MINUTES
DOWNTOWN CONSTRUCTION COORDINATION MEETING
Friday, April 24, 2009
10:00 AM
Location: City Hall, 5th Floor Conference Room

Attendees:
City staff: Freda Burns, Charles Chavoustie, Tammy Gillikin, Tammy Halstead, Rick Henn, Herb King, Ihsane Mouak, David Speer, Naymond Sunkins
Contractors/Utility Company Representatives: Chad Cowger, William Freed, Tim Kearney, Jeremy McCormick, Amy Rice, Dale Skidgell, Gaylene Watson
HRT: Bill Buggy, Ben Ernst, Heather Stein
Other Organizations: Mary Miller

Welcome and Introductions

Ongoing Projects

- **Granby Tower** (Freda Burns, City of Norfolk – Public Works)
  - No new developments.
  - Bute Street is reopened for metered parking on the south side. Parking is temporary and will be removed for LRT.
  - Expect HRT bus stop to be moved to the south of Charlotte Street when utility relocations begin at the intersection of Charlotte and Granby Streets.

- **Wells Fargo Center** (Chad Cowger, Clancy & Theys)
  - The name has been officially changed from Wachovia Center
  - Office Tower:
    - Pouring Concrete on the Low Roof (Level 23)
    - MEP rough-in up through Level 17
    - Metal Stud framing continuing through Level 15
    - Precast Erection up to Level 14
    - Window Installation continuing on Level 1 and Level 7
    - Masonry on south elevation in Parking Levels
  - Parking Garage
    - Precast Erection Complete – contractor completing welding
    - Concrete Washes and Slab on Grade continuing
    - MEP rough-in continuing
    - Elevator installation has this month
    - Interior/Exterior caulking continuing
    - Window installation continuing
  - Site
    - E.V. Williams continuing with Storm and Sewer work on Freemason Ave.

- **Residence Inn** (Ben Morris, Clancy & Theys)
  - Hotel Grand Opening is scheduled for May 8, 2009.

- **Belmont at Freemason** (Ben Morris, Clancy & Theys)
  - Building 2B (270 W. Bute St.)
    - Masonry/concrete work is currently being completed for unit porches
    - Curb/gutter replacement has begun, pavers to follow.
    - Balconies are being coated
    - Interior units currently being punched out
    - Will be arranging for TCO inspection on May 15th, CO on June 1st.
  - Building 2A (269 York St.)
    - Tower crane to be removed May 29th.
    - Masonry work complete
- EIFS work has begun, to have 5 week duration.
- Debris nets are in place at all scaffolding locations where EIFS work is taking place as well as vacuums.
- trim work and painting has begun through 4 floors.
- will be going for CO inspection August 1st.

- Building 1A (270 York St.)
  - structure is topped out
  - membrane roof dried in by May 1st.
  - window install roughly 75% complete
  - MEP is currently roughing in.
  - masonry precast to begin May 11th.

- Building 1B (250 York St.)
  - structure is topped out
  - membrane roof dried in by May 22nd.
  - window install roughly 35% complete
  - MEP is currently roughing in.

- Website:  http://www.kotarides.com/property/belmont_freemason.html

- **Freemason Utility work** (David Speer, City of Norfolk – Utilities)
  - Dunmore Street
    - Sidewalk restoration to be performed. Expect 1-2 weeks for completion.
  - Yarmouth Street
    - South of Bute Street intersection, sewer construction progresses down to College Place.
    - Freemason and Yarmouth Street intersection closed. Expect 3-4 weeks for intersection closure.
    - Freemason from Yarmouth to Duke will close within the next 3 weeks
    - Cobblestones will be stored and put back in when work is done.

- **Tazewell Building Addition**
  - Work continues

- **Commodore Maury Office Building** (Bill Freed, FCM Company)
  - Found a way to avoid full closure of Freemason Street.
  - May need a closure for no more then 1 day for penthouse structural steel work.
  - 2 weeks to install penthouse floor. 3 weeks for penthouse roof.
  - Various interior work continues.
  - Elevator arrives June 29th 2009 will need 8 week to install.
  - Going to Design Review for screen wall located in city easement.

