

EXECUTIVE COMMITTEE REVIEW MEETING / OCTOBER 27, 2015

MEETING START TIME: 2:00 p.m.
 MEETING END TIME: 4:00 p.m.

PRESENT:

Craig Weisensel	Division of Facilities Development	Val Schute	River Architects
Bob Hetzel	UW-La Crosse	Mike Adler	River Architects
Doug Pearson	UW-La Crosse	Jeff Kocinski	SmithGroupJJR
Bruce Riley	UW-La Crosse	Marilee Lloyd	SmithGroupJJR

NOTES:

1. Project Schedule Review:
 - a. Design Committee meeting scheduled for October 29, 2015 will be the final design meeting.
 - b. Final Review documents to be submitted to DFD and UW-La Crosse on November 12, 2015.
 - c. Final Review comments to be provided to the design team by December 10, 2015.

2. A list of open issues were reviewed and discussed. The following items were noted:
 - a. Lab Planning:
 - The challenges that came out of the October 22nd lab planning meetings include the following:
 - Receptacle spacing
 - Faraday cage/shielding
 - A&P Lab changes
 - Additional autoclave requested
 - b. Anatomy & Physiology Lab:
 - A meeting was held with the user group today (October 27, 2015) to review the lab layout. Concerns had been expressed regarding the position of the cadaver tables within the lab. Two options were presented and the preference was for plan option B which positioned a pair of tables on the east and west sides of the room and turned the orientation of the room 90 degrees.
 - c. Autoclaves:
 - The executive committee was briefed on the discussion that took place with the Biochemistry users and the proposed option presented for adding a fourth autoclave. A cost estimate for the fourth unit was presented to the executive committee and it was determined that this unit would not be installed as part of this project. Services to the room (HVAC, Plumbing, and Electrical) should be sized to accommodate a fourth unit and the room should be sized accordingly.
 - d. Electrical Switch:
 - How this work is funded is to be determined. The design team will continue to develop the drawings for this work and will make a formal request for additional services at a later date.

3. A list of Owner Furnished, Contractor Installed were reviewed and discussed. The following items were noted:
 - a. Biological safety cabinets
 - b. Audio-visual equipment (plug & play devices)
 - c. Access control devices
 - d. Movable laboratory equipment
 - e. Movable modular casework
4. The site design was reviewed and discussed. The following items were noted:
 - a. The pavers proposed by SmithGroupJJR will be used at both the Science Lab Building and the New Student Center. Doug Pearson will send a formal email with notification of this direction.
 - b. The New Student Center contractor will retain their staging area at the northeast corner of this project site until September 2016. Notes will be shown on the site plan as required. SmithGroupJJR will coordinate drawing/work with Craig Weisense/DFD.
5. The exterior design was reviewed and discussed. The following items were noted:
 - a. Bob Hetzel commented that he liked the canopy shown at the south entrance.
 - b. An overhang and equipment screen has been added outside of the louvers at the penthouse per direction from DFD to look for ways of diverting snow intrusion at the louvers. Concerns were raised regarding bird nesting under the overhang and also the ability for the equipment screen and roof to divert the snow.
6. The interior design was reviewed and discussed. The following items were noted:
 - a. Bob Hetzel recommends spandrel glass or some form of opaque glass in lieu of window treatments at the transom windows into the teaching labs.
 - b. The digital signage locations were reviewed. Bob Hetzel commented that the monitors can be mounted up high to provide appropriate ADA clearances. Design team to re-evaluate. Provide monitor near east entrance.
 - c. Unfinished basement storage space to be included in project.
 - d. Display cases to be provided in the restroom corridor at the far north and far south wall recess. Glass doors and adequate shelving to be provided.
 - e. Wall tile to be provided at hand dryer walls.
7. Sustainability was reviewed and discussed. The following items were noted:
 - a. Project will not be pursuing certification. DFD Sustainability Guidelines to be followed.
8. Instructional lab technology was reviewed and discussed. The following items were noted:
 - a. The teaching podium has been reviewed with the user groups and UW-L ITS. The monitor arm needs to be fully articulating, similar to other classrooms on campus.
9. Next Steps were reviewed and discussed. The following items were noted:
 - a. Cost estimating documents to be sent to Concord Group on November 12, 2015.
 - b. Faculty Senate presentation on November 12, 2015.
 - c. Campus-wide open forum to be scheduled for January.

Meeting Notes by: River Architects and SmithGroupJJR

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.