


Memorandum

CS Memorandum No. 1390

To: Distribution

From: Beverly Ward, CMB/Risk Management Assistant 

Date: March 8, 2013

Reference: Project No. M544.1, Contract No. CS-149
Task No. 1-8.02, Change Control

Subject: Configuration Management Board Meeting No. 114, Rev 1

Attached please find minutes for Configuration Management Board Meeting No. 114, Rev 1 held on February 20, 2013.

Attachments: CMB Meeting No. 114 Rev. 1 Minutes without attachments

Cc: David Kuehn, STV (w/attachments) david.kuehn@stvinc.com
Shahnam Farhangi, SFMTA (w/attachments)
Albert Hoe, SFMTA (w/attachments)
Arthur Wong, SFMTA (w/attachments)
Joon Park, SFMTA (w/attachments)
Roger Nguyen, SFMTA (w/attachments)
Sarah Wilson, CSP (w/attachments)
Jane Wang, SFMTA (w/attachments)
Aileen Read, CSDG (w/attachments)
CS File No. M544.1.5.0890

Distribution:

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Richard Redmond, CSP
Ross Edwards, CSP
Eric Stassevitch, CSP
Mark Latch, CSP
Mark Benson, CSP
Beverly Ward, CSP

CMB Meeting Minutes #114 Rev 1

DATE: March 08, 2013

MEETING DATE: **February 20, 2013**

LOCATION: 821 Howard St, Main Conference Room

TIME: 3:00 PM

ATTENDEES: J Funghi (JF), R. Edwards (RE), M. Benson (MB), M. Latch (ML), R. Redmond (RR), E. Stassevitch (ES), B. Ward (BW), L. Zurinaga (LZ), B. Lebovitz (BL)

COPIES TO: Attendees: S. Farhangi (SF), J. Park (JP), A. Hoe (AH), R. Nguyen (RN), A. Wong (AW), J. Wang (JW), S. Wilson (SW), A. Read (AR), D. Kuehn (DK)
File No. M544.1.5.0890

REFERENCE: Project No. M544.1, Contract No. 149 Task 1-8.02
Final Design

SUBJECT: Configuration Management Board Meeting # 114 – Rev. No. 1

RECORD OF MEETING *(Italicized text indicates status update of open items)*

(Revisions to the meeting minutes are shown as underlined text)

ITEM #	DISCUSSION	ACTION BY DUE DATE
4- 01/30/13	<p>1252 – R. Redmond presented for information an issue escalation write up as discussed between the Contractor (BIH) and SFMTA regarding the unresolved issue of payment of indirect costs for Time related changes. Using COR 008 TIA of 7days related to (COR 001, 002 and 003) as an approach for setting precedence where time is involved the proposed Joint Resolution: SFMTA agrees to review and payment of “Time Related/variable Indirect Cost Only and OH cost as outline in the General Provision – Article 6.04B and 6.04C that are time related cost. BIH will revise their submittal of indirect costs to align with recent discussions at the RE level regarding acceptable categories of costs. The concept as laid out (see attached) will go forward provided the indirects can be substantiated. A review of the Contractor’s revised categories will be reviewed by the SFMTA Contract Administrator prior to approval given to the Contractor. In addition the SFMTA’s Contract Administrator suggested the language in the “Joint Resolution” section be revised to be more consistent “SFMTA agrees; SFMTA disagrees...” This item will be brought back to the CMB at a later date. <i>02/13: Informational material was submitted outlining the categories considered for agreement for the Contractor’s indirect costs related to impacts/delays. The RE has agreed to the categories but agreement to components of those categories is still pending. The CMB directed the RE to meet with the Contractor to obtain a final agreement on indirects for compensable delays and bring back to the CMB the final unit cost information of the change following the guidelines presented. Status: 02/20 This item was not discussed at this week’s meeting.</i></p>	RR 03/06/13

