

Minutes of the 9th Meeting of BWC Held on 16th June, 2008

The 9th Meeting of the BWC was held on June 16, 2008 at 2.00 pm in the Conference room of COEP. Following members were present.

1. Prof. Anil Sahasrabudhe, Director, COEP & Chairman BWC.
2. Shri. Atul Kirloskar, Member BOG & BOG representative on BWC.
3. Shri. Salil Ranadive, Architect, Mumbai, Member.
4. Prof. B. B. Ahuja, Deputy Director, Invitee.
5. Prof. G.B. Pant, Member of BOG, Invitee.
6. Prof. B. G. Birajdar, Professor, Dept of Civil Engineering., Member-Secretary.
7. Brig. Pathania, General Manager, Invitee.

The representative of CCBA, Arch Khushru Irani; Mr. Purandare of VNP &A; Mr. Suranga of ACR & PC; and Arch .Sachin Mujumdar of Architect United, Pune were present to give the details of concerned information as per agenda.

Prof. A.D. Sahasrabudhe, Director COEP and Chairman BWC welcomed the members and the agenda items for the day were taken up as below.

Sr. No.	Description of Item	Page
Item -01	Confirmation of Minutes of 8 th Meeting of BWC held on 05 th October 2008	2
Item-02	Confirmation of Appointment of Consultants for Auditorium: M/s V.N. Purandare & Associates, Pune. & M/s ACR Project Consultant Pune.	2
Item -03	Presentation by M/s CCBA on proposed Girl's Hostel and Academic Complex.	3-4
Item -04	Renovation of Hostel Buildings. [Civil Work] [a] Hostel Block I [Boys] [b] Hostel Block H [Girls] [c] Hostel Block G[Boys]	5-7
Item -05	Renovation of Auditorium [a] Renovation of stage [b] Acoustic & Interior Works. [c] Sound System & Stage Lighting [d] Providing and fixing chairs. [e] HVAC system for Auditorium	7-9
Item-06	Water Proofing for Main Building	9

Item -07	Renovation Works in Applied Mechanics Division [a] Renovation of Toilet Block. [b] Renovation of Class-Room no.22 [c] Renovation of Basement floor and Computer Lab [d] Renovation & Modification of NDT lab [e] Renovation of Applied Mechanics [Interior works]	10
Item -08	Construction of Toilet Block at Boat Club & Providing and fixing Antiskid Flooring in open space.	11
Item -09	Providing and fixing partition and false ceiling- Electrical Department.	12
Item-10	Electrical Work in Hostel Buildings. [a] Rewiring of I block + Boys mess + Quarter [b] Rewiring of C & D Blocks. [c] Procurement of 82.5 KVA Genset .	12
Item -11	Electrical Work in E & TC Deptt.	13
Item-12	Proposal for renovation and maintenance works in Various departments of COEP.	13
Item-13	Appointment of Consultant –IL & FS Property Management	14

Item -01

Confirmation of the Minutes of the 8th Meeting of BWC held on 05th October 2007.

Minutes of the Meeting held on 05th October 2007 were tabled for confirmation.

Resolution:

The Minutes of the 8th Meeting of BWC held on 5th October 2007 were approved. The BWC appreciated the various works initiated and carried out by Prof. S. R. Sathe, former, Secretary, BWC.

Item -02

Confirmation of Appointment of M/s VN Purandare and Associates, Pune & M/s ACR Project Consultant for HVAC Works as consultants for renovation of COEP Auditorium.

In the 8th BWC meeting held on 5th October 2007, a proposal for the appointment of a consultant for renovation of COEP Auditorium was discussed. The consulting agency, M/s Satish Kadam Architects Pune was invited to present the design and block estimates of renovation of auditorium. The committee members appreciated the experience of the firm. However, BWC suggested that different design alternatives be prepared by M/s Satish Kadam Architects and presented to the BWC. But the agency could not do so. Therefore, a committee member suggested an alternative architect viz., M/s V.N. Purandare & Associates, Pune for review and consideration.

Accordingly, Prof. A.D. Sahasrabudhe, Director COEP & Dr. Satish Sathe, Professor of Civil Engg, visited the various auditoria sites completed by M/s V.N. Purandare. They observed that the works accomplished by M/s V.N. Puandare was refined and of desirable standard. Hence, a proposal was invited from M/s V.N. Purandare and the same was circulated [through email] among the BWC members for their consent and comments. Suggestions of the members were incorporated in the design by the consultant. To proceed further, an appointment letter was issued to M/s. V.N. Purandare & Associates, Pune with a professional fee @ 4 % of contract value of the auditorium work except HVAC system.

