

Minutes of the RAS Club Construction and Maintenance Committee meeting dated 4th May, 2017

Subject- Project Meeting Review		Venue: DLB	Date: 04.05.2017, Time: 01:00 PM
Chaired by Sh Pawan Arora			
Participants:			
Responsibility	Organization	Representatives	Legends
DEVELOPER	RASO'I (RAS Officers' Institute)	Mr. Pawan Arora	RAS
		Mr. Bachnesh Agarwal	
		Mr. Vinod Purohit	
		Mr. Ajay Aswal	
		Mr. Sukhveer Saini	
		Mr. Girish Parashar	
		Mr. Matadeen	
		Mr. Rakesh Sharma	
		Mr. Sunil Bhati	
		Mr. Jai Singh	
	RAS Officers Team		
Architect	Architectural Design & Services	Mr. Lokesh Joshi	Architect
PMC	SUPERSTRUCTURES	Mr. Kulvinder Singh	PMC

A meeting of the Club Construction and Maintenance Committee chaired by Sh Pawan Arora was held on 4th May, 2017. As special invitees, representatives of selected PMC M/s Superstructures and Architect Sh Lokesh Joshi were also present. President Sh Arora expressed his emotions at the start of the dismantling work yesterday as well as his joy at the start of physical work for the upcoming club, a long cherished dream of the RAS fraternity. At the same time, he expressed the need to take up the work on war footing now. For this, we need to divide the work amongst the members and pursue it in a time bound manner. The PMC was asked to submit a sheet of the things to be done in the next 30 days.

The tasks to be accomplished on an urgent basis were discussed. The committee was apprised that we need to get a total station survey of the site done as well as soil testing done at the earliest. Also, the work order for PMC has to be finalised, as also the exact duties of architect and also the proposed labour contractor so that there is no duplicity of work. Also, we need to start right now the efforts to procure material at concessional rates by utilising the services of our colleagues posted in the field and also elsewhere. For this purpose, we need to make committees for accomplishing different tasks in a time bound manner. Sh Ajay Aswal presented the following set of tasks which need to be taken up on priority. The discussions during the meeting, decisions taken and the duties assigned are tabulated below:

F= Fresh A = Active P = Pending C = Complete / Closed					
S. No.	Task	Discussion/Decision Taken	Status	Action TO BE Taken By	Target date
1.	Total Station Survey	TSS to be done and report to be shared with architect immediately (as detailed in the PMC table below)	A	Sh Jagveer Singh + PMC + Architect	04.05.2017
2.	Soil Testing	Quotations to be taken immediately and work to be awarded	P	Sh Aslam + Sh Hemant Mathur + PMC	08.05.2017

3.	Work orders	Work orders for PMC to be prepared keeping in view the duties of Architect (to be modified accordingly) and Labour Contractor so that there is no duplicity of work	A	Sh Ajay Aswal + Sh Girish Parashar + Architect + PMC	ASAP
4.	Tender for Labour Contractor	Tender document to be prepared by PMC/Architect. Both suggested that item wise tender be done	F	Sh Rakesh Sharma + Sh Jagveer + Sh Ajay Aswal+ PMC+ Architect	ASAP
5.	Boards on site	Attractive boards to be put up on the site before launching ceremony	F	Sh Shaheen + Smt Ashu + Architect	20.05.2017
6.	Brochures	Brochures highlighting the proposed features to be prepared	F	Smt Ashu + Sh Rakesh Sharma + Architect	ASAP
7.	Launching Ceremony	As soon as leveling of the present structure is done, a grand launching ceremony of the club be done before excavation	F	Smt. Ashu + Sh Vinod Purohit + Sh. Hemant Mathur	Tentative date for the function is 27.05.2017
8.	Payment Committee	Payments to be done after certification by the committee keeping in view the advice of PMC/Architect/Labour Contractor	F	Sh Bachanesh Agarwal + Sh Ajay Aswal + Sh Aslam (based on certification by PMC/Architect)	On as and when basis
Procurement Committees :					
9.	Cement	Suitable specifications matching our project to be provided by PMC and estimated quantities to be provided by Architect. PMC to provide a comparative chart of the market rates of the quality required by us	F	Sh Rajendra Shekhawat + Sh Sukhveer + Sh Aslam	ASAP
10.	Marble	Marble/granite to be taken as per the colour matching scheme	F	Sh Sukhveer + Sh Aslam + Sh Ajay Aswal	Required at a later phase of construction
11.	Steel	PMC recommended to use TATA / SAIL /VIZAG steel up to Ground Floor level. In above floors other brands may be used.for cost saving. PMC to provide a comparative chart of the market rates of the quality required by us	F	Sh Jagveer Singh + Sh Sunil Bhati	ASAP
12.	Rodi + Bajri	A good quality source to be used. PMC to provide a comparative chart of the market rates of the quality required by us	F	Sh Sunil + Sh Gaurav + Sh Hanuman Dhaka	ASAP
13.	Bricks	PMC recommend using eco friendly and light weight bricks, Decision will be taken later. PMC to	F	Sh. Awadesh Singh + Sh. Hanuman	ASAP

	provide a comparative chart of the market rates of the quality required by us	Dhaka + Sh. Jai Singh
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The following issues were raised by PMC (some of these have already come up in the table above) :

F= Fresh A = Active P = Pending C = Complete / Closed					
S. No.	Issue Raised	Discussion/Decision Taken	Status	Action TO BE Taken By	Target date
1.	Labour Hutment decision	To be decided with civil contractor and other agencies latter.	F	All	-
2.	SPT Agency to be finalized ASAP	As discussed above	P	As discussed above	ASAP
3.	Water Test Report - ☒ Water Quality Testing will be done and one another bore well will be made after taking location from Architect.	Water quality test be done. Permission be taken for deepening of the existing bore	F	Sh Jagveer Singh + Sh Sunil Bhati	ASAP
4.	TS Survey is completed and drawing will be shared with Architect today evening i.e . 04/05/2017.		A	Sh Jagveer Singh + PMC + Architect	04.05.2017
5.	Excavation layout - ☒ Architect will provide.	To be done ASAP	F	Architect	ASAP
6.	Bricks decision - ☒ PMC recommend using eco friendly and light weight bricks, Decision will be taken later.	As detailed in the table above	F	Sh. Awadesh Singh + Sh. Hanuman Dhaka + Sh. Jai Singh	ASAP
7.	Architect will provide design of main sign board of project/ building.	As detailed in the table above	F	Sh Shaheen + Smt Ashu + Architect	ASAP
8.	Steel - ☒ PMC recommended to use TATA / SAIL /VIZAG steel up to Ground Floor level. In above floors other brands may be used.	As detailed in the table above	F	As detailed in the table above	ASAP
9.	"PPC" Cement will be used for construction.	As detailed in the table above	F	As detailed in the table above	ASAP-
10.	PMC asked to provide JDA approved drawings for study purpose. RASO'I will arrange asap..	Fire permission be taken at the earliest by depositing the fees required and maps be got released	F	Sh Bachanesh + Sh Aslam + Sh Vinod Purohit+ Architect	ASAP

The meeting ended with a vote of thanks .