

LyM/038/0053/06

Maduna

LORENZ & NDILILA, ARCHITECTS
LONGACRES OFFICE
P.O. Box 50079
LUSAKA

8720

STAR FURNITURE FLATS, MWAYI ROAD, LUSAKA

No. 18

MINUTES OF PROJECT MEETING No. 18 HELD ON WEDNESDAY
21 ST FEBRUARY, 1990 AT 14.30 HOURS ON SITE

Present: Messrs. M. Tsialis	Minestone (Z) Ltd.
" B. Silungwe	" " "
" K. Chirwa	" " "
Ms. N. Sinyangwe	ZMCK Consulting Engineers
Messrs. J. Chimuntu	Peter Richards & Partners
Mrs. I. Ndilila	Lorenz & Ndilila, Architects
Mr. K. Mwela	Minestone (Z) Limited
Apologies: Messrs. R. Simoonga	ZMCK Consulting Engineers
" E. Mulube	" " "

18.1.00 MINUTES OF PREVIOUS MEETING.

ACT. A.I.

18.1.01 Minutes of previous meeting were agreed.

18.2.00 OUTSTANDING ITEMS FROM PREVIOUS MEETING.

18.2.01 Hot Water System (17.2.01 refers)

Mr. Silungwe said that the geysers cost Fullar 2480 each plus Freight. He further said that this would be the only addition to the contract, since all necessary pipes are already included. Mrs. Ndilila expressed that she was of the opinion that the required pipe length should be less with the new system. Plumbing Engineers to examine this question.

ZMCK

18.2.02 Hose Reels (17.2.02 refers)

Mrs. Ndilila handed over AI No. 04 on hose reels and related plumbing and electrical works with attached drawing to hose reel enclosure.

She confirmed having received Mr. Silungwe's information on the hose reel depth of 160 mm and 25 m length. She also said that the L.U.D.C. demanded a 30 m hose reel.

Mr. Silungwe said that this was never mentioned and therefore the hose reels available had been purchased. He explained that they are South African made and the length and height of the buildings should allow the use of 25 mm hose reels.

Mrs. Ndilila said that she had always been under the impression that it was known that the hose reels have to be 30 m long.

She shall check all records and also examine the possibility of using 25 mm hose reels.

L&N

Mrs. Ndilila pointed out that the hose reel enclosures should be ordered immediately with Shonga Steel, so that they can be manufactured in the same construction and quality as the steel kitchen units.

MZL

18.2.03 Balcony Lintol (17.2.04 refers)

Mr. Chimuntu said a letter confirming the additional steel for lintols over W6 has been prepared in agreement with Mr. Silungwe of Minestone and has been addressed to the Architects and copied to the Contractor and Consulting Engineers.

Mr. Silungwe said having received the copy letter, Mrs. Ndilila is still awaiting it.

18.2.04 Plaster (17.2.04 refers)

Mr. Silungwe confirmed having received the Architect's letter of 09.02.90 giving some sample mixes.

Sample no. 05 and no. 06 were viewed after the meeting and Mrs. Ndilila expressed that she considered them both too dark (no.05 - grey; no. 06 -brownish grey)

She said she would recommend other mixes in due course.

With regard to the tinting oxide it was agreed that Mr. Silungwe would inquire from their Ndola -Supplier whether apart from yellow and red oxide any other oxides would be available.

With regard to the Ferrous - Sulfate

Mr. Silungwe said that a telex had been sent to Cooper Zambia to inquire on availability, but no reply has been received as yet. Contractor to follow up with Farmer's Coop as well.

L&N

MZL

MZL

18.2.05 Window Openings (17.2.05 refers)

Mr. Chirwa said that lintols are being corrected since windows are supplied readily glazed and can only be fitted at a much later stage to prevent unnecessary accidental damage.

MZL

18.2.06 Kitchen Cupboards (17.2.06 refers)

Mr. Silungwe said that the sink top has still not been collected by Star Furniture.

It was agreed on Mr. Tsialis suggestion, that Mrs. Ndilila would inform the client about the urgency of the commencement of the sample preparation by Star Furniture.

L&N
STARF

18.2.07 Quality Control (17.2.07 refers)

Mr. Silungwe handed over 18 nos. photo copies with Test results from Wade Adams indicating location of the test cubes. Mrs. Ndilila requested Mrs. Sinyangwe to hand them over to the Structural Engineers.

18.2.08 Water Supply Pipes (17.2.08 refers)

Mr. Silungwe presented apart from the earlier quotation from Taaasi over K 5,500.00/length of 75 mm ø G.I. Pipes one more quotation from Cuctus Ltd. in the amount of K 5,800.00 /per length of the same Pipe.

Mrs. Sinyangwe advised on Mrs. Ndilila's inquiry that the cheaper quotation from Taaasi should be accepted should the 7 more nos. length of pipes really be needed for the water supply. She also stressed that first and for all the already imported pipes have to be utilized.

MZL

18.2.09 Site Inspection (17.2.09 refers)

Mr. Chirwa said that works would be ready for inspection from middle of next week on wards.

Mrs. Sinyangwe said that she would do an independent inspection first and later point out the snags at the mutually agreed inspection set for Wednesday 7th March after the site meeting.