Subsequently, necessity of appointing a separate consultant for HVAC works was felt. Institute alumni working in the area of Air-conditioning were contacted who recommended M/s ACR Projects and Consultants, as an apt agency to undertake the subject job. After detailed enquiry and deliberations, they were found most suitable. Thereafter, an appointment letter was also issued to M/s ACR Project and Consultant to ensure expeditious execution of work. As per the terms and conditions agreed, a service fee of 2% of the HVAC work is payable to the consultant. Approval of BWC members is requested for above-mentioned appointment.

Resolution:

The Members approved the appointments of M/s V.N. Purandare & Associates, Pune [VNP &A] as consultant for renovation of auditorium except the HVAC works and M/s ACR Projects and Consultant [ACR P & C] for HVAC works. The members also approved professional fees at the rate of 4 % of the auditorium work assigned to VNP &A and 2 % of the HVAC work assigned to ACR P & C.

Item -03

Presentation by CCBA on proposed Girls hostel and Academic Complex- a progress report.

Govt. of Maharashtra, Mumbai has granted administrative approval of Rs. 10.84 Cr. for Academic Complex vide letter no. GEC/2007/489/07/TE-01 dated Jan 17, 2008. Institute is expecting a similar approval for the proposed Girl's hostel and Library Building. BWC was requested to note the same and advise future course of action.

A representative of M/s Christopher Charles Benninger Architect [CCBA] made a presentation on Girl's hostel and Academic complex. The members suggested the following.

- i] Each hostel block should have a laundry at ground level.
- ii] The arrangement for storage of cooking materials should cater for only one day, so that the problem of rats and other pests is eliminated.
- iii] Each building [Girl's hostel & academic complex] should have an iconic mark on roof as distinct identity of COEP.
- iv] The proposed number of lifts to be checked and worked out in consultation with elevator agency.
- v] All items like Kota flooring/tiles, WCs, taps, plumbing [i.e. sanitary fittings] items must be specified , including type of finishes. Dual tank flush tanks to be used to save water.
- vi] The construction of both buildings [Girl's hostel and Academic complex] should be completed not later than December 1, 2009. Further, it was suggested to reduce the time of construction by judicious planning. The tendering process should start on First July 2008 for both the buildings. Possibility of splitting the execution of work should also be explored to reduce the construction period.
- vii] COEP shall provide geo technical reports of the sites to CCBA.
- viii] The members further suggested that terms and conditions of CCBA be reviewed and they should be given the responsibility of getting the drawings approved by the PMC, Pune.
- ix] The Chairman, BWC, informed the members that administrative approval for the construction of Library building and Girl's hostel has also been received from Government of Maharashtra apart from Academic complex reported earlier. The two buildings viz., Academic Complex and Girls' Hostel are already being planned by CCBA. Regarding library building, M/s. Madhav Joshi, Pune be assigned the job, since they have already worked on the project and drawings prepared by them were sent to the GOM and the same have been approved by GOM while giving administrative approval. In the context of master planning of campus, CCBA should give necessary suggestions/inputs to M/s. Madhav Joshi Architects.

It was decided that a meeting between M/s Madhav Joshi Architects & CCBA be set up in COEP for this purpose.

Resolution:

It was resolved that CCBA should prepare structural drawings of Academic Complex and Girls' Hostel including detailing and ensure that tenders are invited by 1st July, 2008.

Item -04

Renovation of Hostel Buildings:

[a] Renovation of I Block: [Boys Hostel]

The work was approved in the 8th BWC meeting, and contract to renovate the I Block was awarded to Adept Construction Co. Pune. The work commenced on 29th September 2007. At present 80% work is completed and the rest of the work is likely to be completed before commencement of academic term [i.e. July 15, 2008].

Resolution:

The members noted the progress made and suggested that work should be completed by July 15, 2008 and necessary pressure checks should be carried out for all plumbing works.

