

TMA Project Number 2238
E-Builder Project Number 100158
Mahar 212 - 213 Space Reassignment
Meeting Minutes
July 24, 2017

Please note: TMA Project Number = 2238, subprojects have been created for each shop and are listed below. Shop supervisors, please create any work orders required for this project.

Project Scope:

Proposed Room 212

- ¥ The history department has ordered new tables for the room
- ¥ The history department will keep the existing black chairs (new)
- ¥ The room will need a new whiteboard 4' x 16' (ceramic and magnetic)
- ¥ The existing wiremold will be removed and the room will be patched and painted

Proposed Room 213

- ¥ Will house five stations divided by the existing office panels currently located in Room 212
- ¥ Power and data will be provided to each station
- ¥ The existing chalkboard will be removed and all walls will be patched and painted
- ¥ The key functions of the rooms will be reversed

Present: John Ferlito, ES; Jacob Richardson, ES; Kevin Knopp, FS; Lysa Norris, BTC; Tedra Marshall, FS; Frank Byrne, History; Terri White, History

BTC TMA Sub Project 2241:

1. Possible wall patch after wiremold and chalkboard are removed
2. Move five sets of office panels (only one is attached to the wall)
 - a. Will move prior to electrical work being completed
 - b. Will set up in Room 213 prior to other furniture being moved into the room (July 31, 2017)

BTF TMA Sub Project 2240:

1. Patch and paint Rooms 212 and 213 (use existing color)

CA TMA Sub Project 2239:

1. Will move 1st phase of furniture on July 31
 - a. All furniture will be moved out of Room 213
 - b. All desks will be moved out of Room 212 and placed in Room 213
 - c. Furniture will need to stay in corridor for a short time

EL TMA Sub Project 2242:

1. Room 212 - all outlets to remain

2. Room 213 - work with CTS to provide raceway for relocating the network cables from Room 212 to Room 213
3. Room 213 - install new wiremold, which will provide network/power to six locations within the room

EH&S TMA Sub Project 2041:

1. Remove chalkboard and screen in Room 213

CTS:

1. Room 212 networking and old phone cables should be demoed where applicable
2. Provide six networking cables to Room 213 (using layout provided)
3. Remove computers/printer - install after construction is complete

General Contractor:

1. The history department and campus inventory were asked to remove any access furniture by July 28, 2017

General Notes:

Purchase new whiteboard if one is not available through campus stock