

MINUTES

THE SOUTH CAROLINA PUBLIC SCHOOL FACILITIES COMMITTEE GUIDE REVIEW MEETING

**Rutledge Building, Room 1000
Columbia, South Carolina**

**March 29, 2012
10:00 A.M.**

Voting Members Present: Jacqueline Myers, Chair; Delisa Clark, PE
K. Mark Faulk
(Proxy for H. Ashley Johnson)
Donza Mattison, AIA

Voting Member Not Present: John Butler, CPA; H. Ashley Johnson, PE
Eddie Rodelsperger; Emma Souder, AIA

Advisory Member Present: Ronnie Hall; Greg Hughes Michael T. James
Steven Jenkins, PE; Cindy Wright, AIA

Teleconference Member: David Blackwell

Advisory Members Not Present: Kim Aydlette, Esq. Jim Britton, CCM
Michael Chewning, AIA
Catherine Graham, MEBME
Rick Holt; David Lindsay
Jeffrey Reynolds, AGC; Chris Whitley

Recorder: Juliet Berry

OPENING - WELCOME

Ms. Myers, Chair, introduced herself and welcomed everyone to the South Carolina Public School Facilities Committee Guide Review meeting on March 29, 2012.

DECLARATION OF QUORUM

Ms. Myers declared a quorum present.

APPROVAL OF AGENDA

Ms. Mattison made a motion for approval of the agenda. Seconded by Ms. Clark. The Motion carried.

APPROVAL OF MINUTES

Ms. Clark made a motion for approval of the minutes. Seconded by Ms. Mattison. The Motion carried.

DISCUSSION OF REVISIONS TO 2012 SC SCHOOL FACILITIES PLANNING AND CONSTRUCTION GUIDE

REVIEW OF MINUTES AND PROPOSED CHANGES *FROM MARCH 22, 2012*

David Blackwell asked to amend the minutes to reflect his attendance at the last meeting. After discussion, the committee approved the amendment.

Changes noted in the meeting minutes from the previous meeting were discussed.

DIVISION 1 GENERAL REQUIREMENTS

There was no additional discussion on the changes to this division from the last meeting and the consensus was to accept the changes as shown in the draft.

DIVISION 2 DESIGN AND CONSTRUCTION PHASE REQUIREMENTS

Mr. Jenkins noted that language in 204.1 and 205.1 has not yet been revised as approved by the committee. The new language now reads:

204.1 One set of District approved construction document plans sealed in accordance with state statutes and regulations shall be submitted for all projects. Incomplete plans or specifications will not be reviewed until all information has been received.

205.1 One set of bid documents sealed in accordance with state statutes and regulations shall be submitted to the OSF. Plans may be paper or in electronic format.

SECTION 206 CONSTRUCTION PHASE

Mr. Faulk noted that a comma was missing in 206.3.4 after “inspector”. The new language now reads:

206.3.4 The design professional and contractor are required to attend the inspection. The design professional must invite representatives for the district, the contract inspector, the State Fire Marshal’s office and the local fire department to attend the inspection.

Mr. Jenkins noted that there is inconsistent language between 206.4.7. After discussion, the census of the group was to change this to language as noted in 206.3.4. The language now reads:

206.4.7 The design professional, contractor and a representative of the State Fire Marshal's office are required to attend the inspection. Representative(s) for the district, the contract inspector and the local fire department must be invited to attend the inspection.

Mr. Jenkins noted that language in 206.6 repeated that of 206.5. Ms. Mattison requested consideration for a date or deadline to be included in the requirements to help ensure timely project closeout. After discussion, the consensus of the group was to change the language in 206.6 and add time information to 206.5.3. The language now reads:

206.5.3 The design professional, district and the OSF have agreed to a date for project closeout.

206.6 Project Closeout: All outstanding documentation must be submitted to the OSF at project closeout.

DIVISION 9 CONSTRUCTION PHASE

This division has been integrated into other sections of the Guide and is now deleted.

Mr. Faulk requested information to be provided in the Guide to direct a site review for changes that will not result in a permit. After discussion, the consensus of the group was to add that information to the site selection, development and disposal division.

There was no additional discussion on the changes shown in the minutes from the last meeting and the consensus was to accept the remaining changes as shown in the draft.

New proposed changes were discussed.

FORM F1

Ms. Clark presented proposed language for Form F1. Ms. Myers requested that the reference to the Board in the last paragraph and the signature line be removed because the responsibility outline in the form is more appropriately assigned to the Superintendent. Ms. Clark suggested deleting the estimate cost per square foot and the detailing of funding sources because the information is not relevant to the evaluation and approval of the waiver. After discussion, the consensus of the group was that Ms. Clark will provide a revised form with proposed language for the committee's consideration.

FORM F2

Ms. Clark presented proposed language for Form F2. Ms. Myers requested that additional information be noted in the utilities section. Several formatting issues were discussed and Ms. Mattison suggested that a list of attachments be added to the form. Ms. Clark will request the opinion of legal about the note "Is the site free of conditions and nearby installations that endanger the life, safety and health of children". After discussion, the consensus of the group was that Ms. Clark will provide a revised form with proposed language for the committee's consideration.

FORM F3

Ms. Clark presented proposed language for Form F3. Ms. Mattison suggested that Area of Refuge be added to page 6. Ms. Wright suggested that the table on page 7 be expanded so that interior and exterior conditions of the bearing and non-bearing walls can be noted separately. Ms. Wright suggested that the soils table and the wind and seismic table would only need to have one column of information. Ms. Mattison suggested that the information for the live load would be more appropriately provided by occupancy group than area. Ms. Mattison requested consideration in the plumbing table for information related to occupancies such as assembly that may overlap requirement for other adjacent occupancies. Ms. Wright noted that "Agency" in the electrical table needs to be changed to "District". Ms. Wright requested clarification about the information to be provided in the energy information table. After discussion, the consensus of the group was that Ms. Clark will provide a revised form with proposed language for the committee's consideration.

SITE EVALUATION FORM

After discussion, the consensus of the group was that Ms. Clark will provide a revised form with proposed language for the committee's consideration.

FORM F4

After discussion, the consensus of the group was that Ms. Clark will provide a revised form with proposed language for the committee's consideration.

FORM F5

After discussion, the consensus of the group was that Ms. Clark will provide a revised form with proposed language for the committee's consideration.

FORM F6

After discussion, the consensus of the group was that Ms. Clark will provide a revised form with proposed language for the committee's consideration.

FORM F7

After discussion, the consensus of the group was that Ms. Clark will provide a revised form with proposed language for the committee's consideration.

ADJOURNMENT

Ms. Mattison made a motion to adjourn. Seconded by Ms. Clark. The meeting adjourned at 12:14 p.m.