

**BALLROOM CONSTRUCTION REVIEW COMMITTEE
OF THE RENO CITY COUNCIL
BRIEF OF MINUTES
October 29, 2007**

The Ballroom Construction Review Committee of the Reno City Council held a meeting at 11:05 a.m. on Monday, October 29, 2007 in the 7th Floor Caucus Room (Room 709) in City Hall.

PRESENT: Councilpersons Dortch and Aiazzi and Mayor Cashell.

ABSENT: None.

ALSO PRESENT: Deputy City Attorney Shipman and City Clerk Jones.

1.B. APPROVAL OF THE AGENDA – October 29, 2007.

It was moved by Councilperson Aiazzi, seconded by Councilperson Dortch to approve the agenda.

Motion carried.

1.C. APPROVAL OF THE MINUTES – October 8, 2007.

It was moved by Councilperson Aiazzi, seconded by Councilperson Dortch to approve the minutes.

Motion carried.

1.D. Public Comment

NO ACTION WAS TAKEN ON THIS ITEM.

2. Status report on the Ballroom Project, including construction progress, budget and financial status.

Rick Cooley, Harris & Associates, City of Reno construction manager representative, presented a construction progress update. He stated that the glass arrived last week, and Clark & Sullivan will begin working two shifts five days a week beginning November 5, 2007 to make up for lost time. Mr. Cooley said that an updated financial statement is being prepared, and approximately \$25,000 remains in the contingency fund.

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2. Status report on the Ballroom Project – continued

Discussion ensued regarding events scheduled for the Ballroom during January and February 2008.

3. Discussion and potential direction to staff regarding the Ballroom Building and what it should be named.

Mayor Cashell stated that he is waiting for several individuals to respond to his queries about naming the Reno Events Center and Ballroom Building.

Mr. Cooley asked if they should move forward with signage using the same size and type of lettering used at the Reno Events Center.

Mayor Cashell responded that the same size and type of lettering used at the Reno Events Center should be used for the Ballroom facility.

The Committee authorized staff to proceed with ordering the Ballroom signage.

4. Discussion and possible approval of Change Order No. 8 (CCA #8) for \$90,986.

8a: Add Storm Drain Manhole \$3,548 – Added manhole due to rerouting of storm drain line to avoid water meter vault.

8b: Building Department Changes \$29,236 – Changes to the contract documents required by the Building Department in order to receive a Building Permit.

8c: Generator Enclosure Modification (\$1,236) – Net credit for reducing the overall length of the emergency generator enclosure.

8d: Revised Floor Elevation \$19,082 – Additional compensation to correct elevations on the contract plans after the prefunction slab-on-grade was placed. Revised sketches were issued to correct this issue inside the prefunction area as well as adjusting the grades and adding a planter outside the building to compensate for the difference in elevation.

8e: Exposure of SW Sewer Line \$3,425 – Additional compensation due to the discovery that the existing sanitary sewer location was not shown per plan causing additional excavation and backfill.

8f: Added Roof Drains \$11,275 – Add roof drains and additional plumbing for two entrance canopies along east side of the building.

8g: Circuitry for Lighted Bollards \$3,654 – Add electrical circuitry for lighted bollards along North Center Street.

8h: Modify Door and Frame B205 \$163 – Modify roof access door and frame B205 from 3'-0" x 7'-0" to 3'-0" x 4'-4 1/2" due to roofing and structural bracing conflicts.

8i: Revisions to RTU-7 \$20,242 – Revisions were made to the ductwork for RTU-7 by the design engineer due to anticipated airflow problems with the doors between the northern ballroom entrance and the kitchen area.

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4. Discussion ... Change Order No. 8 (CCA #8) for \$90,986 – continued

8j: Interior Door Frame Changes \$1,597 – Change interior door frames from knock-down to welded construction per manufacturer’s recommendations.

8k: Added Hot Water Heater Circuits \$0.00 – Only one (1) electrical circuit was provided for the three (3) hot water heaters, three (3) circuits are required.

Mr. Cooley explained that of some of the change orders have been under negotiation for several months, and approximately \$4,000 of additional change orders are pending.

Councilperson Aiazzi asked what changes were necessitated by Building Department requirements.

Mr. Cooley stated that the Building Department required several physical changes that were beyond the scope of the contract document. He said that these changes included a public service manhole on Fourth Street, and civil engineering items such as adding railings to the ramp and relocating the fire annunciator panel.

Councilperson Aiazzi and Mr. Cooley discussed changes that had to be made in the floor elevation at the southeast corner of the east entrance to the facility, and stated that a mistake between the civil and architectural drawings necessitated the work.

Discussion ensued regarding whether the City should pay for the mistake.

Randy Brown, Morris & Brown Architects LTD, stated that the City does not have to pay for the work necessitated by the mistake in the drawings; that the additional work would not have been necessary if they (the architects) had drawn the grades correctly.

Councilperson Aiazzi asked if Morris & Brown Architects will reimburse the City for costs associated with the additional work.

Mr. Brown stated that the City owes Morris & Brown approximately \$50,000.

Jon Shipman, Deputy City Attorney, stated that billing issues with Morris & Brown Architects are still under review.

Councilperson Aiazzi and Mr. Cooley discussed revisions to the ductwork.

It was moved by Councilperson Aiazzi, seconded by Councilperson Dortch to approve CCA #8.

Motion carried.

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5. Discussion and possible approval of Change Order No. 9 (CCA #9) for \$37,416. Public Art Modifications \$37,416 – Modifications required in the prefunction area and the two North Center Street entrances in order to accommodate the Public Art Component that was designed post bid.

Mr. Cooley discussed details of the request.

Councilperson Aiazzi asked if the modifications were included in the original budget for the Ballroom's public art component.

Skip Leedy, Public Works Civil Engineer, stated that this request is for work not included in the original artist's contract.

Councilperson Dortch asked if money is available for the additional work.

Mr. Leedy stated that the contingency fund will be used to pay for the additional work.

Discussion ensued regarding the electrical contractor's costs for installing structural supports for the art, and the total cost (\$455,000) of the public art component of the project.

Councilperson Aiazzi suggested the possibility of soliciting funds from the Arts and Culture Commission to help pay for cost overruns related to the public art portion of the project.

It was moved by Councilperson Aiazzi, seconded by Councilperson Dortch to approve CCA #9.

Motion carried.

Mayor Cashell stated that Clark & Sullivan should be asked to solicit bids for audio/visual equipment upgrades on behalf of the El Dorado and Silver Legacy.

Discussion ensued regarding the process of awarding the bid and paying for the equipment, and issues related to scheduling installation of the equipment.

MEETING ADJOURNED AT 11:32 A.M.