

Downstream Authority of the Quapaw Tribe of Oklahoma Regular Meeting
March 21, 2012

Meeting Called to Order: 10:10 am

ROLL CALL:	John Berrey, Chairman	Present
	Larry Ramsey, Secretary	Present
	Ranny McWatters, Treasurer	Present
	Marilyn Rogers, Member	Present
	Tamara Smiley, Member	Present

DECLARATION OF QUORUM: announced by Larry Ramsey

Prayer by Ranny McWatters

Construction meeting

- See attached minutes from MCC

Design Review

- Relocated electrical room
 - Lower level
 - Consensus of the DDA on the modifications
- Guest Corridors & Elevator lobbies
 - Change finishes to help reduce issues – wood to stone
 - Change design
 - Less interaction w/ the different products
 - 2 options presented
 - Consensus of the DDA to use option A
- Guest Room entry
 - Inlay tile options presented
 - No decision made still looking for more options
- Spa plan
 - Reviewed finishes for Hotel sales/spa manager office
 - Spa carpets
 - Look for options that closer resemble water
- Entry to 1.5 suites
 - Reviewed layout and vanity location
- FF&E Books presented by Amy Harrell
 - Upholstery on sofa
 - Loomsource FAB-2204, Theata- parchment
 - Dining chair
 - Architect FAB 2201
 - Rush week – crest
 - Both ordered for mock up review.

Q Store

- Matts at door – brown
 - Consensus of the DDA

Tour mock up Room

Adjourn 12:56pm

Meeting Minutes

Detailed, Grouped by Each Meeting and by 'Old Business' and 'New Business'

Downstream Hotel Expansion **Project # 3452** **Manhattan Construction Company**
Tel: Fax:

Owner, Architect, Contractor Meeting 16

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
3/21/2012	10:00 AM	02:00 PM	3/28/2012	10:00 AM	Ronnie Wood	Manhattan Construction Company

Purpose	Location	Next Location	General Notes
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Attended By	Non-Attendees
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Item	Meeting	Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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Old Business

Energy Management System

013-001		1/25/2012 Jim C. to bring Dallas guy next week for numbers. 2/1/2012 Options presented. A shopping list will be created for DDA and presented next week. 2/8/2012 Suites vs. normal rooms will be shown next week. 2/15/2012 MCC to price some of these items, ie. Doorbells in all rooms. 2/22/2012 MCC hoping to have by Monday. 2/29/2012 Need to have info by Tuesday of next week to review prior to Wed DDA meeting. 3/7/2012 - Investigation to occur as to whether or not the bathroom light can be controlled by bed side with the INNCOM system. 3/14/2012 - Faiith Technologies has stated the general labor will be about the same no matter the system chosen. There may be an exercise to price other manufacturer's systems, but all systems will require 120V power to be stepped down. This issued is tabled until 3/21/2012. 3/21/2012 - Faith is still working on options for the doorbell and Do Not Disturb buttons. No matter the manufacturer, it is close to a \$100 part, but the unknown is on wiring and transformer installation. Therefore it will not benefit the project by attempting to purchase from a different manufacturer. The exercise now is attempting to reduce labor on 134 typical rooms.					No
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Re-routing Utilities

