

Meeting Minutes

BAC Construction Meeting

Dec 21, 2013

Attendee: Karl Watson, Saddam Ahmad, Arun Roy, Shah Haleem

- A) 1st week of Nov visual inspection was done by Dwane Davis
- B) Noticed some issues which will be brought to TRZ builders. BAC paid \$400 to the inspector
- c) Building needs to be wracked by TRZ builders

Karl reported

- 1) MUD – inspection report. MUD Engineer to meet the MUD Authority for a Platting Engineering Meeting DEC 23 with Harris County to sign PLAT .
- 2) Once PLAT signed on DEC 23rd then all the documents will go back to MUD engineering dept in Harris County. Per Karl all these should be done no later than Jan 7th.
- 3) 7 days waiting for the Bissonnet MUD to sign

MEP

- 4) Per Karl all HVAC/Electric/Plumbing drawings have been completed

Action Items:

- 1) Karl is the point of contact (POC) all the drawing been completed as of DEC 21st, 2013.
- 2) All civil drawings done & issued permit is good until end
- 3) Construction permit good until end
- 4) Once Plat is signed and 2nd floor design the revised, Karl to release all blue prints to Bangladesh-American Center.

Drawings:

- 1) Karl has hired AMC to address structural Engineering for interior support for mezzanine floor
- 2) Karl hired AMC to identify the especially to gages of the interior studs. Cost is \$1200. We approved \$1000 instead of \$1200. Invoice was also approved by Saddam Ahmad.
- 1) Karl to design upstairs floor with several rooms for 1. BAC Clinic 2. Contemplation Room 3. Library