

MEETING MINUTES

Project: Board of Equalization Mold Remediation - Work Order 125828
Issue Date: August 26, 2009
Conference No.: 14
Date & Time: August 26, 2009, 10:30AM
Location: Board of Equalization Building, Conference Room 2221

ATTENDEES

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Item	Description	Action
I.	Corrections or additions to previous meeting minutes <ul style="list-style-type: none"> ▪ None to report. 	
II.	Schedule / Progress <p>a. Current Status</p> <ul style="list-style-type: none"> ▪ Official start Date: 9/21/2007 (12/12/2007 = NTP to JLS) ▪ Official Close-out Date: ~ October 2010 (Physical work completed ~ August 2010) ▪ Updated CPM distributed at last weeks meeting is currently being reviewed by BOE. BOE request a meeting with DGS to discuss future schedule. Due to lessons learned from the first move, and realistic timing of available resources, of telecommunication switchover and reasonable accommodations requirements, the schedule will be revised to account for the time frames needed for BOE moves. JSommerville & VP Paul to schedule a meeting for tomorrow to discuss. BCourtner asked BOE to weigh cost of adding more moving personnel against added overhead delay costs to see if cost-saving tradeoffs are possible. <p>b. 3 Week Look Ahead Schedule: A copy was distributed at the meeting and is included with these meeting minutes.</p> <p>John Sheehan (JLS) reported the following:</p> <ul style="list-style-type: none"> ▪ Brice Mechanical – Flex Hose & Values change out – <ul style="list-style-type: none"> ○ Floors 19 and 18 are next. Due to security restrictions, VAV TU -2 in Room 1913 (Evidence Room) will not be complete until BOE swings off this floor. Flex hose on 14th floor will be done when we move onto the floor. ○ The remainder of the floor isolation valves will be changed out over two Saturdays (8/29 & 9/12). ▪ 11th Floor Remediation and Reconstruction on track to meet the current schedule. <ul style="list-style-type: none"> ○ All construction will be completed before the initial furniture delivery scheduled for September 4; additional furniture arriving September 11. ○ Shelving – previously contained but now cleared – BOE to move off this floor by tomorrow. 	<p>BOE/PMB</p> <p>JLS</p> <p>BOE</p>
	<p>c. Delays</p> <ul style="list-style-type: none"> ▪ Swinging floor 14 to floor 22 is delayed until Monday 8/31/09, originally scheduled to move 8/27/09. <p>d. Inspection & Safety Notes</p> <ul style="list-style-type: none"> ▪ None to report. 	

<p>III. Old Business</p>	<ul style="list-style-type: none"> ▪ Floor 15 interviews are scheduled for tomorrow. Ben from LCD will conduct the interviews while Chris Corpus is on vacation. ▪ Floors 23rd and 24th floors have been cleared by HTI's IAQ standards, the written documentation to follow the verbal approval received today. BOE plans to move to these two floors in the month of September. <p>Brice Mechanical now has access to garage after hours.</p> <p>T. Ice will continue to call BOE security for access to the garage after hours.</p> <ul style="list-style-type: none"> ▪ DGS is waiting for BOE/HTI comments or approval of the O&M procedures to move ahead with a security project BPM is working on. BOE will comment by tomorrow. ▪ JLS still needs swing space designated. MMoore requested that this problem be solved by the time we meet next week. 	<p>LCD</p> <p>BOE</p> <p>LCD</p> <p>BOE/HTI</p> <p>JLS/BOE/ BPM/PMB</p>
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<p>IV. New Business</p>	<ul style="list-style-type: none"> • BOE is working on a waiver for their telecommunication vendor to validate the voice/data lines are functioning at all locations on each floor prior to moving back to each floor and prior to HTI's IAQ standards. Due to carpet replacement and lifting of the furniture the 4th floor move encountered not all v/d lines were working. • BPM needs more money to continue to purchase carpet for each floor as the remediation work is continuing. The time frames needed are 2 month for contracting and 6 weeks manufacturing & delivery time. 	<p>BOE</p> <p>BOE</p>
<p>V. Other</p>	<ul style="list-style-type: none"> ▪ CYount will be on vacation until 9/8/09. 	
<p>VI. Next Meeting</p>	<ul style="list-style-type: none"> ▪ September 2, 2009, 10:30 am, BOE, Conference Room 2221. 	

