

MINUTES

THE SOUTH CAROLINA PUBLIC SCHOOL FACILITIES COMMITTEE GUIDE REVIEW MEETING

**Rutledge Building, Room 806
Columbia, South Carolina**

**March 15, 2012
10:00 A.M.**

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

Teleconference Voting Member: Emma Souder, AIA

Voting Member Not Present: H. Ashley Johnson, PE

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

Teleconference Advisory Member: David Blackwell

Advisory Members Not Present: Kim Aydlette, Esq.; Michael Chewning, AIA
Jim Britton, CCM; Catherine Graham, MEBME
Ronnie Hall; 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 15, 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 Mr. Rodelsperger. The Motion carried.

APPROVAL OF MINUTES

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

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

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

DIVISION 1 GENERAL REQUIREMENTS

Section 105 SCOPE OF RESPONSIBILITY

105.6.3 Ms. Wright requested clarification of the authorization to proceed. Ms. Clark suggested adding “to the District and copied to the design professionals”. After discussion, the consensus of the group was to accept the proposed language.

Section 109 PERMITS

109.4 Ms. Wright suggested adding permit references for hazardous waste and disposal, septic tank systems and Cosmetology. After discussion, the consensus of the group was to accept the change.

Section 110 GENERAL BUILDING, MATERIAL AND SYSTEM REQUIREMENTS

110.6 Ms. Mattison suggested replacing the word Safety in the first line with coordination to more accurately reflect the nature of the plan. Ms. Wright suggested wording to clarify the plan needs to consider work that is completed in phases. After discussion, the consensus of the group was to accept the proposed language.

DIVISION 2 DESIGN AND CONSTRUCTION PHASE REQUIREMENTS

SECTION 202 SCHEMATIC PLAN SUBMITTAL

202.3 Ms. Wright suggested changing “Drawings” to “Floorplans” to more accurately represent the intention of the submittal. After discussion, the consensus of the group was to accept the change.

SECTION 203 DESIGN DEVELOPMENT SUBMITTAL

203.2(3) Ms. Wright suggested adding language to clarify both the actual and assumed property lines should be shown on the plans. After discussion, the consensus of the group was to accept the change.

203.2(11) Ms. Wright suggested adding language to add “and proposed contours” to more accurately represent the intention of the submittal. After discussion, the consensus of the group was to accept the change.

203.3(4) Ms. Wright proposed language to more accurately represent the intention of the submittal. After discussion, the consensus of the group was to accept the change.

203.4 Ms. Mattison requested clarification of the last sentence. After discussion, the consensus of the group was to delete wording after “design intent”.

There was no additional discussion on the remainder of the changes from the last meeting and the consensus was to accept the remainder of the changes as shown in the draft. All information from Divisions 5 and 6 have now either been relocated or deleted. These Divisions are now considered deleted.

New changes proposed were discussed.

Ms. Clark presented proposed language to move relevant information from Division 7 to Section 204 for the committee’s consideration.

**DIVISION 2 DESIGN AND CONSTRUCTION PHASE REQUIREMENTS
and**

DIVISION 7 CONSTRUCTION DOCUMENT PHASE

SECTION 204 CONSTRUCTION DOCUMENT SUBMITTAL

204.1 The information in Sections 702.1, 702.2 and 703.1.1 was reworded and shown as 204.1. Ms. Clark further suggested that a reference to “District approved” be included. After discussion, the consensus of the group was to accept the proposed language and delete the information from Division 7.

702.3 This information is already included in the code and will be deleted. After discussion, the consensus of the group was to delete the material.

702.4 This information is already included in the code and will be deleted. After discussion, the consensus of the group was to delete the material.

702.5 This information is already included in electrical requirements and will be deleted from this section. After discussion, the consensus of the group was to delete the material from this section.

702.6 This information is already included elsewhere in the Guide and will be deleted from this section. After discussion, the consensus of the group was to delete the material from this section.

702.7 This information is already included in the code and will be deleted. After discussion, the consensus of the group was to delete the material.

702.8 This information is design preference and should be the responsibility of the District in conjunction with the design professional to determine. After discussion, the consensus of the group was to delete the material.

702.9 This information is recommended to be moved to Division 3 and will be deleted from this section. After discussion, the consensus of the group was to delete the material from this section.

204.2 The information in this section is new but maintains consistency with requirements in previous sections. Ms. Mattison further suggested that references to front end documents and alternates be included. Mr. Rodlesperger suggested the requirements be listed for clarification. After discussion, the consensus of the group was to accept the proposed changes in general and review new language proposed by Ms. Clark.

703 The remainder of the information in this section is already included elsewhere in the Guide and will be deleted from this section. After discussion, the consensus of the group was to delete the material from this section.

DIVISION 2 DESIGN AND CONSTRUCTION PHASE REQUIREMENTS

and

DIVISION 8 BIDDING AND AWARD PHASE

SECTION 205 BID PHASE

The information in Section 803 was reworded and shown as 205.

205.1 Mr. Jenkins proposed language to include notification to the OSF of any changes to the construction document set that may not be a result of a review comment. Ms. Clark suggest including a transmittal form for each submittal phase where information can be communicated. After discussion, the consensus of the group was to accept the proposed language and delete the information from Division 8 and Ms. Clark will propose language for the transmittal forms for the committee's consideration.

205.2 Ms. Clark proposed a change to report the status of the permits to conform with previous requests. After discussion, the consensus of the group was to accept the change.

The committee discussed information to be considered for the next meeting and the consensus of the group was that Ms. Clark will develop proposed language for the incorporation of Division 9 into the new Division 2, revised language for Forms 3 and 6 and new language for the transmittals for the consideration of the committee. This information will be distributed at the next meeting.

ADJOURNMENT

Ms. Mattison made a motion to adjourn. Seconded by Ms. Clark. The meeting adjourned at 12:00.