013-002		2/8/2012 Storm drain is completed. Force main and water main goes through valet, 4 or 5 days of work. Then Storm sewer. Intent is to get pressure lines relocated first. 2/15/2012 Progressing. 2/22/2012 Sewer and water done by tomorrow. 2/29/2012 Will be complete within a few days. 3/7/2012 Should be complete in a couple days. 3/14/2012 - The storm sewer has been tied in to the existing system, and the fire hydrant is installed. Asbell to flush the waterline today or tomorrow.	Chris Roper (CRCS)				Yes
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Old Business						
	3/21/2012 - Asbell flushed the waterline on 3/19. They are still to add area drains in front of the new hotel, but they are not beneficial to install currently. Asbell is off site now.					
Guest Room Furniture						
013-003	2/1/2012 Amy brought updates and questions. Will address again next week. 2/8/2012 JCJ will have updated presentation for next week. Will coordinate before Wed. 2/15/2012 Amy presented. Decisions made. Both glass and stone table tops for end tables and coffee tables. Both fabric and other on foot stools. 2/22/2012 Choosing contractor soon. 3/7/2012 - New FFE Supplier to come in and visit. Need supplier for mock up and furniture package. 3/14/2012 - Amy to meet with Tim and Bob at 2:00pm today to review furniture selection. Amy to compile furniture book by the end of the week. 3/21/2012 - Mock Ups to be fitted out by Chris, Bob and Tim. They are going to work on several manufacturers to bid. 3 bidders may want to supply the entire package.	Tim Brown (QUATRI)				No
Hotel Flooring						
013-004	2/8/2012 JCJ will set up for Decision Making for next week. 2/15/2012 Very close with new options this week. Will shrink down the swoosh in front of the elevators. 2/22/2012 Terrazzo spec requested so that MCC can put back out to bid (increase in design). 3/7/2012 Terrazo to go out to bid. 3/14/2012 - JCJ provided general layout to MCC. JCJ is to send specification to MCC this week. MCC is to go out to bid after a conference call with American Terrazo to consult on colors, joint planning, additives and finalizing the specification. 3/21/2012 - MCC has not seen specification yet. Will there be turquoise, pearl, etc? We may have to go through several rounds of color samples. MCC waiting to bid until terazzo composition is evaluated.	Grace Fabian (JCJ)				No
Back Up Generator						
013-005	2/1/2012 Pricing options for different types of generators and configurations to come from MCC and ME. ME to look at used generator. 2/8/2012 MCC will have options next week. 2/15/2012 Options presented. Decided to run conduit and plan for future generator but not buy yet. 2/29/2012 Have selection on how to be roughed in. 3/7/2012 - Dale Oglesby has sources for equipment, but no confirmation on exactly what is available and at what cost. 3/14/2012 - Downstream is looking at and reviewing options in-house. Intent is still for MCC to provide conduits for future use. 3/21/2012 - DCR still looking at options. MCC still going to rough in.	Ernie Caruthers (QUATRI)				No
Guest Room Shower Tiles						
013-007	1/11/2012 Presented metal tiles again, options of 10" x 20" or 10"x10", Ranny and Steven want recessed soap dishes considered or corner shelves. 1/18/2012 Will address in Mock-up.	Kristina Ennis (JCJ)				No

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Old Business						
	2/1/2012 Still need alternate for metal tile. 2/15/2012 JCJ is still looking. 2/22/2012 Will be determined in Mock-up. Mike to be here Monday. 2/29/2012 Still missing metal tile replacement. JCJ to present options next week. 3/7/2012 Several options presented, still reviewing cost per tile. 3/14/2012 - Need a dozen samples. 3/21/2012 - JCJ to bring some samples next week.					
Chiller Tie-In						
013-008	1/25/2012 Chiller Tie-ins - Mechanical contractor will need to get with Criswell asap. When temp is over 40 degrees, can't shut down chillers. 2/8/2012 MCC has not yet awarded Mechanical but contractor is aware. Need to start scheduling this pretty quick. 2/22/2012 Allen's Mechanical prepping for tie-in. 2/29/2012 Criswell sent out sketch. Need to further disseminate data to all team members. 3/7/2012 New sketches are available. Manhattan stated they have not seen the revised sketches. Temperatures are currently too high to make the tie-ins. Some parts are a six week lead item. 3/14/2012 - Meeting request sent out for tomorrow at 8:30am to coordinate prep work and shut down between the facilities staff, Owner, MCC and Allen's Mechanical. 3/21/2012 - Allen's has been prepping for tie-in this past week, hoping for cold snap, but will probably attempt to freeze the line. M/E Engineering may have some other options for the tie in.	Jim Criswell (MEENGR)				No
Guaranteed Maximum Price						
013-010	Proposed breaking out scope that is known today as "Mini GMP": concrete, steel, etc. Need to be 100% bought out by late April. J Thompson says one GMP of \$35M. 2/22/2012 Within 2 weeks. 2/29/2012 Still on track for dollars. Docs to come out: MEP on 9th, other finishes on 13th. 3/7/2012 MCC must have final GMP when the bank requests. Licensing issues should be complete within the next day or two. Initial bank funding should have a March closing. 3/14/2012 - DDA has final signed document as of today. Should be pushing to close by the end of the month. NIGC to require about 30 days. Schedule targets for what is to be accomplished by April 1st, 15th, and 30th. 3/21/2012 - DDA waiting on Dec. Letter	John Thompson (ETP)				No
Window Washing System						
013-011	Window washing system? (JCJ asks) 2/22/2012 Discussion for number of hydrants on roof and tie back system. 2/29/2012 JCJ adjusted on Add #1. 3/7/2012 - Grace with JCJ has done tie back system and completed all requirements 3/14/2012 - MCC to get ProBell pricing and at least one other company. JCJ provides performance spec and general layout over beams, then ProBell or other contractor is responsible for final design and installation. 3/21/2012 - MCC out to bid on an Engineered System.	David Anderson (MCC)				No

