

Ref: PIET/Civil/BCC/2005

Date: 22nd September 2005

Minutes of the Meeting of BCC Held on 22nd September 2005

Meeting of the PIET Building Construction Committee was held on 22nd September 2005 at 11:00 am in the meeting Hall of PIET, Pune. Following were present for the meeting :

1. Prof. V. K. Kokate, Director PIET and Chairman BCC
2. Shri. Atul Kirloskar, Member BOG, PIET
3. Comander Shri. Anand Khandekar, Member BOG, PIET
4. Shri. Salil Randive, Member BCC
5. Prof. Uday Atavankar, Member BCC
6. Shri. D. L. Tade, Dy. Engineer, PWD (Representing SE, PWD)
7. Dr. S. R. Sathe, Secretary BCC
8. Dr. P. M. Raval, HOD Town Planning, Invitee
9. Prof. Dr. B. N. Choudhari, Member State Project Implementation Unit, for the TEQIP Project. Invitee

Prof. V. K. Kokate formally welcomed all the members present for the Meeting. All the members of BCC welcomed Commander Shri. Anand Khandekar as a new member of BCC. Shri. Tade, Deputy Engineer, PWD informed that due to A.G. Audit both SE and EE PWD are unable to attend the meeting here he is instructed by SE, PWD to attend the meeting. Shri. Atul Kirloskar prepared and circulated a note for the BCC members for discussions during the meeting. Issues raised in the note were discussed in the meeting.

1. The minutes of the meeting held on 13th April 2005 were confirmed.

2. Main Building of PIET is a Heritage Structure of Grade-I, and a brand symbol of PIET. It is necessary to conserve the heritage buildings in the campus with an expert guidance. This issue was discussed in detail in the BOG meeting held on 16th August 2005. As per the discussions in the BOG Shri. Atul Kirloskar was requested to contact Mrs. Abha Lamba, a well known Heritage Conservationist. Mrs. Lamba has submitted a proposal to study the Heritage Buildings in the campus and give a concrete proposal for the implementation of the conservation process for the heritage buildings. After going through the proposal by Mrs. Lamba, BCC requested Director, PIET to issue a Cheque of Rs. 5.50 lakh immediately to Mrs. Abha Lamba and communicate to her to undertake the study as per her quotation. After receipt of her report a detailed action plan and report can be put up in the BOG Meeting for further directives.

Action By- Director PIET to Issue a Cheque of Rs. 5.50 lakh and a Letter to Ms. Abha Lamba immediately without further delay.

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3. BCC discussed in detail the proposed River Front Development Project, which is likely to be funded by COEP, Alumni Foundation, USA. M/s Madhav Joshi was appointed as the Architect for the proposed library building by the BCC. Hence committee disapproved the proposal to terminate the services of Architect M/s Madhav Joshi because the funding is to be given by COEP, Alumni Foundation, USA. Committee recommended that M/s Madhav Joshi, be asked to prepare a Conceptual Presentation of River Front Development Project and present it in the BCC Meeting scheduled on 15th October 2005. Secretary PIET, BCC to inform M/s Madhav Joshi about the presentation.

Action by- Secretary BCC to inform M/s Madhav Joshi and arrange for the presentation on 15th October 2005.

4. BCC approved the proposed list of Civil Works to be undertaken under TEQIP.

Action by- Secretary BCC & TEQIP Civil Works Coordinator, to proceed with the tendering process as per TEQIP requirements.

5. Secretary BCC pointed out to the committee that PWD is not able to undertake the Work of Certification of Bill of Quantities, Supervision of Quality and other works related with the on going TEQIP Civil Works, since the entire estimated cost is not deposited with them. PWD would be able to undertake the TEQIP Civil Works only if it is involved in the entire tendering and other process. Shri. D. L. Tade Deputy Engineer, PWD explained the BCC further details and difficulties. Committee consulted Prof. Dr. B. N. Choudhari, Member State Project Implementation Unit, for the TEQIP Project on this matter. Dr. Chaudhari clarified that as per the directives from the National Project Implementation Unit for TEQIP Project, PWD can compete as a one of the Contractors but they can not undertake the works under the Depository Scheme as asked by PWD.

