

Project Number 2112  
E-Builder Project Number 100105  
Lanigan Room 25 Conversion  
Meeting Minutes  
October 10, 2017

Please note: TMA Project Number = 2266, subprojects have been created for each shop. Shop supervisors are responsible for creating any and all work orders for their shop for this project. Shop supervisors are also required to follow proper protocol and review work orders with the EH&S department. 3rd shift order of responsibilities emergencies, projects, work orders

Project Scope:

- Divide the room, using the existing cage wall system found in Penfield Library basement
- Build a sheetrock wall to help support the cage that has a locking 36" wide new door.
- Add a firestop at corridor wall (hole where large pipes penetrate the wall)
- Remove insulation from large pipes
- Insulate large pipes
- Install existing light fixtures from Wilber Hall to work in conjunction with current lighting
- Paint wall surfaces only
- The concrete floor will remain the same
- Power and networking (2 computers / 1 phone) is needed on the south side of the new sheetrock
- Purchase new riveted shelving for along north wall
- Additional power needed inside cage for battery charging (look at existing locations)

Project Schedule:

Construction: Fall 2017

Present: Mark Dixon, BTC; Lysa Norris, BTC; Mike Izyk, BTF; Andy DeWolf, BTC; Dave Goewey, BTF; John Ferlito, ES; Jacob Richardson, ES; Fred Matteson, PS; Jason Mirisoloff, FS; Tedra Marshall, FS

- Discussed current scope
  - a. Lighting complete
  - b. Pipe insulation removed complete
  - c. Pipe re insulation complete (via contractor)
- Schedule
  - a. Starting Sunday October 15<sup>th</sup>
  - b. Material list to supervisor (by end of this week)
  - c. Finish date (2 – 3 weeks)