[b] Renovation of H Block : (Girls Hostel)

A BOG subcommittee under the Chairmanship of Dr G.B Pant had recommended undertaking the renovation of I Block, H Block and G Block. Open tenders were invited [through newspaper] for renovation of 'H' Block on 21/04/2008, for following works:-

- (a) Renovation (Toilet Block, Painting and Flooring)
- (b) Renovation of Windows.
- (c) Waterproofing of Terrace.

[Consent of BWC member/s through email has already been obtained]

i] Renovation (Toilet Block, Painting and Flooring) Estimated cost of Rs.66,27,844/-

Tenders from four contractors were received and M/s Adept Construction Co. had quoted the least amount , Rs. 63,86,344 (i.e.3.64 % below the estimated cost). However, M/s Adept Construction were not considered for the award of contract, since, they were already renovating 'I' Block and they wanted four months to execute the job. 'H' Block being a Girls' Hostel, repair cannot be carried out during working semester and hence needs to be completed by mid July well before the next academic session begins. The next lowest quoting firm M/s P. M. Construction, Pune were invited for negotiations after visiting the sites where they had executed various projects and on being satisfied about their ability to complete the projects on time. After negotiations, M/s P. M. Construction Co. agreed to execute the job at a cost of Rs. 63,86,000/- (they gave discount of 8.257% on their quoted price). The work order was issued on May 15, 2008. The work is in progress and likely to be completed by 12th July, 2008.

ii] Renovation of Windows 'H' Block (Estimated cost of Rs.7,66,150/-)

Tenders from five contractors were received. M/S Adept Construction Co had quoted the lowest and M/S PM Construction were second lowest. Based on recommendations of M/s Architects United , that both the works i.e. renovation (Toilet Block, Painting and Flooring) & renovation of Windows should be done by the same contractor. As such, after negotiations, M/s PM Construction Co were awarded the contract at a cost Rs.7,50,000/- against their quoted price of Rs.8,02,000/- (a discount of 6.48 % on their quoted price).

iii] Waterproofing of Terrace of 'H' Block (Estimated cost Rs. 5,32,050/-)

Open tenders were called & response from five contractors was received. Contract was awarded to M/S Yashada Marketing, Pune after negotiations at a cost of Rs.4,60,000/- being the lowest. The work is in progress and will be completed by June 25, 2008.

[c] Renovation of G Block: (Estimated cost Rs. 15,79,710)

Tenders were invited for renovation of 'G' Block (Toilets). Only one tender was received. Consequently, tenders were invited for the second time. After due date, only one tender was received. M/S PM Construction, Pune [executing the similar work in H block] were invited to undertake the job at the same rates as that of H block. However, the firm declined the offer because they did not want to spread thin and be

defaulters in respect of completion of Girls hostel. As a sequel to this, M/s Gyanda Enterprises (only Bidder) were invited for negotiations. After negotiations, they agreed to execute the job at a cost of Rs.15,70,000/-. They have been awarded the contract & the work is in progress..

Approval of BWC members to these hostel works is requested.

Resolution:

The members approved the renovation works in Hostel Campus. They suggested the following while planning and execution of works in future.

[i] Number of works should be clubbed together to get good response from the contractors.

[ii] Pattern of coloured tiles, sanitary fittings, colouring and painting should be standardized to ensure uniformity in COEP campus.

Item -05:

Renovation of Auditorium

The details of planning, design and estimates prepared by M/s V.N. Purandare & Associates were forwarded to all BWC members by email dated on 14/03/2008. The valuable suggestions made by Prof. Athavankar and Shri. Randive were incorporated in the design project.

For this project, open tenders were invited through newspaper [Daily Sakal and TOI on 7th April 2008] . In the process of Bid evaluation, a techno-commercial formula was used in which 30% weightage for technical aspects and 70 % weightage for commercial price was considered.

$$0.3 \times T_i/T_{max} + 0.7 \times C_{min}/C_i = \text{Final Score}$$

where,

T_{max} = Maximum marks obtained in a group

T_i = Individual mark obtained by a bidder

C_{min} = minimum price quoted in a group

C_i = price quoted by the individual bidder.

The bidder getting the higher Final Score was considered for award of contract. A detailed report is available for review.

Now, the works pertaining to renovation of Auditorium are in progress and work pertaining to renovation of stage has already been executed. The details are as under:

[Consent of BWC member/s through email has already been obtained]

Resolution:

The members perused the details and estimates of renovation works including tendering process. They appreciated the formula, which was used to select the most suitable agency to execute the work. They further suggested that the subject formula should be used in future while evaluating the bidders. The details of formula be specified in the tender document.