ITEM #	DISCUSSION	ACTION BY DUE DATE
1.	<p>A review of the outstanding action items requiring follow-up action was discussed. As noted on the Action Item list, one action was completed and is now Closed. The remaining Open action items “due by date” has been extended as noted in the “due date” column. Action items updates were reported as follows:</p> <p>1252 - PCC 02 UMS Headwalls – PCC was withdrawn from further consideration due to complexities related implementing the change and installation of work to remain in place.</p> <p>1252 – COR 033 – Retrieval Shaft – 20” Water Line – An update to the current condition will be given at next CMB meeting.</p> <p>1300 – WP 1254 – SF Planning Request – Planning department requested 5 street trees along Stockton Street. The ECP will be brought back to the CMB along with an estimate. The CMB recommended a response be drafted to Service Planning of what the cost will be from a design standpoint and that they identify a funding source.</p> <p>1252 – Validation that 1300 docs include as built information on asbestos pipe – As built information has yet to be included in 1300 Contract documents, 1252 as built drawings will be included in Addendum #5.</p> <p>1252- Micropiles – As built condition explanation – <u>As built material was provided as requested. M. Latch reported the error in the 21 piles installed at the 60ft height appears to be a design error. The CMB requested the findings be communicated to the Designer as an E&O issue and a corrective action needs identified. In addition (ML) will generate a Quality Surveillance that will document all of the issues associated with the micropile tunnel encroachment. The surveillance will include: a request of the Assigner of Record to provide the root cause of how the encroachment was allowed, as-built and other pertinent information and the Engineers approved rectification (revised tunnel alignments) of the micropile encroachment.</u></p>	<p>MB 02/27/13</p> <p>RE 03/06/13</p> <p>RE 03/20/13</p> <p>ML 03/06/13</p>
2-	<p>The Program Trend/Change Control Log version 02/20/13 was viewed at this week’s meeting. Discussions took place regarding trends and potential changes requested by the 1252 Contractor as follows:</p> <p>Relocation of TBM Retrieval Shaft – Cost analysis has been completed, information expected to be received on 03/04/13. Potential costs (\$6M) is outside of the project scope, and separate funding will be through Capital Project for Transportation (CPT690) to implement change.</p> <p>Segment Measuring Frequency – Contractor is proposing to assemble a QC check ring every 500th ring cast instead of what is the required in the specs of every 100th ring cast. The spec requirement will remain until further evaluation of the process is done. Potential cost exposure is a credit of \$1.3M.</p> <p>Forever 21 and Old Navy Instrumentation Proposal – Property owner would like a modification to the testing instrumentation, requesting fewer sensors be attached to the buildings. This is proposed as a no cost change. Justification required.</p> <p>COR 72 – Ellis Shaft Jet Grout Obstruction – Contractor reported while drilling column R3 of Ellis Shaft hitting an obstructions 52ft below existing grade resulting in the jet grout monitor (bit) breaking off. At this time obstruction is unknown. Potential cost exposure is \$54K.</p> <p>COR 73 – MOS – Unknown 16" Pipe removal @ northwest headwall – Contractor encountered a 16" pipe not shown on Contract plans while installing the 12" waterline at the</p>	

ITEM #	DISCUSSION	ACTION BY DUE DATE
	north headwall of Moscone. Potential cost exposure is \$2K.	
3-	1251 – Approval was given for processing the final CMod and interim payment. Unilateral COR's will be routed to the Contract Administrator today, 02/20/13 for signature. The Program Director requested the signed COR's be sent to the Contractor as soon as possible.	
4 -	Agenda item – CMod Task Force was not addressed at the meeting, however a final report will be written and distributed to the appropriate Program staff.	

ACTION ITEMS

ITEM #	MTG DATE	MTG ACTION DATE	DESCRIPTION	BIC	DUE DATE	STATUS
5	08/08/12	08/29/12	1252 – PCC 1252-02 UMS Headwalls	MB	10/10/12	Closed
1	11/07/12	11/07/12	1300 – WP 1254 – SF Planning Request	RE	03/06/13	Open
3	11/14/12	11/14/12	1252 – COR 033 – Retrieval Shaft – 20" Water Line	SW	02/27/13	Open
2	12/12/12	12/12/12	1252 – Validation 1300 docs include as built information regarding Asbestos Pipes	RE	03/20/13	Open
5	01/30/13	01/30/13	1252 – Micropiles – As built condition explanation	ML	03/06/13	Open
4	01/30/13	02/20/13	1252 – COR 008 - Final unit cost for indirects	RR	03/06/13	Open

Meeting adjourned at 5:25pm

These meeting minutes have been prepared by B. Ward and reviewed by, E. Stassevitch and are the preparer's interpretation of discussions that took place. If the reader's interpretation differs, please contact the author in writing within four (4) days of receipt of these minutes.

Signed:  [initials of preparer & reviewer] Date: 08 Mar 13 [Date review completed]