finish –G&S provided a ROM of \$16K to add Timber Pro finish to the wood. Sub is requoting by EOW 4/10.</p> <p>8. March Pay App–Missing March Updated Schedule.</p> <p>9. Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab are the critical ones to get approved. No other critical CPEs noted.</p> <p>04/01/20 Update:</p> <ul style="list-style-type: none"> February Pay App – Submitted on 3/9 to City. City to process. VGA to HDMI: G&S to provide credit by 4/1. Footing Rain Mitigation: The 2" rat slab work is complete. Nova to review and add CO cover by EOW, 3/27. Overtime Work Thru February: Ken will respond to Nova's comments by 3/26. ASI – Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 3/27. Pricing for Security Changes is Critical: Nova will review by 3/27. Closed. 	<p>Closed</p> <p>Saul</p> <p>Ken</p> <p>Saul</p> <p>Kyle</p> <p>Kyle</p> <p>Kyle</p> <p>Ken</p> <p>Noted</p> <p>Peter</p> <p>Ken Saul</p> <p>Ken</p> <p>Kyle</p> <p>Closed</p>

	<ul style="list-style-type: none"> • Canopy Wood Finish –G&S provided a ROM of \$16K to add Timber Pro finish to the wood. Work will take about a week and should not affect the schedule. Subcontractor plans to do the work when the material is in place. Ken asked the painter to take a second look to make sure the ROM covers all his cost. • March Pay App Pencil DRAFT –Saul will review by 4/3. • Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab are the critical ones to get approved. No other critical CPEs noted. 	Ken Saul Noted
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08.0000	Upcoming Meetings	Action
08.0911.01 Upcoming Meetings	<p>04/08/20 Meetings:</p> <ol style="list-style-type: none"> 1. Food Service Pre-Con: G&S will schedule week of 4/13. 2. Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades on 4/14 at 11am. 3. Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. 4. Health Department Pre-Con– <ol style="list-style-type: none"> a. G&S to pay for the project re-activation. b. Nova will help the team coordinate the precon. Needed by end of April. 5. Drywall Pre-Con Meeting Completed. 6. G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. 7. Cx Kick Off: Completed. Emergency Power will need to be defined so it can be tested. 8. G&S will schedule a PreCon for ceilings. <p>03/25/20 Meetings:</p> <ul style="list-style-type: none"> • Food Service Pre-Con: G&S will schedule. • Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades. • Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. • Health Department Pre-Con– <ul style="list-style-type: none"> • Nova will help the team coordinate the precon. Needed by end of April. • G&S to pay for the project re-activation. • Drywall Pre-Con: G&S will schedule the meeting. • G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. • Cx Kick Off: Nova will schedule a pre-con with CxA (Interface). This Monday after 10:30am works for Nova, and CxA. N&T will check with Integral. Set for Friday James to forward meeting invite. s • G&S will schedule a PreCon for ceilings. 	Ken Ken Ken Ken Saul Ken Closed Ken Noted Ken Ken Ken Ken Ken Saul Ken

09.0000	LEED Equivalency	Action
09.0911.01 LEED	<p>04/08/20 Update:</p> <ul style="list-style-type: none"> • Register the project with LEED to generate ID Number so loads can go to facility that generates waste reports. Closed <p>04/01/20 Update:</p> <ul style="list-style-type: none"> • Register the project with LEED to generate ID Number so loads can go to facility that generates waste reports. 	Closed Lauren

10.0000	New Business	Action
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<p>10.0911.01 New Business</p>	<p>04/08/20 New Business:</p> <ol style="list-style-type: none"> 1. Emergency contacts in an emergency remain the same (Ken and Lance). 2. G&S to notify City with official letter of shelter-in-place status. Received. 3. Library Connector Schedule: <ul style="list-style-type: none"> o Peter requested a ROM for pedestrian pathway option 2. Ken will provide the ROM by 4/17. o Peter requested that G&S provide a cost and schedule impacts for splitting the project in two phases. 4. Irrigation Control Panel: An irrigation control panel was removed from a building that was demolished as part of our project. The City may need G&S to help with the restoration or install of a new control panel. Scope TBD. City to advise what is needed. 5. ASI 36 SSK 29.2 – James to provide revised ASI <p>04/0120 New Business:</p> <ul style="list-style-type: none"> • Tomorrow will be the last day to be physically on site (G&S). Only securing the site. No progress work. • Emergency contacts in an emergency remain the same (Ken and Lance). • G&S to notify City with official letter of shelter-in-place status. 	<p>Noted Closed</p> <p>Ken</p> <p>Noted</p> <p>Peter</p> <p>James</p> <p>Noted</p> <p>Noted Ken</p>
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END OF MINUTES



Submittal Log (OAC)

Submittal Log Report for Weekly OAC

Submittals

Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
331000.02	0	Water System (Fire)	Product Information	Kyle Walker	10/11/2019	11/04/2019	01/03/2020	Revise & Resubmit
122400.01	0	Window Shades	Sample	Kyle Walker	10/30/2019	11/13/2019	04/13/2020	Revise & Resubmit
264300.01	0	Transient Voltage Surge Suppressor	Product Information	Kyle Walker	11/04/2019	11/18/2019		Revise & Resubmit
274123.01	0	Communications Broadband Systems	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271123.01	0	Communications Cable Management	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271300.01	0	Communications Indoor Backbone Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271500.01	0	Communications Horizontal Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271000.01	0	Structured Cabling, Basic Materials & Methods	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271116.01	0	Communications Cabinets, Rack, Frames & Enclosures	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271119.01	0	Communications Termination Blocks & Patch Panels	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
051200.01	B	Structural Steel	Shop Drawing	Kyle Walker	12/30/2019	01/03/2020		Open
230713.01	0	HVAC Duct Insulation	Product Information	Kyle Walker	12/30/2019	01/13/2020		Revise & Resubmit
233400.01	0	HVAC Fans	Product Information	Kyle Walker	12/30/2019	01/13/2020		Revise & Resubmit
280513.01	0	Conductors & Cables for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
280528.01	0	Pathways for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
281300.01	0	Access Control and Alarm Systems	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
282300.01	0	Visual Surveillance	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
074209.02	0	Exterior Acoustic Roof Screen	Shop Drawing	Kyle Walker	01/27/2020	02/10/2020	03/30/2020	Revise & Resubmit
075419.03	A	Polyvinyl Chloride (PVC) Roofing	Reports	Kyle Walker	01/27/2020	02/10/2020	03/02/2020	Revise & Resubmit
263601.01	A	Automatic Transfer Switch	Product Information	Kyle Walker	02/10/2020	02/17/2020		Revise & Resubmit
088000.02	A	Glazing	Sample	Kyle Walker	02/19/2020	03/04/2020		Revise & Resubmit
102239.01	0	Folding Panel Partitions	Product Information	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
102239.04	0	Folding Panel Partitions	Shop Drawing	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
220548.01	B	Vibration & Seismic Controls for Plumbing & Equipment	Product Information	Kyle Walker	02/29/2020	03/06/2020		Revise & Resubmit
097723.01	0	Fabric Wrapped Panels	Product Information	Kyle Walker	02/27/2020	03/12/2020		Revise & Resubmit
224200.01	A	Plumbing Fixtures	Product Information	Kyle Walker	03/05/2020	03/12/2020		Revise & Resubmit
122400.02	0	Window Shades	Product Information	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
122400.03	0	Window Shades	Shop Drawing	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
122400.05	0	Window Shades	LEED	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
088000.01	A	Glazing	Shop Drawing	Kyle Walker	03/16/2020	03/23/2020		Revise & Resubmit
099000.02	B	Painting & Coatings	Sample	Kyle Walker	03/24/2020	03/31/2020		Revise & Resubmit
075419.01	B	Polyvinyl Chloride (PVC) Roofing	Product Information	Dora Pollak James Gwise	03/26/2020	04/02/2020		Open
075419.02	B	Polyvinyl Chloride (PVC) Roofing	Shop Drawing	Dora Pollak James Gwise	03/26/2020	04/02/2020		Open
087100.02	B	Door Hardware	Schedule	Dora Pollak James Gwise	03/21/2020	04/03/2020		Open
095426.02	0	Suspended Wood Ceilings	Shop Drawing	Kyle Walker	03/23/2020	04/03/2020		Revise & Resubmit
097826.02	0	Wood Veneer Wall Panels	Shop Drawing	Kyle Walker	03/23/2020	04/03/2020		Revise & Resubmit
087100.03	A	Door Hardware	Schedule	Dora Pollak James Gwise	03/28/2020	04/04/2020		Open
233415.01	A	Commercial Ceiling Fans	Product Information	Dora Pollak James Gwise	03/28/2020	04/04/2020		Open
321318.02	C	Cement and Concrete for Exterior Improvements	Sample	Kyle Walker	03/24/2020	04/07/2020		Open
064100.02	A	Architectural Wood Casework	Product Information	James Gwise Dora Pollak	03/24/2020	04/07/2020		Open
064100.01	A	Architectural Woodwork	Shop Drawing	Dora Pollak James Gwise	03/28/2020	04/08/2020		Open
321318.02	D	Cement and Concrete for Exterior Improvements	Product Information	James Gwise Dora Pollak	03/26/2020	04/09/2020		Open
283100.01	A	Voice Evacuation Fire Alarm System	Product Information	James Gwise Dora Pollak	03/26/2020	04/09/2020		Open
283100.02	0	Voice Evacuation Fire Alarm System	Shop Drawing	Dora Pollak	03/26/2020	04/09/2020		Open



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
				James Gwise				
101400.01	A	Signage	Shop Drawing	James Gwise Dora Pollak	03/28/2020	04/11/2020		Open
230000.01	0	HVAC	Shop Drawing	Dora Pollak James Gwise	03/28/2020	04/11/2020		Open
270536.02	0	Cable Trays for Communications Systems	Shop Drawing	Kyle Walker	03/30/2020	04/13/2020		Revise & Resubmit
102813.01	A	Toilet Accessories	Product Information	James Gwise Dora Pollak	03/30/2020	04/13/2020		Open
101400.02	0	Signage	Product Information	Dora Pollak James Gwise	03/30/2020	04/13/2020		Open
079200.04	0	Joint Sealants	Product Information	James Gwise Dora Pollak	03/30/2020	04/13/2020		Open
095100.01	A	Acoustical Ceilings	Other	Dora Pollak James Gwise	03/31/2020	04/14/2020		Open
079200.01	B	Joint Sealants (Plumbing)	Product Information	Dora Pollak James Gwise	04/03/2020	04/17/2020		Open
262400.01	E	Service & Distribution System	Other	Dora Pollak James Gwise	04/03/2020	04/17/2020		Open
253000.01	A	Building Automation Sensors and Control Devices	Product Information	Dora Pollak James Gwise	04/03/2020	04/17/2020		Open
253000.02	0	Building Automation Sensors and Control Devices	Shop Drawing	James Gwise Dora Pollak	04/03/2020	04/17/2020		Open
081116.01	A	Aluminum Doors & Frames	Shop Drawing	Kyle Walker	04/03/2020	04/17/2020		Revise & Resubmit
233713-13.01	0	Air Diffusers, Registers & Grilles	Product Information	Dora Pollak James Gwise	04/06/2020	04/20/2020		Open
085113.01	A	Aluminum Windows	Product Information	Dora Pollak James Gwise	04/06/2020	04/20/2020		Open
265101.01	E	Lighting (L2, L3, W2, W3, W4)	Shop Drawing	James Gwise Dora Pollak	04/06/2020	04/20/2020		Open
095426.03	0	Suspended Wood Ceilings	Product Information	Dora Pollak James Gwise	04/08/2020	04/22/2020		Open



Gonsalves Stronck Construction Company Inc.

Printed on Wed Apr 8, 2020 at 08:35 am PDT

Job #: 320 Los Altos Community Center
97 Hillview Avenue
Los Altos 94022
none

RFI LOG

#	Subject	Status	Responsible Contractor	Received From	Assignee	Date Initiated	RFI Manager	Due Date	Closed Date	Ball In Court	Location	Schedule Impact	Cost Code	Cost Impact
94	EF4-EF7 mounting locations and duct routing clarification	Open	Axis Mechanical, ...	Best, Tom (Axis Mechanical, Inc.)	Gwise, James (Nol... Allen, Jeffrey (I... Hernandez, Alena ...	03/27/2020	Lance Zurfluh	04/03/2020		Gwise, James (Nol... Allen, Jeffrey (I... Hernandez, Alena ...				
Q:	Lance Zurfluh Sent Fri Mar 27, 2020 at 10:16 am PDT EF-4 through EF-7 are exhaust fans shown to be mounted vertical in the wall. There is no elevation given. Please provide an elevation that they should be mounted. Also note, EF-4, 5 do not show any exhaust duct. Where are these fans supposed to exhaust to?													
90	Raceway and backbox for CCAM in conference room 105	Open	Elco Electric, Inc.	Ortiz, Ben (Elco Electric, Inc.)	Gwise, James (Nol... Hartman, Theo (Sm...	03/13/2020	Lance Zurfluh	03/20/2020		Gwise, James (Nol... Hartman, Theo (Sm...				
Q:	Lance Zurfluh Sent Fri Mar 13, 2020 at 01:33 pm PDT CCAM device in Conference Room 105 is not reflected on the Symbol Schedule TA0.2 and no direction is given for infrastructure of raceway. Please provide direction.													
89	Boundary microphone location in conference room 105	Open	Elco Electric, Inc.	Ortiz, Ben (Elco Electric, Inc.)	Gwise, James (Nol... Hartman, Theo (Sm...	03/13/2020	Lance Zurfluh	03/20/2020		Gwise, James (Nol... Hartman, Theo (Sm...				
Q:	Lance Zurfluh Sent Fri Mar 13, 2020 at 01:22 pm PDT Please clarify whether BMIC, Boundary Microphone in Conference Room 105 is to be installed on Conference Room table.													

**CITY OF LOS ALTOS COMMUNITY CENTER
OAC Weekly Meeting Minutes #31
April 15, 2020**

Attended	Name	Company	Dept/Position	Email	Phone
Y	Peter Maslo	City of Los Altos	Project Manager	pmaslo@losaltosca.gov	(650) 947-2625
N	Andrew Tseng	City of Los Altos	IT Dept.	atseng@losaltosca.gov	
N	Manuel Hernandez	City of Los Altos	Facilities	mhernandez@losaltosca.gov	(650) 947-2700
Y	James Gwise	Noll & Tam Architects	Architect	james.gwise@nollandtam.com	
Y	Dora Pollak	Noll & Tam Architects	Job Captain	dora.pollak@nollandtam.com	
N	Gavin Ross	Noll & Tam Architects			
N	Lauren Fakhoury	Brightworks	LEED Consultant	lauren.fakhoury@brightworks.net	(415) 230-2134
N	Keith Gonsalves	Gonsalves & Stronck	Project Executive	kgonsalves@gs-construction.com	(650) 802-2960
Y	Ken Gendotti	Gonsalves & Stronck	Project Manager	kgendotti@gs-construction.com	(650) 802-2960
Y	Lance Zurfluh	Gonsalves & Stronck	Project Superintendent	lzurfluh@gs-construction.com	(650) 802-2960
Y	Melanie Rivera	Gonsalves & Stronck	Project Administrator	mrivera@gs-construction.com	(650) 802-2960
Y	Kyle Walker	Gonsalves & Stronck	Project Engineer	kwalker@gs-construction.com	(650) 802-2960
N	Craig Muhlenhaupt	Gonsalves & Stronck	Project Foreman	cmuhlenhaupt@gs-construction.com	(650) 802-2960
Y	Joe Capps-Jenner	Nova Partners, Inc.	Project Manager	joeci@novapartners.com	(415)-720-1462
Y	Saul Flores	Nova Partners, Inc.	Project Manager	saul@novapartners.com	(650)-862-3131
Y	Sam Tooley	Nova Partners, Inc.	Project Manager	samt@novapartners.com	(970)-231-0400

Next Meeting: April 22, 2020, 10:00am

These minutes were issued by Saul Flores and reflect the author's understanding of the issues discussed. Any corrections should be noted within 2 working days upon receipt, otherwise the minutes shall stand as written. **New action items are noted in bold.** These minutes will contain information from the current meeting plus information from the previous week for each Action Item.