- **The Tide (Light Rail)** (Ben Ernst, HRT)
  - Contract 20 (Harbor Park to NSU)
    - Holt Street open
    - Work continues outside of the roadway
  - Contract 30 (NSU to Newtown Road)
    - Grading along alignment continuing.
    - Sub-base being placed.
    - Military Hwy and Ingleside Road crossings are closed for sub-base grading. A temporary road will be used for Ingleside area access.
    - Girder placement continues.
  - Contract 40 (EVMS to Harbor Park)
    - Fort Norfolk
      - Continued preparation for track installation.
      - Eastbound lane of Brambleton Avenue remains closed.
      - Overhead Cantenary System (OCS) pole foundations have been placed west of Colley Avenue to the Smith Creek Bridge rail bridge.
    - York Street
      - Work will started this month will continue through July 2009.
• Work along the West York Street alignment will be in two phases.
  o Phase 1: the south side of West York Street is closed with traffic shifting to the north side of the street. Sidewalk accessway has been constructed.
  o Phase 2: the north side of West York Street will be closed with traffic shifting to the south side of the street.
• On street parking was removed.
• West York Street work includes demolition, relocations, sewer line and track installations. New curb, gutter, and pavement will also be installed. Work will be by Verizon, VNG, and Skanska. They will coordinate their work and then flip to the other side.
• Work will be from 7:00 A.M. to 5:30 P.M.
• Parking arrangements for has been made with NOAA for those affected along York Street.
• OCS foundations will be set along the alignment on York, Duke, and Bute Streets during May (schedule pending)
  ▪ Botetourt and York Street intersection
    • The intersection will be closed 3 times during construction.
    • It will be reopened if no work is taking place in the intersection
  ▪ Brambleton Avenue – West bound lane closure.
    • Work to widen the roadway will take place between Yarmouth Street and the Brambleton Avenue Bridge.
    • Work will last until June 2009.
  ▪ Monticello Avenue
    • Work to install water lines and other civil work begins between City Hall Avenue and Market Street.
    • Sidewalk access will be maintained.
  ▪ Harbor Park
    • Crews will work during Tides away games
    • Traffic patterns will be reversed during Tides home games.
    • Crews have moved into City Hall Plaza and started demolition. Work will continue until August 2009.
  o Contract 60 (Traction and Power)
    ▪ Site preparation started.
  o Contract 80 (Yard and Shop)
    ▪ Site being surveyed
  o Contract 150 (Building Demolition)
    ▪ Kirn Library interior demolition continuing with additional asbestos abatement required.
    ▪ Baylor demolition is underway.
    ▪ Parking lot behind the Baylor building is being used to prepare debris for transfer away from the site.
  o Website: http://www.ridethetide.com/

• **Brooke Avenue Streetscapes** (Herb King, City of Norfolk – Public Works)
  o Contractor working on western portion of Brooke Avenue.
  o Demolition completed
  o Electrical conduit is being installed
  o Curb and Gutter is starting the week of May 3rd 2009.

• **Armed Forces Memorial** (Herb King, City of Norfolk – Public Works)
  o Work continues
  o Masonry work is on going and should be completed in 3 weeks. Demolition Completed.
  o New bridge installation will take place in 6 weeks. Existing bridge will be utilized in the mean time.

• **Town Point Park** (Herb King, City of Norfolk – Public Works)
  o Work continues
  o Intermittent lane closures will continue through opening day, July 4, 2009
- April 30, lane closure for light installation
- Future lane closures for deliveries are being coordinated
  - Brick pavers completed next 2 weeks.
  - Sod being placed for landscaping.
  - Ticket booth completed in the next 2 weeks.
  - Water service being installed for fountain.
  - May 9, 2009 – hard hat tours start
  - June 5th 2009 – Punch list and walk through
  - Webpage:  [http://www.festeventsva.org/mini-site/turning-point-park-project](http://www.festeventsva.org/mini-site/turning-point-park-project)

- **Private Utility projects**
  - Cox Communications (Freda Burns, City of Norfolk – Public Works)
    - Relocation work:
      - on Saint Pauls Blvd. (along the rail alignment)
      - on Plume Street (along the rail alignment)
      - on W. Bute Street (along the rail alignment)
  - Dominion Virginia Power (Gaylene Watson – DVP)
    - DVP continues to work on LRT relocations.
    - The Service installation for the Freemason Baptist Church can’t start until the work at Freemason and Monticello street intersection has been completed by Clancy and Theys and the intersection has been opened. This is to facilitate deliveries and valet parking at the Mall.
    - Work will be permit on the Freemason Baptist Church from 10:00 p.m. to 5:00 a.m. Mr. Bill Mifflin is to contact Ms. Freda Burns.
    - Ms. Ihsane Mouak from Norfolk Development asks DVP to follow-up on the street lights at the Belmont at Freemason site.
  - Additional Notes (Freda Burns, City of Norfolk – Public Works)
    - DVP’s relocations contractor for LRT continues work on Monticello Avenue this month heading towards Charlotte Street. The contractor will also work in Charlotte Street, Granby Street and Monticello Avenue in the month of May. See attached details.
  - HRSD (Tim Kearney - HDR Engineering, Inc. for HRSD)
    - Contractor will complete work in the Bank/Plume intersection around May 1.
    - Bank Street work is next. Plume Street will reopen to two-way traffic during Bank Street and Atlantic Street work.
    - Contractor will move to Plume/Saint Pauls within the next 2 weeks. Schedule is being coordinated with the ROW Coordinator.
  - Verizon (Jeremy McCormick - Verizon)
    - Working in same location as VNG at York Street.
    - Coordinating with VNG and Skanska to use the same trenching locations for all utilities installations.
    - Will be extending a manhole to the face of curb at Bute and York Street intersection.
    - Also working on Wells Fargo Center service install into building.
    - Installing a box for service at the Commodore Building for new feed.
  - VNG
    - Working in same location as Verizon at York Street.
    - Coordinating with Verizon and Skanska to use the same trenching locations for all utilities installations.

