

DRAFT MEETING NOTES

Meeting Date: Friday, January 20, 2017 – 10:00am–12:00pm
 DFD Project Number: 14I2O
 Project: Wittich Hall Renovation
 Location: 150 Wimberly or GoToMeeting
 Purpose: Executive Committee

Attendees/Contact Information:

Name	Company	Phone	Email
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Brad Biddick	Henneman Engineering	(608) 833-7000	bbiddick@henneman.com

The purpose of the meetings was to review the Round 11 Meetings and provide direction to move forward.

WHS Meeting Summary

1. Val discussed the WHS meeting results.
 - a. Discussed the light monitor proposed design.
 - b. Discussed the proposed new windows including window cladding color.
 - c. Approval and timing of the review was noted as being critical at this point in the project. 35% review would have been a significant setback.
 - d. Very gentle cleaning of the stone and limestone will be done with water and vinegar.
 - e. Some broken limestone panels will be replaced at the NE entry.
 - f. 2 different window styles were noted between the 1916 and 1930 wings.
 - g. A slight difference exists between the brick on the two wings. Color is a good match.

CBA Presentation

2. Bob noted receiving positive comments from several people, including Chancellor Dr. Joe Gow, after the meeting.

Floor Plan Review post WHS Meeting

3. WHS did not want a new opening into the first floor of the 1916 wing.
 - a. Mitigating factor of adding back more historic entry sequence on the 1916 wing was the compromise.
 - b. The layout will utilize the current bench as the opening into the 1916 wing.
 - i. This bench is in poor condition, but could be restored and relocated.
 - c. WHS wanted to experience the volume of the 1930 gym upon entry into the space and requested a larger floor opening along the west wall of the 1930 gym.
 - i. The floor opening was increased in size.
 - ii. Stair with modern glazing will rise within the opening.
 - iii. Floor opening and stair / stair enclosure detailing will be developed over the next couple weeks. Action: Aro Eberle
 - d. Functional impact of the floor opening increasing in size included moving testing carrels, grad student and adjunct faculty work stations on both 2nd and 3rd floor.
 - i. Some future flexibility / growth space was lost in Accountancy.
 - ii. Spaces were moved and relocated in Management.
 - iii. Some color coding of the plan needs to be corrected.
 - e. It was noted that the Work Room size and new layout in the 1930 wing allows for future flexibility.
 - f. High transom windows will be located across the south offices.
 - i. All transom glazing is now being shown in the offices.

Lower Level Plan Review

4. The mechanical space was decreased in size based on the current concept and was not needed. Less ductwork space and reduced shaft area are also benefits. (Concept still being worked through with DFD). Added vending and bar height seating to vacated space. Campus noted that they may not need 5 vending machines.
5. It was requested that plumbing (Floor drain, wall, drain, HW, CW) be roughed in for possible food service near the vending area. Action: Aro Eberle / Henneman
6. An improved Student Org Space was presented with casual learning pods facing 2 directions.
7. Per the Instructional Space Meeting, additional monitors (1 per each pair of students) will be shown in the teaching lab to show Instructor content. Action: Aro Eberle / Sextant
8. The current layout has lost the white box seminar space in the Lower Level. Depending on the evolution of the mechanical concept, there still may be some additional mechanical space that could be reclaimed.
9. Within the Student Study Spaces power is desired everywhere. Will layout and review with UWL. It was noted that furniture discussions will start now to begin coordination of power and eliminate conflicts with other devices. It was noted that flexibility is important and should be considered.
10. Water for coffee vending will be roughed in. Action: Henneman

11. It was discussed to add to the Student Orgs Space a refrigerator, microwave & sink as there is no place for students to warm up food. All parties were not in agreement with the discussed location. Options will be presented at the next round of User Meetings. Action: Aro Eberle

Elevator

12. The Elevator placement and quantity was discussed.
 - a. Concern was noted at a previous meeting about no accessible access to 3 floors when the elevator is down.
 - b. It was noted that there are no known users with a disability.
 - c. The larger issue is people with injuries or a temporary disability.
 - d. Campus noted that a normal outage is 24 hours and that Kone Elevator has a contract with campus and is on site every week.
 - e. Reliability of a new elevator was less of a concern about outages and ongoing maintenance found with older elevators.
 - f. Per direction from the Executive Committee, the Design Team will proceed with one elevator in the building.