01.0000	Site Logistics/Utilities	Action
01.0911.01 Site Logistics	<p>04/15/20 Update:</p> <p>1. Cal Water: The following items are critical items needed for Cal Water resubmittal:</p> <ul style="list-style-type: none"> a. SCCFD Approved Standpipe Design (Very Critical): MK Pipelines engineer has been working on submittal. Each day of delay corresponds to delay of firewater construction start date. Ken to provide daily update. Submittal expected by 4/17. G&S to confirm that submittal reflect the latest ASI information. <ul style="list-style-type: none"> i. CPE 021 – Ken to provide times and schedule meeting to discuss withing next few days. Nova noted that this is also a very critical item in G&S court. ii. G&S to confirm Eng Calcs for coord with Cal Water. b. SCCFD Approved Fire Sprinkler Design: Fire comments are ready for RCM to pickup by 4/3. RCM needs City of Los Altos Business License. G&S to provide Business License Application Information to Nova. Business License Application was resubmitted 4/14 to City Hall dropbox. G&S (via RCM) will notify the City of the delivery, per the email the City provide. c. Cal Water/City Easement Agreement: City and Cal Water are working on the agreement. City to provide copy of final agreement to G&S when executed. d. City to make final payment to Cal Water. Request submitted 4/1. e. Nova will start working on the revised 1318 form based on SCCFD approvals. Standpipe and FS Design approvals are 	<p>Ken</p> <p>Ken</p> <p>Ken Ken</p> <p>Tracking</p> <p>Tracking Saul</p>

	<p>needed prior to resubmitting to CalWater. Nova to forward to G&S/RCM.</p> <p>2. Fiber Connection:</p> <p>a. Per the City, trenching work is mostly completed. Work near PD is pending.</p> <p>3. PG&E:</p> <p>a. New Electrical Service:</p> <p>i. Encroachment Permit – PG&E will submit an encroachment permit for this work.</p> <p>ii. Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. Getting the MSB on site is critical as it is pushing out our Energize Bldg date on the Critical Path. Latest schedule was shown during the meeting. G&S may be able to improve schedule by 4 days of BCI does a separate mob. See updated schedule (attached).</p> <p>iii. MSB: Will ship out of So Cal on 5/17. May be able to expedite concrete pad and delivery.</p> <p>iv. Transformer Pad - Lance will have Elco order the transformer pad and schedule the work in early May. This also needs to be inspected by PG&E prior to them scheduling the work. Transformer pad delivered and set week of May 11th.</p> <p>b. Pole Relocation:</p> <p>i. PG&E anticipates work on 6/1 and 6/2. Lane Closure and Excavation Permits approved.</p> <p>ii. G&S to coordinate schedule to accommodate PG&E.</p> <p>04/08/20 Update:</p> <ul style="list-style-type: none"> • Cal Water: The following items are critical items needed for Cal Water resubmittal: <ul style="list-style-type: none"> ○ SCCFD Approved Standpipe Design (Very Critical): MK Pipelines engineer has been working on submittal. Each day of delay corresponds to delay of firewater construction start date. Ken to provide daily update. <ul style="list-style-type: none"> ▪ CPE 021 – Ken to provide times and schedule meeting to discuss withing next few days. Ken to respond to open comments. Nova noted that this is also a very critical item in G&S court. ○ SCCFD Approved Fire Sprinkler Design: Fire comments are ready for RCM to pickup by 4/3. RCM needs City of Los Altos Business License. G&S to provide Business License Application Information to Nova. ○ Cal Water/City Easement Agreement: City and Cal Water agreed on the language for agreement. Cal Water to provide the final version for City to sign. ○ City to make final payment to Cal Water. Request submitted 4/1. ○ Nova will start working on the revised 1318 form based on SCCFD approvals. Standpipe and FS Design approvals are needed prior to resubmitting to Cal Water. • Fiber Connection: <ul style="list-style-type: none"> ○ Per the City, trenching work is mostly completed. Work near PD is pending. • PG&E: <ul style="list-style-type: none"> ○ New Electrical Service: <ul style="list-style-type: none"> ▪ Encroachment Permit – PG&E will submit an encroachment permit for this work. ▪ Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. Getting the MSB on site is critical as it is pushing out our Energize Bldg date on the Critical Path. ▪ MSB target delivery date – Subsequent to the meeting; G&S confirmed the MSB will ship out of So Cal on 5/17. ▪ Transformer Pad - Lance will have Elco order the transformer pad and schedule the work in early May. This 	<p>City/ Tracking</p> <p>Tracking</p> <p>G&S</p> <p>Tracking</p> <p>Lance</p> <p>Tracking</p> <p>Lance</p> <p>Ken</p> <p>Ken</p> <p>Ken</p> <p>Tracking</p> <p>Tracking Saul</p> <p>Tracking</p> <p>G&S</p> <p>Noted</p> <p>Lance</p>
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	<p>also needs to be inspected by PG&E prior to them scheduling the work. Transformer pad delivered and set week of May 11th.</p> <ul style="list-style-type: none"> ▪ Schedule Follow Up: Joe requested that Nova/G&S meet to go over the PG&E schedule and better coordinate the schedule with project needs. Subsequent to the meeting; Nova and G&S met on 4/10 to discuss. Item Closed. ○ Pole Relocation: <ul style="list-style-type: none"> ▪ PG&E anticipates work on 6/1 and 6/2. Lane Closure Permit pending. ▪ G&S to coordinate schedule to accommodate PG&E. • AT&T: N&T has issued an ASI to show new pull-box location. AT&T Confirmed. Closed. • City and G&S to Consider Library Connector electrical work to be completed during shutdown. Subsequent to the meeting; City decided not to pursue this option. Closed 	<p>Closed</p> <p>Peter</p> <p>Lance Closed</p> <p>Closed</p>
02.0000	Project Schedule	Action
02.0911.01 Project Schedule	<p>04/08/20 Update: See attached Schedule</p> <ol style="list-style-type: none"> 1. Schedule Update: March Update comments provided. G&S to respond to comments by 4/16. 2. Upcoming Mock Ups: To be discussed at next meeting. <ol style="list-style-type: none"> a. “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. b. Full Scale Framing Mock Up – 061000 c. “Truss B” d. Exterior Framing Mock Up/with Fluid Applied VP. e. Site Concrete Mock Ups are on site. Mock up has integral color in it. f. SOG Finish Mock Up g. Exterior Wall Mock Up – will be ready a few weeks after Ext. Framing with VP. h. Lance to provide tentative ready dates for Mock Ups above. i. Team to discuss mock up review process next week. 3. Upcoming Activities: <ol style="list-style-type: none"> a. Site work trenching is deferred. 4. Saturday Work: 5. Trash Enclosure Steel: Per Lance, is complete. Closed. 6. Library Connector Steel: Per Lance, is in progress. Likely a couple of weeks from completion. 7. Equitone: Ken to confirm specifically where it is in the production process. <p>04/08/20 Update: See attached Schedule</p> <ul style="list-style-type: none"> • Schedule Update: February Update received. March update to be provided today 4/8. • Upcoming Mock Ups: <ul style="list-style-type: none"> ○ “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. ○ Full Scale Framing Mock Up – 061000 ○ “Truss B” ○ Exterior Framing Mock Up/with Fluid Applied VP: ○ Site Concrete Mock Ups are on site. Mock up has integral color in it. ○ SOG Finish Mock Up ○ Exterior Wall Mock Up – To be discussed at next meeting. • Upcoming Activities: <ul style="list-style-type: none"> ○ Site work trenching is deferred. ○ Transformer Pad –Fabrication timeframe is 3 weeks. G&S to coordinate having pad delivered during shelter-in-place. • Saturday Work: 	<p>Ken</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Lance</p> <p>Noted</p> <p>Deferred</p> <p>Deferred</p> <p>Closed</p> <p>Tracking</p> <p>Ken</p> <p>Ken</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Noted</p> <p>Deferred</p> <p>Tracking</p> <p>Deferred</p> <p>Lance</p> <p>Deferred</p> <p>Lance</p>

	<ul style="list-style-type: none"> • Trash Enclosure Steel: Steel fabrication is ongoing, likely to be completed in a few weeks. <ul style="list-style-type: none"> ○ Library Connector Steel: Lance will confirm if detailing is completed and if the steel is in production. 	Lance
02.0318.01 Shelter-In-Place	<p>04/15/20 Shelter-In-Place</p> <ol style="list-style-type: none"> 1. Work has stopped on the site as of new county order. Last day physically on site is 4/2. 2. Deliveries <ol style="list-style-type: none"> a. G&S to provide matrix of all planned deliveries in April. Updated daily, to be shared at end of each week. Ken to provide update by 4/17. b. G&S will deliver items to the site that are already on the way to the site. c. G&S will inform Nova/City if they need to schedule a steel delivery on 4/24. Vendor is running out of room at the shop. 3. World Wide Procurement Tracking: No issues noted. 4. Site Monitoring: <ol style="list-style-type: none"> a. G&S to provide weekly drive-by site security visits. Next visit is on 4/16. 5. Safety: No issues noted. 6. Prep for Re-Start: <ol style="list-style-type: none"> a. Exposed Glulam Beams. There is no immediate structural risk for beams to remain in place during SIP. There may be some aesthetic/coloring/staining issues that require mitigation in future. b. Site Safety Procedures: To be defined following County and State Orders. G&S will revise their policy before re-start. c. Manpower and Material availability are discussed on ongoing basis by G&S and subcontractors. 7. April Prelim Invoice: Ken will provide prelim invoice by 4/17. 8. City Hall/City: Peter will advice when City Hall will re-open. <p>04/08/20 Shelter-In-Place</p> <ul style="list-style-type: none"> • Work has stopped on the site as of new county order. Last day physically on site is 4/2. • Deliveries <ul style="list-style-type: none"> ○ G&S to provide plan to receive deliveries and store materials during shutdown. ○ G&S to provide matrix of all planned deliveries in April. Updated daily, to be shared at end of each week. ○ G&S will deliver items to the site that are already on the way to the site. • World Wide Procurement Tracking – Hollow metal frames are fabricated and stored at Opening technologies in East Bay. Closed • Site Monitoring: <ul style="list-style-type: none"> ○ G&S to provide weekly drive-by site security visits. ○ Weekly SWPPP inspections to continue from outside perimeter fence. Inspections by Incompli • Safety: No issues noted. • Work During S-I-P: Continue with precon work remotely throughout shutdown (RFIs, Submittals, Change Orders, Monthly Pay Apps, Subcontractor meetings, Preconstruction meetings, OAC meetings). • Prep for Re-Start: Item added to discuss how construction can be jump started when we are able to start work again. Discuss manpower, materials, and policies.... To be discussed at future meetings. <ul style="list-style-type: none"> ○ Exposed Glulam Beams. There is no immediate structural risk for beams to remain in place during SIP. There may be some aesthetic/coloring/staining issues that require mitigation in future. • Subcontractors: Generally, office staff are still available, but responsiveness may be slower. 	<p>Noted</p> <p>Ken</p> <p>Tracking</p> <p>Lance</p> <p>Noted</p> <p>Lance</p> <p>Noted</p> <p>Tracking</p> <p>Noted</p> <p>Ken</p> <p>Tracking</p> <p>Ken Peter</p> <p>Noted</p> <p>Ken/Lance</p> <p>Ken</p> <p>Ken</p> <p>Closed</p> <p>Lance</p> <p>Noted</p> <p>Noted Noted</p> <p>Tracking</p> <p>Tracking</p> <p>Noted</p>

<p>02.0304.01 QA/QC</p>	<p>04/015/20 QA/QC/Field Observations:</p> <ol style="list-style-type: none"> 1. None discussed. <p>04/08/20 QA/QC/Field Observations:</p> <ul style="list-style-type: none"> • None discussed. 	<p>Noted</p> <p>Noted</p>																														
<p>02.0911.02 Upcoming Inspections</p>	<p>04/08/20 Upcoming Inspections/Testing:</p> <ol style="list-style-type: none"> 1. Soils Inspection: Cal Engineering inspection ongoing. <ol style="list-style-type: none"> a. Soils compaction, AB and Asphalt Testing. Reviewing proposal. N&T to provide final ASR. 2. CEL: Inspections ongoing off site. 3. City Structural Inspections: Nova to create an Inspection/Observation log that the City can use during future inspections. 4. Structural Engineer: DSE observations deferred <ol style="list-style-type: none"> a. James will request that DSE sends observation reports to Nova and G&S. For observations prior to 3/13. Received. Closed. 5. Sanitary Sewer and Storm Drain: EEC (3rd party City inspector) pending G.I. inspection. EEC has shut down inspections until the mandate is lifted. Per Lance, this is not a critical item. 6. Sub-Floor Moisture Test: To be completed by the contractor. Date TBD. 7. Structural Wood Inspection: Lance is scheduling and coordinating metal deck diaphragm and shear wall inspections with CLE. Lance to invite DSE to observe lateral systems for early May. 8. Roofing/Waterproofing Inspections by CEL to be clarified. <p>04/15/20 Upcoming Inspections/Testing:</p> <ul style="list-style-type: none"> • Soils Inspection: Cal Engineering inspection ongoing. • Soils compaction, AB and Asphalt Testing. Reviewing proposal. • CEL: Inspections ongoing off site. • City Structural Inspections: Nova to create an Inspection/Observation log that the City can use during future inspections. • Structural Engineer: DSE observations ongoing. • James will request that DSE sends observation reports to Nova and G&S. For observations prior to 3/13. • Sanitary Sewer and Storm Drain: EEC (3rd party City inspector) pending G.I. inspection. EEC has shut down inspections until the mandate is lifted. Per Lance, this is not a critical item. • Sub-Floor Moisture Test: To be completed by the contractor. Date TBD. • Structural Wood Inspection: Lance is scheduling and coordinating metal deck diaphragm and shear wall inspections with CLE. Lance to invite DSE to observe lateral systems for early May. • Roofing/Waterproofing Inspections by CEL to be clarified. 	<p>Joe James Tracking Joe</p> <p>Deferred Closed</p> <p>Deferred</p> <p>Deferred Deferred</p> <p>Saul</p> <p>Sam</p> <p>Joe</p> <p>James</p> <p>Deferred</p> <p>Deferred Deferred</p> <p>Saul</p>																														
<p>02.1218.01 Inclement Weather</p>	<p>04/15/20 Inclement Weather Days:</p> <ol style="list-style-type: none"> 1. 8 Inclement Weather Days have been recorded to date. <p>04/08/20 Rain Days:</p> <ul style="list-style-type: none"> • 8 Rain Days have been recorded to date. • No other rain days noted. 	<p>Noted</p> <p>Noted Noted</p>																														
<p>02.0205.01 Inclement Weather Days To Date</p>	<table border="1"> <thead> <tr> <th></th> <th>DATE</th> <th>Days Impacted</th> </tr> </thead> <tbody> <tr> <td>Monday</td> <td>12/2/19</td> <td>1</td> </tr> <tr> <td>Tuesday</td> <td>12/3/19</td> <td>1</td> </tr> <tr> <td>Wednesday</td> <td>12/4/19</td> <td>1</td> </tr> <tr> <td>Thursday</td> <td>12/5/19</td> <td>1</td> </tr> <tr> <td>Friday</td> <td>12/6/19</td> <td>1</td> </tr> <tr> <td>Wednesday</td> <td>12/18/19</td> <td>1</td> </tr> <tr> <td>Thursday</td> <td>1/16/20</td> <td>1</td> </tr> <tr> <td>Wednesday</td> <td>3/25/20</td> <td>1</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>		DATE	Days Impacted	Monday	12/2/19	1	Tuesday	12/3/19	1	Wednesday	12/4/19	1	Thursday	12/5/19	1	Friday	12/6/19	1	Wednesday	12/18/19	1	Thursday	1/16/20	1	Wednesday	3/25/20	1				
	DATE	Days Impacted																														
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Friday	12/6/19	1																														
Wednesday	12/18/19	1																														
Thursday	1/16/20	1																														
Wednesday	3/25/20	1																														

	Total Rain Days to date	8	
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03.0000	Submittals	Action
03.0911.01 Submittals	<p>04/15/20: Update: See attached Log</p> <ol style="list-style-type: none"> 1. Roofing Resubmittals: <ol style="list-style-type: none"> a. PVC submittal was returned R&R. Was submitted 3/26. Original submittal has due date 4/2. Closed. 2. Structural Steel Resubmittals: G&S to confirm production status of pergolas. Steel production being tracked above. Closed. 3. Deferred Submittals: G&S will continue completing submittal packages and will submit them to the Bldg Department. <ol style="list-style-type: none"> a. 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). b. 2nd submittal (Partial Electrical) on 4/7. City confirmed receipt. c. Second Partial Electrical: d. Mechanical: e. Fiber Cement Panels: f. G&S is behind on original deferred submittal schedule. G&S to provide update by 4/22. 4. PV Panels Substitution Request is Critical: <ol style="list-style-type: none"> a. Sun Power Partial Resubmittal marked R&R; G&S will resubmit 4/15. Ken to review for completion before resubmittal. b. G&S to review original comments and if needed set up call with Electrical Engineer and SunPower. Closed. 5. Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Engineering will be provided by 4/17. 6. The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending; <ol style="list-style-type: none"> a. Color Samples: 2 additional color samples are in transit. b. Shop Drawings: Per Kyle, all shops (except P fixtures) have been submitted. N&T to return submittals due 4/20. c. P Fixture – Yellow Goat received deposit. Shop drawings received by N&T to fwd to G&S d. G&S to provide the schedule for fixtures by 4/17. Including confirming Rexcell and Sunshine availability. 7. Electrical Service and Distribution is Critical – <ol style="list-style-type: none"> a. Power Study – Elco is working on resubmitting the revised power study by 4/3. 8. Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up. 9. TerraLite Submittal – G&S coordinating texture finish with N&T. 10. Door and Hardware Submittal is Critical –N&T to respond by EOD 4/15. 11. Casework Shop Drawings –N&T to review by 4/16. 12. Mechanical Equipment Coordination Drawings –HVAC shops were received by G&S. G&S to set Coordination meeting to be scheduled for next week. N&T is confirmed meeting to move Fwd regardless of approved sprinkler drawing status. N&T noted Shop drawings to not show other trades. 13. Plaster Samples – Selections complete. Closed. 14. Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. 15. Glazing Is Critical – <ol style="list-style-type: none"> a. Kyle will confirm the resubmittal date. ASI is forthcoming from N&T. b. Kyle will resubmit sample by 4/17. 16. Fire Alarm – To be discussed at next meeting. 17. No other critical submittals noted. 	<p>Closed</p> <p>Closed</p> <p>Tracking</p> <p>Tracking</p> <p>Tracking</p> <p>Tracking</p> <p>Ken</p> <p>Kyle/Ken</p> <p>Closed</p> <p>Lance</p> <p>Kyle</p> <p>Kyle</p> <p>Dora</p> <p>Dora</p> <p>Ken</p> <p>Ken</p> <p>James</p> <p>Kyle</p> <p>James</p> <p>Dora</p> <p>Ken</p> <p>Closed</p> <p>Ken/Kyle</p> <p>Kyle/Dora</p> <p>Kyle</p> <p>Noted</p> <p>Noted</p>