Mrs. Ndilila said she would commence the inspection on 7th March, 1990 after the meeting in the presence of the Contractor and continue if required the following day.

Mrs. Ndilila requested the Contractor to allow for proper access to all storeys and all flats.

Mr. Chirwa said that the rectifications to the vertical through joints, the ceiling soffits and conduit boxes are being worked on.

The stepped cantilever at guard house was compared with the Architect's drawing after the meeting and it was realised that it does not conform with it. Mrs. Ndilila instructed the Contractor to correct the canti lever so as to have 3 equal steps of 60 mm cantilever at each course.

MZL

MZL

18.2.10 Quantities of Imported Materials (17.2.10 refers)

Mr. Tsialis said that after the letter he had received from the Q.S. he did not reply to the client's queries because the Q.S. advised him, that it was not necessary.

Mr. Chimuntu apologized for the misunderstanding.

He said that he thought the letter referred to by the Contractor was the one on the lintol reinforcement. Mrs. Ndilila requested

Mr. Chimuntu to urgently supply the Contractor with a copy of the Q.S. letter of 17.01.90 regarding discrepancies in imported materials.

Mr. Tsialis said he would then reply to the client.

PRF

MZL

18.2.11 Interim Payments (17.2.11 refers)

Mr. Tsialis informed that Minestone has sent an official letter to client to ask for a meeting.

18.2.12 Trusses (17.4.01 refers)

- a) Mrs. Ndilila said that a copy of the telex instructing to use 18 mm thick gusset plates has meanwhile been received.
Q.S. to confirm that 6 mm plates are included in the Bill. If so Architect to issue AI.

PRP
L&N

18.3.00 PROGRESS

- 18.3.01 Contractor's progress report was handed over and a copy of it is attached to the minutes.

18.4.00 MATTERS ARISING

Gable Elevation

- 18.4.01 Mr. Chirwa confirmed having received the revised drawing for the short trusses type 1. He now said that not only four trusses as explained after previous meeting had been made already but all the required 8 numbers of which 4 had been placed in position already. A copy of the revised drawing for above truss had been handed over to the Architect by the Contractor. The drawing indicates a double steel gusset plate at the apex. The gable elevations referred to in Mr. Chirwa's telegramme of 20th February, 1990 had been clarified by Mrs. Ndilila prior to this meeting on Mr. Chirwa's inquiry. Engineers to supply Q.S. with copy of the same drawing to the revised truss Type 1.

18.4.02 Other Trusses

- a) Mr. Silungwe reported that the trusses type 3 and 4 over the Balconies and Staircases have meanwhile been revised as well by the Engineers when the Contractor realized after erection that they do not have a support at the appropriate positions. Mr. Chirwa explained on Mrs. Ndilila's inquiry that the 100 x 50 rafters have to be replaced by 200 x 50 rafters and the outer vertical 75 x 50 struts have to be replaced by 100x50 struts. He said that these instructions have not yet been confirmed in writing but Minestone is in the process of execution based on a verbal site instruction and sketch from the Engineers.
- b) Mrs. Ndilila expressed disapproval about the Engineers giving instructions on revisions without informing the Architect and Q.S. All revisions have to be brought to the Architect's and Q.S. attention immediately.

ZMCK

- c) Mr. Silungwe inquired about the cost occurred in connection with the revised trusses. Mrs. Ndilila said that the Contractor will have to be reimbursed for the additional work and material, in what way will have to be proposed by the Q.S.

PRP

18.4.03 Timber Beam over Staircase

Mr. Chirwa said that the specified 75 x 225 Pine is presently not available and usually difficult to obtain. He said they were advised by the Engineers to laminate two 50 x 200 sections together. Q.S. to evaluate additional expense related to this change necessitated by none availability of the specified section.

PRP

18.4.04 Staircase

Mrs. Ndilila referred to Mr. Mwela's inquiry after previous meeting in which he asked how the ballustrade is to be built.

Mrs. Ndilila said that the staircase flights have been cast wrongly leaving a 100 mm wide gap in the middle instead of no gap as shown on the Engineers shattering layout and brought to the Contractor's attention with AI No. 01 of 17.4.89.

Since all staircases have been cast that way already Architect will work out a different ballustrade detail.

Mrs. Ndilila made Contractor aware of it, that should there be any additional cost occurring in connection with the new ballustrade solution they will be on Contractor's expense.

L&N

18.5.00 NEXT MEETING.

18.5.01 The next project meeting shall be held on Wednesday the 7th March, 1990 at 14.30 hours on site.

LORENZ & NDILILA, ARCHITECTS.

Distribution:

Client	3
Minestone (Z) Ltd.	3
ZMCK Consulting Engineers	3
Peter Richards & Partners	2
Thunderbolt Elctr. Ltd.	1
Architect's File	2

PROGRESS REPORT FOR MWAYI FLATS AS
ON 21-2-90:

Block 1:

- 2nd Floor Ceiling Plaster : 80%
- Internal Wall Plaster (2nd Floor) : 60%
- G / Floor Screed : 75%
- G / Floor Plumbing : 90%
- Fixing of Trusses : 50%

Block 2:

- 2nd Floor Brickwork : 75%
- G / Floor Plumbing : 85%

SUB-STATION:

- Sub-structure : 100%
- Super-structure : 60%

PUMP-HOUSE:

- Super-structure : 30%