Project Promotion

13. The Design Team asked if images presented during the CBA Presentation could be shared with the Student Newspaper and the CBA for promotion. The Executive Committee had no concerns.

Light Monitors

14. Light monitor cladding material was requested to be a complementing color to the brick. Zinc was noted as being available in several colors / finishes.
15. It was noted that the vertical windows are on only 2 sides, the north and east.
16. The height of the monitors was noted as still being a concern. Campus noted that they do not want to see from the ground, but it would ok to see from an upper floor of an adjacent building.
17. Vertical glass was noted by Campus as being preferred over horizontal skylights.
18. Will review at the late February round of meetings. Action: Aro Eberle

ADA Spaces

19. Concerns noted during the round of meetings were briefly discussed. A meeting will be scheduled with all ADAs and Dept. Chairs to review layout options during the late February round of meetings. Action: Aro Eberle

Angled Walls

20. Doug noted that the walls where internal function / furniture layout was impacted (between spaces) were straightened. Other angled walls that are driven by circulation paths and maintaining open sightlines were not.
 - a. Cathy noted that changes made were improvements and liked the splayed conference room walls at the bottom of the stair on the 2nd Floor. She noted that reducing or eliminating the remaining angles would create pinch points and narrow corridors.
 - b. Campus requested that the conference walls be straightened. Action: Aro Eberle
 - c. The primary concern noted was about impact of furniture layout. It was noted that all of the Work Rooms are built-in casework and the ADA may be built-in as well.
21. All corridors were noted as being 5' wide.
22. UWL requested that the Design Team review and simplify the angled walls. Action: Aro Eberle

Lactation / Family Room

23. Per comments received from the College at last round of meetings, a Lactation / Family Room was added to the building. The room was added to a future office on the 2nd Floor.
 - a. Cathy noted that these are being added back in many buildings.
24. The group discussed moving the room to the Lower Level versus the 2nd floor location shown on the plans and requested that the room be labeled as a Family Room.
25. A Group Study Room on the Lower Level was noted as a likely location for the room so that it's available for all users of the building.

Reusing of the Hardwood Gymnasium Flooring

26. The group discussed keeping the maple gymnasium floor in place on the 2nd floor in both wings.
 - a. The material was discussed as being durable, able to take corridor traffic abuse and was thought to be less maintenance over time.
 - b. Laying carpet over the wood was discussed. Most likely in offices and areas where improved acoustics are needed.
 - c. Campus asked if the floor would be preserved or refinished. There was a desire to keep some of the old gym floor markings. If refinished, campus would like to review the proposed finish. Action: Aro Eberle
 - d. Concern was noted about protecting during construction. Notes will be added to the Demolition Plans. Action: Aro Eberle
 - e. It was noted that reuse of the existing flooring could be a considerable cost savings.
27. The 3rd floor was noted as being a new floor slab with Epoxy terrazzo corridors and carpet in offices.

Schedule

- 28. Dean's Suite and Student Orgs area were not reviewed during the Round 11 meetings, but will be reviewed during the Round 12 meetings February 2-3.
- 29. Site design work can move ahead following WHS approval.
- 30. Design focus will be on exterior and development of the light monitors.
- 31. Mike reviewed future meeting dates and overall schedule. See slides attached.
 - a. Intent for the February 22 / 23 / 24 meetings will be to review any outstanding items that will need to be included in the 35% drawings.
 - b. Internal package to be printed early March.
 - c. Page turn review will be March 15 / 16.
 - d. Target date for 35% review will be April 20.
- 32. Mike noted that 10% Concept Report comments are 60 days past due. Last chance for comments so this phase can be wrapped up.
- 33. It was requested at the WHS meeting that proposed plan changes be sent to WHS for review. Action: Aro Eberle

Budget

- 34. Mike noted no major concerns at this point about the budget.
- 35. It was noted that very little has been added to the project over the last few rounds of meetings with the exception of some additional A/V requests. Scott and Mike are strategizing and will evaluate pre-bid and post-bid options to determine the best method for incorporating A/V requests into the project.
- 36. Opportunities like the reuse of maple flooring on the 2nd floor will only help the budget.