BOE / DGS - Current Schedule - 8-26-09

ID	Task Name	Duration	Start	Aug 30, '09							Sep 6, '09							Sep 13, '09							Sep 20, '09							Sep 27, '09						
				T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
1	11th Floor Remediation - Main	0 days	Wed 8/26/09	◆																																		
2	Paint - foster on new fireproofing	1 day	Wed 8/26/09																																			
3	Electrical - new runs for new furniture	3 days	Wed 8/26/09																																			
4	Data - New Data lines for new furniture	3 days	Wed 8/26/09																																			
5	Lighting retrofit - BPM	3 days	Wed 8/26/09																																			
6	Carpeting	5 days	Mon 8/31/09																																			
7	Painting - complete BPM	1 day?	Wed 8/26/09																																			
8	Janitors closet - Epoxy	5 days	Wed 8/26/09																																			
9	Final Inspection	0 days	Fri 9/4/09																																			
10	Punch List items	0 days	Sat 9/5/09																																			
11	Furniture Arrival and set up	15 days	Mon 9/7/09																																			
12	Brice Mechanical - VAV schedule - 19th Floor	0 days	Wed 8/26/09	◆																																		
13	19th Floor - 19-7, 19-8, TU 2 and 19-1	1 day	Wed 8/26/09																																			
14	19th Floor 19-2, TU 4, 19-3 and 19-4	1 day	Thu 8/27/09																																			
15	19th floor - 19-5 and 19-6	1 day?	Fri 8/28/09																																			
16	18th Floor	0 days	Mon 8/31/09	◆																																		
17	18th Floor - 18-7, 18-8, TU 2 and 18-1	1 day?	Mon 8/31/09																																			
18	18th Floor - 18-2, TU 4, 18-3 and 18-4	1 day?	Tue 9/1/09																																			
19	18th Floor - 18-5, 18-6	1 day?	Wed 9/2/09																																			
20	17th Floor - order is same as above	1 day?	Thu 9/3/09																																			
21	14th Floor Remediation - per CPM	0 days	Thu 9/3/09	◆																																		
22	Remediation	7 days	Thu 9/3/09																																			
23	Reconstruction - Details on future schedule	14 days	Mon 9/14/09																																			
24	Furniture, Carpet and Base removal	2 days	Thu 9/3/09																																			

Project: 11th Floor Remediation - #2 Date: Wed 8/26/09	Task		Progress		Summary		External Tasks		Deadline	
	Split		Milestone	◆	Project Summary		External Milestone	◆		

MEETING MINUTES

Project: Board of Equalization Mold Remediation - Work Order 125828
Issue Date: August 26, 2009
Conference No.: 15
Date & Time: September 2, 2009, 10:30AM
Location: Board of Equalization Building, Conference Room 24