	<p>04/08/20: Update: See attached Log</p> <ul style="list-style-type: none"> • Roofing Resubmittals: <ul style="list-style-type: none"> ○ PVC submittal was returned R&R. Was submitted 3/26. Original submittal has due date 4/2. • Structural Steel Resubmittals: G&S to confirm production status of pergolas. • Deferred Submittals: G&S will continue completing submittal packages and will submit them to the Bldg Department. <ul style="list-style-type: none"> ○ 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). Waiting to see how process will work. ○ 2nd submittal (Partial Electrical) on 4/7. City confirmed receipt. • PV Panels Substitution Request is Critical: <ul style="list-style-type: none"> ○ Sun Power Partial Resubmittal marked R&R; G&S reviewing ○ G&S to review original comments and if needed set up call with Electrical Engineer and SunPower. • Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Engineering will be provided by 4/17. • Equitone: G&S tracking Production Progress. • The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending; <ul style="list-style-type: none"> ○ Color Samples: C11-A color selections are complete. Vendor is ordering samples for N&T to review. ○ Shop Drawings: Per Kyle, all shops (except P fixtures) have been submitted. N&T to return submittals due 4/20. ○ P Fixture – Yellow Goat received deposit. N&T coordinating finish selections. ○ G&S to provide Updated schedule for fixtures by 4/15. • Electrical Service and Distribution is Critical – <ul style="list-style-type: none"> ○ Power Study – Elco is working on resubmitting the revised power study by 4/3. • Fluid Applied Air Barrier Shop Drawings – Approved as noted. Closed. • Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up. • TerraLite Submittal – G&S coordinating texture finish with N&T. • Door and Hardware Submittal is Critical – G&S expecting submittal from Nat. glass. D&H went out. N&T week out. • Casework Shop Drawings – Submitted. N&T to review • Mechanical Equipment Coordination Drawings –HVAC shops went in. G&S to set Coordination meeting to be for new week Tues 4/14. • Plaster Samples – Pending. N&T provided color. • Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. Ken will take a sweep and provide status update next week. • Glazing Is Critical – Kyle will confirm the resubmittal date. • No other critical submittals noted. 	<p>James</p> <p>Lance</p> <p>Tracking</p> <p>Tracking</p> <p>Kyle Ken</p> <p>Lance</p> <p>Lance</p> <p>Ken Kyle</p> <p>Closed</p> <p>Dora</p> <p>Ken</p> <p>Ken</p> <p>Closed James</p> <p>Kyle James</p> <p>Dora Ken</p> <p>Tracking Ken/Kyle</p> <p>Kyle Noted</p>
04.0000	RFIs	Action
04.0911.01 RFIs	<p>04/15/20 RFI Update: See attached log.</p> <ol style="list-style-type: none"> 1. 096 - Ductwork RFI is the only Open. 2. No other critical RFI's noted. <p>04/08/20 RFI Update: See attached log.</p> <ul style="list-style-type: none"> • No critical RFI's noted. 	<p>James Noted</p> <p>Noted</p>
05.0000	ASIs/Design Updates	Action
05.0117.01 ASIs	<p>04/15/20 Update:</p> <ol style="list-style-type: none"> 1. ASI 43 and 44 forthcoming. 2. ASI to resolve storefront details forthcoming. 3. ASI 50 to resolve questions from Ciari. Submitted. Closed. 4. ASI 42 to be resubmitted. G&S didn't receive. 5. ASI for security keypads rough-in forthcoming. By 4/22. 6. ASI 48 for speaker locations is forthcoming. 	<p>Tracking Tracking Closed. James James James</p>

	<p>04/08/20 Update:</p> <ul style="list-style-type: none"> • ASI 43 and 44 forthcoming. • ASI to resolve storefront details forthcoming. • ASI 50 to resolve questions from Ciari. 	Noted Noted James
06.0000	Pay Apps / Cost Events	Action
06.0117.01 Pay Apps / Cost Events	<p>04/15/20 Update:</p> <ol style="list-style-type: none"> 1. VGA to HDMI: G&S to review comments and issue CPE. 2. Footing Rain Mitigation: The 2" rat slab work is complete. Sent to City for approval. 3. Overtime Work Thru February: G&S to revise by 4/16. 4. Pricing for Security Changes is Critical: Nova to review 5. ASI – Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 4/10. Past due. Submit by 4/16. 6. Canopy Wood Finish –G&S will address comments for Timber Pro finish to the wood. 7. March Pay App–Submitted to City on 4/9 8. Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab are the critical ones to get approved. No other critical CPEs noted. 9. Nova noted that several CPEs are due this week. There are over 20 CPEs in G&S court. G&S to submit on time. 10. Kitchen Door CPE: Nova to send G&S comments. <p>04/08/20 Update:</p> <ul style="list-style-type: none"> • February Pay App – Paid by city. Closed. • VGA to HDMI: Subsequent to the meeting; Andrew/City confirmed he did not have comments. Nova to create final CO. • Footing Rain Mitigation: The 2" rat slab work is complete. Ken to return signed copy by 4/9. • Overtime Work Thru February: Nova's to review responses. • Pricing for Security Changes is Critical: G&S to provide CPE • ASI – Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 4/10. Past due. • Canopy Wood Finish –G&S provided a ROM of \$16K to add Timber Pro finish to the wood. Sub is re quoting by EOW 4/10. • March Pay App–Missing March Updated Schedule. • Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab are the critical ones to get approved. No other critical CPEs noted. 	<p>Ken Peter</p> <p>Kyle Joe Kyle</p> <p>Kyle</p> <p>City Noted</p> <p>Noted</p> <p>Saul</p> <p>Closed Saul</p> <p>Ken</p> <p>Saul Kyle Kyle</p> <p>Kyle</p> <p>Ken Noted</p>

08.0000	Upcoming Meetings	Action
08.0911.01 Upcoming Meetings	<p>04/08/20 Meetings:</p> <ol style="list-style-type: none"> 1. Food Service Pre-Con: G&S will schedule week of 4/13. Not yet scheduled. 2. Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades on 4/14 at 11am. 3. Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. 4. Health Department Pre-Con– <ol style="list-style-type: none"> a. G&S to pay for the project re-activation. Completed. Melanie to forward payment confirmation. Closed. b. Nova will help the team coordinate the precon. Needed by end of April. 5. G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. Provide list by 4/22. 6. G&S will schedule a PreCon for ceilings. Completed. Closed <p>04/08/20 Meetings:</p> <ul style="list-style-type: none"> • Food Service Pre-Con: G&S will schedule week of 4/13. 	<p>Ken</p> <p>Ken</p> <p>Closed</p> <p>Saul</p> <p>Ken</p> <p>Closed</p> <p>Ken Ken</p>

	<ul style="list-style-type: none"> • Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades on 4/14 at 11am. • Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. • Health Department Pre-Con– <ul style="list-style-type: none"> ○ G&S to pay for the project re-activation. ○ Nova will help the team coordinate the precon. Needed by end of April. • Drywall Pre-Con Meeting Completed. • G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. • Cx Kick Off: Completed. Emergency Power will need to be defined so it can be tested. • G&S will schedule a PreCon for ceilings. 	<p>Ken</p> <p>Ken Saul</p> <p>Closed Ken</p> <p>Noted</p> <p>Ken</p>
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09.0000	LEED Equivalency	Action
09.0911.01 LEED	<p>04/15/20 Update:</p> <p>1. No updates noted.</p> <p>04/08/20 Update:</p> <ul style="list-style-type: none"> • Register the project with LEED to generate ID Number so loads can go to facility that generates waste reports. Closed 	<p>Noted.</p> <p>Closed</p>

10.0000	New Business	Action
10.0911.01 New Business	<p>04/15/20 New Business:</p> <p>1. Library Connector Schedule:</p> <p>a. Peter requested a ROM for pedestrian pathway option 2. Ken will provide the ROM by 4/17.</p> <p>b. Peter requested that G&S provide a cost and schedule impacts for splitting the project in two phases.</p> <p>c. City to advise when SIP is lifted, desirable timeframe to complete work. Hopefully sooner, rather than later.</p> <p>2. Irrigation Control Panel: An irrigation control panel was removed from a building that was demolished as part of our project. The City may need G&S to help with the restoration or install of a new control panel. Scope TBD. City to advise what is needed.</p> <p>3. ASI 36 SSK 29.2 – James to provide revised ASI. Closed</p> <p>04/08/20 New Business:</p> <ul style="list-style-type: none"> • Emergency contacts in an emergency remain the same (Ken and Lance). • G&S to notify City with official letter of shelter-in-place status. Received. • Library Connector Schedule: • Peter requested a ROM for pedestrian pathway option 2. Ken will provide the ROM by 4/17. • Peter requested that G&S provide a cost and schedule impacts for splitting the project in two phases. • Irrigation Control Panel: An irrigation control panel was removed from a building that was demolished as part of our project. The City may need G&S to help with the restoration or install of a new control panel. Scope TBD. City to advise what is needed. • ASI 36 SSK 29.2 – James to provide revised ASI 	<p>Ken</p> <p>Noted</p> <p>Tracking</p> <p>Peter</p> <p>Closed</p> <p>Noted Closed</p> <p>Ken</p> <p>Noted</p> <p>Peter</p> <p>James</p>

END OF MINUTES

Los Altos Community Center Permanent Power PG&E Schedule

PG&E Contract and Design				
Submit Initial PG&E Application	City	DONE	May-19	
Submit Design and Load Calcs to PG&E	OMM	DONE	10/17/19	
PG&E complete engineering	PG&E	DONE	12/23/19	
PG&E Review / Approve Switchgear Cut-Sheet	All	DONE	2/28/20	
Kick-Off / Pre-Con Meeting	All	SCHEDULED	3/11/20	
Trench / Conduit Inspections	PG&E	ONGOING		
PG&E Issue Contract for Electrical Service	PG&E	RECEIVED	3/2/20	
City Sign Contract	City	DONE	3/18/20	
City Pays PG&E Fee	City	DONE	3/20/20	

Notes/Action Items

PG&E Electrical Construction					Notes/Action Items	
1	Set Primary Conduits/Pass Trench Inspection	Elco	1 day	3/13/20	3/13/20	Completed
2	Procure and Fabricate Switchgear	G&S / Elco	8 weeks	3/23/20	5/17/20	4/10: Still targeting 5/16 ship from So Cal.
3	Get Room Ready (Roofing, Equipment Pad, Exterior Door, Insulate, drywall finish etc..)	G&S	29 Days	5/5/20	6/3/20	4/10: G&S may be able to improve if the Flat Roof R5 is completed first, off sequence.
4	Set Transformer Pad	Elco	2 Day	5/14/20	5/15/20	4/10: G&S is planning to prep week of 5/4. Then set pre-fab pad week of 5/11. Standard pad out of Greenbook.
5	PG&E Inspections (Mandrel Test Primary/Transformer Pad/Ground Rods, Turn up)	PG&E	3 Days	TBD	TBD	4/10: G&S targets to schedule inspections soon after re-start. Start inspecting what is ready. Early to mid May.
6	PG&E Submits Encroachment Permit	PG&E	1 day	6/4/20	6/4/20	Tentative date. PG&E will confirm Permit submittal date.
7	City Approves Encroachment Permit	City of LA	3 weeks	6/4/20	6/25/20	2-3 week estimated review times per City.
8	Install Switchgear (Main Electrical Room Gear)	G&S / Elco	11 Days	6/4/20	6/14/20	
9	Swing Door/Hardware	G&S	2 Days	6/14/20	6/15/20	
10	City Sign off - Green Tag	City of LA	1 Day	6/16/20	6/16/20	Note: Can be scheduled prior to Building Interior getting completed. PG&E can lock out.
11	PG&E Inspection (MSB, Mandrel Test)	PG&E	3 Days	6/16/20	6/19/20	
12	PG&E Schedules Work	PG&E	6-8 weeks	6/19/20	8/14/20	
13	PG&E Pull Primary Cable, Meters, and Set Transformer	PG&E	5 days	8/14/20	8/19/20	
14	Energize Building	PG&E	5 days	8/19/20	8/24/20	
15	Systems Start-Up and Testing	G&S	6 weeks	8/24/20	8/21/20	

PG&E Electrical Construction - Joint Pole Relocation					Notes/Action Items	
1	City Approves Lane Closure Permit	PG&E	1 Day	TBD	TBD	City to confirm.
2	PG&E Pre-Con with City and G&S	PG&E	1 Day	TBD	TBD	PG&E to Confirm
3	PG&E Issues JP Paperwork to AT&T	PG&E	1 Day	TBD	TBD	PG&E to Confirm.
4	Relocate JP	PG&E	2 Day	6/1/20	6/2/20	

Riser at poll needed. Early may target for riser conduit at pole, inspection for conduit then mendril test.

G&S will get roofing for



Submittal Log (OAC)

Submittal Log Report for Weekly OAC

Submittals

Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
331000.02	0	Water System (Fire)	Product Information	Kyle Walker	10/11/2019	11/04/2019	01/03/2020	Revise & Resubmit
122400.01	0	Window Shades	Sample	Kyle Walker	10/30/2019	11/13/2019	04/13/2020	Revise & Resubmit
274123.01	0	Communications Broadband Systems	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271123.01	0	Communications Cable Management	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271300.01	0	Communications Indoor Backbone Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271500.01	0	Communications Horizontal Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271000.01	0	Structured Cabling, Basic Materials & Methods	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271116.01	0	Communications Cabinets, Rack, Frames & Enclosures	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271119.01	0	Communications Termination Blocks & Patch Panels	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
051200.01	B	Structural Steel	Shop Drawing	Kyle Walker	12/30/2019	01/03/2020		Open
230713.01	0	HVAC Duct Insulation	Product Information	Kyle Walker	12/30/2019	01/13/2020		Revise & Resubmit
280513.01	0	Conductors & Cables for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
280528.01	0	Pathways for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
281300.01	0	Access Control and Alarm Systems	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
282300.01	0	Visual Surveillance	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
074209.02	0	Exterior Acoustic Roof Screen	Shop Drawing	Kyle Walker	01/27/2020	02/10/2020	03/30/2020	Revise & Resubmit
075419.03	A	Polyvinyl Chloride (PVC) Roofing	Reports	Kyle Walker	01/27/2020	02/10/2020	03/02/2020	Revise & Resubmit
088000.02	A	Glazing	Sample	Kyle Walker	02/19/2020	03/04/2020		Revise & Resubmit
102239.01	0	Folding Panel Partitions	Product Information	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
102239.04	0	Folding Panel Partitions	Shop Drawing	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
263101.02	A	Photovoltaic System	Shop Drawing	Kyle Walker	02/26/2020	03/06/2020		Revise & Resubmit
220548.01	B	Vibration & Seismic Controls for Plumbing & Equipment	Product Information	Kyle Walker	02/29/2020	03/06/2020		Revise & Resubmit



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
224200.01	A	Plumbing Fixtures	Product Information	Kyle Walker	03/05/2020	03/12/2020		Revise & Resubmit
122400.02	0	Window Shades	Product Information	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
122400.03	0	Window Shades	Shop Drawing	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
122400.05	0	Window Shades	LEED	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
088000.01	A	Glazing	Shop Drawing	Kyle Walker	03/16/2020	03/23/2020		Revise & Resubmit
099000.02	B	Painting & Coatings	Sample	Kyle Walker	03/24/2020	03/31/2020		Revise & Resubmit
087100.02	B	Door Hardware	Schedule	Dora Pollak James Gwise	03/21/2020	04/03/2020		Open
095426.02	0	Suspended Wood Ceilings	Shop Drawing	Kyle Walker	03/23/2020	04/03/2020		Revise & Resubmit
097826.02	0	Wood Veneer Wall Panels	Shop Drawing	Kyle Walker	03/23/2020	04/03/2020		Revise & Resubmit
087100.03	A	Door Hardware	Schedule	James Gwise Dora Pollak	03/28/2020	04/04/2020		Open
064100.02	A	Architectural Wood Casework	Product Information	Dora Pollak James Gwise	03/24/2020	04/07/2020		Open
064100.01	A	Architectural Woodwork	Shop Drawing	Dora Pollak James Gwise	03/28/2020	04/08/2020		Open
321318.02	D	Cement and Concrete for Exterior Improvements	Product Information	Kyle Walker	03/26/2020	04/09/2020		Revise & Resubmit
283100.02	0	Voice Evacuation Fire Alarm System	Shop Drawing	Kyle Walker	03/26/2020	04/09/2020		Revise & Resubmit
101400.01	A	Signage	Shop Drawing	Dora Pollak James Gwise	03/28/2020	04/11/2020		Open
230000.01	0	HVAC	Shop Drawing	Kyle Walker	03/28/2020	04/11/2020		Revise & Resubmit
102813.01	A	Toilet Accessories	Product Information	Dora Pollak James Gwise	03/30/2020	04/13/2020		Open
101400.02	0	Signage	Product Information	James Gwise Dora Pollak	03/30/2020	04/13/2020		Open
079200.04	0	Joint Sealants	Product Information	Dora Pollak James Gwise	03/30/2020	04/13/2020		Open
079200.01	B	Joint Sealants (Plumbing)	Product Information	Dora Pollak James Gwise	04/03/2020	04/17/2020		Open
262400.01	E	Service & Distribution System	Other	Dora Pollak James Gwise	04/03/2020	04/17/2020		Open



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
253000.01	A	Building Automation Sensors and Control Devices	Product Information	James Gwise Dora Pollak	04/03/2020	04/17/2020		Open
253000.02	0	Building Automation Sensors and Control Devices	Shop Drawing	James Gwise Dora Pollak	04/03/2020	04/17/2020		Open
081116.01	A	Aluminum Doors & Frames	Shop Drawing	Kyle Walker	04/03/2020	04/17/2020		Revise & Resubmit
233713-13.01	0	Air Diffusers, Registers & Grilles	Product Information	James Gwise Dora Pollak	04/06/2020	04/20/2020		Open
085113.01	A	Aluminum Windows	Product Information	James Gwise Dora Pollak	04/06/2020	04/20/2020		Open
265101.01	E	Lighting (L2, L3, W2, W3, W4)	Shop Drawing	Dora Pollak James Gwise	04/06/2020	04/20/2020		Open
095426.03	0	Suspended Wood Ceilings	Product Information	James Gwise Dora Pollak	04/08/2020	04/22/2020		Open
074213-16.01	0	Metal Plate Wall Panels	Product Information	Dora Pollak James Gwise	04/08/2020	04/22/2020		Open
074213-16.02	0	Metal Plate Wall Panels	Shop Drawing	James Gwise Dora Pollak	04/08/2020	04/22/2020		Open
081116.02	0	Aluminum Doors & Frames	Sample	James Gwise Dora Pollak	04/15/2020	04/24/2020		Open
097723.02	A	Fabric Wrapped Panels	Sample	Dora Pollak James Gwise	04/13/2020	04/27/2020		Open
097723.01	A	Fabric Wrapped Panels	Product Information	James Gwise Dora Pollak	04/13/2020	04/27/2020		Open
072100.01	B	Thermal Insulation	Product Information	James Gwise Dora Pollak	04/13/2020	04/27/2020		Open
233400.01	A	HVAC Fans	Product Information	James Gwise Dora Pollak	04/14/2020	04/28/2020		Open
264300.01	A	Transient Voltage Surge Suppressor	Product Information	James Gwise Dora Pollak	04/14/2020	04/28/2020		Open
264300.02	0	Transient Voltage Surge Suppressor	Shop Drawing	James Gwise Dora Pollak	04/14/2020	04/28/2020		Open
095426.01	A	Suspended Wood Ceilings	Sample	Dora Pollak James Gwise	04/15/2020	04/29/2020		Open
263601.01	B	Automatic Transfer Switch	Product Information	Dora Pollak James Gwise	04/15/2020	04/29/2020		Open



Gonsalves Stronck Construction Company Inc.
Job #: 320 Los Altos Community Center
97 Hillview Avenue
Los Altos 94022
none

Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
095426.03	A	Suspended Wood Ceilings	Product Information	James Gwise Dora Pollak	04/15/2020	04/29/2020		Open
321318.02	C	Cement and Concrete for Exterior Improvements	Sample	Dora Pollak James Gwise	03/24/2020	05/08/2020		Open



Gonsalves Stronck Construction Company Inc.

