



Vancouver Island University – Cowichan Campus

MINUTES OF MEETING

Held at: Garyali Architect Office, Victoria, BC

October 22, 2009 from 8:30 - 11:30 A.M.

Garyali Architect Inc.
514 Fort Street, Victoria
BC V8W 1E6, Canada
Telephone 250-388-7371
Facsimile 250-388-5404
Email garyali@telus.net

ATTENDING:

Ric Kelm, Executive Director of Facilities	RK	Ric.Kelm@viu.ca
Drew Taylor, Campus Planner & Developer, VIU	DT	Drew.Taylor@viu.ca
Tony Grice, AES	TG	tgrice@appliedengineering.ca
Jackie Kanyuk, Advicas	JK	jkanyuk@advicas.com
Tom Wilson, AME Consulting Group	TW	tomwilson@amegroup.ca
Louise Smith, AME Consulting Group	LS	louisessmith@amegroup.ca
Frank Vassallo, Yellowridge Construction	YR	frank@yellowridge.ca
Kevin Waite, Yellowridge Construction	YR	kevin@yellowridge.ca
David McCutcheon, Yellowridge Construction	YR	david@yellowridge.ca
Cord MacLean, Read Jones Christoffersen	RJC	CMacLean@rjc.ca
Randy Sharp, Sharp & Diamond	RS	randy@sharpdiamond.com
Marina Rommel, Sharp & Diamond	MR	marina@sharpdiamond.com
Joe Daly, Sharp & Diamond	JD	joe.daly@shaw.ca
Don Marshall, Garyali Architect Inc	GAI	donmarshall2@shaw.ca
Shiv K. Garyali, Garyali Architect In.	GAI	garyali@telus.net
Nick Fiocco, Garyali Architect Inc	GAI	garyalli@telus.net
John Armitage, Garyali Architect Inc	GAI	garyali@telus.net

Subject - Consultant Coordination, Design Development

ACTION

- Architects and Consultants have commenced working drawings phase.
- Next tender November 15th for structural and building envelope including elevator and green roof.
- Tender package #3 for mechanical, electrical, and doors, December 4, 2009.
- Interiors tender to follow in February 2010.
- Landscape of entrance area (maple trees) and berms to tender with November or December package.
- Remaining landscape and civil tender in February 2010.
- Prequalification recommended for mechanical and electrical contractors. AME and AES to issue coordinated guidelines for posting by VIU next week.
- Post meeting: Prequalification also recommended for concrete contractors. RJC to issue selection criteria.
- Preliminary energy model completed: currently 7 LEED credits. Improvements expected in glazing spec and area, heat recovery, lighting controls.
- 75 mm floor topping confirmed sufficient for electrical floor boxes and radiant heating.

- AME evaluating heating in compact shelving area to avoid conflicts with shelving tracks on site.
- Electrical penetrations of roof deck for lighting and smoke detectors to be coordinated with roofing on site.
- Mechanical and electrical to forward detail questions requiring Owner input ASAP.
- Final User Group meetings to be coordinated next week by Drew.
- Next coordination drawings to be copied to commissioning authority.
- Kitchen has been designed by Russell Foods who will specify equipment.
- YR to advise recommended method for incorporating precast elements. RJC to adjust details.

ec: All Attendees

All efforts have been made to present the mentioned items as an accurate record of the discussions at the meeting. Should there be any discrepancies, please contact our office.



Vancouver Island University – Cowichan Campus
MINUTES OF MEETING
Held at: Garyali Architect Office, Victoria, BC
October 22, 2009 from 11:30 A.M. - 12:00 P.M.

Garyali Architect Inc.
 514 Fort Street, Victoria
 BC V8W 1E6, Canada
 Telephone 250-388-7371
 Facsimile 250-388-5404
 Email garyali@telus.net

ATTENDING:

Zoran Stanojevic, Surespan Group	ZS	zoransurespan.com
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David McCutcheon, Yellowridge Construction	YR	david@yellowridge.ca
Cord MacLean, Read Jones Christoffersen	RJC	CMacLean@rjc.ca
Jackie Kanyuk, Advicas	JK	jkanyuk@advicas.com
Don Marshall, Garyali Architect Inc	GAI	donmarshall2@shaw.ca
Shiv K. Garyali, Garyali Architect Inc	GAI	garyali@telus.net
Nick Fiocco, Garyali Architect Inc	GAI	garyali@telus.net
John Armitage, Garyali Architect Inc	GAI	garyali@telus.net

