

BRC Partner Meeting Notes

February 15, 2012

Visitors Center River View Room

2:15 - 2:40 p.m.

Attendees: Dave Erickson, Cathy Ballard, Jamie Rainey, Hope Barron, Donna Osborne, Bill Cullins, LeAnne Byrd, & Michelle Trubenstein

Construction Update - Donna Osborne reported that the City Council passed to execute the contract for the construction of the BRC. The contract should be back in the next two weeks. The construction will include the storefront area, and a new roof. There is a pre-construction meeting at the BRC on Feb 29th and construction should start March 1st.

Grant Update – Cathy Ballard mentioned the grant needs a few things to be completed such a MOUs, bid estimates and a few other documents and information. Grant should be ready to submit to Health Foundation on May 1st.

MOU Update – Donna Osborne will check with city legal department on progress. MOUs will be needed for BRC grant.

Utility costs estimate – Dave Erickson stated that Ron Lewis from city got back with him and stated the AEP engineers will not be able to help him with estimate. Ron suggested we contact architect mechanical engineer to get estimate based on the information we sent Ron. Ron did provide the city base electrical per KWH rate.

Ground breaking - The group discussed having a groundbreaking on Feb 29th around 9:30am since that is the day of the pre-construction meeting and the architect and contractor will be at the meeting. The group discussed various options for the ceremony. Hope Barron stated the chamber will help plan the groundbreaking.

Additional Items – VoIP phones for PT partners was discussed. Since phones should be compatible with city's system, city would provide phones and charge PT partners accordingly. SBDC will have its own VoIP system. VoIP phones were not addressed for incubator clients. Previous meeting discussions were they would continue to have analog systems.

Wi-Fi was discussed briefly. COSADC will have their Wi-Fi system and SBDC will have an ASU system. ASU system has a guest network allowing anyone to access it.