



MEETING MINUTES

Project Name: UW-La Crosse New Residence Halls
DSF No. 08B3M
EUA Project Number: 708190-01
Meeting Date: November 24, 2008 at Cartwright Center – 12:30 p.m.

Recorded By: Bob Cooper

<u>Attendee</u>	<u>Company</u>	<u>Email Address</u>
Nick Nicklaus	UW La Crosse	Nicklaus.harr@uwlax.edu
Doug Kuenn	UW La Crosse	kuenn.doug@uwlax.edu
Paula Knudson	UW La Crosse	knudson.paul@uwlax.edu
Amy Ableidinger	UW La Crosse	ableidin.amy@students.uwlax.edu
Andrea Higgins	UW La Crosse	higgins.andr@uwlax.edu
James Bushman	UW La Crosse	bushman.jame@students.uwlax.edu
Daryl Lawrence	UW La Crosse	lawrence.dary@students.uwlax.edu
Larry Earll	DSF	larry.earll@wisconsin.gov
Maura Donnelly	UW System	mdonnelly@uwsa.edu
Chris Dziekan	UW La Crosse	
Bob Cooper	EUA	bobc@eua.com
Jonathan Parker	EUA	jonathanp@eua.com

To the best of my knowledge, the following items represent the information discussed. If there are any discrepancies or omissions, please contact me with any questions.

Sincerely,

Robert Cooper, AIA
Principal

cc: All Listed Above

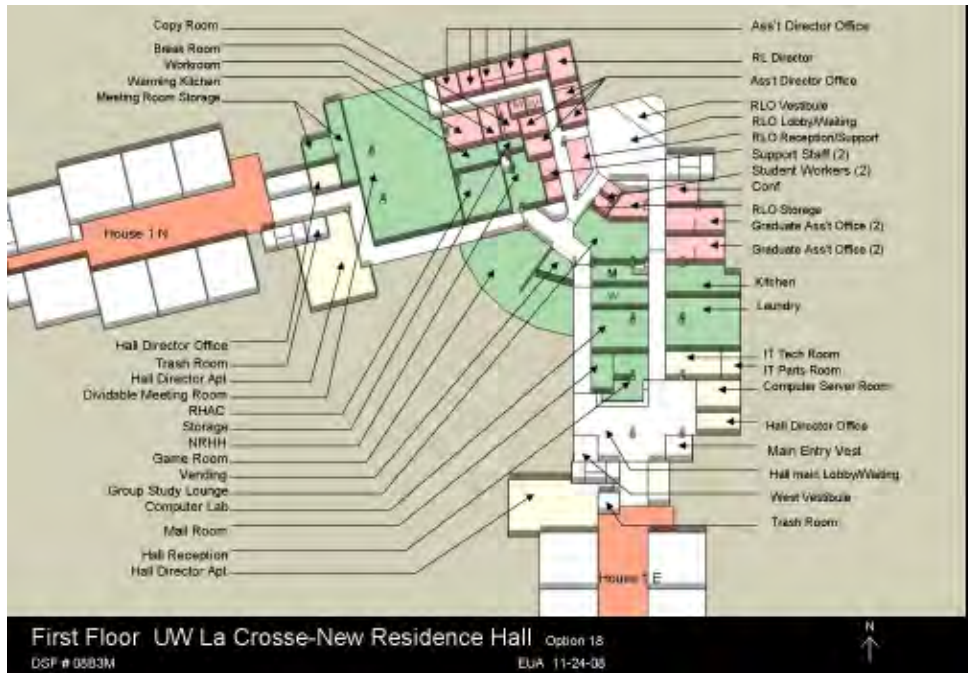
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333 E. Chicago St.
Milwaukee, WI 53202
414 271 5350 : main
414 271 7794 : fax

222 W. Washington Ave.
Suite 650
Madison, WI 53703
608 442 5350 : main
608 442 6680 : fax

A project cost estimate worksheet was distributed for discussion:

1. Size and functions of spaces requested now total 247,000 s.f., with a project cost of \$54.5 million. EUA's goal for the meeting is to have UW La Crosse "sign-off" on targets for program size and project budget. Making decisions on this today is needed in order to maintain the overall project schedule.
2. Program Discussion:





