



UW-LA CROSSE ACADEMIC BUILDING
DSF #05I30
RA #1213
July 18, 2008
REVISED August 14, 2008

PLANNING COMMITTEE REVIEW MEETING/July 18, 2008

MEETING START TIME: 9:00 a.m.
MEETING END TIME: 12:00 p.m.

PRESENT: Kathleen Enz Finken Provost and Vice Chancellor for Academic Affairs
Bob Hetzel Vice Chancellor - Administration & Finance
Matt Lewis Director of Campus Planning and Facilities Management
Bill Colclough College of Business Administration - Dean
Paula Knudson Student Development/Academic Services – Dean
Billy Clow College of Liberal Studies – Interim Associate Dean
Ruthann Benson College of Liberal Studies – Interim Dean
Ray Abhold College of Science & Health – Associate Dean
Karla Stanek Director of Career Services
Jay Lokken Director of International Education
Matt Groshek Student / Environmental Council
Larry Earll DSF / Project Manager
Valentine J. Schute, Jr. River Architects
Mike Adler River Architects

MEETING NOTES:

1. The following information was distributed at the meeting for review and discussion:
 - a) Meeting Agenda
 - b) Project Schedule (Draft 13) dated July 18, 2008
 - c) Planning Committee Concept Review Meeting Notes dated April 7, 2008.
 - d) Occupancy Matrix (Draft 1) dated July 18, 2008
 - e) Universal Design Keypoints dated July 16, 2008
 - f) 11x17 drawings of current floor plans dated July 18, 2008

2. Matt Lewis opened the meeting with a brief overview of the developments since the April 7th meeting. The project has been approved to proceed to bidding by the State Building Commission and the Board of Regents. Matt explained how the BOR and SBC were informed that the technology was being considered as an alternate bid(s). The BOR, when reviewing the project, recognized that the building is designed to our original program, and that because of market and economic issues beyond our control, we no longer have adequate funds in the base estimate to include the technology. As such, the Board of Regents did express significant concern about this, and inquired to UW System if we should try to reconcile our budget to include the classroom technology that was included in the original building program. UW System Administration responded to this by indicating that they

would re-evaluate the budgets for the four academic buildings later in the year when we have new cost estimate information.

3. Val Schute of River Architects reviewed the meeting notes from the February 11th Concept Review Meeting.
 - a) Billy Clow asked if Item 12 on the meeting notes could be revised. Billy's statement during the meeting meant that the distance education room in Morris Hall is used infrequently rather than just three times a year.
 - b) The notes were approved and the committee will be sent a revised copy of the meeting minutes.
4. Val Schute explained the design process from 35% DSF Review to Project Bidding and how it relates to the project schedule. The A/E team is responsible for bringing the project in on budget. The construction budget is what is authorized at the State Building Commission meeting. The base bid must come within budget and cannot rely on possible other funding. Larry Earll noted that the Steering Committee should advise the design team of possible Add-Alternates options to help bring the project in on budget.
5. Val advised the committee that the design team needs to meet with each department as soon as possible to review the department layouts and details.
6. The design team is moving forward with the intent of the project being certified LEED Silver pending DSF contractual authorization.
7. Val reviewed the latest project schedule and noted the bid date being moved up one month in order to achieve more competitive bidding. In order to keep the design team moving forward with the construction documents, key decisions will need to be made. A consensus of the floor plans will be needed from the committee as soon as possible. This will allow the engineers to finalize their calculations.
8. The Occupancy Matrix was reviewed and discussed. Val explained how the classrooms, based on their area, can hold more people than what the program specifies. The committee agreed that the rooms, except for the Hall of Nations, should only be designed for the programmed needs of the space. The occupancy load posted outside of the classroom will reflect the programmed allowance.
9. The Hall of Nations occupant load was reviewed and discussed. By code, the Hall of Nations could hold 366 people at standing room only. Committee members noted the different events that could occur in the space and the anticipated loads for those events. River Architects advised designing the room with the maximum capacity of 366 people. The committee advised the room be designed for a maximum capacity of 260 people.

10. The revised restroom layouts were reviewed and approved. Matt Lewis asked River Architects to verify if the fixture count proposed would meet the “code occupancy” number of the building. Based on the current figures, the restroom fixture count would meet the occupant load based on “code occupancy”.
11. A discussion was held regarding vending machine areas within the building. The current design shows three vending machines in a concentrated area in the northeast quadrant of the building on levels 1 through 3. Bob Hetzel advised River Architects to take a look at the other classroom building, Wimberly Hall for vending machines. River Architects conducted a tour of Wimberly Hall and found that it has nine vending machines and a microwave in one centralized vending area on the first floor. The area provided in Wimberly Hall for vending is around 400 square feet. The committee asked River Architects to look at options for vending locations in the building.
12. A discussion was held regarding recycling bin locations within the building. The current design shows these scattered around the building and also near entrances. River Architects is looking for input from UW-L on campus standards for recycling containers. River Architects found multiple variations of the recycling containers throughout campus. The committee advised River Architects to research what is available and propose a design that works with the building. If the proposed design works well in the academic building, UW-L may use the same design in other buildings.
13. The revised layout of the southwest entry was reviewed. The committee advised on adding a vestibule at the end of the hallway so that people don’t have to walk through the stairs to enter or exit the building. Options were discussed of adding the vestibule and allowing the door from the classroom to exit into the vestibule. This door would be an exit only door. River Architects to review and provide options for the committee to review.
14. River Architects presented current design ideas for the Lobby/Gathering Area, Hall of Nations, and the typical classroom. Comments included the following:
 - a) Is there a way to incorporate flags into the Lobby?
 1. International Education has around 48 flags that are 3 feet tall by 5 feet wide.
 - b) Stone columns preferred.
 - c) Look at other options for the railing system.
 - d) Push ceiling height at the Hall of Nations to the maximum.
15. Val Schute distributed the Universal Design Keypoints handout for the committee to review.
16. Paula Knutson questioned if the building will have an intercom system or other security features. Matt Lewis noted that discussion is needed in order to determine the level of security in the building.

17. Matt Groshek asked if the solar hot water system is still being incorporated into the project.
Currently, this system is being included in the project.
18. The next meeting will be scheduled after Labor Day.

Meeting Notes by: Michael J. Adler, Associate AIA

Note: This constitutes our understanding of the issues presented. Contact River Architects, Inc. via phone at (608) 785-2217, or e-mail m.adler@river-architects.com if there are any discrepancies.

- c. All in attendance
 - Matt Lewis/UWL
 - Larry Earl/DSF
 - Maura Donnelly/UWSA
 - Alex Bargout/Arnold & O'Sheridan, Inc.
 - Nate Novak/JJR, LLC
 - Mike Bohlmann/PSJ Engineering, Inc.
 - Ian Griffiths/Berners-Schoeber Associates, Inc.
 - Dennis Johnson/Ayres Associates, Inc.
 - Michael Thomason/Thomason Clark Corp.
 - Scott Leonard/Professional Audio Design
 - Phil Roeglin/Professional Audio Designs, Inc.