



**A G E N D A**  
**MARINE SCIENCE CENTER AD HOC COMMITTEE**  
**March 22, 2019 at 10:00 AM**

Call to Order

Approval of Minutes

- 1 Meeting Notes from March 1, 2019

Old Business

New Business

- 2 Solar Panels

City Manager Comments

Adjournment

- 3 Update on Project

**MARINE SCIENCE CENTER AD HOC COMMITTEE**  
**Meeting Notes**  
**CITY OF TYBEE ISLAND**  
**March 1, 2019**  
**10:00 am**

Attendees: Wanda Doyle, Shawn Gillen, George Shaw, Maria Procopio, Craig Clements, Bubba Hughes, Matthew Schivera, Bill Mock, Matthew Leib

Shawn called the meeting to order.

Shawn called for a motion to approve the minutes from the January 8, 2019 meeting. Wanda made a motion. Maria seconded. The minutes were approved.

**Update on Project**

Matthew Schivera provided the committee with a meeting agenda prepared by West Construction Company.

Schivera stated that Tom Olson and Chad Z from Kern Company needed to be added to the invite list for all future committee meetings. He will forward the contact information.

Matt Leib stated a lot of progress has been made over the last couple of weeks.

- 56 foundations are in, the balance will go in Monday through Wednesday of next week.
- Column forms will be delivered Wednesday. The first columns will go up Wednesday.
- GA power arrived to take care of electric to pole and removal of equipment.

Leib advised the committee the biggest safety issue and concern he has is pedestrian traffic interacting with construction traffic. He has contacted Danny Carpenter to see if he has any warning signs to put up.

The committee discussed the need for improved communication with filming production traffic and sudden changes in venue. Productions companies are required to submit an application/notification to City Hall of request for venue change. Shawn stated that he personally tries to enforce this by routine on site check-ins.

The committee discussed the urgency of obtaining and posting pedestrian warning signs.

Maria asked if there had been any "site invasions" by island visitors.

Leib replied there have been no issues at this time.

*A quorum of city council members may be present which would constitute a meeting.*

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact Jan LeViner at 912-472-5080 promptly to allow the City to make reasonable accommodations for those persons.

Schivera stated there was some concern last week with construction traffic going to the wrong places. He asked if the signs have helped.

The committee discussed the issues and agreed that the signs have helped. There was discussion of using larger signs with arrows.

The committee discussed the need to work on tourist parking as the season approaches.

Leib discussed night lighting in preparation for the PT slab to go in. He advised this is a large volume of concrete that will be poured at 2 AM and will require lighting. This is scheduled end of April through May and poses a problem due to the Sea Turtle Ordinance.

The committee discussed the issue.

Leib made a suggestion that Danny Carpenter offered. He suggested having a sign up for a couple of turtle walk volunteers to come out when the night pours are performed. These volunteers know what to look for and where to look including the location of every nest on the island.

The committee discussed the suggestion and agreed it was a great idea.

Leib advised the committee that the pours would take place between 2am and 4 am, approximately two times per week from April to May. He stated this needs to happen between these hours to avoid a concrete truck being stuck in traffic. Concrete can be on a truck for a maximum of 90 before the load is ruined.

Shawn suggested that the lighting could be directed downward and not toward the beach.

The committee discussed getting the message out via social media and possibly letters once exact dates of pouring are determined.

Leib stated that GA Power has taken care of the security camera pole.

Shawn advised the committee that Multivista would be starting their documentation in March. They have been hired to use their camera to monitor the site. The camera will take photographs (in a documented sequence) of the process of the structure being built. We have the ability to go back in the record if needed. It is also documentation for the building inspector. Approximate cost is \$3,000.

Schivera discussed the project schedule, updated 2/28/19.

- He stated that he is in the process of pricing out the shell package documents that were delivered last week, line item 14 Shell Package SOV (schedule of values).
- He would like to set a time to meet the week of March 18 to review that budget.
- He would like to set a target date of March 20 to have the building permit issued.
- They are ready to start framing on top of the podium slab June 1.

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Schivera discussed document control.

- He stated they are waiting for the post tension slab designer to return his drawings after the structural engineer comments.
- There is an RFI outstanding.
- Kern is trying to determine if a sump pump is necessary in the elevator pit.
- There are two change orders pertaining to structural revisions (attached) with a potential impact of \$42,000. There is one for a sump pump which is pending at this time.

The committee discussed the amount council approved for Shawn's purchasing authority. Shawn stated he can approve spending up to \$10,000.

Shawn stated that he will approve two separate change orders.

- \$6,291 for footing and rebar changes due to structural revisions.
- \$3,717 for electrical (adding column conduits for exterior light fixtures).

There will be an additional change order that will need council approval. Craig will review with Kern's office. He will forward this information to the committee.

Schivera advised the committee that there will be more structural revisions. Some of these are part of the shell of the building that have to be incorporated in to the foundation. He stated this is part of the GMP2 but we need to do some of that work as part of GMP1

Shawn asked if we could make an adjustment to the GMP2 contingency line.

Bubba stated GMP2 has to be approved by council once it is ready.

Schivera stated it will be ready early May.

The committee discussed the discussed how much was in contingency.

- GMP1 - \$100,000
- GMP2 - \$175,000

Schivera asked about the status of pre-construction fee.

Shawn replied that he approved the payment on Wednesday (2/27). Barry stated he signed the check.

Schivera asked if there were any St. Patrick's Day events scheduled they needed to plan for.

Wanda replied the Irish Heritage Parade was scheduled 3/9 and occurs on the south end of the island.

George stated we get crowd on Savannah's St. Patrick's Day celebration.

Shawn advised the committee that special traffic protocols will be put in to place during that time.

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The committee discussed the Orange Crush event. The dates are uncertain at this time. There are social media announcements for Thursday, April 19 – Sunday, April 21 and also Thursday, April 25 – Sunday, April 28.

Maria stated that the Turtle Trot Race may be cancelled due to the amount of people on the island for Orange Crush.

The committee discussed the need for monthly meetings. It was decided to meet the fourth Friday of each month at 10:00 am and adjust as needed.

The committee discussed the proposed path for surfers and safety concerns associated with it.

Wanda asked Bubba if it would be appropriate for a motion to be made with the Ad Hoc Committee to take this back to council for further review because of safety concerns with West Construction.

Bubba replied it wasn't necessary.

### **Solar Panels**

Maria requested that this item be moved to the next meeting agenda.

Shawn agreed to postpone.

Maria shared a photograph on her tablet of a rooftop installed with flat solar mats.

The committee discussed exploring options and bringing back to the next meeting.

Shawn asked for a motion to adjourn. Wanda made the motion. Maria seconded. The meeting was adjourned.

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