

WSSC Addition Committee Meeting
Working Notes
June 25, 2015, 10:30 a.m.
WSSC Room 208

Committee Members in Attendance:

Frank Finneran, Chair Deryl Brown-Archie (by teleconference)
Jerry Hillis Craig Schafer

WSSC Staff / Consultants in Attendance:

Linda Willanger, VP Administration Ed Barnes, VP Operations Chip Firth, CFO
Matt Hendricks, General Counsel Matt Griffin (PSG) Matt Rosauer (PSG)
Becky Bogard (by teleconference)

Visitors

Tim Smith, Skanska/Hunt Kevin McCain, Skanska/Hunt
Stefan Moritz, UniteHERE Sherilyn Anderson, Wells Fargo

Finneran called the meeting to order at 10:30 a.m. Deryl Brown-Archie and Becky Bogard attended by phone. He then outlined the project in general terms and the need to stay within the funding sources.

From the consent agenda, the Committee unanimously voted for the following:

1. Approval of the minutes from the May 19, 2015 Addition Committee meeting.
2. Ratification of the contracts of \$150k or less, approval of the contracts over \$150k for subsequent ratification by the Board, and review of the contracts over \$1 MM for subsequent approval and ratification by the Board – all from the contract log dated June 2015 and distributed in advance.
3. Approval of the Draw Funding Request #6 for \$1,224,458.

General

Griffin again stated that the progress was generally good and underscored Finneran's comments about diligence to keep the balance between funding sources and uses.

Schedule

Griffin gave a brief update on the land transactions and didn't see any of the purchases on the critical path to start of construction at this time. He expected most to be done by year-end, but could be six months later without impacting the critical path.

As always expected, the entitlements are the critical path to start of construction. PSG is negotiating a Memorandum of Understanding (MOU) with the City for additional rights and resources in scheduling the process. PSG and the Department of Planning and Development (DPD) are trying to improve the baseline schedule before it is attached to the MOU. PSG expects the MOU to be signed in July.

Financing Plan (Budget and Sources)

Griffin explained that there were no major changes in the Financing Plan since the last month. With the GC/CM selected, the team will do a detailed analysis of the construction budget, which drives about 75% of the total budget. Griffin explained that the team was developing a residential plan for the co-development site west of Terry Avenue and a commercial building plan for site east of Terry Avenue.

Quality

For the Early Design Guidelines (EDG), Rosauer explained the need to generate three alternatives for the main WSCC site and each of the two co-development sites. Each of these will have a preferred alternative. The preliminary drawings for this are due at the City on 7/1/15 for the meeting scheduled on 7/21/15.

The current design includes about 500 new parking stalls. PSG has worked with the consultants to complete a parking plan for use of the existing stalls and new stalls to satisfy the needs of WSCC and co-development, and PSG has provided a plan to WSCC staff and Finneran. Finneran asked if there was a best practices study of parking stalls at other similar centers? Griffin responded that LMN conducted this. Finneran asked that staff provide him with their comments this week, so he could meet with Jeff Blosser and conclude the decision by 7/1/15.

Skanska/Hunt, the selected GC/CM, brings Mel Jones to the team for outreach. Jane Lewis is coordinating a plan with him, Regina Glenn, and Tony Johnson.

The GC/CM selection process had been approved at the WSCC Special Board meeting early in the day. In working with the team, Finneran told PSG to select the best service providers for the Addition as part of the design process and to coordinate with the WSCC staff when appropriate.

Contracts

With GC/CM selected, the next step is to sign the preconstruction contract, which PSG expects to occur in the next week to 10 days. The Board had earlier approved the signing of this contract.

Miscellaneous

PSG reported that it expects a draft Community Workforce Agreement (CWA) from the Building and Trades Union. Rosauer and Griffin have discussed including provisions for outreach in the CWA.

On a potential marshalling yard for trucks, Finneran asked that PSG now turn that over to WSCC staff, but he didn't see a need until the new Addition opened.

Although Nyhus has now been hired and is developing the overall communication plan for the development of the Addition, WSCC and PSG will continue to handle press inquiries as they have for the last six months. No matter who receives the call, if it's operations oriented, it will be sent to the WSCC. If it concerns development of the Addition, it will be sent to PSG.

The meeting was adjourned at 11:40 a.m.