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Item	Description	Action
I.	Corrections or additions to previous meeting minutes <ul style="list-style-type: none"> ▪ None to report. 	
II.	Schedule / Progress <p>a. Current Status</p> <ul style="list-style-type: none"> ▪ Official start Date: 9/21/2007 (12/12/2007 = NTP to JLS) ▪ Official Close-out Date: ~ December 2010 (Physical work completed ~ October 2010) ▪ BCourtner said that as BOE gains experience with moves, CPM will be revised and distributed. <p>b. 3 Week Look Ahead Schedule: A copy was distributed at the meeting and is included with these meeting minutes.</p> <p>John Sheehan (JLS) reported the following:</p> <ul style="list-style-type: none"> ▪ Brice Mechanical – Flex Hose & Valve change out – <ul style="list-style-type: none"> ○ DGS requested to finish up the valve replacement on the 22nd floor. VPaul to confirm with LHouser to complete the (4) remaining valves as soon as possible (BCourtner asked BOE to reconsider as it will be difficult/impossible to replace isolation valves once heating system is turned back on). Floors 17 # 6, 7, 8, 2W, will start tonight (Wed) and 1, 2, 4W, 3, 5 tomorrow night (Thur.). Noted that 1, 9 & 2 are in a secure area of the floor. Floor 16 to start Friday night. ▪ 11th Floor Remediation and Reconstruction is on track to meet the current schedule. 	<p>BOE/PMB</p> <p>JLS BOE</p>
	<p>c. Delays</p> <ul style="list-style-type: none"> ▪ None to report. <p>d. Inspection & Safety Notes</p> <ul style="list-style-type: none"> ▪ HTI delayed Brice Mechanical work last night (flex hose/valve change out) while performing their inspection of spaces above ceilings. BCourtner asked that we be sensitive to maintaining Brice's work schedule. 	<p>HTI</p>

<p>III. Old Business</p>	<ul style="list-style-type: none"> ▪ Floor 14 will finish moving to the 22nd floor by Friday, 9/4/09. DGS/JLS/BOE are scheduled to walk Tuesday morning 9/8/09 at 8:30 am. LCD will start the supplemental assessment at the perimeter wall/punch windows on Tuesday. ▪ BOE's approval of the O&M procedures for cable pulling protocol complete. ▪ JLS' materials will be stored in a container in the garage next to the security guard station. Brice Mechanical needs a swing space (other than garage) to keep their operation moving efficiently. VPaul will confirm if Brice can move onto floor 14 (mail room) this Friday evening. ▪ BPM needs more money to continue to purchase carpet for each floor as the remediation work is continuing. The time frames needed are 2 month for contracting and 6 weeks manufacturing & delivery time. ▪ Furniture drop (for 11th floor) will take place this Friday evening as planned. JSommerville asked VPaul to verify worker badges – JSommerville will resend list to VPaul today. ▪ MMoore confirmed that 21st floor (men's restroom) faucet repairs were made this past weekend as scheduled. 	<p>BOE/DGS/ JLS/LCD</p> <p>BOE</p> <p>BOE/BPM</p> <p>PMB/BOE</p>
<p>IV. New Business</p>	<ul style="list-style-type: none"> • VPAul said LHouser needs an accurate accounting from BPM of actual costs for carpet and paint (including 11th & 4th floors). BCourtner said costs for the 11th floor are still coming in and that we should be able to furnish costs by the end of this month. 	<p>BPM</p>

V.	Other <ul style="list-style-type: none"><li data-bbox="245 184 1078 220">▪ BCourtner and JSommerville will be on vacation next week.	
VI.	Next Meeting <ul style="list-style-type: none"><li data-bbox="245 289 1094 325">▪ September 9, 2009, 10:30 am, BOE, Conference Room 2221.	

