



Site meeting 3rd Aug 2015

Attending – Andrew, Marta, Jose D, Hugo, Mario Dias, Jorge Cerilo, Carolina (Hugo’s assistant), Jose Fernando.

C.c. James, Tor, Richard, Vanessa,

Points discussed:-

1. Agreement of previous meeting minutes

OK

2. General work progress

The structure is close to completion with only the roof structure around the elevator to be completed. Estimated 2 weeks.

The structure subcontractor has not provided as many workers as needed during the whole process, which has resulted in a 3 week delay to the project. Lux have promised to speed up other processes in order to recuperate the time lost.

The basement internal walls are complete and preparation is being made to continue the brick work on the ground floor.

The entrance pillars have been constructed at 2.4m from the front door instead of 3.4m. This is being corrected at no cost to the client obviously. The plans were misread.

3. H&S report and action

The site needs to be kept tidier for better safety and general working conditions.

4. Site inspection and report by client ‘fiscal de Obra’ (Jorge Cerilo)

Attached

5. Resolution of issues

- The main drain has been connected to avoid the use of a sewer pump. This was however 3.5m deep which incurred added work and costs to execute. This cost will not be passed on to the client but will be compensated in the cost saved on not needing the sewer pump.

6. Updating of plans

Up to date but Hugo needs to provide pdf's to update the web page.

7. Work Schedule on time or not?

3 weeks late

8. Sanitary ware

Vanessa need to provide sanitary ware first fix parts to site as soon as possible.

9. Quantity assessment of July payment request by Lux on 3rd Aug.

The payment request for July from Lux is low (€57k) which reflects the delay. This has been checked and is OK.

10. Contractors report

Attached

11. Architects report (Hugo)

Attached

12. Planning approval update

Engineer from Ferca delivered plans for the licensing project. Hugo will submit this week.

13. Miscellaneous points

- Elevator model is Schindler. Vanessa and client to select finishes. Brochure already provided.
- HVAC plan is now defined. The design is more comprehensive than the original quote, which will have a cost implication.

- Climalgarve are to provide a detailed design with the definitive specification this week.
- Lux are to requote for the extra glass door added in the basement pool.
- Stone samples are to be provided this week with product already added.

14. Next monthly meeting dates.

Thursday 3rd Sept 2015 on site at 11am. All reports need to be submitted by 2nd Sept.

Any queries or omissions, please inform me as soon as possible.

Many thanks

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