(a) Renovation of Stage :

Quotations were invited to renovate the stage prior to a function in connection with special lecture by Prof. Gorge Smoot, Nobel Laureate [Physics-2006] in the month of December, 2007.

The contract was awarded to M/s Creations (the lowest bidder) after negotiations at a cost

Rs.3,10,000/- (against their bid of Rs.3,32,200/-). The work has been executed and payment of Rs.3,16,461/- has been made as per exact measurements.

Concurrence of BWC members to this urgent expenditure is requested.

(b) Acoustic and Interior Work (Estimated cost Rs.61,52,300/-)

The contract has been awarded to M/s Creations after having evaluated the bids received from three agencies and subsequent negotiations at a cost of Rs.59, 69,935/- (lowest).

(c) Sound System and Stage Lighting (Estimated cost Rs.14,41,350/-)

Bids were received from four agencies. The contract has been awarded to M/s Pingle Audios at a cost of Rs 14,40,000/- (lowest)

(d) Providing and Fixing Chairs (Estimated cost Rs.32,00,000/-)

Bids were received from three agencies. The contract has been awarded to M/s Pen Workers after negotiations at a cost of Rs 29,26,000/- against their quotation of Rs.30,80,000/- (lowest).

(e) HVAC system for Auditorium: (Estimated cost Rs. 46,21,306/-)

Bids from three agencies were received . After negotiations, contract has been awarded to M/s Everest Air systems & Solution Pvt. Ltd, Pune at a cost of Rs. 44,58,255 on May 21, 2008. Work is in progress.

Approval of BWC members to Auditorium renovation is solicited.

M/s VNP &A gave a presentation on salient aspects of renovation of auditorium. The members suggested the following points.

[i] The consultant should consider the renovation work as one item and all aspects must be detailed to ensure matching compatibility of each item, like lighting, AC, acoustic, etc.

[ii] The interior design should be simple and dignified, matching with décor of professional institute, hence fancy things like suggested windows should be deleted.

[iii] Consultant should prepare the design in such a way that back projection on screen is possible and sufficient space on stage is available for the speaker.

[iv] Re arrangement of ceiling lights should be done in such a way that their replacement and maintenance is easier and simple without affecting the seating arrangements.

[v] M/s VNP &A assured that all issues related to acoustic, sound system [no echo] , lighting arrangement and ducting of AC will be meticulously planned and executed.

[vi] The members asked M/s VNP & A to work out execution activity chart and produce the same to the perusal of the members in accordance with conditions as specified in the tender.

[vii] M/s ACR Project Consultant gave presentation on HVAC system for auditorium. The following points were suggested.

[1] AC ducting and location of condensers should be so planned that their location and placing do not clash with any other renovation work. As such HVAC work should be detailed considering overall planning.

[2] AC grill should be long and continuous throughout the length of the auditorium instead of small strips, since decorative windows have been removed.

Resolution:

All the renovation works of the auditorium (a to e) were approved.

Item 06 :

Waterproofing of Main Building: -

During rainy season the terraces of Main Building used to leak profusely and on 23rd March 2008 due to pre-monsoon rain the office next to Directors cabin was flooded with water due to leakage from the terrace . Considering the necessity to waterproof the building prior to monsoon, permission of the Director was obtained to undertake the waterproofing of building in two phases.

Phase 1

In Phase 1 an area of 4656 sq ft was proposed to be waterproofed. Quotations were invited and contract was awarded to M/s U.R. Waterproofing Co at a cost of Rs. 3,82,030/-

(lowest bidder) on 28 March 2008 . The work has been completed.

Phase 2

In Phase 2 remaining area of 9000 sq ft was proposed to be waterproofed and repeat Work Order was placed on same contractor at a cost of Rs.6,90,459/- on 05th May 2008. The work has been accomplished and curing is in progress. During breaking of old brick bat coba, it was noticed that wooden planks of a portion of the terrace were also required to be changed being old and eaten by the termites, as such, they were replaced at a cost of Rs.4,06,635/- including charges of the carpenter.

Approval of BWC members is solicited.

Resolution

The Members approved the waterproofing work in main building.

