



**8/30/2018**

**Mary Queen of Peace Parish Life Center Project Update: Meeting Recap & Next Steps**

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**Attendees:** Meeting Kyle Wareing, Kinghorn, Father Kaluza, Carol Lutgen, Jeff Nadeau, Anne Smith

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1) **Century Link**

The Century Link Engineering group is confirming their pricing for the work that needs to be done. Once they receive confirmation, they will forward an agreement for our approval of the cost to move the lines. Hopeful they will have tomorrow or Tuesday. Once the agreement has been signed it is estimated to take 8 weeks for completion.

In order to get the project moving, Father provided approval Kinghorn to proceed with installing the 3 underground conduits for the CenturyLink relocation with the caveat that we will need to review expenses in the next few weeks to ensure we stay within the project budget.

2) **CenterPoint Energy**

CenterPoint Energy has completed abandoning the existing services and they are on track to have the new services to the school, the red shed and the Parish Life Center installed by September 17th. The gas service for the Church has not been interrupted and should not be at any point in the future so the kitchen will not be impacted.

3) **Site work** will begin Tuesday, September 4. Contractors will be on site to put in the conduit for power, Irrigation and parking lot lights. Work will also be done to run the sleeves for Century Link Lines (see #1). Expect this work to take 5-6 days. After this work is completed, work will begin on soil stabilization, fire hydrants, base asphalt, etc.

4) **Electronic Message Center:** Request for Proposals are being sent out to various vendors for the Electronic Message Center that will be located near the corner of Memorial Drive and CR81.

6) **Project Costs/Soft Costs** – Kinghorn has provided MQP with a listing of all of the invoices that they have paid to date. A meeting with this group will be scheduled in the next week to make ensure the project is on track and to identify soft <incremental> costs that are required to complete the building, as well as ensure that addendums to the contract are completed as needed.

7) Kyle will advise the team between meetings as **project updates** are available.

**Next Meeting:** September 6