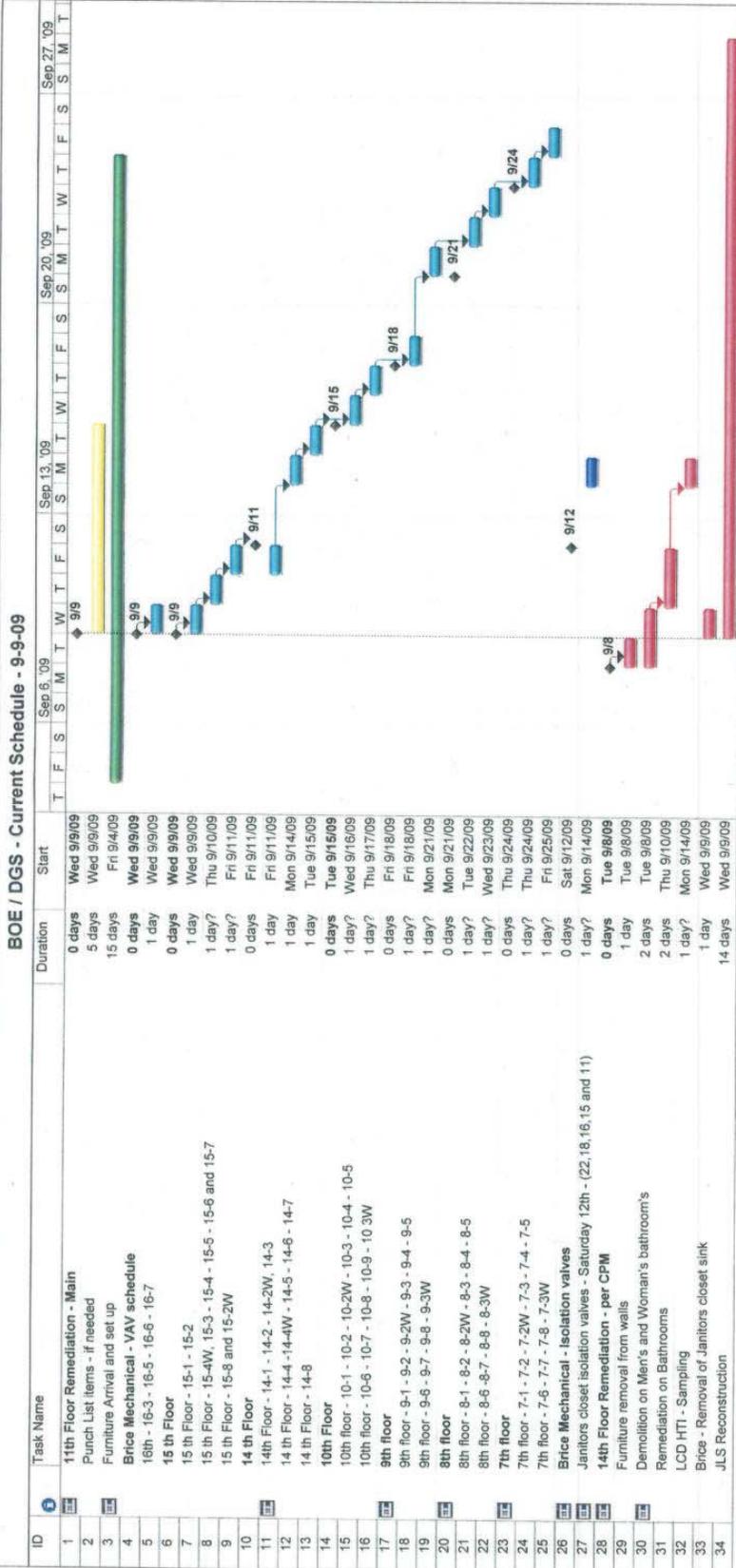
MEETING MINUTES

Project: Board of Equalization Mold Remediation - Work Order 125828
Issue Date: September 10, 2009
Conference No.: 16
Date & Time: September 9, 2009, 10:30AM
Location: Board of Equalization Building, Conference Room 2221