Printed on Wed Apr 15, 2020 at 09:33 am PDT

Job #: 320 Los Altos Community Center
97 Hillview Avenue
Los Altos 94022
none

RFI LOG

#	Subject	Status	Responsible Contractor	Received From	Assignee	Date Initiated	RFI Manager	Due Date	Closed Date	Ball In Court	Location	Schedule Impact	Cost Code	Cost Impact
96	notching top of 3 1/2" x 9 1/2" PSL's for duct clearance (1/A8.45)- confirmation	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol... Kawamoto, Mae (Da...	04/13/2020	Lance Zurfluh	04/20/2020		Gwise, James (Nol... Kawamoto, Mae (Da...				

Q: Lance Zurfluh Sent Mon Apr 13, 2020 at 03:36 pm PDT
Please confirm that it will be acceptable to notch 1-1/2" in the top of the 3-1/2"x 9-1/2" PSL beams framing out the bottom of the soffits. Confirm that the notching is acceptable anywhere along the beam span provided the beam is not supporting other beams or posts and the notches are not overcut. (see 1/A8.45) This will occur at the south soffit of rooms 180 and 190 near grid line 2. This is to allow the 12" x 10" supply duct branch lines to pass over the top of the PSL's and under the firesprinkler 4" mainline. The height of the mainline is restricted by the C channel bottom chord of truss type "C" which is at 12'-2 1/2" a.f.f., placing the bottom of the mainline at approx. 11'- 9 1/2".

**CITY OF LOS ALTOS COMMUNITY CENTER
OAC Weekly Meeting Minutes #31
April 22, 2020**

Attended	Name	Company	Dept/Position	Email	Phone
Y	Peter Maslo	City of Los Altos	Project Manager	pmaslo@losaltosca.gov	(650) 947-2625
N	Andrew Tseng	City of Los Altos	IT Dept.	atseng@losaltosca.gov	
N	Manuel Hernandez	City of Los Altos	Facilities	mhernandez@losaltosca.gov	(650) 947-2700
Y	James Gwise	Noll & Tam Architects	Architect	james.gwise@nollandtam.com	
Y	Dora Pollak	Noll & Tam Architects	Job Captain	dora.pollak@nollandtam.com	
N	Gavin Ross	Noll & Tam Architects			
N	Lauren Fakhoury	Brightworks	LEED Consultant	lauren.fakhoury@brightworks.net	(415) 230-2134
N	Keith Gonsalves	Gonsalves & Stronck	Project Executive	kgonsalves@gs-construction.com	(650) 802-2960
Y	Ken Gendotti	Gonsalves & Stronck	Project Manager	kgendotti@gs-construction.com	(650) 802-2960
Y	Lance Zurfluh	Gonsalves & Stronck	Project Superintendent	lzurfluh@gs-construction.com	(650) 802-2960
Y	Melanie Rivera	Gonsalves & Stronck	Project Administrator	mrivera@gs-construction.com	(650) 802-2960
Y	Kyle Walker	Gonsalves & Stronck	Project Engineer	kwalker@gs-construction.com	(650) 802-2960
N	Craig Muhlenhaupt	Gonsalves & Stronck	Project Foreman	cmuhlenhaupt@gs-construction.com	(650) 802-2960
Y	Joe Capps-Jenner	Nova Partners, Inc.	Project Manager	joeci@novapartners.com	(415)-720-1462
Y	Saul Flores	Nova Partners, Inc.	Project Manager	saul@novapartners.com	(650)-862-3131
Y	Sam Tooley	Nova Partners, Inc.	Project Manager	samt@novapartners.com	(970)-231-0400

Next Meeting: April 29, 2020, 10:00am

These minutes were issued by Saul Flores and reflect the author's understanding of the issues discussed. Any corrections should be noted within 2 working days upon receipt, otherwise the minutes shall stand as written. **New action items are noted in bold.** These minutes will contain information from the current meeting plus information from the previous week for each Action Item.

01.0000	Site Logistics/Utilities	Action
01.0911.01 Site Logistics	<p>04/22/20 Update:</p> <ol style="list-style-type: none"> 1. Cal Water: The following items are critical items needed for Cal Water resubmittal: <ol style="list-style-type: none"> a. SCCFD Approved Standpipe Design (Very Critical): MK Pipelines has been submitted to SCCFD. G&S to provide PDF submittal to Nova. <ol style="list-style-type: none"> i. CPE 021 – G&S to provide revised CPE by 10:00am 4/23. ii. G&S confirmed no calcs. Closed. b. SCCFD Approved Fire Sprinkler Design: Fire comments are ready for RCM to pickup. RCM has City of Los Altos Business License. G&S to provide scanned copy of approved drawings. c. Cal Water/City Easement Agreement: City and Cal Water are working on the agreement. City to provide copy of final agreement to G&S when executed. d. City to make final payment to Cal Water. Check mailed. e. Nova revised 1318 form based on SCCFD and input from RCM. Standpipe and FS Design approvals are needed prior to resubmitting to CalWater. 2. Fiber Connection: <ol style="list-style-type: none"> a. Per the City, trenching work is mostly completed. Work near PD is pending. 3. PG&E: <ol style="list-style-type: none"> a. New Electrical Service: <ol style="list-style-type: none"> i. Encroachment Permit – PG&E will submit an encroachment permit for this work. 	<p>Kyle</p> <p>Ken</p> <p>Closed Ken</p> <p>Tracking</p> <p>Tracking Tracking</p> <p>Deferred.</p>

	<ul style="list-style-type: none"> ii. Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. G&S may be able to improve schedule by 4 days of BCI does a separate mobe. Nova and G&S support gaining 4 days. G&S to plan for this after re-start. iii. MSB: Will ship out of So Cal on 5/17. iv. Transformer Pad - Lance will have Elco order the transformer pad and schedule the work in early May. This also needs to be inspected by PG&E prior to them scheduling the work. Transformer pad delivered and set week of May 11th. <p>b. Pole Relocation:</p> <ul style="list-style-type: none"> i. PG&E anticipates work on 6/1 and 6/2. ii. G&S to coordinate schedule to accommodate PG&E. <p>04/15/20 Update:</p> <ul style="list-style-type: none"> • Cal Water: The following items are critical items needed for Cal Water resubmittal: <ul style="list-style-type: none"> ○ SCCFD Approved Standpipe Design (Very Critical): MK Pipelines engineer has been working on submittal. Each day of delay corresponds to delay of firewater construction start date. Ken to provide daily update. Submittal expected by 4/17. G&S to confirm that submittal reflect the latest ASI information. <ul style="list-style-type: none"> ▪ CPE 021 – Ken to provide times and schedule meeting to discuss withing next few days. Nova noted that this is also a very critical item in G&S court. ▪ G&S to confirm Eng Calcs for coord with Cal Water. ○ SCCFD Approved Fire Sprinkler Design: Fire comments are ready for RCM to pickup by 4/3. RCM needs City of Los Altos Business License. G&S to provide Business License Application Information to Nova. Business License Application was resubmitted 4/14 to City Hall dropbox. G&S (via RCM) will notify the City of the delivery, per the email the City provide. ○ Cal Water/City Easement Agreement: City and Cal Water are working on the agreement. City to provide copy of final agreement to G&S when executed. ○ City to make final payment to Cal Water. Request submitted 4/1. ○ Nova will start working on the revised 1318 form based on SCCFD approvals. Standpipe and FS Design approvals are needed prior to resubmitting to CalWater. Nova to forward to G&S/RCM. • Fiber Connection: <ul style="list-style-type: none"> ○ Per the City, trenching work is mostly completed. Work near PD is pending. • PG&E: <ul style="list-style-type: none"> ○ New Electrical Service: <ul style="list-style-type: none"> ▪ Encroachment Permit – PG&E will submit an encroachment permit for this work. ▪ Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. Getting the MSB on site is critical as it is pushing out our Energize Bldg date on the Critical Path. Latest schedule was shown during the meeting. G&S may be able to improve schedule by 4 days of BCI does a separate mob. See updated schedule (attached). ▪ MSB: Will ship out of So Cal on 5/17. May be able to expedite concrete pad and delivery. ▪ Transformer Pad - Lance will have Elco order the transformer pad and schedule the work in early May. This also needs to be inspected by PG&E prior to them scheduling the work. Transformer pad delivered and set week of May 11th. ○ Pole Relocation: 	<p>Tracking G&S</p> <p>Tracking Lance</p> <p>Tracking Lance</p> <p>Ken</p> <p>Ken</p> <p>Ken Ken</p> <p>Tracking</p> <p>Tracking Saul</p> <p>City/ Tracking</p> <p>Tracking G&S</p> <p>Tracking Lance</p>
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	<ul style="list-style-type: none"> ▪ PG&E anticipates work on 6/1 and 6/2. Lane Closure and Excavation Permits approved. • G&S to coordinate schedule to accommodate PG&E. 	Tracking Lance
02.0000	Project Schedule	Action
02.0911.01 Project Schedule	<p>04/22/20 Update: See attached Schedule</p> <ol style="list-style-type: none"> 1. Schedule Update: March Update response comments received. Nova back check. 2. Upcoming Mock Ups: To be discussed at next meeting. <ol style="list-style-type: none"> a. “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. b. Full Scale Framing Mock Up – 061000 c. “Truss B” d. Exterior Framing Mock Up/with Fluid Applied VP. e. Site Concrete Mock Ups are on site. Mock up has integral color in it. f. SOG Finish Mock Up g. Exterior Wall Mock Up – will be ready a few weeks after Ext. Framing with VP. h. G&S to provide updated 6 week lookahead including mockups to distribute to team assuming start date 5/4 by next OAC 4/29 i. If shelter-in-place is lifted, N&T and City are comfortable with in-person site visits. To be discussed further next week. 3. Upcoming Activities: <ol style="list-style-type: none"> a. Site work trenching is deferred. 4. Saturday Work: 5. Library Connector Steel: All outstanding steel to be delivered to site 4/30. 6. Equitone: Ken to confirm specifically where it is in the production process. <p>04/15/20 Update: See attached Schedule</p> <ul style="list-style-type: none"> • Schedule Update: March Update comments provided. G&S to respond to comments by 4/16. • Upcoming Mock Ups: To be discussed at next meeting. <ul style="list-style-type: none"> ○ “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. ○ Full Scale Framing Mock Up – 061000 ○ “Truss B” ○ Exterior Framing Mock Up/with Fluid Applied VP. ○ Site Concrete Mock Ups are on site. Mock up has integral color in it. ○ SOG Finish Mock Up ○ Exterior Wall Mock Up – will be ready a few weeks after Ext. Framing with VP. ○ Lance to provide tentative ready dates for Mock Ups above. ○ Team to discuss mock up review process next week. • Upcoming Activities: <ul style="list-style-type: none"> ○ Site work trenching is deferred. • Saturday Work: • Trash Enclosure Steel: Per Lance, is complete. Closed. • Library Connector Steel: Per Lance, is in progress. Likely a couple of weeks from completion. • Equitone: Ken to confirm specifically where it is in the production process. 	<p>Saul</p> <p>Deferred</p> <p>Deferred Deferred Deferred Deferred</p> <p>Deferred Deferred</p> <p>Lance</p> <p>Noted</p> <p>Deferred Deferred Lance</p> <p>Ken</p> <p>Ken</p> <p>Deferred</p> <p>Deferred Deferred Deferred Deferred Deferred Deferred Lance Noted</p> <p>Deferred Deferred Closed Tracking</p> <p>Ken</p>

<p>02.0318.01 Shelter-In-Place</p>	<p>04/22/20 Shelter-In-Place</p> <ol style="list-style-type: none"> 1. Deliveries <ol style="list-style-type: none"> a. G&S to provide matrix of all deliveries in April. Updated daily, to be shared at end of each week. G&S has not submitted the matrix that the City requested. Ken to provide update by 4/22 EOD. b. G&S will inform Nova/City if they need to schedule a steel delivery on 4/24. Vendor is running out of room at the shop. Steel delivery scheduled for 4/30. c. Elco delivery tentatively scheduled for 4/23. 2. World Wide Procurement Tracking: <ol style="list-style-type: none"> a. Hardware is being impacted. Actual impact on lead times TBD. b. No other procurement issue noted. 3. Site Monitoring: <ol style="list-style-type: none"> a. G&S to provide weekly drive-by site security visits. Next visit is on 4/23. 4. Safety: No issues noted. 5. Prep for Re-Start: <ol style="list-style-type: none"> a. Exposed Glulam Beams. There is no immediate structural risk for beams to remain in place during SIP. There may be some aesthetic/coloring/staining issues that require mitigation in future. b. Site Safety Procedures: To be defined following County and State Orders. G&S may revise their policy before re-start based on future County or State orders. c. Manpower and Material availability are discussed on ongoing basis by G&S and subcontractors. d. Castro and Steel Erector have committed to being on site, assuming restrictions are lifted, on 5/4. 6. April Prelim Invoice: Ken will provide prelim invoice by 4/27. 7. City Hall/City: Peter will advise when City Hall will re-open. <p>04/15/20 Shelter-In-Place</p> <ul style="list-style-type: none"> • Work has stopped on the site as of new county order. Last day physically on site is 4/2. • Deliveries <ul style="list-style-type: none"> ○ G&S to provide matrix of all planned deliveries in April. Updated daily, to be shared at end of each week. Ken to provide update by 4/17. ○ G&S will deliver items to the site that are already on the way to the site. ○ G&S will inform Nova/City if they need to schedule a steel delivery on 4/24. Vendor is running out of room at the shop. • World Wide Procurement Tracking: No issues noted. • Site Monitoring: <ul style="list-style-type: none"> ○ G&S to provide weekly drive-by site security visits. Next visit is on 4/16. • Safety: No issues noted. • Prep for Re-Start: <ul style="list-style-type: none"> ○ Exposed Glulam Beams. There is no immediate structural risk for beams to remain in place during SIP. There may be some aesthetic/coloring/staining issues that require mitigation in future. ○ Site Safety Procedures: To be defined following County and State Orders. G&S will revise their policy before re-start. ○ Manpower and Material availability are discussed on ongoing basis by G&S and subcontractors. • April Prelim Invoice: Ken will provide prelim invoice by 4/17. • City Hall/City: Peter will advice when City Hall will re-open. 	<p>Ken</p> <p>Lance</p> <p>Lance</p> <p>Tracking</p> <p>Noted</p> <p>Lance</p> <p>Noted</p> <p>Tracking</p> <p>Ken</p> <p>Tracking</p> <p>Noted</p> <p>Ken Peter</p> <p>Noted</p> <p>Ken</p> <p>Tracking</p> <p>Lance</p> <p>Noted</p> <p>Lance</p> <p>Noted</p> <p>Tracking Noted</p> <p>Ken</p> <p>Tracking</p> <p>Ken Peter</p>
<p>02.0304.01 QA/QC</p>	<p>04/22/20 QA/QC/Field Observations:</p> <ol style="list-style-type: none"> 1. None discussed. 	<p>Noted</p>