Prof. Athavankar, clarified the process they undertake in IIT, Mumbai for their Civil Works. There is a separate Estate Office in all the IITs to undertake various Civil Works. Superintending Engineer from CPWD is taken on Deputation for the purpose. Since PIET does not have such Estate Unit committee decided that for the TEQIP Project a Project Management Consultant be appointed and the process of establishing the Institute Estate Office be initiated. Director PIET should write to Secretary PWD to explore whether PWD can Depute one Deputy Engineer, One Junior Engineer Civil and one Junior Engineer Electrical for the proposed PIET Estate Unit along with necessary supporting staff.

Committee directed Secretary BCC to advertise in the News Paper and call for the quotations and CVs for the Project Management Consultant. Secretary BCC to prepare the Scope of Work and project brief in Consultation with Shri. Salil Ranadive and Prof. Uday Athavankar. The quotations and CVs

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received through advertisement are to be placed in the next BCC Meeting for appropriate directives.

- Action by** - a). Secretary BCC to advertise and call for the Quotations and CVs for the PM Consultant. Secretary BCC to prepare Terms of reference in consultation with Prof. Uday Atavankar and Shri. Salil Ranadive.
b) Director PIET to initiate a process for the establishment of PIET Estate Unit and request the Secretary PWD, Government of Maharashtra for Deputation of Staff from State PWD.

6. About Proposed Ladies Hostel and Class Room Complex it was decided that a detailed brief be prepared by the Secretary BCC and be presented in the next meeting of BCC. Prof. Athavankar and Shri. Salil Ranadive to be contacted for the necessary help and guidance in this regard.

Action by- Secretary BCC and Dr. Raval to prepare a detailed brief about proposed ladies hostel and class room complex in consultation with Shri. Salil Ranadive and Prof. Uday Atavankar

7. BCC was informed about the meeting held with Shri. Nitin Karir and later with Shri. Shrinivas Bonala, PMC Traffic Planner. The matter related with the proposed road widening was discussed in the meeting and committee was briefed about the progress in this regard. Committee was also informed that as the proposed road widening is going to hamper the Educational Environment in the Campus, Secretary BCC has forwarded a letter to the Secretary Urban Development, Maharashtra State based on the provisions for the Heritage Structures. Urban Development has asked PMC to give their reply in this matter.

Action by -Secretary BCC and Dr. Raval to discuss with the Railway Authority about the proposed Railway Over Bridge and submit the proposal acceptable to the Institute in the next BCC meeting.

8. BCC discussed various issues related with the future developments in the campus based on the note by Shri. Atul Kirloskar. Committee unanimously decided that it is necessary to prepare a short term Development Plan and Development Master Plan for the institute. Committee also recommended that there should not be any residential quarters in the present campus since the space available is to be used judiciously.

Committee recommended to take the help from a professional Architect and a Urban Planner to prepare a Short Term Master Plan. BCC requested Shri. Salil Ranadive to get the CVs of the experts in Pune so that this issue can be discussed in the BCC meeting scheduled on 15th October 2005.

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Committee also recommended that as the PIET hostel is at a distance from the Main Campus it should be delinked from the Main Campus Master Plan.

Committee decided that it is necessary to prioritize the needs of the institute keeping in view its short term and long term development plans. Shri. Atul Kirloskar informed that Shri. Rajendra Shirole from Coventry University has expertise in this matter. To Develop Long Term Institute Master Plan it is necessary to get a professional help and give a training to the institute faculty associated with this work. Committee requested the Director PIET to take this as a Agenda Point in the Next BOG Meeting. BCC once again reiterated that it is necessary to take up the matter regarding Deccan College Land at State Government level. BCC requested Director PIET & Chairman BCC to do the needful in this regard on priority basis.

Shri. Atul Kirloskar and Commander Shri. Anand Khandekar suggested that at a institute level, it is also necessary to prepare a equipment replacement policy. Experts from the industry should be involved along with departmental faculty while deciding a need for the procurement of new equipments. Director PIET to take up this as an Agenda Point in the next BOG Meeting.

Action by-a) Shri. Salil Ranadive to request CVs from the well known Architects and Urban Development Planners in Pune. Matter is to be put for the discussions in the next meeting.

b) Director PIET to put up the issue of deciding priorities, equipment replacement policy the and the issue of Development of Institute Master Plan for the consideration in the BOG meeting.