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<i>Item</i>	<i>Description</i>	<i>Action</i>
I.	Corrections or additions to previous meeting minutes <ul style="list-style-type: none"> ▪ None to report. 	
II.	Schedule / Progress <p>a. Current Status – there are no date revisions since last week’s meeting.</p> <ul style="list-style-type: none"> ▪ Official start Date: 9/21/2007 (12/12/2007 = NTP to JLS) ▪ Official Close-out Date = ~ December 2010 ▪ Physical Work completed by ~ October 2010 <p>BOE asked that floor isolation valve work in janitor closets be added to the CPM.</p> <p>b. 3-Week Look-Ahead Schedule: A copy was distributed at the meeting and is included as the last page of these meeting minutes.</p> <p>John Sheehan (JLS) reported the following:</p> <ul style="list-style-type: none"> ▪ 11th Floor Remediation – Main <ul style="list-style-type: none"> ○ Progressing as scheduled; remaining furniture to be delivered this Friday after 5pm. Deliveries work out OK last weekend with the exception that keys were left in a delivery van and it was stolen. ▪ Brice Mechanical – VAV schedule <ul style="list-style-type: none"> ○ Crew is completing change outs quicker than anticipated. Floor 15 will be completed Thursday; will begin Floor 14 on Friday. See schedule for dates work will be completed on the other floors. ○ VPaul (BOE) requested that JLS email him schedule changes as soon as they are known so EEs can be noticed. ▪ Brice Mechanical – Floor Isolation Valves <ul style="list-style-type: none"> ○ On schedule; work will be conducted over the next 3 weekends ▪ 14th Floor Remediation – per CPM <ul style="list-style-type: none"> ○ Work proceeding per the schedule ○ BOE staff testing phone/data connectivity on kinked cable along walls; ordering more cable to have on hand if needed ○ JLS Reconstruction – this item will be expanded and reported upon next week. ▪ Janitor Closets on Floors 3, 8, 9 and 10 (and possibly 5) <ul style="list-style-type: none"> ○ JLS will remediate areas above these ceilings this weekend and will add isolation valve work to next week’s 3-Week Look-Ahead Schedule ○ Work on 2, 5 and 6 will be completed the weekend of September 18-21. ○ HTI will have staff present during the work. ○ CYount (BOE) raised concerns about containment areas that may require extension into high traffic areas on the 1st floor janitor closet and the venting of these areas. DGS responded that protocols regarding this work were discussed at today’s premeeting and will be available for review in a couple of days. CYount requested a 5 to 10 day lead time for BOE to review the work plan. 	<p>JSommerville</p> <p>JLS</p> <p>BOE</p> <p>PMB/LCD/JLS</p>
	<p>c. Delays</p> <ul style="list-style-type: none"> ▪ None to report. <p>d. Inspection & Safety Notes</p> <ul style="list-style-type: none"> ▪ None to report. 	



Project: 11th Floor Remediation - #2 -
 Date: Wed 9/9/09

Task Split

Progress Milestone

Summary Project Summary

External Tasks External Milestone

Deadline

Page 1

MEETING MINUTES

Project: Board of Equalization Mold Remediation - Work Order 125828
Issue Date: September 21, 2009
Conference No.: 17
Date & Time: September 16, 2009, 10:30AM
Location: Board of Equalization Building, Conference Room 2221

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<i>Item</i>	<i>Description</i>	<i>Action</i>
I.	Corrections or additions to previous meeting minutes <ul style="list-style-type: none"> ▪ None to report. 	
II.	Schedule / Progress <p>a. Current Status – Revision dated 9/14/09 was issued and will require revisions discussed at today’s meeting and DGS will deliver five (5) hard copies to BOE by COB.</p> <ul style="list-style-type: none"> ▪ Official start Date: 9/21/2007 (12/12/2007 = NTP to JLS) ▪ Official Close-out Date = 11/21/2010 ▪ Physical Work completed by 10/9/2010 <p>b. 3-Week Look-Ahead Schedule: A copy was distributed at the meeting and will be revised and reissued by COB today to address floor isolation valve replacement work to be performed this week.</p> <p>John Sheehan (JLS) reported the following:</p> <ul style="list-style-type: none"> ▪ Brice Mechanical – VAV schedule <ul style="list-style-type: none"> ○ New schedule issued later today and DGS to e-mail to BOE. ○ Floors remaining to be completed Floors 1-10. Replacement of flex hoses & valves will resume on the 10th floor beginning next Monday evening. ▪ Brice Mechanical – Isolation Valves <ul style="list-style-type: none"> ○ Floors to be completed include 10, 9, 8, 7, 6, 5, 4, 3, 2, & 1. Floors 10, 9, 8, 7, 6, 5, 3, 2 are schedule for Wednesday, Thursday and Friday of this week. ○ 4th Floor remediation is required above ceiling, prior to replacement of this isolation valve. Remediation work to be completed this weekend. ○ 1st Floor JLS/LCD to come up with a work plan and DGS to provide to BOE by COB today. John S. reported the containment erected will not infringe of path of egress for BOE employees. There is a window between 10/7/09 & 11/17/09 to perform work (if it infringes upon corridor). ○ Brice Mechanical’s efforts are focused on completing the isolation valves replacement before the cold weather hits and the boilers are fired back up for the winter season. ▪ 14th Floor Remediation – per CPM ▪ The punchlist work on the 23rd & 24th floors will be completed this week (BOE will need to move/store spare furniture in misc. offices). <p>c. Delays</p> <ul style="list-style-type: none"> ▪ The selected site where current lease negotiations were currently underway are deemed unsuccessful and the “deal is off”, therefore the 19th floor employees internal swing shall be determined at a later date and incorporated into the CPM schedule. 	<p>PMB</p> <p>JLS/PMB</p> <p>JLS/PMB</p> <p>DGS/BOE</p> <p>BOE</p>