	<p>04/15/20 QA/QC/Field Observations:</p> <ul style="list-style-type: none"> None discussed. 	Noted																														
<p>02.0911.02 Upcoming Inspections</p>	<p>04/08/20 Upcoming Inspections/Testing:</p> <ol style="list-style-type: none"> Soils Inspection: Cal Engineering inspection ongoing. <ol style="list-style-type: none"> Soils compaction, AB and Asphalt Testing. Reviewing proposal. N&T to provide final ASR by Mon 4/27. CEL: Inspections ongoing off site. City Structural Inspections: Nova to create an Inspection/Observation log that the City can use during future inspections. Structural Engineer: DSE observations deferred Sanitary Sewer and Storm Drain: EEC (3rd party City inspector) pending G.I. inspection. EEC has shut down inspections until the mandate is lifted. Per Lance, this is not a critical item. Sub-Floor Moisture Test: To be completed by the contractor. Date TBD. Structural Wood Inspection: Lance is scheduling and coordinating metal deck diaphragm and shear wall inspections with CLE. Lance to invite DSE to observe lateral systems for early May. Tentative Roofing Inspections by CEL to be clarified. WJE Waterproofing Inspections - Nova to send G&S tentative inspection plan for WJE. G&S to coord. With WJE to notify when site is ready for inspection (similar to DSE). <p>04/15/20 Upcoming Inspections/Testing:</p> <ul style="list-style-type: none"> Soils Inspection: Cal Engineering inspection ongoing. Soils compaction, AB and Asphalt Testing. Reviewing proposal. CEL: Inspections ongoing off site. City Structural Inspections: Nova to create an Inspection/Observation log that the City can use during future inspections. Structural Engineer: DSE observations ongoing. James will request that DSE sends observation reports to Nova and G&S. For observations prior to 3/13. Sanitary Sewer and Storm Drain: EEC (3rd party City inspector) pending G.I. inspection. EEC has shut down inspections until the mandate is lifted. Per Lance, this is not a critical item. Sub-Floor Moisture Test: To be completed by the contractor. Date TBD. Structural Wood Inspection: Lance is scheduling and coordinating metal deck diaphragm and shear wall inspections with CLE. Lance to invite DSE to observe lateral systems for early May. Roofing/Waterproofing Inspections by CEL to be clarified. 	<p>James</p> <p>Tracking Joe</p> <p>Deferred Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Saul Saul/Lance</p> <p>Sam</p> <p>Joe</p> <p>James</p> <p>Deferred</p> <p>Deferred Deferred</p> <p>Saul</p>																														
<p>02.1218.01 Inclement Weather</p>	<p>04/22/20 Inclement Weather Days:</p> <ol style="list-style-type: none"> 8 Inclement Weather Days have been recorded to date. <p>04/15/20 Inclement Weather Days:</p> <ul style="list-style-type: none"> 8 Inclement Weather Days have been recorded to date. 	<p>Noted</p> <p>Noted</p>																														
<p>02.0205.01 Inclement Weather Days To Date</p>	<table border="1"> <thead> <tr> <th></th> <th>DATE</th> <th>Days Impacted</th> </tr> </thead> <tbody> <tr> <td>Monday</td> <td>12/2/19</td> <td>1</td> </tr> <tr> <td>Tuesday</td> <td>12/3/19</td> <td>1</td> </tr> <tr> <td>Wednesday</td> <td>12/4/19</td> <td>1</td> </tr> <tr> <td>Thursday</td> <td>12/5/19</td> <td>1</td> </tr> <tr> <td>Friday</td> <td>12/6/19</td> <td>1</td> </tr> <tr> <td>Wednesday</td> <td>12/18/19</td> <td>1</td> </tr> <tr> <td>Thursday</td> <td>1/16/20</td> <td>1</td> </tr> <tr> <td>Wednesday</td> <td>3/25/20</td> <td>1</td> </tr> <tr> <td colspan="2">Total Rain Days to date</td> <td>8</td> </tr> </tbody> </table>		DATE	Days Impacted	Monday	12/2/19	1	Tuesday	12/3/19	1	Wednesday	12/4/19	1	Thursday	12/5/19	1	Friday	12/6/19	1	Wednesday	12/18/19	1	Thursday	1/16/20	1	Wednesday	3/25/20	1	Total Rain Days to date		8	
	DATE	Days Impacted																														
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03.0000	Submittals	Action
03.0911.01 Submittals	<p>04/15/20: Update: See attached Log</p> <ol style="list-style-type: none"> 1. Deferred Submittals: G&S will continue completing submittal packages and will submit them to the Bldg Department. <ol style="list-style-type: none"> a. 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). Confirmed received by City. b. 2nd submittal (Partial Electrical) on 4/7. City confirmed receipt. Confirmed received by City. c. Second Partial Electrical: Submittal by 5/1 d. Mechanical: Submittal by 4/24 e. Equitone deferred submittal dropped off at City 4/21. f. G&S is behind on original deferred submittal schedule. G&S to provide update by 4/22. g. G&S will notify the Bldg Department every time a Deferred Submittal is dropped off. 2. PV Panels Substitution Request is Critical: <ol style="list-style-type: none"> a. Sun Power Partial Resubmittal marked R&R; G&S resubmittal has been issued. 3. Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Engineering will be provided by 4/17 4/27. Per G&S, this will not affect the roofing schedule. 4. The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending; <ol style="list-style-type: none"> a. Color Samples: 2 additional color samples are in transit. Color samples were lost. New samples to be provided to N&T. b. Shop Drawings: Per Kyle, all shops (except P fixtures) have been submitted. N&T to return submittals due 4/20. Waiting to hear back from lighting designers. c. P Fixture –Shop drawings in review by N&T. d. G&S to provide the schedule for fixtures by 4/17. Fixture lead time/delivery schedule to be shared 4/22. 5. Electrical Service and Distribution is Critical – <ol style="list-style-type: none"> a. Power Study –Returned approved. Closed 6. Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up. 7. TerraLite Submittal – G&S coordinating texture finish with N&T. James provided. 8. Door and Hardware Submittal is Critical – N&T response provided. 9. Casework Shop Drawings – N&T to review by 4/16. 10. Mechanical Equipment Coordination Drawings – HVAC shops were received by G&S. G&S to set Coordination meeting to be scheduled for next week. N&T is confirmed meeting to move Fwd regardless of approved sprinkler drawing status. N&T noted Shop drawings to not show other trades. Submittal by 4/24. Overlays of all disciplines to be provided. 11. Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. Kyle to coord with Elco regarding communication submittals. 12. G&S to provide updated procurement schedule showing all submittals by next OAC 4/29. 13. Glazing Is Critical – <ol style="list-style-type: none"> a. ASI was provided from N&T. G&S to provide glazing resubmittal by 5/1. b. Kyle provided 2 samples to N&T. G&S to provide 1 additional sample (GL-9). c. ASI for exterior is forthcoming, by 4/24. d. RFI 97 and 98 regarding trim detail N&T to provide response by 4/23. Lance requests 2 responses to 98. 14. Fire Alarm Shop Drawings – Resubmittal to be provided by 4/24 to N&T. Also to be submitted to SCCFD. 15. Water/Fire Water Submittals – G&S to resubmit to N&T. 16. No other critical submittals noted. 	<p>Tracking</p> <p>Tracking</p> <p>Kyle Kyle Tracking Kyle</p> <p>Kyle</p> <p>Kyle/Ken</p> <p>Lance</p> <p>Kyle</p> <p>Kyle</p> <p>Dora</p> <p>Dora Ken</p> <p>Closed Kyle</p> <p>Tracking</p> <p>James Dora Ken</p> <p>Ken/Kyle</p> <p>Ken/Kyle</p> <p>Kyle</p> <p>Kyle</p> <p>Dora/James Dora/James</p> <p>Kyle</p> <p>Kyle</p>

	<p>04/15/20: Update: See attached Log</p> <ul style="list-style-type: none"> • Roofing Resubmittals: <ul style="list-style-type: none"> ○ PVC submittal was returned R&R. Was submitted 3/26. Original submittal has due date 4/2. Closed. • Structural Steel Resubmittals: G&S to confirm production status of pergolas. Steel production being tracked above. Closed. • Deferred Submittals: G&S will continue completing submittal packages and will submit them to the Bldg Department. <ul style="list-style-type: none"> ○ 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). ○ 2nd submittal (Partial Electrical) on 4/7. City confirmed receipt. ○ Second Partial Electrical: ○ Mechanical: ○ Fiber Cement Panels: ○ G&S is behind on original deferred submittal schedule. G&S to provide update by 4/22. • PV Panels Substitution Request is Critical: <ul style="list-style-type: none"> ○ Sun Power Partial Resubmittal marked R&R; G&S will resubmit 4/15. Ken to review for completion before resubmittal. ○ G&S to review original comments and if needed set up call with Electrical Engineer and SunPower. Closed. • Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Engineering will be provided by 4/17. • The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending; <ul style="list-style-type: none"> ○ Color Samples: 2 additional color samples are in transit. ○ Shop Drawings: Per Kyle, all shops (except P fixtures) have been submitted. N&T to return submittals due 4/20. ○ P Fixture – Yellow Goat received deposit. Shop drawings received by N&T to fwd to G&S ○ G&S to provide the schedule for fixtures by 4/17. Including confirming Rexcell and Sunshine availability. • Electrical Service and Distribution is Critical – <ul style="list-style-type: none"> ○ Power Study – Elco is working on resubmitting the revised power study by 4/3. • Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up. • TerraLite Submittal – G&S coordinating texture finish with N&T. • Door and Hardware Submittal is Critical –N&T to respond by EOD 4/15. • Casework Shop Drawings –N&T to review by 4/16. • Mechanical Equipment Coordination Drawings –HVAC shops were received by G&S. G&S to set Coordination meeting to be scheduled for next week. N&T is confirmed meeting to move Fwd regardless of approved sprinkler drawing status. N&T noted Shop drawings to not show other trades. • Plaster Samples – Selections complete. Closed. • Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. • Glazing Is Critical – <ul style="list-style-type: none"> ○ Kyle will confirm the resubmittal date. ASI is forthcoming from N&T. ○ Kyle will resubmit sample by 4/17. • Fire Alarm – To be discussed at next meeting. • No other critical submittals noted. 	<p>Noted</p> <p>Closed</p> <p>Closed</p> <p>Tracking</p> <p>Tracking</p> <p>Tracking</p> <p>Tracking</p> <p>Ken</p> <p>Kyle/Ken</p> <p>Closed</p> <p>Lance</p> <p>Kyle</p> <p>Kyle</p> <p>Dora</p> <p>Dora</p> <p>Ken</p> <p>Ken</p> <p>James</p> <p>Kyle</p> <p>James</p> <p>Dora</p> <p>Ken</p> <p>Closed</p> <p>Ken/Kyle</p> <p>Kyle/Dora</p> <p>Kyle</p> <p>Noted</p> <p>Noted</p>
04.0000	RFIs	Action
04.0911.01 RFIs	<p>04/15/20 RFI Update: See attached log.</p> <ol style="list-style-type: none"> 1. 096 - Ductwork RFI is the only Open. Closed. 2. 097 to 101 – See above. N&T to respond by 4/24 3. No other critical RFI's noted. 	<p>Closed</p> <p>James/Dora</p> <p>a</p>

	<p>04/15/20 RFI Update: See attached log.</p> <ul style="list-style-type: none"> • 096 - Ductwork RFI is the only Open. • No other critical RFI's noted. 	<p>Noted</p> <p>James Noted</p>
05.0000	ASIs/Design Updates	Action
05.0117.01 ASIs	<p>04/15/20 Update:</p> <ol style="list-style-type: none"> 1. ASI 43 and 44 forthcoming. 2. ASI 56 (storefront) was published 4/21. Closed. 3. ASI 42 to be resubmitted. Published. Closed. 4. ASI for security keypads rough-in forthcoming. By 4/22 EOD. 5. ASI 48 for speaker locations is forthcoming. 6. ASI for MEP Return Air forthcoming. Tentatively provide by 5/1. <p>04/15/20 Update:</p> <ul style="list-style-type: none"> • ASI 43 and 44 forthcoming. • ASI to resolve storefront details forthcoming. • ASI 50 to resolve questions from Ciari. Submitted. Closed. • ASI 42 to be resubmitted. G&S didn't receive. • ASI for security keypads rough-in forthcoming. By 4/22. • ASI 48 for speaker locations is forthcoming. 	<p>Tracking Closed Closed James James James</p> <p>Tracking Tracking Closed. James James James</p>
06.0000	Pay Apps / Cost Events	Action
06.0117.01 Pay Apps / Cost Events	<p>04/15/20 Update:</p> <ol style="list-style-type: none"> 1. CPE 40R2 VGA to HDMI: G&S to review comments and issue CPE. Time impact TBD can be lined through and submitted. 2. CPE 028 Footing Rain Mitigation: The 2" rat slab work is complete. Sent to City for approval. 3. CPE 078 Overtime Work Thru February: G&S to revise by 4/23. 4. CPE 045 R1 Pricing for Security Changes is Critical: G&S to revise by 4/23. 5. ASI 025 Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 4/10. Past due. Submit by 4/23. 6. CPE 091R1 Canopy Wood Finish –G&S will address comments for Timber Pro finish to the wood. 7. March Pay App–Submitted to City on 4/9 8. Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab, CPEs for screens, are the critical ones to get approved. No other critical CPEs noted. 9. CPE 076 Kitchen Door: Subsequent to the meeting; Nova to send G&S comments. 10. CPE 086 Added Screen door information to be provided by G&S by 4/24. 11. CPE 075 Wood Veneer Doors – G&S released materials. City to provided signed CO. 12. Nova noted that the CPE comment that Nova is sending back to G&S are very similar for each CPE. It will help streamline the process if G&S provides back up for the cost and schedule impacts. G&S noted that for the schedule impacts, it is harder to determine impacts, given the projected COVID schedule delay. <p>04/15/20 Update:</p> <ul style="list-style-type: none"> • VGA to HDMI: G&S to review comments and issue CPE. • Footing Rain Mitigation: The 2" rat slab work is complete. Sent to City for approval. • Overtime Work Thru February: G&S to revise by 4/16. • Pricing for Security Changes is Critical: Nova to review • ASI – Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 4/10. Past due. Submit by 4/16. • Canopy Wood Finish –G&S will address comments for Timber Pro finish to the wood. • March Pay App–Submitted to City on 4/9 	<p>Saul</p> <p>Peter</p> <p>Kyle Kyle</p> <p>Kyle</p> <p>Kyle</p> <p>City Noted</p> <p>Saul</p> <p>Kyle</p> <p>Peter</p> <p>Noted</p> <p>Ken Peter</p> <p>Kyle Joe Kyle</p> <p>Kyle</p> <p>City Noted</p>

	<ul style="list-style-type: none"> • Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab are the critical ones to get approved. No other critical CPEs noted. • Nova noted that several CPEs are due this week. There are over 20 CPEs in G&S court. G&S to submit on time. • Kitchen Door CPE: Nova to send G&S comments. 	Noted Saul
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08.0000	Upcoming Meetings	Action
08.0911.01 Upcoming Meetings	<p>04/22/20 Meetings:</p> <ol style="list-style-type: none"> 1. Food Service Pre-Con: G&S will schedule tentatively Web 4/29, 1pm. James to coord with consultant. 2. Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades. Scheduled for next week. 3. Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. 4. Health Department Pre-Con– <ol style="list-style-type: none"> a. Nova will help the team coordinate the precon. Needed by end of April. 5. G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. Provide list by 4/22 for next 3 weeks. <p>04/15/20 Meetings:</p> <ul style="list-style-type: none"> • Food Service Pre-Con: G&S will schedule week of 4/13. Not yet scheduled. • Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades on 4/14 at 11am. • Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. • Health Department Pre-Con– <ul style="list-style-type: none"> ○ G&S to pay for the project re-activation. Completed. Melanie to forward payment confirmation. Closed. ○ Nova will help the team coordinate the precon. Needed by end of April. • G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. Provide list by 4/22. • G&S will schedule a PreCon for ceilings. Completed. Closed 	<p>Kyle/James</p> <p>Tracking</p> <p>Tracking</p> <p>Saul</p> <p>Ken</p> <p>Ken</p> <p>Ken</p> <p>Closed</p> <p>Saul</p> <p>Ken</p> <p>Closed</p>

09.0000	LEED Equivalency	Action
09.0911.01 LEED	<p>04/22/20 Update:</p> <ol style="list-style-type: none"> 1. No updates noted. <p>04/15/20 Update:</p> <ul style="list-style-type: none"> • No updates noted. 	<p>Noted</p> <p>Noted</p>

10.0000	New Business	Action
10.0911.01 New Business	<p>04/15/20 New Business:</p> <ol style="list-style-type: none"> 1. Library Connector Schedule: <ol style="list-style-type: none"> a. G&S provided ROM for pedestrian pathway option 2. City to confirm if they want to the project to proceed with option 1 or 2. b. City to advise when SIP is lifted, desirable timeframe to complete work. Hopefully sooner, rather than later. 2. Irrigation Control Panel: An irrigation control panel was removed from a building that was demolished as part of our project. The City may need G&S to help with the restoration or install of a new control panel. Scope TBD. City to advise what is needed. 	<p>Peter</p> <p>Tracking</p> <p>Peter</p>



Submittal Log (OAC)

Submittal Log Report for Weekly OAC

Submittals

Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
331000.02	0	Water System (Fire)	Product Information	Kyle Walker	10/11/2019	11/04/2019	01/03/2020	Revise & Resubmit
122400.01	0	Window Shades	Sample	Kyle Walker	10/30/2019	11/13/2019	04/13/2020	Revise & Resubmit
274123.01	0	Communications Broadband Systems	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271123.01	0	Communications Cable Management	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271300.01	0	Communications Indoor Backbone Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271500.01	0	Communications Horizontal Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271000.01	0	Structured Cabling, Basic Materials & Methods	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271116.01	0	Communications Cabinets, Rack, Frames & Enclosures	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271119.01	0	Communications Termination Blocks & Patch Panels	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
051200.01	B	Structural Steel	Shop Drawing	Kyle Walker	12/30/2019	01/03/2020		Open
230713.01	0	HVAC Duct Insulation	Product Information	Kyle Walker	12/30/2019	01/13/2020		Revise & Resubmit
280513.01	0	Conductors & Cables for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
280528.01	0	Pathways for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
281300.01	0	Access Control and Alarm Systems	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
282300.01	0	Visual Surveillance	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
074209.02	0	Exterior Acoustic Roof Screen	Shop Drawing	Kyle Walker	01/27/2020	02/10/2020	03/30/2020	Revise & Resubmit
075419.03	A	Polyvinyl Chloride (PVC) Roofing	Reports	Kyle Walker	01/27/2020	02/10/2020	03/02/2020	Revise & Resubmit
088000.02	A	Glazing	Sample	Kyle Walker	02/19/2020	03/04/2020		Revise & Resubmit
102239.01	0	Folding Panel Partitions	Product Information	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
102239.04	0	Folding Panel Partitions	Shop Drawing	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
220548.01	B	Vibration & Seismic Controls for Plumbing & Equipment	Product Information	Kyle Walker	02/29/2020	03/06/2020		Revise & Resubmit
122400.02	0	Window Shades	Product Information	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
122400.03	0	Window Shades	Shop Drawing	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
122400.05	0	Window Shades	LEED	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
088000.01	A	Glazing	Shop Drawing	Kyle Walker	03/16/2020	03/23/2020		Revise & Resubmit
099000.02	B	Painting & Coatings	Sample	Kyle Walker	03/24/2020	03/31/2020		Revise & Resubmit
095426.02	0	Suspended Wood Ceilings	Shop Drawing	Kyle Walker	03/23/2020	04/03/2020		Revise & Resubmit
097826.02	0	Wood Veneer Wall Panels	Shop Drawing	Kyle Walker	03/23/2020	04/03/2020		Revise & Resubmit
321318.02	D	Cement and Concrete for Exterior Improvements	Product Information	Kyle Walker	03/26/2020	04/09/2020		Revise & Resubmit
283100.02	0	Voice Evacuation Fire Alarm System	Shop Drawing	Kyle Walker	03/26/2020	04/09/2020		Revise & Resubmit
101400.01	A	Signage	Shop Drawing	Dora Pollak James Gwise	03/28/2020	04/11/2020		Open
230000.01	0	HVAC	Shop Drawing	Kyle Walker	03/28/2020	04/11/2020		Revise & Resubmit
081116.01	A	Aluminum Doors & Frames	Shop Drawing	Kyle Walker	04/03/2020	04/17/2020		Revise & Resubmit
233713-13.01	0	Air Diffusers, Registers & Grilles	Product Information	Kyle Walker	04/06/2020	04/20/2020		Open
085113.01	A	Aluminum Windows	Product Information	Dora Pollak James Gwise	04/06/2020	04/20/2020		Open
265101.01	E	Lighting (L2, L3, W2, W3, W4)	Shop Drawing	Dora Pollak James Gwise	04/06/2020	04/20/2020		Open
095426.03	0	Suspended Wood Ceilings	Product Information	Dora Pollak James Gwise	04/08/2020	04/22/2020		Open
074213-16.01	0	Metal Plate Wall Panels	Product Information	James Gwise Dora Pollak	04/08/2020	04/22/2020		Open
074213-16.02	0	Metal Plate Wall Panels	Shop Drawing	Dora Pollak James Gwise	04/08/2020	04/22/2020		Open
081116.02	0	Aluminum Doors & Frames	Sample	James Gwise Dora Pollak	04/15/2020	04/24/2020		Open
097723.02	A	Fabric Wrapped Panels	Sample	Dora Pollak James Gwise	04/13/2020	04/27/2020		Open
097723.01	A	Fabric Wrapped Panels	Product Information	James Gwise Dora Pollak	04/13/2020	04/27/2020		Open
072100.01	B	Thermal Insulation	Product Information	James Gwise Dora Pollak	04/13/2020	04/27/2020		Open



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
233400.01	A	HVAC Fans	Product Information	James Gwise Dora Pollak	04/14/2020	04/28/2020		Open
264300.01	A	Transient Voltage Surge Suppressor	Product Information	James Gwise Dora Pollak	04/14/2020	04/28/2020		Open
264300.02	0	Transient Voltage Surge Suppressor	Shop Drawing	James Gwise Dora Pollak	04/14/2020	04/28/2020		Open
095426.01	A	Suspended Wood Ceilings	Sample	James Gwise Dora Pollak	04/15/2020	04/29/2020		Open
263601.01	B	Automatic Transfer Switch	Product Information	James Gwise Dora Pollak	04/15/2020	04/29/2020		Open
095426.03	A	Suspended Wood Ceilings	Product Information	Dora Pollak James Gwise	04/15/2020	04/29/2020		Open
224200.01	B	Plumbing Fixtures	Product Information	Dora Pollak James Gwise	04/15/2020	04/29/2020		Open
088000.02	B	Glazing	Sample	Dora Pollak James Gwise	04/17/2020	05/01/2020		Open
265101.01	F	Lighting (P1, P2)	Shop Drawing	James Gwise Dora Pollak	04/17/2020	05/01/2020		Open
263101.01	C	Photovoltaic System	Product Information	James Gwise Dora Pollak	04/17/2020	05/01/2020		Open
263101.02	C	Photovoltaic System	Shop Drawing	James Gwise Dora Pollak	04/17/2020	05/01/2020		Open
321318.02	C	Cement and Concrete for Exterior Improvements	Sample	Dora Pollak James Gwise	03/24/2020	05/08/2020		Open



Gonsalves Stronck Construction Company Inc.