**Upcoming Projects**

- **Virginia Arts Festival Building** (Amy Rice, Clancy & Theys)
  - Working with Verizon on locating service conduits. Will contact City to coordinates work. They are expecting work to start in soon, but no site work will commence until Verizon relocates the service conduit.
  - Site plan has been resubmitted.
  - Permitting meeting Friday, May 1, 2009

- **TCC Student Center**
  - Contractor is coordinating installation of service laterals for the site.
• **Westin Hotel & Conference Center** (Ihsane Mouak, Norfolk-Development)
  - Planning continues

• **Hampton Inn** (Ihsane Mouak, City of Norfolk - Development)
  - Currently in design review.

**Other**

• **Special Events** (Mary Miller, Downtown Norfolk Council)
  - **Norfolk Tides** –
  - **Azalea Festival** – April 27 to May 3, 2009
    - Opening Ceremony at Scope, April 27, 2009 5:00 p.m. Contractors were asked to shut down from 2 pm – 6pm for the ceremony.
    - Court Coronation at Half Moone Cruise Center, May 1, 2009 12:00 noon
    - Annual Parade of Nations in Downtown Norfolk, May 2, 2009 10:30 a.m. Published route Starts at Harbor Park to Water St. onto Waterside Drive, right on to Plume St., left onto Granby St. Parade ends at the corner of Granby St. and Freemason St. Contractors were asked to safe up their sites. Link to parade information here: [http://www.norfolk.gov/PublicWorks/pdf/azaleafestival.pdf](http://www.norfolk.gov/PublicWorks/pdf/azaleafestival.pdf)
    - Queen’s International Ball at Half Moone Cruise Center, May 2, 2009 9:30 p.m.
    - NATO Fest at outdoor park MacArthur Mall Center, May 3, 2009 12:00 noon to 3:00 p.m.
  - **Virginia International Tattoo** - Scope Arena May 1, 2009 7:30 p.m., May 2, 2009 7:30 p.m., May 3, 2009 2:30 p.m.
  - **Walk for Arthritis Foundation** – Stockley Gardens May 2, 2009 9:00 a.m.
  - **Cruise Ship in Port** – May, 2 2009
    - Royal Caribbean International – Grandeur of the Seas
      - 2,446 Passengers
      - Turn-around
      - Arrival time: 7:00am; Departure time: 4:00pm
  - **Well Theatre** – May 2, 2009 6:30 p.m. to 11:00 p.m. The Spirited Soiree
  - **Harrison Opera House** - May 2, 2009 at 7:30 pm, Czech National Theatre Ballet

• **Construction Considerations** (Freda Burns, City of Norfolk – Public Works, Lt. Joe Branning, City of Norfolk – Police)
  - Contractors are advised to:
    - Please submit permit applications for road closures 14 days in advance to allow for notifications and coordination with residents, businesses, events, other projects, and closures in the area.
    - Please be aware of the noise levels throughout the day/night and be considerate of those who live and work downtown. Permit hours will vary based on location and proximity to residences and businesses.
    - Please keep dust under control and work sites and surrounding areas clean. Consider using mesh fencing. DVP is using mesh on Monticello in front of the mall; Clancy & Theys - Belmont at Freemason also set a great example by picking up trash all the way to the river in Freemason.
    - Please take care not to park trucks, heavy equipment, commercial vehicles, and personal vehicles in such a way that they block access to businesses and other entrances. Parking spaces are for business patrons only. Please make this clear to your sub-contractors as well as your crews. Cars will be ticketed and/or towed.
    - Please consider parking at a satellite lot (such as Harbor Park) and bus in crews from a designated parking lot; similar to what Clancy & Theys has been doing for the Wachovia Center project. Contact Linda Davis,
Parking Administrator (757-664-6222) to make similar arrangements.  
The website:  
http://www.norfolk.gov/Parking/default.asp

- Please spend money downtown and in Freemason because it helps to maintain positive community/contractor relations.

**Next Meeting:**  Friday, May 29, 2009, location DNC Conference Room, 201 Granby Street, 1st floor

Minutes submitted  
by Charles Chavoustie, City of Norfolk  
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