

Meeting Minutes

Detailed, Grouped by Each Meeting and by 'Old Business' and 'New Business' (Sorted by Item Number)

6191 Project Management Services

Project # 01C-1.5-6191

Bovis Lend Lease, Inc.

Tel: Fax:

Bond Advisory Meeting Meeting 1

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
4/30/2004	10:00 AM	12:30 PM	5/24/2004	02:00 PM	Kelly Vernon	Bovis Lend Lease, Inc.

Purpose	Location	Next Location	General Notes
Review of the Prop A and AA program	Faculty/Staff Center	Faculty/Staff Center	

Attended By	Non-Attendees

Item	Meeting	Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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New Business

Welcome/ Housekeeping (10:14 p.m.)

001-0 A. Gipson opens up the meeting. No
01

Meeting Expectations (10:15 a.m.)

001-0 Everyone was given the opportunity to state his or her Info
02 personal expectations for the meeting, as listed below. No
 -Status of Media Arts
 -Child Development Center
 -Conference Center/Administration
 -Cafeteria
 -Road Access into the campus
 -Van de Kamp update

Budget Status (10:17 a.m.)

001-0 A. Gipson presented BLL's Budget Rebaselining effort No
03 to the committee, per A. Tyler's request.

Review Meeting Minutes (10:36 p.m.)

001-0 No revisions to the minutes were expressed at this time. No
04

Construction Activities Update (10:37 a.m.)

001-0 Per A. Gipson, the Student Admissions Center and No
05 Parking Structure and the PE Building and Parking Structure drawing revisions are currently in the Division of State Architects (DSA) department for review and approval. The drawing revisions will be approved prior to bid in order to minimize the number of contractor change orders during the construction phase of the project.

Design Schedule (11:00 a.m.)

001-0 Per A. Gipson, the programming effort for No
06 Communications, Cafeteria, Women's Gym, Science Technology II, and Library Annex will be complete by the end of May. The contracts for the architects working on these buildings were approved by the Board on May 14, 2004.

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New Business							
001-0 07		A representative from the Media Arts Department expressed some concerns regarding the programming for this department. A. Gipson stated that the Communications Building architect has not been procured yet, however once this takes place, he/she will be able to assess where Media Arts will be located.					No
001-0 08		Per A. Gipson, the user group for the programming effort will select a project shepherd to serve as a liaison between the architect and the related departments. BLL to send out a Project Shepherd Procedures and Rules document to specific user groups.					No
Items for Next Meeting's Agenda (11:21 a.m.)							
001-0 09		-Conference Center -Parking -Cafeteria -Student Center -Chemistry					No
New Items (11:37 a.m.)							
001-0 10		Alternate methods of funding Central Plant were presented at the Van de Kamp Infrastructure Meeting on Wednesday, April 28, 2004.					No
Announcements/ Adjournment (12:25)							
001-0 11		The next Bond Advisory Meeting is scheduled for Monday, May 24, 2004 at 2:00 p.m. in the Faculty/Staff Center.					No