Printed on Wed Apr 22, 2020 at 09:58 am PDT

Job #: 320 Los Altos Community Center
 97 Hillview Avenue
 Los Altos 94022
 none

RFI LOG

#	Subject	Status	Responsible Contractor	Received From	Assignee	Date Initiated	RFI Manager	Due Date	Closed Date	Ball In Court	Location	Schedule Impact	Cost Code	Cost Impact
101	exterior finish above clerestory window 31- clarification	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol...)	04/20/2020	Lance Zurfluh	04/27/2020		Gwise, James (Nol...)				
<p>Q: Lance Zurfluh Sent Mon Apr 20, 2020 at 04:32 pm PDT 10/A3.11 calls for cedar siding above clerestory window 31. Head detail for this window is 9/A6.65 sim. Is the siding to be vertical? Are we to follow 16/A6.65 and run it horizontally? Please clarify exterior finish above this window.</p>														
100	storefront 07 exterior finish above head	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol...)	04/20/2020	Lance Zurfluh	04/27/2020		Gwise, James (Nol...)				
<p>Q: Lance Zurfluh Sent Mon Apr 20, 2020 at 03:10 pm PDT Storefront 07 at south lobby, north clerestory head detail 16/A6.64 calls for cedar siding. 5/A3.12 appears to show PCP. If siding is correct, please detail the transition from PCP to 5/4" siding above storefront. Please also confirm the profile is correct.</p>														
98	trim at jamb and head condition -storefront 43 at community room	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol...)	04/20/2020	Lance Zurfluh	04/24/2020		Zurfluh, Lance (G...)				
<p>Q: Lance Zurfluh Sent Mon Apr 20, 2020 at 01:47 pm PDT 2/A3.32 references details 14/A6.51 and 17/A6.51 (sim.) for the head and jamb trim condition of storefronts 43 at the south wall of the community room. This trim detail is for the deep inset condition which does not occur at this wall. I understand that an ASI will be issued for this condition. Will it also be acceptable to "two piece" the jamb trim at the deep inset similar to the head detail?</p> <p>A: James Gwise (Noll & Tam Architects) Responded Tue Apr 21, 2020 at 11:51 pm UTC It will be acceptable to join two boards to make jamb stock. Careful selection of boards for grain and color matching is requested to avoid noticeable difference between boards.</p>														
97	FCP to cedar siding transition clarification	Open		None	Gwise, James (Nol...)	04/20/2020	Lance Zurfluh	04/24/2020		Gwise, James (Nol...)				
<p>Q: Lance Zurfluh Sent Mon Apr 20, 2020 at 01:28 pm PDT 2/A3.32 wall elevation for FCP shows section 14/A6.22 for transition to wood siding. The detail calls for "skinny wooden rainscreen wall". This does not appear to match the jamb condition 17/A6.51 which shows typical 5 1/4" depth for WA2. It appears that 2/A3.33 would be the same although no detail is referenced. Please clarify.</p>														

**CITY OF LOS ALTOS COMMUNITY CENTER
OAC Weekly Meeting Minutes #33
April 29, 2020**

Attended	Name	Company	Dept/Position	Email	Phone
Y	Peter Maslo	City of Los Altos	Project Manager	pmaslo@losaltosca.gov	(650) 947-2625
N	Andrew Tseng	City of Los Altos	IT Dept.	atseng@losaltosca.gov	
N	Manuel Hernandez	City of Los Altos	Facilities	mhernandez@losaltosca.gov	(650) 947-2700
Y	James Gwise	Noll & Tam Architects	Architect	james.gwise@nollandtam.com	
Y	Dora Pollak	Noll & Tam Architects	Job Captain	dora.pollak@nollandtam.com	
N	Gavin Ross	Noll & Tam Architects			
N	Lauren Fakhoury	Brightworks	LEED Consultant	lauren.fakhoury@brightworks.net	(415) 230-2134
N	Keith Gonsalves	Gonsalves & Stronck	Project Executive	kgonsalves@gs-construction.com	(650) 802-2960
Y	Ken Gendotti	Gonsalves & Stronck	Project Manager	kgendotti@gs-construction.com	(650) 802-2960
Y	Lance Zurfluh	Gonsalves & Stronck	Project Superintendent	lzurfluh@gs-construction.com	(650) 802-2960
Y	Melanie Rivera	Gonsalves & Stronck	Project Administrator	mrivera@gs-construction.com	(650) 802-2960
Y	Kyle Walker	Gonsalves & Stronck	Project Engineer	kwalker@gs-construction.com	(650) 802-2960
N	Craig Muhlenhaupt	Gonsalves & Stronck	Project Foreman	cmuhlenhaupt@gs-construction.com	(650) 802-2960
Y	Joe Capps-Jenner	Nova Partners, Inc.	Project Manager	joeci@novapartners.com	(415)-720-1462
Y	Saul Flores	Nova Partners, Inc.	Project Manager	saul@novapartners.com	(650)-862-3131
Y	Sam Tooley	Nova Partners, Inc.	Project Manager	samt@novapartners.com	(970)-231-0400

Next Meeting: May 6, 2020, 10:00am

These minutes were issued by Saul Flores and reflect the author's understanding of the issues discussed. Any corrections should be noted within 2 working days upon receipt, otherwise the minutes shall stand as written. **New action items are noted in bold.** These minutes will contain information from the current meeting plus information from the previous week for each Action Item.

Following the OAC meeting, a revised shelter-in-place order was issued by Santa Clara County. Work on site will be permitted to resume on 5/4.

01.0000	Site Logistics/Utilities	Action
01.0911.01 Site Logistics	<p>04/29/20 Update:</p> <ol style="list-style-type: none"> 1. Cal Water: The following items are critical items needed for Cal Water resubmittal: <ol style="list-style-type: none"> a. SCCFD Approved Standpipe Design (Very Critical): MK Pipelines has been submitted to SCCFD. G&S to provide PDF submittal to Nova. <ol style="list-style-type: none"> i. CPE 021 – G&S coordinating with MK Pipelines. Response requested by 4/30. Hope to resolve by 5/1. b. SCCFD Approved Fire Sprinkler Design: Fire comments are ready for RCM to pickup. RCM has City of Los Altos Business License. G&S to provide scanned copy of approved drawings. Closed. c. Cal Water/City Easement Agreement: City and Cal Water are working on the agreement. City to provide copy of final agreement to G&S when executed. Tracking d. City to make final payment to Cal Water. Check received. Closed e. Nova revised 1318 form based on SCCFD and input from RCM. Standpipe and FS Design approvals are needed prior to resubmitting to CalWater. Tracking f. Contractor to pull Excavation and Lane Closure Permit from the City. No separate/additional permit is required from Cal Water. Tracking 2. Fiber Connection: 	

	<p>a. Per the City, trenching work is mostly completed. Work near PD is pending.</p> <p>3. PG&E:</p> <p>a. New Electrical Service:</p> <ul style="list-style-type: none"> i. Encroachment Permit – PG&E will submit an encroachment permit for this work. ii. Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. G&S may be able to improve schedule by 4 days of BCI does a separate move. Nova and G&S support gaining 4 days. G&S to plan for this after re-start. iii. MSB: Will ship out of So Cal on 5/17. iv. Transformer Pad - Lance will have Elco order the transformer pad and schedule the work in early May. This also needs to be inspected by PG&E prior to them scheduling the work. Transformer pad delivered and set week of May 11th. <p>b. Pole Relocation:</p> <ul style="list-style-type: none"> i. PG&E anticipates work on 6/1 and 6/2. ii. G&S to coordinate schedule to accommodate PG&E. <p>04/22/20 Update:</p> <ul style="list-style-type: none"> • Cal Water: The following items are critical items needed for Cal Water resubmittal: <ul style="list-style-type: none"> ○ SCCFD Approved Standpipe Design (Very Critical): MK Pipelines has been submitted to SCCFD. G&S to provide PDF submittal to Nova. <ul style="list-style-type: none"> ▪ CPE 021 – G&S to provide revised CPE by 10:00am 4/23. ▪ G&S confirmed no calcs. Closed. ○ SCCFD Approved Fire Sprinkler Design: Fire comments are ready for RCM to pickup. RCM has City of Los Altos Business License. G&S to provide scanned copy of approved drawings. ○ Cal Water/City Easement Agreement: City and Cal Water are working on the agreement. City to provide copy of final agreement to G&S when executed. ○ City to make final payment to Cal Water. Check mailed. ○ Nova revised 1318 form based on SCCFD and input from RCM. Standpipe and FS Design approvals are needed prior to resubmitting to CalWater. • Fiber Connection: <ul style="list-style-type: none"> ○ Per the City, trenching work is mostly completed. Work near PD is pending. • PG&E: <ul style="list-style-type: none"> ○ New Electrical Service: <ul style="list-style-type: none"> ▪ Encroachment Permit – PG&E will submit an encroachment permit for this work. ▪ Schedule: It is very critical to get infrastructure, MSB, Panels, and Transformer pad completed. Work needs to be completed and inspected so that PG&E can schedule the work. G&S may be able to improve schedule by 4 days of BCI does a separate move. Nova and G&S support gaining 4 days. G&S to plan for this after re-start. ▪ MSB: Will ship out of So Cal on 5/17. ▪ Transformer Pad - Lance will have Elco order the transformer pad and schedule the work in early May. This also needs to be inspected by PG&E prior to them scheduling the work. Transformer pad delivered and set week of May 11th. ○ Pole Relocation: <ul style="list-style-type: none"> ▪ PG&E anticipates work on 6/1 and 6/2. ▪ G&S to coordinate schedule to accommodate PG&E. 	<p>Deferred</p> <p>Tracking</p> <p>G&S</p> <p>Tracking Lance</p> <p>Tracking Lance</p> <p>Kyle</p> <p>Ken Closed Ken</p> <p>Tracking</p> <p>Tracking Tracking</p> <p>Deferred.</p> <p>Tracking G&S</p> <p>Tracking Lance</p> <p>Tracking Lance</p>
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02.0000	Project Schedule	Action
<p>02.0911.01 Project Schedule</p>	<p>04/29/20 Update:</p> <ol style="list-style-type: none"> 1. Schedule Update: March Update response comments received. Nova back check. 2. Upcoming Mock Ups: To be discussed at next meeting. <ol style="list-style-type: none"> a. “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. G&S schedule shows 5/13 (delayed from 5/6). Nova reiterated it is preferred to have first week of May so that this does not delay the roof framing critical path activity. b. Full Scale Framing Mock Up – 061000 c. “Truss B” anticipated 5/20 d. Exterior Framing Mock Up/with Fluid Applied VP. 5/20 Mock-Up Review. e. Site Concrete Mock Ups are on site. Mock up has integral color in it. Ready for review. f. SOG Finish Mock Up. Tentatively Scheduled 5/13 g. Exterior Wall Mock Up – will be ready a few weeks after Ext. Framing with VP. h. G&S provided updated 6 week lookahead including mockups. See attached. i. If shelter-in-place is lifted, N&T and City are comfortable with in-person site visits. To be discussed further next week. 3. Upcoming Activities: <ol style="list-style-type: none"> a. Site work trenching is deferred. 4. Saturday Work: 5. Library Connector Steel: All outstanding steel to be delivered to site 4/30. 6. Equitone: Ken to confirm specifically where it is in the production process. Coming from Europe. Delivery anticipated First week of July to SoCal. <p>04/22/20 Update: See attached Schedule</p> <ul style="list-style-type: none"> • Schedule Update: March Update response comments received. Nova back check. • Upcoming Mock Ups: To be discussed at next meeting. <ul style="list-style-type: none"> ○ “Truss A”: Lance coordinating threaded plate constructability with DSE. Anticipated starting work 5/4, Mock-Up Review 5/6. DSE to review in progress work before truss completed. G&S to send calendar invite. ○ Full Scale Framing Mock Up – 061000 ○ “Truss B” ○ Exterior Framing Mock Up/with Fluid Applied VP. ○ Site Concrete Mock Ups are on site. Mock up has integral color in it. ○ SOG Finish Mock Up ○ Exterior Wall Mock Up – will be ready a few weeks after Ext. Framing with VP. ○ G&S to provide updated 6 week lookahead including mockups to distribute to team assuming start date 5/4 by next OAC 4/29 ○ If shelter-in-place is lifted, N&T and City are comfortable with in-person site visits. To be discussed further next week. • Upcoming Activities: <ul style="list-style-type: none"> ○ Site work trenching is deferred. • Saturday Work: • Library Connector Steel: All outstanding steel to be delivered to site 4/30. • Equitone: Ken to confirm specifically where it is in the production process. 	<p>Saul</p> <p>Lance</p> <p>Lance</p> <p>Lance</p> <p>Lance</p> <p>James</p> <p>Lance</p> <p>Lance</p> <p>Noted</p> <p>Noted</p> <p>Deferred</p> <p>Deferred</p> <p>Lance</p> <p>Ken</p> <p>Saul</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Lance</p> <p>Noted</p> <p>Deferred</p> <p>Deferred</p> <p>Lance</p> <p>Ken</p>
<p>02.0318.01 Shelter-In-Place</p>	<p>04/29/20 Shelter-In-Place</p> <ol style="list-style-type: none"> 1. Deliveries <ol style="list-style-type: none"> a. G&S to provide matrix of all deliveries in April. Updated daily, to be shared at end of each week. G&S has not submitted the 	<p>Ken</p>

	<p>matrix that the City requested. Ken to provide update by 4/22 4/29 EOD.</p> <ul style="list-style-type: none"> b. Steel delivery scheduled for 4/30. c. Elco delivery on 4/23. Closed. <p>2. World Wide Procurement Tracking:</p> <ul style="list-style-type: none"> a. Storefront Door Hardware is being impacted. Actual impact on lead times TBD. No further information available. b. No other procurement issue noted. <p>3. Site Monitoring:</p> <ul style="list-style-type: none"> a. G&S to provide weekly drive-by site security visits. Next visit is on 4/30. <p>4. Safety: No issues noted.</p> <p>5. Prep for Re-Start:</p> <ul style="list-style-type: none"> a. Exposed Glulam Beams. There is no immediate structural risk for beams to remain in place during SIP. There may be some aesthetic/coloring/staining issues that require mitigation in future. b. Site Safety Procedures/Protocols: G&S to provide protocols for restarting work on site to be determined following County order. c. Manpower and Material availability are discussed on ongoing basis by G&S and subcontractors. d. Castro and Steel Erector have committed to being on site, assuming restrictions are lifted, on 5/4. <p>6. April Prelim Invoice: Ken will respond to Nova's comments.</p> <p>7. City Hall/City: Peter will advise when City Hall will re-open.</p> <p>04/22/20 Shelter-In-Place</p> <ul style="list-style-type: none"> • Deliveries <ul style="list-style-type: none"> ○ G&S to provide matrix of all deliveries in April. Updated daily, to be shared at end of each week. G&S has not submitted the matrix that the City requested. Ken to provide update by 4/22 EOD. ○ G&S will inform Nova/City if they need to schedule a steel delivery on 4/24. Vendor is running out of room at the shop. Steel delivery scheduled for 4/30. ○ Elco delivery tentatively scheduled for 4/23. • World Wide Procurement Tracking: <ul style="list-style-type: none"> ○ Hardware is being impacted. Actual impact on lead times TBD. ○ No other procurement issue noted. • Site Monitoring: <ul style="list-style-type: none"> ○ G&S to provide weekly drive-by site security visits. Next visit is on 4/23. • Safety: No issues noted. • Prep for Re-Start: <ul style="list-style-type: none"> ○ Exposed Glulam Beams. There is no immediate structural risk for beams to remain in place during SIP. There may be some aesthetic/coloring/staining issues that require mitigation in future. ○ Site Safety Procedures: To be defined following County and State Orders. G&S may revise their policy before re-start based on future County or State orders. ○ Manpower and Material availability are discussed on ongoing basis by G&S and subcontractors. ○ Castro and Steel Erector have committed to being on site, assuming restrictions are lifted, on 5/4. • April Prelim Invoice: Ken will provide prelim invoice by 4/27. • City Hall/City: Peter will advise when City Hall will re-open. 	<p>Lance Closed</p> <p>Tracking</p> <p>Noted</p> <p>Lance</p> <p>Noted</p> <p>Tracking</p> <p>Ken</p> <p>Tracking</p> <p>Noted</p> <p>Ken Peter</p> <p>Ken</p> <p>Lance</p> <p>Lance</p> <p>Tracking</p> <p>Noted</p> <p>Lance</p> <p>Noted</p> <p>Tracking</p> <p>Ken</p> <p>Tracking</p> <p>Noted</p> <p>Ken Peter</p>
<p>02.0304.01 QA/QC</p>	<p>04/29/20 QA/QC/Field Observations:</p> <ul style="list-style-type: none"> 1. None Discussed <p>04/22/20 QA/QC/Field Observations:</p> <ul style="list-style-type: none"> • None discussed. 	<p>Noted</p> <p>Noted</p>