- a. Current program includes two hall directors' apartments and offices
 - b. Moving two more rooms apart to engage the house lounges added +/- 10,800 square feet, which is a significant amount of square footage
 - c. Meeting space with dividing walls will (when opened up) allow for 400 people
 - d. Residence Life Office suite has an office for one Director, six Assistant Directors and two flex offices, which accommodates their current count of Assistant Directors.
 - e. UW La Crosse questioned the 120 s.f. size for the Assistant Directors offices. This is smaller than their present offices, which are 12' x 13 ½'. 120 s.f. is the UW System standard, and this is based on using systems furniture to accommodate one occupant and two visitors
 - f. Doug Kuenn has a desk for a student worker in his office plus sometimes meets with 2-4 others. 120 sf will not accommodate 2 occupants plus visitors. It was agreed to change this office sf to 180.
 - g. Conference rooms are important for more private meetings
 - h. The need for Assistant Directors to meet with more than 2 persons privately must be addressed. Per System standards, these offices must be held to 120 s.f. Flex space offices could be used as additional conference rooms.
 - i. Do Hall Directors offices need to be 200 s.f.? Can they be? This is bigger than the Residence Life Director's office. What is functional need? A place for the Hall Director's desk and a place to meet with 3 to 4 people. There are no conference rooms near the Hall Director's office, so a compromise to adding the square footage of conference rooms would be to have a 200 sf office that accommodates a 4 person meeting table in addition to a regular desk.
 - j. NRHH square footage could be slightly less
 - k. IT Supervisor's office needs to be proximate to the Residence Life offices. Also, the IT/server rooms should be near the Residence Life office functions.
3. Budget Discussion:
- a. The project as currently programmed is \$54.5 million. Is this okay for a total project cost? UW-L needs to determine if a \$55 million project on a 20 year bond can be justified by the allowable room rental rates.
 - b. Taking a project over \$50 million to the State Building Commission may be politically challenging at this point in time.
 - c. System initially moved the project ahead based on the \$48 million number shown in the RFP. If amendment needs to be added at beginning of year, Maura Donnelly will make this amendment. However, if campus insists they need \$54 million, UW System will consider this.
 - d. What are the major parts of the project driving the \$54,500,000 project cost, and are they all necessary?



- i. At 495 gross square feet per bed this project is at the very high side of the norm for UW residence Halls. Contributing to this gsf number is the house lounge size, the full basement, and the Residence Life offices.
 - ii. Expanding center lounges adds 1,800 s.f. or \$1.8 million
 - iii. Corner (NE) lounges (on 4 floors) is worth \$1.2 million
 - iv. Adding hand sinks in bathrooms adds \$1 million to project due to added square footage
 - v. The unassigned basement is worth about \$1,670,000
 - vi. This program has more square footage assigned for lounges than is usually found in these types of projects.
 - vii. Are there too many singles? How is this affecting the building efficiency?
- e. There needs to be a general statement on the 1st page of the programming report that says that the Residence Life Office will be included in the project, and this skews the cost per bed and sf per bed numbers
- f. UW La Crosse was willing to consider including the bare minimum of basement needed and include this in the base bid with an add alternate to add more basement if bid climate is favorable.
- g. For the suites, UW La Crosse agreed to moving the lavs out of the bedroom and into the bathroom in order to help reduce suite sizes, but EUA cautioned that this alone will not get the suite size back down to the targeted 695 sf.
- h. UW La Crosse agreed to eliminating the duct extension and soffit that would have put the air supply for bedrooms at the exterior wall rather than blowing air across the room, but they did ask the A/E to look into lowering the air stream velocity to decrease potential discomfort from the moving air.
- i. One cost savings option would be to shell some of the space and build out the resident rooms in the future. However, UW La Crosse is averse to shelling space and risking losing revenue generated by rentable beds.
- j. Is 500 beds the target? Yes. UW-La Crosse needs to write out a financing proforma based on 500 beds times \$X rent per bed to make sure that this project can support the bond costs.
- k. The furnishings costs carried in the budget estimate reflect UW La Crosse's original estimates. Will this change? UW-L needs to advise EUA on furniture costs. Campus will get back to EUA on this, but for the purposes of today's meeting, use a reduced number of \$2,455,000. The FF&E costs for Reuter Hall were about \$1,500,000.
- l. DSF needs to engage architect's future contract, so they need to know maximum project budget ceiling.
- m. After much discussion, UW La Crosse decided to target \$49,500,000 for the project cost. The following matrix is a summary of the changes agreed to that bring the project cost down to \$49,500,000. See details in the spreadsheet below:



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Project Budget breakdown:

Budget Lines	Current	Per RFP	delta
Gross square feet	223,310	241,300	
Construction:	\$38,546,790	\$37,281,000	\$1,265,790
Contingency:	\$2,929,556 at 7.60% contingency	\$2,610,000 at 7% contingency	\$319,556
A/E Design Fees & reimb:	\$2,860,000	\$2,326,000 at 6.25% fee	\$534,000
A/E Pre-planning Fees:	\$275,000	\$373,000 at 1% fee	(\$98,000)
Other fees and reimbursables	\$129,000	\$239,000 at .64%	(\$110,000)
DSF Mgmt:	\$1,541,872 at 4% DSF fee	\$1,596,000 at 4% DSF fee	(\$54,128)
Plan Rev./Testing:	\$125,000		\$125,000
Energy Mgmt. Sys.:	\$516,527 at 1.34% for DDC	at 1.34% for DDC	\$516,527
Movable Eqmt:	\$2,455,000	\$3,455,000	(\$1,000,000)
% for Art:	\$123,447 at .25% for art	\$120,000 at .25% for art	\$3,447
Total Project Cost:	\$49,502,191	\$48,000,000	\$1,502,191
Constr. Cost / GSF	\$173	\$155	\$18
Total Cost / GSF	\$222	\$199	\$23
construction cost per bed	\$76,482	\$74,562	\$1,920
project cost per bed	\$98,219	\$96,000	\$2,219