9. Issue regarding the renovation and restoration of 'Toilet Facilities' in the campus was discussed in the BCC. Prof. Uday Athavankar pointed out that main problem with the bad toilets is lack of cleaning than the toilets itself. Hence it was decided that a private agency be given a task to clean the toilets on experimental basis and then decision can be taken about the renovation of the toilets. Secretary BCC was directed to appoint a private agency on experimental basis for the 'most used toilets' in the campus. After review in the next meeting appropriate action can be taken about the renovation of necessary toilets.

Action by -BCC to review the temporary arrangements made by the Institute in the next meeting and then decide about renovation of toilets.

10. Shri. Atul Kirloskar and Commander Shri. Anand Khandekar informed the Committee about the Proposed visit by the Delegation from the Singapur University. Since the visit is a prestige issue for the institute it was decided that the Director PIET would prepare a visit plan indicating the facilities institute wishes to show to the delegates. Based on the visit route in the

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campus Director PIET to make sure that cleanliness and facilities in the visit route shall be updated. Being the important matter Director PIET should prepare the visit plan immediately and inform Shri. Atul Kirloskar and Commandar Shri. Anand Khandekar.

Action by- Director PIET to prepare a visit plan for the Singapore University Delegation and submit it to Shri. Atul Kirloskar and Commandar Anand Khandekar before 30th September 2005. Secretary BCC to take appropriate action after finalization of the visit route and inform BCC in the next meeting.

11. Matter regarding the ATM Center by State Bank of India was discussed in the BCC. Shri. Uday Atavankar pointed out that in the IIT, Mumbai campus ATM Center is setup exclusively for the IIT students and staff and its use is limited and not as claimed by the banks. It was decided that if the State Bank of India is going to provide the ATM facility exclusively for the students and staff of PIET then only it should be allowed to start the ATM Center in the PIET Campus, else it would not be possible to give any space for the ATM Center for the SBI. If SBI agrees to start the ATM Center Exclusively for the PIET then the space should be given on the Leave and Licence basis and not on Lease.

Action by- Secretary BCC to inform the State Bank of India accordingly.

12. Secretary, BCC pointed out that it is necessary to have a steno to record the proceedings of the various meetings conducted in PIET and prepare the minutes of the meeting. Committee recommended the Director PIET to appoint a steno to record the proceedings in English. Steno should be taken on six months contract basis and not on permanent basis. Steno is to be terminated and new one is to be appointed every six months. Necessary salary for the steno is to be paid from the funds available under the TEQIP. Director PIET to do needful in this regard immediately.

Action by- Director PIET to immediately appoint a steno with good command over English and computer from the TEQIP funds for a period of six months.

13. Committee Members desired that the Agenda and Brief for the BCC Meeting be sent to them at least 15 days in advance. Committee directed Secretary BCC to circulate the brief and agenda without waiting for the approval from the Director if he is not available in the Institute for a longer duration. Secretary BCC can write directly to all the members of BCC about the schedule of the proposed meeting and circulate the brief by e-mail.

Action by- Secretary BCC to make sure agenda and brief reaches the member atleast 15 days in advance by e-mail.

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14. During discussions on the other matters Shri. Atul Kirloskar and Commandar Anand Khandekar expressed that there is a need to restructure the Deans Port folios and requested the Director PIET to take up the proposal for the restructuring of the Deans as an agenda point for the next BOG Meeting.

Action by- Director PIET to take up the matter of restructuring of the Deans in the BOG meeting

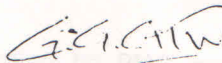
15. Shri. Atul Kirloskar and Commander Anand Khandekar suggested that meeting of BCC should be held every month to discuss the issues related with the building works. It was accepted by all the members of BCC. It was also suggested that the meeting be convened in the afternoon session preferably on Saturday so that meeting can be continued for a longer duration.

Meeting concluded with a vote of thanks to the Chair. It was decided that the next meeting of the BCC would be convened on Saturday, 15th October 2005 at 2.00 pm in the PIET Meeting Hall.

Action by- Secretary BCC to circulate the minutes of the meeting and prepare a draft agenda and circulate the brief and invitation letter by e-mail to all the members.

Submitted for the approval of the Director & Chairman, BCC and a request to permit for circulation of the minutes of the meeting.

Date: 23rd September 2005


Secretary, BCC
PIET