Item 07 :

Renovation Works in Applied Mechanics Division

Work Orders for following works have been placed or being placed on contractors as per details given against each work. [Consent of BWC member/s through email has already been obtained]

(a) Renovation of Toilet Block at Basement Floor and Ground Floor (Estimated Cost Rs.3,64,334/-)

Three tenders were received and contract has been awarded to M/S Parmod M Alkutkar (lowest bidder) at a cost of Rs.3,46,808/- . The work is in progress and date of completion is 20th July, 2008 .

(b) Renovation of Classroom No.22 (Estimated Cost Rs.2, 24,660/-)

Tenders from four contractors were received and contract has been awarded to lowest bidder M/S Rajendra Enterprises at a cost of Rs.2,30,606/-. The work is in progress and date of completion is 15th July, 2008 .

(c) Renovation Work of Basement Floor and Computer Lab (Estimated Cost Rs.10,22,055/-)

Three tenders were received. The contract has been awarded to lowest bidder M/s G S Taware & Associates after negotiations at a cost of Rs.9,00,000/- against their original bid of Rs.9,85,474/-. The work is in progress and date of completion is 20th July, 2008.

(d) Renovation and Modification of NDT Lab (Estimated Cost Rs.12,95,805/-)

Tenders for the subject work were invited four times, because not a single tender was received after third call. After fourth call two quotations were received and it is proposed to invite M/S Rushikesh Engineers for negotiations being the lowest bidder. However, they have quoted Rs.13,10,465/- which is 1.13% higher than the estimated cost.

(e) Renovation of Applied Mechanics Lab (Interior Work) (Estimated Cost Rs.8,35,173/-)

Quotations from four contractors were received. However, only one quotation was valid.

It is , therefore, proposed that M/S D'Ziner Combine Architect (valid bidder) will be invited for further negotiations and placing of work order on them. However, their bid is 26% above the estimated cost.

Approval of BWC members to these works is requested.

Resolution:

BWC approved the above works (a) to (e).

Item No.08 :

Construction of toilet block at Boat Club : [Estimated Cost Rs. 7.23 lakhs]

Boat Club of COEP is center of attraction for all , where most of the students of this institute move around it. Canteen is also located in the same area. The facility of toilet

block in this area was in terrible condition. Boat club committee requested to undertake the job on priority basis prior to Regatta function. Therefore, quotations were invited from bidders and the contract was awarded, after negotiations, to lowest bidder M/s Gyanda Enterprises at a cost of 7.47 lakhs on Feb 2,2008. The work has been completed and the actual cost of construction of toilet block is 7.98 lakhs. The Secretary explained to the members that cost of completed work was more than the estimated value by 0.51 lakhs. This was due to construction of additional items like granite shelves for keeping bags, minor brickwork etc.

Approval of BWC members to this expenditure is requested.

Resolution:

The members approved the construction of toilet block at boat club.

Item No.09 :

Providing and Fixing Partition and False Ceiling in Electrical Deptt. [Estimated cost Rs. 8.0 lakhs]

In all six Quotations were received, the contract was awarded to lowest bidder M/s Aluglass, Pune at 7.15 lakhs. About 90 % work is completed.

Approval of BWC members to this expenditure is requested.

Resolution:

The members approved the work.

Item -10

Electrical Works carried out in Hostel:

In hostel campus, renovation of I block is underway, simultaneously electrical rewiring was essential. Wiring in hostel mess [boys] , C & D blocks and rector Qtr was more than 20 years old. At some locations it was in dangerous state and critical. It was more appropriate to carry out the work in vacation period. Hence the rewiring work was carried out with the approval of the Director.

Further, the requirement of Generator of 82.5 KVA capacity is considered as an essential item in hostel campus, since the interruption of electric supply, which adversely affects the water supply, computer room and other central amenities. In near

future, 11-storey girl's hostel building will be constructed and, lift will be the essential component. As such, the requirement of having captive generation is inescapable. Hence, provision of 82.5 KVA genset is proposed and, accordingly, tenders were called and work is in progress.

The details are as below.

<u>Sr.No.</u>	<u>Name of the work</u>	<u>Cost (Rs)</u>	<u>status</u>
1	Rewiring 'I' Block, Boys-Mess Rector Quarter near A & B Blocks.	7,99,745/-	Completed
2	Rewiring of C&D Blocks	6,59,454/-	completed
3	Procurement of 82.5 KVA Generator	11,74,518/-	in progress.