<p>02.0911.02 Upcoming Inspections</p>	<p>04/29/20 Upcoming Inspections/Testing:</p> <ol style="list-style-type: none"> 1. Soils Inspection: Cal Engineering inspection ongoing. <ol style="list-style-type: none"> a. Soils compaction, AB and Asphalt Testing. Reviewing proposal. N&T to provide final ASR by Mon 4/27. 2. CEL: Inspections ongoing off site. 3. City Structural Inspections: Nova to create an Inspection/Observation log that the City can use during future inspections. 4. Structural Engineer: DSE observations deferred 5. Sanitary Sewer and Storm Drain: EEC (3rd party City inspector) pending G.I. inspection. EEC has shut down inspections until the mandate is lifted. Per Lance, this is not a critical item. 6. Sub-Floor Moisture Test: To be completed by the contractor. Date TBD. 7. Structural Wood Inspection: Lance is scheduling and coordinating metal deck diaphragm and shear wall inspections with CEL. Lance to invite DSE to observe lateral systems for early May. 8. Tentative Additional Roofing Observations to be clarified by Nova/N&T. 9. WJE Waterproofing Observations – Nova sent G&S the tentative observation plan for WJE. G&S to Coord. With WJE to notify when site is ready for Observations (similar to DSE). <p>04/22/20 Upcoming Inspections/Testing:</p> <ul style="list-style-type: none"> • Soils Inspection: Cal Engineering inspection ongoing. <ul style="list-style-type: none"> ◦ Soils compaction, AB and Asphalt Testing. Reviewing proposal. N&T to provide final ASR by Mon 4/27. • CEL: Inspections ongoing off site. • City Structural Inspections: Nova to create an Inspection/Observation log that the City can use during future inspections. • Structural Engineer: DSE observations deferred • Sanitary Sewer and Storm Drain: EEC (3rd party City inspector) pending G.I. inspection. EEC has shut down inspections until the mandate is lifted. Per Lance, this is not a critical item. • Sub-Floor Moisture Test: To be completed by the contractor. Date TBD. • Structural Wood Inspection: Lance is scheduling and coordinating metal deck diaphragm and shear wall inspections with CLE. Lance to invite DSE to observe lateral systems for early May. • Tentative Roofing Inspections by CEL to be clarified. • WJE Waterproofing Inspections - Nova to send G&S tentative inspection plan for WJE. G&S to coord. With WJE to notify when site is ready for inspection (similar to DSE). 	<p>James</p> <p>Tracking Joe</p> <p>Deferred Deferred</p> <p>Deferred Deferred</p> <p>Saul/James Lance</p> <p>James</p> <p>Tracking Joe</p> <p>Deferred Deferred</p> <p>Deferred</p> <p>Deferred</p> <p>Saul Saul/Lance</p>																																	
<p>02.1218.01 Inclement Weather</p>	<p>04/29/20 Inclement Weather Days:</p> <ol style="list-style-type: none"> 1. 8 Inclement Weather Days have been recorded to date. <p>04/22/20 Inclement Weather Days:</p> <ul style="list-style-type: none"> • 8 Inclement Weather Days have been recorded to date. 	<p>Noted</p> <p>Noted</p>																																	
<p>02.0205.01 Inclement Weather Days To Date</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 30%;">DATE</th> <th style="width: 30%;">Days Impacted</th> </tr> </thead> <tbody> <tr><td>Monday</td><td>12/2/19</td><td>1</td></tr> <tr><td>Tuesday</td><td>12/3/19</td><td>1</td></tr> <tr><td>Wednesday</td><td>12/4/19</td><td>1</td></tr> <tr><td>Thursday</td><td>12/5/19</td><td>1</td></tr> <tr><td>Friday</td><td>12/6/19</td><td>1</td></tr> <tr><td>Wednesday</td><td>12/18/19</td><td>1</td></tr> <tr><td>Thursday</td><td>1/16/20</td><td>1</td></tr> <tr><td>Wednesday</td><td>3/25/20</td><td>1</td></tr> <tr><td></td><td></td><td></td></tr> <tr> <td colspan="2">Total Inclement Weather Days to date</td> <td>8</td> </tr> </tbody> </table>		DATE	Days Impacted	Monday	12/2/19	1	Tuesday	12/3/19	1	Wednesday	12/4/19	1	Thursday	12/5/19	1	Friday	12/6/19	1	Wednesday	12/18/19	1	Thursday	1/16/20	1	Wednesday	3/25/20	1				Total Inclement Weather Days to date		8	
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03.0000	Submittals	Action
03.0911.01 Submittals	<p>04/29/20: Update: See attached Log</p> <ol style="list-style-type: none"> 1. Deferred Submittals: G&S will continue completing submittal packages and will submit them to the Bldg Department. <ol style="list-style-type: none"> a. 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). Confirmed received by City. b. 2nd submittal (Partial Electrical) on 4/7. City confirmed receipt. Confirmed received by City. c. Second Partial Electrical: Submitted. d. Mechanical: Submitted e. Equitone deferred submittal dropped off at City 4/21. f. G&S is behind on original deferred submittal schedule. G&S to provide update by 4/22. Closed. g. G&S will notify the Bldg Department every time a Deferred Submittal is dropped off. 2. PV Panels Substitution Request is Critical: <ol style="list-style-type: none"> a. Sun Power Partial Resubmittal marked R&R; G&S resubmittal has been issued. N&T to review. 3. Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Engineering will be provided by 4/17 4/27 5/4. Per G&S, this will not affect the roofing schedule. 4. The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending; <ol style="list-style-type: none"> a. Color Samples: 2 additional color samples are in transit. Color samples were lost. New samples to be provided to N&T. b. Shop Drawings: Per Kyle, all shops (except P fixtures) have been submitted. N&T to return submittals due 4/20. Waiting to hear back from lighting designers. c. P Fixture –Shop drawings in review by N&T. d. G&S provided the lead times for fixtures via email. G&S would like to review the release dates with the team after construction resumes. 5. Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up. 6. TerraLite Submittal – G&S coordinating texture finish with N&T. James provided. 7. Door and Hardware Submittal is Critical – N&T response provided. G&S evaluating lead times. 8. Casework Shop Drawings – N&T to review by 4/16. Reviewing 2 specific locations. ASI is being prepared. 9. Mechanical Equipment Coordination Drawings – Overlays of all disciplines to be provided. N&T to provide ASI 5/5. Targeting final Coord drawings submitted by 5/8. 10. Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. Kyle to coord with Elco regarding communication submittals. G&S to resolve by 5/6. 11. G&S to provide updated procurement schedule showing all submittals by next OAC 4/29 by 5/6 12. Glazing Is Critical – <ol style="list-style-type: none"> a. ASI was provided from N&T. G&S to provide glazing resubmittal by 5/1. b. Kyle provided 2 samples to N&T. G&S to provide 1 additional sample (GL-9). c. ASI for exterior is forthcoming, by 4/24. Has been released. Closed. d. RFI 97 and 98 regarding trim detail N&T to provide response by 4/23. Lance requests 2 responses to 98. Closed. 13. Fire Alarm Shop Drawings – Resubmittal to be provided by 4/24 to N&T. To be submitted to SCCFD quickly after comments are received from design team. 14. Water/Fire Water Submittals – G&S to resubmit to N&T. 15. No other critical submittals noted. 	<p>Attached</p> <p>Tracking</p> <p>Tracking</p> <p>Tracking</p> <p>Tracking</p> <p>Tracking</p> <p>Closed</p> <p>Noted.</p> <p>James</p> <p>Lance</p> <p>Kyle</p> <p>Kyle</p> <p>Dora Ken</p> <p>Kyle</p> <p>Tracking</p> <p>Tracking</p> <p>Dora</p> <p>James/Ken</p> <p>Ken/Kyle</p> <p>Ken/Kyle</p> <p>Kyle</p> <p>Kyle</p> <p>Closed</p> <p>Closed</p> <p>James/Dora</p> <p>Kyle</p> <p>Noted</p>

<p>16. ATS--Submittal with 2 comment responses were uploaded to Procore. N&T to approve by 4/30.</p> <p>17. Signage: Room names being finalized with City. G&S to confirm lead time/decision date. Final room names to be resubmitted to FD prior to substantial completion.</p>	<p>Dora/James S Kyle</p>
<p>04/22/20: Update: See attached Log</p> <ul style="list-style-type: none"> • Deferred Submittals: G&S will continue completing submittal packages and will submit them to the Bldg Department. <ul style="list-style-type: none"> ○ 1st submittal (Water Heater) was submitted to the City. Dropped off submittal in City Box as directed (prior to updated order). Confirmed received by City. ○ 2nd submittal (Partial Electrical) on 4/7. City confirmed receipt. Confirmed received by City. ○ Second Partial Electrical: Submittal by 5/1 ○ Mechanical: Submittal by 4/24 ○ Equitone deferred submittal dropped off at City 4/21. ○ G&S is behind on original deferred submittal schedule. G&S to provide update by 4/22. ○ G&S will notify the Bldg Department every time a Deferred Submittal is dropped off. • PV Panels Substitution Request is Critical: <ul style="list-style-type: none"> ○ Sun Power Partial Resubmittal marked R&R; G&S resubmittal has been issued. • Permanent Fall Protection is Critical: Lance taking the lead to coordinate and get approvals. Qty, layout, and engineering need to be sorted out ASAP. Engineering will be provided by 4/17 4/27. Per G&S, this will not affect the roofing schedule. • The Light Fixtures are Critical – Submittal was returned R&R. A few items are pending; <ul style="list-style-type: none"> ○ Color Samples: 2 additional color samples are in transit. Color samples were lost. New samples to be provided to N&T. ○ Shop Drawings: Per Kyle, all shops (except P fixtures) have been submitted. N&T to return submittals due 4/20. Waiting to hear back from lighting designers. ○ P Fixture –Shop drawings in review by N&T. ○ G&S to provide the schedule for fixtures by 4/17. Fixture lead time/delivery schedule to be shared 4/22. • Electrical Service and Distribution is Critical – <ul style="list-style-type: none"> ○ Power Study –Returned approved. Closed • Roof Flashing Submittals – N&T is expecting additional submittals. Kyle to follow up. • TerraLite Submittal – G&S coordinating texture finish with N&T. James provided. • Door and Hardware Submittal is Critical – N&T response provided. • Casework Shop Drawings – N&T to review by 4/16. • Mechanical Equipment Coordination Drawings – HVAC shops were received by G&S. G&S to set Coordination meeting to be scheduled for next week. N&T is confirmed meeting to move Fwd regardless of approved sprinkler drawing status. N&T noted Shop drawings to not show other trades. Submittal by 4/24. Overlays of all disciplines to be provided. • Nova noted that Page 1 of the submittal log has several old submittals that G&S should be able to close or resubmit. G&S to review and clean up the log. G&S will complete by 3/13. 46 overdue submittals. Kyle to coord with Elco regarding communication submittals. • G&S to provide updated procurement schedule showing all submittals by next OAC 4/29. • Glazing Is Critical – <ul style="list-style-type: none"> ○ ASI was provided from N&T. G&S to provide glazing resubmittal by 5/1. ○ Kyle provided 2 samples to N&T. G&S to provide 1 additional sample (GL-9). ○ ASI for exterior is forthcoming, by 4/24. ○ RFI 97 and 98 regarding trim detail N&T to provide response by 4/23. Lance requests 2 responses to 98. 	<p>Tracking</p> <p>Tracking</p> <p>Kyle Kyle Tracking Kyle</p> <p>Kyle</p> <p>Kyle/Ken</p> <p>Lance</p> <p>Kyle</p> <p>Kyle</p> <p>Dora</p> <p>Dora Ken</p> <p>Closed Kyle</p> <p>Tracking</p> <p>James Dora Ken</p> <p>Ken/Kyle</p> <p>Ken/Kyle</p> <p>Kyle</p> <p>Kyle</p> <p>Dora/James Dora/James</p> <p>Kyle</p>

	<ul style="list-style-type: none"> • Fire Alarm Shop Drawings – Resubmittal to be provided by 4/24 to N&T. Also to be submitted to SCCFD. • Water/Fire Water Submittals – G&S to resubmit to N&T. • No other critical submittals noted. 	Kyle Noted
04.0000	RFIs	Action
04.0911.01 RFIs	<p>04/29/20 RFI Update: See attached log.</p> <ol style="list-style-type: none"> 1. 097 to 101 –2 submitted. N&T to respond by 4/24. 2 outstanding will be responded to shortly. 2. No other critical RFI's noted. <p>04/22/20 RFI Update: See attached log.</p> <ul style="list-style-type: none"> • 096 - Ductwork RFI is the only Open. Closed. • 097 to 101 – See above. N&T to respond by 4/24 • No other critical RFI's noted. 	<p>James/Dora Noted</p> <p>Closed James/Dora Noted</p>
05.0000	ASIs/Design Updates	Action
05.0117.01 ASIs	<p>04/29/20 Update:</p> <ol style="list-style-type: none"> 1. ASI 43 forthcoming. 44 has been issued. 2. ASI for security keypads rough-in forthcoming. By 4/22 EOD. 3. ASI 48 for speaker locations is forthcoming. 4. ASI for MEP Return Air forthcoming. Tentatively 5. ASI screens for storefront 6. ASI 57 for the 2 additional details, copy of updated full sheet to be sent <p>04/22/20 Update:</p> <ul style="list-style-type: none"> • ASI 43 and 44 forthcoming. • ASI 56 (storefront) was published 4/21. Closed. • ASI 42 to be resubmitted. Published. Closed. • ASI for security keypads rough-in forthcoming. By 4/22 EOD. • ASI 48 for speaker locations is forthcoming. • ASI for MEP Return Air forthcoming. Tentatively provide by 5/1. 	<p>Tracking James James James Tracking James</p> <p>Tracking Closed Closed James James James</p>
06.0000	Pay Apps / Cost Events	Action
06.0117.01 Pay Apps / Cost Events	<p>04/29/20 Update:</p> <ol style="list-style-type: none"> 1. CPE 40R2 VGA to HDMI: G&S to review comments and issue CPE. Time impact TBD can be lined through and submitted. G&S to sign. 2. CPE 028 Footing Rain Mitigation: The 2" rat slab work is complete. Sent to City for approval. 3. CPE 078 Overtime Work Thru February: G&S to revise by 4/23 by 5/1. 4. CPE 045 R1 Pricing for Security Changes is Critical: G&S to revise by 4/23 by 5/1. 5. ASI 025 Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 4/10. Past due. Submit by 4/23 by 5/1. 6. CPE 091R1 Canopy Wood Finish –G&S will address comments for Timber Pro finish to the wood. G&S to submit by 5/1. 7. March Pay App–Submitted to City on 4/9 8. Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab, CPEs for screens, are the critical ones to get approved. CPEs 100 and 104 for time extension. No other critical CPEs noted. 9. CPE 076 Kitchen Door: G&S to respond to comments by 5/1. 10. CPE 086 Added Screen door information: awaiting ASI 11. CPE 075 Wood Veneer Doors – G&S released materials. City to provided signed CO. <p>04/22/20 Update:</p> <ul style="list-style-type: none"> • CPE 40R2 VGA to HDMI: G&S to review comments and issue CPE. Time impact TBD can be lined through and submitted. 	<p>Ken</p> <p>Peter</p> <p>Ken Kyle</p> <p>Kyle</p> <p>Kyle</p> <p>City Noted</p> <p>Kyle James Peter</p> <p>Saul</p>

	<ul style="list-style-type: none"> • CPE 028 Footing Rain Mitigation: The 2" rat slab work is complete. Sent to City for approval. • CPE 078 Overtime Work Thru February: G&S to revise by 4/23. • CPE 045 R1 Pricing for Security Changes is Critical: G&S to revise by 4/23. • ASI 025 Insulation at mechanical screen doors was added. G&S will provide a CPE by EOW, 4/10. Past due. Submit by 4/23. • CPE 091R1 Canopy Wood Finish –G&S will address comments for Timber Pro finish to the wood. • March Pay App–Submitted to City on 4/9 • Critical CPEs – Per G&S, CPE 21 for Fire Water, CPE for Security, and the CPE for Rat Slab, CPEs for screens, are the critical ones to get approved. No other critical CPEs noted. • CPE 076 Kitchen Door: Subsequent to the meeting; Nova to send G&S comments. • CPE 086 Added Screen door information to be provided by G&S by 4/24. • CPE 075 Wood Veneer Doors – G&S released materials. City to provide signed CO. • Nova noted that the CPE comment that Nova is sending back to G&S are very similar for each CPE. It will help streamline the process if G&S provides back up for the cost and schedule impacts. G&S noted that for the schedule impacts, it is harder to determine impacts, given the projected COVID schedule delay. 	<p>Peter</p> <p>Kyle Kyle Kyle</p> <p>Kyle</p> <p>City Noted</p> <p>Saul</p> <p>Kyle Peter</p> <p>Noted</p>
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08.0000	Upcoming Meetings	Action
08.0911.01 Upcoming Meetings	<p>04/29/20 Meetings:</p> <ol style="list-style-type: none"> 1. Food Service Pre-Con: G&S will schedule tentatively Web 4/29, 1pm. James to coord with consultant. 2. Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades. Scheduled for next week. Completed. Closed. 3. Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. Completed. Closed. 4. Health Department Pre-Con– <ol style="list-style-type: none"> a. Nova will help the team coordinate the precon. Needed by end of April. 5. G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. Provide list by 4/22 by 5/1. <p>04/22/20 Meetings:</p> <ul style="list-style-type: none"> • Food Service Pre-Con: G&S will schedule tentatively Web 4/29, 1pm. James to coord with consultant. • Mechanical Coordination Drawings Review Meeting – G&S to schedule a meeting to review drawings with N&T and MEPFS trades. Scheduled for next week. • Sprinkler Piping Coordination: G&S will schedule and may combine with Mechanical Coordination meeting. • Health Department Pre-Con– <ol style="list-style-type: none"> a. Nova will help the team coordinate the precon. Needed by end of April. • G&S will provide a list of upcoming pre-con meetings and suggested meeting dates. Provide list by 4/22 for next 3 weeks. 	<p>Kyle/James S Closed</p> <p>Closed</p> <p>Saul</p> <p>Noted</p> <p>Kyle/James</p> <p>Tracking</p> <p>Tracking</p> <p>Saul</p> <p>Ken</p>