Component Costs	sf impact	cost impact	sf/bed impact	cost/bed impact	"A" keep	"B" more discussion	"C" eliminate	notes
Unfinished basement space	17,000	\$1,666,000.00	33.73	\$3,305.56	\$1,000,000.00	\$666,000		balance of basement to be an alternate bid
Added sf for 72 single occupant units	2,500	\$425,000.00	4.96	\$643.25	\$106,250.00		\$318,750.00	One pair of singles per house - eleven house counts are OK
Expanded house lounge	10,800	\$1,836,000.00	21.43	\$3,642.86	\$1,836,000.00			
Corner Lounge	9,408	\$1,569,360.00	18.67	\$3,173.33	\$879,648		\$719,712.00	
Study Lounges	3,240	\$550,800.00	6.43	\$1,092.86	\$550,800.00			move study function to corner lounge? No
2nd Residence Hall Director apartment and lounge	1,666	\$283,220.00	3.31	\$561.94	\$283,220.00			
Hand washing sink	5,945	\$1,010,718.00	11.80	\$2,020.39	\$52,679.50		\$758,038.50	eliminate sinks in rooms, provide two sinks in toilet room
HVAC zone for each bedroom		\$66,400.00		\$171.43	\$66,400.00			
soffit to enclose ductwork for air supply at window		\$108,000.00		\$274.29			\$108,000.00	control temperature for comfort
Green roofs on 1 story elements		\$186,000.00		\$369.05		\$186,000		alternate bid candidate
one house/28 beds	8,800	\$1,466,000.00	17.46	\$2,968.25	\$1,466,000.00			need to keep # of beds to pay back bond
Landscape trees, shrubs, mulch beds, edging		\$71,550.00		\$141.96	\$71,550.00			
Rubber treads, risers, and landing surfaces at stair towers		\$75,000.00		\$148.81			\$75,000.00	bought to maintain
1/4" acoustical finish on concrete ceilings		\$123,750.00		\$245.54			\$123,750.00	
paint at mechanical rooms, storage rooms, loading dock		\$75,000.00		\$148.81			\$75,000.00	
rubber backing on carpet		\$64,000.00		\$107.14	\$64,000.00			
white roof in lieu of ballasted roof		\$138,000.00		\$273.81	\$138,000.00			
SSM lvs and stools		\$144,000.00		\$288.71	\$144,000.00			
SSM shower stall and base		\$86,400.00		\$171.43	\$86,400.00			
Blinds		\$45,000.00		\$89.29	\$45,000.00			
Appliances		\$18,000.00		\$36.71			\$18,000.00	owner furnished
Signage		\$46,000.00		\$89.29	\$46,000.00			
Interlock between operable windows and FCUs		\$149,760.00		\$297.14			\$149,760.00	adding holes for switch wiring voids window warranty
"apartment grade plumbing fixtures"		\$47,000.00		\$93.25			\$47,000.00	working OK at Reiter
CPVC fire protection branch lines		\$37,441.00		\$73.41			\$37,441.00	
commercial grade receptacles, rather than hospital grade		\$17,000.00		\$33.73			\$17,000.00	probably not allowed by DSF
Use free air cable for fire alarm		\$41,000.00		\$81.35	\$41,000.00			space and conduit required
use keelcenters rather than panelboards in suites		\$65,000.00		\$128.97			\$65,000.00	
area of rescue assistance & communication system		\$61,200.00	0.71	\$121.43	\$61,200.00			Figure on VOP (this is upcoming technology through DCA)
Wiring of phone outlets in suites (conduit and box remains)	360	\$79,200.00		\$157.14			\$79,200.00	
Heat Recovery systems	5,000	\$160,000.00	9.92	\$317.46	\$160,000.00			
					\$7,337,147.50	\$852,000	\$2,591,210.50	



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4. Other discussion and next steps:
 - a. UW System asked the A/E to expedite the completion of the room data sheets for the program document
 - b. EUA needs to update the program statement to reflect the decisions made today
 - c. EUA needs to give DSF a fee proposal for the next phases of work
 - d. UW La Crosse will begin scheduling meetings for the next phase of the project. December 18th and 22nd are on the schedule. The team needs to continue to meet every two weeks through August of 2009. When will the meetings begin again in January? UW La Crosse will target January 14th as the first meeting in 2009.

End of Minutes