	<p>d. Inspection & Safety Notes</p> <ul style="list-style-type: none"> • The verbal and e-mail documented amended protocol, as it relates to the 14th floor Men's restroom. DGS does not see the repairs as a temporary fix but as permanent, however BOE views as a temporary fix until such time any future water event will require penetrating into this area in the future whereby making it temporary fix. ▪ It was discussed at length regarding HTI's observation LCD's completing the water damage assessment and Brice's schedule to complete the work in a timely manner. It was agreed that JLS will pop the tiles in close proximity to the VAV locations, HTI will complete their observation, and LCD will document the information for the purposes of finishing the building wide water damage assessment work. This will occur in 3 successive days/nights and be ahead of Brice Mechanical work. 	HTI/LCD/ JLS
III.	<p>Old Business</p> <ul style="list-style-type: none"> ▪ Cash flow analysis and carpet funding, BOE requests a mandatory meeting as soon as possible with all parties to review all funding BOE has transfer or identified to complete the project. Bob C. to set up a meeting with Jim M., Caroline C. and Liz H. DGS to delivery the current 3 page estimate to BOE today. Cash flow is holding up funding for carpeting on successive floors (also noted that carpet mills will be closed for 2 weeks during the Christmas/New Year season). 	BOE/DGS
IV.	<p>New Business</p> <ul style="list-style-type: none"> ▪ The next floor to interview is 16. LCD would like to schedule 16 & 17th floor interviews ASAP. LCD to schedule all future floor by floor interviews and continue to coordinate with BOE to complete all interviews as soon as possible and not wait for the floors to temporary swing space out. 	LCD BOE
V.	<p>Other</p> <ul style="list-style-type: none"> ▪ N/A 	
VI.	<p>Next Meeting</p> <ul style="list-style-type: none"> ▪ September 23, 2009, 10:30 am, BOE, Conference Room 2221. 	

MEETING MINUTES

Project: Board of Equalization Mold Remediation - Work Order 125828
Issue Date: September 25, 2009
Conference No.: 18
Date & Time: September 23, 2009, 10:30AM
Location: Board of Equalization Building, Conference Room 2221

