

**Alley Meeting Notes
December 18, 2012**

Attendance: James Prochaska, Roger Warner, Melissa Hopkins, Craig Ness, Emily Messa, Dean Roberts, Kevin Rigdon, Rachel Bush

1. Alley Contract Update – Dean Roberts/Emily – Contract has been delayed by one year but both projects will continue less the trailers and Alley IT needs. A Phase II project will be started in early Fall 2013 to prepare for their arrival and needs at that time. A needs reassessment may need to occur at that time to ensure proper programming.
2. Fire/Life Safety Project Update – James Prochaska – Scheduled to do the final test of the fire pump the week of January 6th and upon passing existing system can be demoed.
3. Budget & Trailer Discussion – Melissa/James/Group - Trailer was removed from project and James is updating project and CRDM Request portion. Updated PCB and PFA to be sent to Craig Ness and Dean Roberts by January 4th for their final approval. Phase II to be determined in fall of 2013 and will not be included.
 - a. Selection update of Contractor – process and next steps – James Prochaska – waiting on committee to score so selection can be submitted to Dr. Carlucci for approval.
 - b. Construction Schedule Wortham Theatre Renovation – pending selection and negotiation above.
 - c. Grove Schedule – for now we will keep the schedule for design and if additional roadwork/scope is added (including money) during this phase schedule will require revalidation/adjustment.
 - d. Initial design meeting was held and minutes distributed to the team.
 - e. A follow up charette has been scheduled for Friday, January 18th and parties have been notified.
 - f. Quads Space Discussion – No action has been taken, awaiting further College Direction.
 - g. Other/Next Steps

Meetings: Note there will be no meeting on January 15th due to above action items and schedule timing.

Next Meeting to be on Tuesday, January 29th at 9am 226 E. Cullen

January 29th Agenda Item:

1. Budget Update – James
2. Fire Life Safety Project Update –James
3. Grove Design Session Update from 1/18/13 Update - Roger
4. Construction Contract Update - James
5. Overall Project Schedule Update – James/Roger
6. Next Step/Other/Open Items