Approval of BWC members to this expenditure is requested.

Resolution:

The members approved the work. They suggested that generator need not be for only for essential services like, water, mess and amenities, it should also preferably cater for living accommodation. Therefore, considering these additional requirements the requisite capacity of generator be reviewed.

Item No.11 :

BWC Electrical Works in E&TC Department

BWC had approved the electrification of E&TC Old Building including laying of supply cable and internal wiring of all laboratories during their meeting held on 11 Sept 2007. The estimates were prepared by the PWD, Electrical Division and, five cheques worth Rs.16,52,013/- for various works were deposited with the Executive Engineer on 20 Feb 2008 to execute then. Despite repeated requests PWD has not yet commenced the work. Therefore, on 05 June 12, 2008, PWD have been asked to refund amount and it is proposed that works will be executed under our own arrangements on receipt of refund.

This is for information and necessary suggestions please.

Resolution:

The members approved the suggestion and directed that in future no work should be executed through PWD.

Item No.12

Proposal for the Renovation and Maintenance Works in various Departments of COEP.

It is proposed to execute following works from the institute funding (ED/PLA account) in various departments.

Block estimates for these works are as under: -

- (a) Relaying of main supply cables separately for Civil, Production and Metallurgy Department from main feeder. (Estimated Cost Rs.20 lakhs)
- (b) Waterproofing of terrace of E&TC Department (Estimated Cost Rs.5 lakhs).
- (c) Repairs of Internal roads (Estimated Cost Rs.45 lakhs).
- (d) Relaying of internal wiring of Mechanical Engineering Drawing Hall including replacement of existing fans and lights (Rs.10 lakhs).
- (e) Construction of Cafeteria in Hostel = (Rs.15 lakhs).
- (f) Providing and Fixing Partition and False Ceiling in Metallurgy & Material Science Deptt : Rs. 13.20 lakhs.
- (g) Addition and alteration work for Servant's Quarters [3.40 lakhs]
- (h) Toilet block for servants - Boat Club [Rs. 3.00 lakhs]
- (i) Up gradation of toilet block, Coloured roof sheeting with enclosure, steel shed etc in Electrical Deptt.. 20.00 lakhs.
- (j) Upgrading the hostel Mess [boys] + Kitchen ..Rs. 18.50 lakhs.
- (k) Painting in C and D block , Rs. 5.76 lakhs.
- (l) Renovation of toilet blocks (3 nos) + painting in PG class room,& Flooring & Colouring in Applied Mechanics Division . Rs. 14.50 lakhs.

Approval of BWC members is requested to undertake these works through tendering process.

Resolution:

The members approved the work given in para 12 [a] & [b]. However, for other works BWC directed that all works should conform to overall master plan of COEP. Therefore, even before putting up any proposal for approval, the suggestions of CCBA should be incorporated appropriately .The members further directed CCBA to spell out uniform guidelines for execution of repairs/ renovation works in COEP campus. In particular,

1. There should be standardization of all building systems across the campus.
 - HVAC, IT, Electrical, Plumbing, etc
 - Materials used : Paints , polishes, tiles, toilet finishes, chairs, carpets, colors etc
2. It was proposed that CCBA create a 'manual' of materials and fittings that would be standardized for the entire campus.

3. All new redevelopment work on campus would be vetted by CCBA before it is done.
4. A priority list of redevelopment work should be made. This would ensure judicious use of funds and resources including campus land.

Item 13:

Appointment of Consultant –IL & FS Property Management:

At present, Architect United, Pune an architectural firm is offering technical services for civil repair works in the institute. Because of shortage of staff and overloading, they are unable to provide the service in time and work is getting delayed. On pilot basis, IL& FS Property Management Services, Pune is assigned a consultancy job of renovation of Boiler Lab of Mechanical Engineering Department, which is to be executed on priority. If their services are found suitable and effective, we may continue for similar assignments.

Approval of BWC members is requested to this appointment.

Resolution:

The members took note of the point and wondered whether IL& FS would be interested in such small work, being a well known large company in project management. Members suggested that the said firm along with other similar firms be asked to quote for project management of upcoming new buildings, where they have an expertise.

The meeting ended with thanks to the Chair.

(Secretary, BWC)