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Item	Description	Action
I.	Corrections or additions to previous meeting minutes <ul style="list-style-type: none"> ▪ None to report. 	
II.	Schedule / Progress <p>a. Current Status – Revision dated 9/16/09 was hand delivered last week to BOE.</p> <ul style="list-style-type: none"> ▪ Official start Date: 9/21/2007 (12/12/2007 = NTP to JLS) ▪ Official Close-out Date = 12/11/2010 (pending outcome of 19th floor move) ▪ Physical Work completed by 10/30/2010 <p>b. 3-Week Look-Ahead Schedule: A copy was distributed at the meeting and will be attached to meeting minutes.</p> <p>Greg Sheehan (JLS) reported the following:</p> <ul style="list-style-type: none"> ▪ Brice Mechanical – VAV schedule <ul style="list-style-type: none"> ○ Floors remaining to be completed Floors 1-10. Replacement of flex hoses & valves continuing as scheduled with BOE. ○ 1st Floor change out to be determined. Work will be completed before or after regular Board Meeting. DGS to verify Board Meetings dates prior to scheduling the work. ▪ Brice Mechanical – Isolation Valves <ul style="list-style-type: none"> ○ 4th Floor was completed last night. ○ 1st Floor DGS requested HTI’s clearance of bulk samples in writing. Brice Mechanical plans to complete replacement of the isolation valve and relocation to a serviceable level. Currently the valve is located 12 feet above the 1st floor ceiling height. Work will be completed tonight. This will complete all floor isolation valves. ▪ Floor 14 Remediation – HTI’s has cleared last containment, and DGS awaiting LCD’s clearance. Final walk through on floor is scheduled for 10/5/09. ▪ Floor 23 BOE Board Members furniture not matching and DGS reported limited inventory to match all furniture. BOE/DGS will walk floor after the meeting to determine outstanding punch list items. ▪ Floor 11 BOE IT staffs have signed waivers and will check the new MSF voice/data connection and labeling to V/D closet. The final walk through will be Tuesday, 9/29 at 1:30 pm. BOE/DGS/JLS to meet in the elevator lobby. 	<p>PMB</p> <p>JLS/PMB</p> <p>PMB</p> <p>HTI</p> <p>JLS/PMB</p> <p>LCD</p> <p>DGS/BOE</p> <p>DGS/BOE/JLS</p>

	<p>c. Delays Remediation work for floor 19 will be delayed due to unavailability of location to relocate floor staff to; next schedule issued will incorporate Floor 19 (call center) moving out of building November 2010.</p> <p>d. Inspection & Safety Notes</p> <ul style="list-style-type: none"> • BOE reported a respirator mask was found on the 23rd floor tagged as JLS property. • A discussion regarding timing of samples by HTI was raised as a concern by LCD (1st floor clearance results from HTI were delayed). HTI stated BOE had not authorized week-end sampling fees for the lab. HTI will provide BOE a budget number if weekend lab analysis will be required by COB. HTI will estimate (5) possible events that may occur in the future. DGS will notify BOE by 12:00 noon on the Thursday prior if such an event is scheduled. 	<p>DGS</p> <p>JLS</p> <p>JLS/LCD/HTI/ PMB</p>
III.	<p>Old Business</p> <ul style="list-style-type: none"> ▪ LCD would like to schedule interviews for floors 16 & 17 for next Wednesday PM. BOE will confirm day and time later today. ▪ BOE/DGS met earlier today regarding financial status. Form 22's will be prepared for the issues discussed at this meeting and ready for signature. DGS will hand carry to BOE. 	<p>BOE</p> <p>BOE/DGS</p>
IV.	<p>New Business</p> <ul style="list-style-type: none"> ▪ DGS requested that floor 19 flex hose replacement in the evidence vault be scheduled as soon as possible; BOE will need to provide an escort. BOE noted that work may be done during regular business hours. BOE to confirm with floor department head and send notice to DGS. Work includes (2) flex hoses and should take 4-5 hours without any problems encountered during the change out. LCD and HTI will first complete their assessment and Brice will follow. 	<p>BOE/PMB</p>
V.	<p>Other</p> <ul style="list-style-type: none"> ▪ BPM requested BOE notify the staff to place flyers on the designated area and not on the new painted walls. BOE has made numerous and continual efforts to notify staff of the established policy. BOE authorized BPM can remove any signs not posted in the "designated areas". 	
VI.	<p>Next Meeting</p> <ul style="list-style-type: none"> ▪ September 30, 2009, 10:30 am, BOE, Conference Room 2221. 	