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Ceiling Specification							
013-012		Ceiling spec requested - Writer won't be back until next Friday. JCJ will work within next week. 2/29/2012 MCC's # is an allowance on lobby level, rest is solid. 3/7/2012 - Bid packages included an Armstrong perforated wood tile. The lower level includes a SF number of hard lid and ceiling tile. The lobby level has an allowance of \$240,000. 3/14/2012 - Wood ceilings to be distributed between millwork and drywall contractor. Wood ceiling over lounge is be through millwork and wooden ceiling system is through the drywall contractor. 3/21/2012 - No action. Waiting for April 6th issue from JCJ.					Yes
Balcony Doors							
013-013		2/29/2012 Balcony Doors - JCJ chose system and will issue another Addendum in response to RFI 12. 3/7/2012 - Will address in mock ups to make final decisions. 3/14/2012 - To be mocked up. 3/21/2012 - RFI to be issued about straight window with radius wall.	Ronnie Wood (MCC)				No
Planters							
013-014		2/29/2012 JCJ - DDA wants to look at planters for lobby level. 3/7/2012 - Being incorporated into design. 3/14/2012 - Built in Planters vs. Portable Planters to be discussed. Planters may affect HVAC, curtain wall glass and flooring. 3/21/2012 - On April Drawings.	Grace Fabian (JCJ)				Yes
Door Schedule							
013-015		2/29/2012 Door schedule / Frames for hollow metal - MCC to get with JCJ on deliverables. 3/7/2012 - MCC requests a door frame package, especially on the guest room floors. No doors to be installed in vending areas. 3/14/2012 - MCC has mock up door information, and guest room doors are to match existing, so the possibility of purchasing guest room doors exists. Final door schedule to be on April 6, 2012 issue from JCJ. Coordination between JCJ and Downstream to occur regarding which doors require card swipe/reader access. 3/21/2012 - By April 6th.	Grace Fabian (JCJ)				Yes
Recommendation Letters							
014-002		3/7/2012 Would like to bring pool contractor on board. MCC to perform due diligence on pool consultants or Seaside Pools and Joplin Pool and Spa, Vaughn Pools, etc. Possibility of a saltwater system? Design, Build and Maintain contractor? 3/14/2012 -Drywall on the table today for recommendation. Also included are dock levelers and OH doors. Existing balcony rails have been stated to be aluminum with two coats instead of this project's spec of galvanized steel and two coats. MCC to send approved submittals from original project and price the two options. Work in progress to hire a design build pool	David Anderson (MCC)				No

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Old Business

contractor. Color Kinetics to review non functioning lights on existing tower.
3/21/2012 - None today. Next week to have pool and fire suppression. MCC and Chris Roper to review and interview either Tuesday afternoon or Wednesday morning. David Anderson to post option for saltwater type pool on SmartBid.

Mock Up Room

015-001		3/14/2012 - The exact materials and finishes are to be utilized in the mock up room. All lighting to be operational, including lamps. HVAC to have grilles and diffusers, no ductwork. Have locations & panels in proper locations for review. 3/21/2012 - Review suite layout today after meeting. Outlets to be installed Ground wire up, and there is to be no shared neutral wiring circuitry. Suite electrical Layout to be revised.	Jason Schafer (MCC)				No
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New Business

Patio Design

016-001		3/21/2012 - JCJ to investigate Overhead trellis/ pergola with incorporated fan, misters, electrical outlets, possibly adding supports off of the face of the structure.	Kristina Ennis (JCJ)				No
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Cc:	Company Name	Contact Name	Copies	Notes
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