09.0000	LEED Equivalency	Action
09.0911.01 LEED	<p>04/29/20 Update:</p> <ol style="list-style-type: none"> 1. No updates noted. <p>04/22/20 Update:</p> <ul style="list-style-type: none"> • No updates noted. 	<p>Noted</p> <p>Noted</p>

10.0000	New Business	Action
<p>10.0911.01 New Business</p>	<p>04/29/20 New Business:</p> <ol style="list-style-type: none"> 1. Library Connector Schedule: <ol style="list-style-type: none"> a. G&S provided ROM for pedestrian pathway option 2. City to confirm if they want to the project to proceed with option 1 or 2. b. City to advise when SIP is lifted, desirable timeframe to complete work. Hopefully sooner, rather than later. 2. Irrigation Control Panel: An irrigation control panel was removed from a building that was demolished as part of our project. The City may need G&S to help with the restoration or install of a new control panel. Scope TBD. City to advise what is needed. 3. Existing Irrigation Controls near Theater: Saul will get confirmation from City (Manny/Ron) regarding existing controls. 4. Under revised shelter-in-place order, OAC meetings to continue via Zoom. Nova/N&T/City site visits will be limited to minimum necessary, but completed as-needed. <p>04/22/20 New Business:</p> <ul style="list-style-type: none"> • Library Connector Schedule: <ul style="list-style-type: none"> ○ G&S provided ROM for pedestrian pathway option 2. City to confirm if they want to the project to proceed with option 1 or 2. ○ City to advise when SIP is lifted, desirable timeframe to complete work. Hopefully sooner, rather than later. • Irrigation Control Panel: An irrigation control panel was removed from a building that was demolished as part of our project. The City may need G&S to help with the restoration or install of a new control panel. Scope TBD. City to advise what is needed. • Existing Irrigation Controls near Theater: Saul will get confirmation from City (Manny/Ron) regarding existing controls 	<p>Tracking</p> <p>Tracking</p> <p>Peter</p> <p>Saul</p> <p>Tracking</p> <p>Peter</p> <p>Tracking</p> <p>Peter</p> <p>Saul</p>

END OF MINUTES



Submittal Log (OAC)

Submittal Log Report for Weekly OAC

Submittals

Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
331000.02	0	Water System (Fire)	Product Information	Kyle Walker	10/11/2019	11/04/2019	01/03/2020	Revise & Resubmit
122400.01	0	Window Shades	Sample	Kyle Walker	10/30/2019	11/13/2019	04/13/2020	Revise & Resubmit
274123.01	0	Communications Broadband Systems	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271123.01	0	Communications Cable Management	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271300.01	0	Communications Indoor Backbone Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271500.01	0	Communications Horizontal Cabling	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271000.01	0	Structured Cabling, Basic Materials & Methods	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271116.01	0	Communications Cabinets, Rack, Frames & Enclosures	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
271119.01	0	Communications Termination Blocks & Patch Panels	Product Information	Kyle Walker	12/18/2019	01/03/2020		Revise & Resubmit
051200.01	B	Structural Steel	Shop Drawing	Kyle Walker	12/30/2019	01/03/2020		Open
230713.01	0	HVAC Duct Insulation	Product Information	Kyle Walker	12/30/2019	01/13/2020		Revise & Resubmit
280513.01	0	Conductors & Cables for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
280528.01	0	Pathways for Electronic Safety and Security	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
281300.01	0	Access Control and Alarm Systems	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
282300.01	0	Visual Surveillance	Product Information	Kyle Walker	01/02/2020	01/16/2020		Revise & Resubmit
074209.02	0	Exterior Acoustic Roof Screen	Shop Drawing	Kyle Walker	01/27/2020	02/10/2020	03/30/2020	Revise & Resubmit
075419.03	A	Polyvinyl Chloride (PVC) Roofing	Reports	Kyle Walker	01/27/2020	02/10/2020	03/02/2020	Revise & Resubmit
088000.02	A	Glazing	Sample	Kyle Walker	02/19/2020	03/04/2020		Revise & Resubmit
102239.01	0	Folding Panel Partitions	Product Information	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
102239.04	0	Folding Panel Partitions	Shop Drawing	Kyle Walker	02/21/2020	03/06/2020	05/25/2020	Revise & Resubmit
220548.01	B	Vibration & Seismic Controls for Plumbing & Equipment	Product Information	Kyle Walker	02/29/2020	03/06/2020		Revise & Resubmit
122400.02	0	Window Shades	Product Information	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
122400.03	0	Window Shades	Shop Drawing	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
122400.05	0	Window Shades	LEED	Kyle Walker	03/06/2020	03/20/2020		Revise & Resubmit
088000.01	A	Glazing	Shop Drawing	Kyle Walker	03/16/2020	03/23/2020		Revise & Resubmit
099000.02	B	Painting & Coatings	Sample	Kyle Walker	03/24/2020	03/31/2020		Revise & Resubmit
095426.02	0	Suspended Wood Ceilings	Shop Drawing	Kyle Walker	03/23/2020	04/03/2020		Revise & Resubmit
097826.02	0	Wood Veneer Wall Panels	Shop Drawing	Kyle Walker	03/23/2020	04/03/2020		Revise & Resubmit
321318.02	D	Cement and Concrete for Exterior Improvements	Product Information	Kyle Walker	03/26/2020	04/09/2020		Revise & Resubmit
101400.01	A	Signage	Shop Drawing	Dora Pollak James Gwise	03/28/2020	04/11/2020		Open
230000.01	0	HVAC	Shop Drawing	Kyle Walker	03/28/2020	04/11/2020		Revise & Resubmit
081116.01	A	Aluminum Doors & Frames	Shop Drawing	Kyle Walker	04/03/2020	04/17/2020		Revise & Resubmit
233713-13.01	0	Air Diffusers, Registers & Grilles	Product Information	Kyle Walker	04/06/2020	04/20/2020		Revise & Resubmit
085113.01	A	Aluminum Windows	Product Information	James Gwise Dora Pollak	04/06/2020	04/20/2020		Open
095426.03	0	Suspended Wood Ceilings	Product Information	James Gwise Dora Pollak	04/08/2020	04/22/2020		Open
074213-16.02	0	Metal Plate Wall Panels	Shop Drawing	Kyle Walker	04/08/2020	04/22/2020		Revise & Resubmit
081116.02	0	Aluminum Doors & Frames	Sample	Kyle Walker	04/15/2020	04/24/2020		Revise & Resubmit
097723.02	A	Fabric Wrapped Panels	Sample	James Gwise Dora Pollak	04/13/2020	04/27/2020		Open
097723.01	A	Fabric Wrapped Panels	Product Information	James Gwise Dora Pollak	04/13/2020	04/27/2020		Open
233400.01	A	HVAC Fans	Product Information	Dora Pollak James Gwise	04/14/2020	04/28/2020		Open
264300.01	A	Transient Voltage Surge Suppressor	Product Information	James Gwise Dora Pollak	04/14/2020	04/28/2020		Open
264300.02	0	Transient Voltage Surge Suppressor	Shop Drawing	James Gwise Dora Pollak	04/14/2020	04/28/2020		Open
095426.01	A	Suspended Wood Ceilings	Sample	Dora Pollak James Gwise	04/15/2020	04/29/2020		Open
263601.01	B	Automatic Transfer Switch	Product Information	James Gwise	04/15/2020	04/29/2020		Open



Number	Revision	Title	Type	Ball In Court	Created On	Final Due Date	Required On-Site Date	Status
				Dora Pollak				
095426.03	A	Suspended Wood Ceilings	Product Information	James Gwise Dora Pollak	04/15/2020	04/29/2020		Open
224200.01	B	Plumbing Fixtures	Product Information	Kyle Walker	04/15/2020	04/29/2020		Revise & Resubmit
088000.02	B	Glazing	Sample	Dora Pollak James Gwise	04/17/2020	05/01/2020		Open
265101.01	F	Lighting (P1, P2)	Shop Drawing	James Gwise Dora Pollak	04/17/2020	05/01/2020		Open
263101.01	C	Photovoltaic System	Product Information	Dora Pollak James Gwise	04/17/2020	05/01/2020		Open
263101.02	C	Photovoltaic System	Shop Drawing	James Gwise Dora Pollak	04/17/2020	05/01/2020		Open
321318.02	C	Cement and Concrete for Exterior Improvements	Sample	Dora Pollak James Gwise	03/24/2020	05/08/2020		Open
331000.03	0	Water System (Fire)	Shop Drawing	James Gwise Dora Pollak	04/24/2020	05/08/2020		Open
283100.02	A	Voice Evacuation Fire Alarm System	Shop Drawing	Dora Pollak James Gwise	04/28/2020	05/12/2020		Open
283100.01	B	Voice Evacuation Fire Alarm System	Product Information	James Gwise Dora Pollak	04/28/2020	05/12/2020		Open



Gonsalves Stronck Construction Company Inc.

Job #: 320 Los Altos Community Center
 97 Hillview Avenue
 Los Altos 94022
 none

RFI LOG

#	Subject	Status	Responsible Contractor	Received From	Assignee	Date Initiated	RFI Manager	Due Date	Closed Date	Ball In Court	Location	Schedule Impact	Cost Code	Cost Impact
103	Big Ass Fan mounting height/ extension tube clarification	Open	Axis Mechanical, ...	Best, Tom (Axis Mechanical, Inc.)	Gwise, James (Nol... Allen, Jeffrey (I...	04/24/2020	Lance Zurfluh	04/30/2020		Gwise, James (Nol... Allen, Jeffrey (I...				
	<p>Lance Zurfluh Sent Fri Apr 24, 2020 at 10:15 am PDT</p> <p>1. Is the 8.5' extension length for the Essence fan referring to the extension tube length or the total drop from mounting point to the bottom of the fan? The submitted 8' extension tube has a total drop of 8.65' from mounting point to bottom of fan.</p> <p>Q:</p> <p>2. The low profile mount for the Haiku is not compatible with the 0V-10V module. The only alternative that allows the use of the 0V-10V module is as follows. Use the universal mount with the 7" extension tube. This will bring the fan slightly lower from 12.3" to 16", from mounting height to bottom of fan. Please advise if this is acceptable.</p>													
102	sliding door 190.2 trim profile confirmation	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol...	04/22/2020	Lance Zurfluh	04/27/2020		Gwise, James (Nol...				
	<p>Q: Lance Zurfluh Sent Wed Apr 22, 2020 at 04:05 pm PDT The sliding door for the exercise room exterior head trim is 2x (1 1/2" net) per 12/A6.41. The referenced jamb detail for this door is 13/A6.51 which shows 3x (2" net). Please confirm that this is correct.</p> <p>A: Dora Pollak (Noll & Tam Architects) Responded Wed Apr 29, 2020 at 03:41 pm UTC In head detail 12/A6.41, please provide 3x (2" net) exterior trim to match jamb detail.</p>													
101	exterior finish above clerestory window 31- clarification	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol...	04/20/2020	Lance Zurfluh	04/27/2020		Gwise, James (Nol...				
	<p>Q: Lance Zurfluh Sent Mon Apr 20, 2020 at 04:32 pm PDT 10/A3.11 calls for cedar siding above clerestory window 31. Head detail for this window is 9/A6.65 sim. Is the siding to be vertical? Are we to follow 16/A6.65 and run it horizontally? Please clarify exterior finish above this window.</p>													
100	storefront 07 exterior finish above head	Open	Gonsalves & Stron...	Zurfluh, Lance (Gonsalves & Stronck Construction Company Inc.)	Gwise, James (Nol...	04/20/2020	Lance Zurfluh	04/27/2020		Gwise, James (Nol...				
	<p>Q: Lance Zurfluh Sent Mon Apr 20, 2020 at 03:10 pm PDT Storefront 07 at south lobby, north clerestory head detail 16/A6.64 calls for cedar siding. 5/A3.12 appears to show PCP. If siding is correct, please detail the transition from PCP to 5/4" siding above storefront. Please also confirm the profile is correct.</p> <p>A: Dora Pollak (Noll & Tam Architects) Responded Wed Apr 29, 2020 at 03:29 pm UTC Above Storefront 07, please provide WA1, Portland Cement Plaster. Typical details apply at exterior head of wall (9/A6.21) and head of storefront (2/A6.64, though no roller shades occur at this location).</p>													
97	FCP to cedar siding transition clarification	Open		None	Gwise, James (Nol...	04/20/2020	Lance Zurfluh	04/24/2020		Gwise, James (Nol...				
	<p>Q: Lance Zurfluh Sent Mon Apr 20, 2020 at 01:28 pm PDT 2/A3.32 wall elevation for FCP shows section 14/A6.22 for transition to wood siding. The detail calls for "skinny wooden rainscreen wall". This does not appear to match the jamb condition 17/A6.51 which shows typical 5 1/4" depth for WA2. It appears that 2/A3.33 would be the same although no detail is referenced. Please clarify.</p> <p>A: Dora Pollak (Noll & Tam Architects) Responded Fri Apr 24, 2020 at 09:30 pm UTC At both locations (2/A3.32 and 2/A3.33), please provide standard wood rainscreen wall assembly (WA2) per A6.20. See revised 14/A6.22 (ASK-026), attached. ASK-026_Horiz. WA2-WA3 transition 04-24-2020.pdf</p>													

GONSALVES & STRONCK JOB# 320		Los Altos Community Center- 6 wk. short interval schedule																								NOTES																				
Activity Description	Responsible	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday		Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday											
		4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27		28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12				
BLDG. EXTERIOR		M A Y J U N E																																												
RAFTER TAILS/EAVES, BLOCKING- R1	CASTRO	X	X	X	X	X																																								
MECHANICAL SCREEN STRUCTURE, GUARDRAIL- R1	DELTA								X	X	X																																			
VENTILATED ROOF ASSY.	RUA AND SON								X	X	X	X	X						X	X	X	X																								
GUTTER BRACKET, FLASHING, SHINGLE ROOFING-R1	RUA AND SON																		X	X	X	X									X	X														
SOLAR STANCHIONS	SUNLIGHTAND POWER																		X	X																										
TAPERED INSULATION, PVC ROOFING	RUA AND SON																		X	X	X	X									X	X														
WT TRELLIS BRACKETS	M. CASTRO								X	X	X																																			
FOUNDATION SEALER	MASTRIA								X	X																																				
FOUNDATION SILL FLASHING	RUA AND SON											X	X	X																																
FLUID APPLIED W.P. MEMBRANE	R. BROTHERS																		X	X	X	X									X	X														
RIGID INSULATION	COAST																																													
FLASHINGS, SOFFIT SCREEN, RWL BRACKETS	RUA AND SON																																													
LATH AND PLASTER	HARRISON																																													
DENS DECK, W.P. MEMBRANE-R2 (AREA 2)	RUA AND SON																																													
VENTILATED ROOF ASSY.-R2 (AREA 2)	RUA AND SON																																													
GUTTER BRACKET, FLASH., SHINGLE RFG-R2 (AREA 2)	RUA AND SON																																													
SOLAR STANCHIONS-R2 (AREA 2)	SUNLIGHTAND POWER																																													
DENS DECK, W.P. MEMBRANE- R2 (AREA 3)	RUA AND SON																																													
RAFTER TAILS/EAVES, BLOCKING- R2 (AREA 3)	M. CASTRO																																													
VENTILATED ROOF ASSY.-R2 (AREA 3)	RUA AND SON																																													
GUTTER BRACKET, FLASH., SHINGLE RFG-R2 (AREA 3)	RUA AND SON																																													
SOLAR STANCHIONS R2 (AREA 3)	SUNLIGHT AND POWER																																													
MECHANICAL SCREEN STRUCTURE-R3	DELTA																																													
ROOF HATCH, SOLOTUBE CURBS-R3	G&S, M. CASTRO																																													
TAPERED INSULATION, PVC ROOFING-R3	RUA AND SON																																													
DENS DECK, W.P. MEMBRANE -R4	RUA AND SON																																													
RAFTER TAILS/EAVES, BLOCKING- R4	M. CASTRO																																													
VENTILATED ROOF ASSY.	RUA AND SON																																													
GUTTER BRACKET, FLASHING, SHINGLE ROOFING-R4	RUA AND SON																																													
SOLAR STANCHIONS-R4	SUNLIGHT AND POWER																																													
MECHANICAL SCREEN STRUCTURE- R5	DELTA																																													
CONCRETE HOUSEKEEPING PADS	BCI, CAMBLIN																																													
TAPERED INSULATION, PVC ROOFING- R5	RUA AND SON																																													
MECHANICAL HOUSEKEEPING PADS- FLAT ROOF	BCI, CAMBLIN																																													
ROOF DRAINS, OVERFLOW DRAINS- FLAT ROOFS	CIARI																																													
SITE WORK																																														
SITE ELECTRICAL SECONDARY UNDERGROUND CONDUIT	ELCO																																													
MISC. SITE ELECTRICAL, FUTURE POWER STUBS	ELCO																																													
LIGHTING CONDUIT TO LIBRARY CONNECTOR	ELCO																																													
SITE TELECOM- UNDERGROUND CONDUIT	ELCO																																													
TRASH ENCLOSURE S.O.G.	BCI, CAMBLIN																																													
SITE F.W. AND D.W.	MK PIPELINES																																													