MEETING MINUTES

Project: Board of Equalization Mold Remediation - Work Order 125828
Issue Date: October 5, 2009
Conference No.: 19
Date & Time: September 30, 2009, 10:30AM
Location: Board of Equalization Building, Conference Room 2221

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Item	Description	Action
I.	<p>Corrections or additions to previous meeting minutes</p> <p>CYount noted the following corrections:</p> <ul style="list-style-type: none"> ▪ Last paragraph on page two, noted that only two telecom staff and one IT staff have signed waiver to access this floor prior to HTI's final re-occupancy testing. ▪ Under "Delays", noted that remediation work for floor 19 will be impacted by the timing and cost of moving phone system for the "call center". ▪ Under "Inspection & Safety Notes", second bullet, strike 1st sentence and revise to read "A discussion regarding timing of samples by HTI was raised as a concern by LCD and a miscommunication when clearance/sampling would be completed for weekend work". 	PMB
II.	<p>Schedule / Progress</p> <p>a. Current Status –</p> <ul style="list-style-type: none"> ▪ Official start Date: 9/21/2007 (12/12/2007 = NTP to JLS) ▪ Official Close-out Date = 1/14/2011 ▪ Physical Work completed by 12/2/2010 ▪ Changes will be made to Floors 5 & 1 – an updated CPM schedule will be issued at next weeks meeting. <p>b. 3-Week Look-Ahead Schedule: A copy was distributed at the meeting and will be attached to meeting minutes.</p> <p>Greg Sheehan (JLS) reported the following:</p> <ul style="list-style-type: none"> ▪ Brice Mechanical – VAV schedule <ul style="list-style-type: none"> ○ 9th Floor to finish tonight, floor 8 (2) flexes/valves to be completed tonight and the remaining to be completed tomorrow night. ○ JLS requested Saturday work for 7th Floor and BOE to check with appropriate personnel if Saturday work will be OK. ○ 2nd & 4th Floors are completed. ○ 22nd floor scheduled for 10/19/09, to finish off this floor. ○ 1st Floor planning meeting is scheduled for Saturday 10/17/09, 8:00 am to get the game plan for first floor. Participants include LCD, HTI & JLS. BOE will verify with management if this is okay. ▪ Brice Mechanical – Isolation valves are completed throughout the building. ▪ Floor 14 final walk-through on floor is scheduled for 10/5/09. Time to be determined, BOE staff to check their calendars and notify Mike M. ▪ Floor 15 move will be added to the agenda for next weeks meeting. 	<p>PMB</p> <p>JLS/PMB</p> <p>JLS</p> <p>BOE/JLS</p> <p>BOE JLS/LCD/ HTI</p> <p>BOE/DGS PMB</p>
	<p>c. Delays</p> <ul style="list-style-type: none"> • None <p>d. Inspection & Safety Notes</p> <ul style="list-style-type: none"> • None 	
III.	<p>Old Business</p> <ul style="list-style-type: none"> ▪ LCD interviews are scheduled for today (16th Floor) and tomorrow (17th Floor). 	

IV.	New Business <ul style="list-style-type: none"> ▪ BPM stated that 2 days are required to start the boilers. BOE will ask staff to report cold areas once the boilers are fired-up. Tentatively, BPM plans to start-up, Friday 10/24/09. ▪ CYount complimented the team on how well Floor 11 has turned out. 	BOE/BPM
V.	Other <ul style="list-style-type: none"> ▪ Bob Courtnier will be out of the office for 2 months for surgery. ▪ Tim Bow will be attending the BOE Board Meeting on 10/6/09 for DGS. 	
VI.	Next Meeting <ul style="list-style-type: none"> ▪ October 7, 2009, 10:30 am, BOE, Conference Room 2221. 	

MEETING MINUTES

Project: Board of Equalization Mold Remediation - Work Order 125828
Issue Date: October 12, 2009
Conference No.: 20
Date & Time: October 7, 2009, 10:30AM
Location: Board of Equalization Building, Conference Room 2221

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