Subject - Precast Concrete

ACTION

- Viability discussed of incorporating precast concrete elements in existing design.
- All columns can be precast, one or two storey high.
- All exterior walls can be precast except structural (approx. 8 locations).
- Shear walls and slabs have been designed to be cast in situ.
- May be benefits to cost, schedule, and quality control. Approx. 8-12 elements can be erected daily.
- Surespan would provide connection details and supply embeds.
- Tendering issues were discussed. Public funding requires competitive bidding.
- No final decision taken. To be brought forward to Owner for further consideration.

ec: All Attendees

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Vancouver Island University – Cowichan Campus

MINUTES OF MEETING

Held at: Garyali Architect Office, Victoria, BC

October 22, 2009 at 1:30 P.M.

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514 Fort Street, Victoria
BC V8W 1E6, Canada
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Facsimile 250-388-5404
Email garyali@telus.net

ATTENDING:

Ric Kelm, Executive Director of Facilities	RK	Ric.Kelm@viu.ca
Drew Taylor, Campus Planner & Developer, VIU	DT	Drew.Taylor@viu.ca
Frank Vassallo, Yellowridge Construction	YR	frank@yellowridge.ca
Kevin Waite, Yellowridge Construction	YR	kevin@yellowridge.ca
Jim Eaton, Beacon Consultants	BC	jim@beaconconsultants.ca
Shiv K. Garyali, Garyali Architect Inc	GAI	garyali@telus.net
Nick Fiocco, Garyali Architect Inc	GAI	garyali@telus.net
John Armitage, Garyali Architect Inc	GAI	garyali@telus.net

Subject

ACTION

1. Tendering Schedule

1.1 Bid Package #1 - closed October 20, 2009. Two bids received for concrete work with irregularities. YR to announce decision October 23rd. Several bids received for reinforcement, under-slab services, site services. Low bids acceptable.

1.2 Bid Package #2 - Structure and Envelope (including green roof and protected landscape areas). Documents to be received by YR November 13th by electronic format. Document issue November 16th. Closing December 8. YR to revise and reissue list of trades' sections.

1.3 Bid Package #3 - Mechanical and Electrical. Consultants' documents required November 30, 2009 to GAI & YR. Final documents to be received by YR December 4th. Include sections 08100, 08200, 08700. Closing January 12, 2010.

1.4 Bid Package #4 - Interior, remaining Civil and Landscape. Target date February 2010.

2. Prequalification

2.1 Mechanical and Electrical Consultants to issue draft selection criteria ASAP for review by YR and VIU. RFQ to be issued by VIU before October 30th.

AME / AES

2.2 Post meeting: Prequalification recommended also for concrete contractors. RJC to issue selection criteria.

RJC

3. Precast Concrete

3.1 Extent of work under consideration: minimum all columns; maximum columns plus all non-structural exterior walls.

3.2 Must be competitively tendered.

3.3 Scope and tendering method to be confirmed by YR ASAP for RJC to detail.

YR

4. Budget

4.1 Revised Beacon Consultants and YR estimates very similar. Both 5% less than previous.

4.2 VIU requires additional reduction of \$400,000 for GST (@1.67%) plus additional owner supplied items. Target areas previously identified include site works, landscape, green roofs and fireplace. Maintain add / delete strategy for progressive tendering. Consider proprietary wall systems to substitute for interior doors and glazing where possible. Project to maintain high standard of quality per instruction from VIU president.

4.3 RK: Delete operable walls in lecture theatre.

4.4 RK: Delete videoconference capability for lecture theatre, which is to be per functional program. Maintain videoconference classroom and boardroom.

4.5 GAI to recalculate net / gross ratio.

GAI

4.6 VIU to request budget price for kitchen from Russell Foods and confirmation of items supplied by VIU.

DT

ec: All Attendees
Bruce Johnson, Read Jones Christoffersen
Cord MacLean, Read Jones Christoffersen
Tom Wilson, AME Consulting Group
Rob Walter, AME Consulting Group
Tony Grice, AES
Jay Singh, AES
Patrick Ryan, Herold Engineering
George Hrabowych, Herold Engineering
Randy Sharp, Sharp & Diamond
Marina Rommel, Sharp & Diamond
Donovan Marshall, Garyali Architect Inc

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