Other Comments

- 37. Cathy noted disappointment over the elimination of sidelights at the offices. She was also in support of keeping the Lactation / Family Room in the project. Overall, feeling very good about the direction of the project.

Donated Funds/ Student Investment Center

- 38. The use of donated funds for the Student Investment Center were reviewed.
- 39. During Round 10 and Round 11 meetings, it was discussed that Bloomberg terminals or a similar technology would be beneficial, if not necessary. Concerns were expressed over the financial commitment needed to cover ongoing subscription costs. It was discussed that the College should be responsible for these costs.
- 40. Donated funds should be used for technology and then for furnishings including items like ticker tape and furniture.
- 41. If funds remain after technology and furnishings are covered, further evaluation will be needed to determine how the funds should be used.

Attachment: PPT presentation

CC:

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Paul Martzke – Immel Construction – (920) 468-8208 – paulma@immel-builds.com

ROUND 12 MEETINGS– DAY 1 (MORNING) – 2/2

Thursday, February 2, 2017

- 6:30–8am Student Orgs
 - Required: Laura Milner, Student Org/Student Spaces Focus Group, Scott Schumacher, Mike Eberle, Doug Pahl, Christine Pearson
 - Optional: Peter Bloechl–Anderson, Cathy Weiss
- 8–9:30am Dean's Suite
 - Required: Laura Milner, Ken Rhee, Corinne Rheineck, Scott Schumacher, Mike Eberle, Doug Pahl, Christine Pearson
 - Optional: Peter Bloechl–Anderson, Cathy Weiss
- 9:30–11:30am Site Design / Civil Utilities
 - Required: Doug Pearson, Scott Schumacher, Dennis Rodenberg, Mike Eberle, Doug Pahl, Nate Novak
 - Optional: Peter Bloechl–Anderson, Cathy Weiss, Laura Milner, Ken Rhee
- 11:30–1pm Lunch Break

ROUND 12 MEETINGS– DAY 1 (AFTERNOON) – 2/2

Thursday, February 2, 2017

- 1–2:30pm Building Envelope / Preservation
 - Required: Bob Hetzel, Doug Pearson, Scott Schumacher, Laura Milner, Ken Rhee, Doug Pahl, Mike Eberle, Val Schute, Mike Adler
 - Optional: Peter Bloechl–Anderson, Cathy Weiss, Maura Donnelly, Design Committee (TJ Brooks, Nicole Gullekson, Mary Grattan, Anne Hlavacka, Rob Wolf, Stacy Trisler, Will Maas, David Annino)
- 2:30–4pm Interior Architecture / Preservation
 - Required: Bob Hetzel, Doug Pearson, Scott Schumacher, Laura Milner, Ken Rhee, Doug Pahl, Mike Eberle, Design Committee (TJ Brooks, Nicole Gullekson, Mary Grattan, Anne Hlavacka, Rob Wolf, Stacy Trisler, Will Maas, David Annino)
 - Optional: Peter Bloechl–Anderson, Cathy Weiss, Maura Donnelly, Val Schute, Mike Adler

ROUND 12 MEETINGS– DAY 2 (MORNING) – 2/3

Friday, February 3, 2017

- **8–9am** **Fire Protection / Plumbing**
 - Scott Schumacher, Doug Pearson, Dennis Rodenberg, Daniel Kruger, Mike Eberle, Doug Pahl, Stacy Floerke, Brad Biddick
- **9–10am** **Mechanical / CW & Steam**
 - Scott Schumacher, Doug Pearson, Dennis Rodenberg, Daniel Kruger, Mike Eberle, Doug Pahl, Chris Stephan, Brad Biddick
- **10–11am** **Electrical**
 - Scott Schumacher, Doug Pearson, Brad Delaney, Kenny Jessen, Mike Eberle, Doug Pahl, Brad Biddick
- **11am–12pm** **Fire Alarm / Technology / Security**
 - Scott Schumacher, Doug Pearson, Brad Delaney, Kenny Jessen, Mike Eberle, Doug Pahl, Tim Cole, Brad Biddick

ROUND 12 MEETINGS– DAY 2 (AFTERNOON) – 2/3

Friday, February 3, 2017

- 12–2pm Design Team Work Time / Lunch Break
- 2–3:30pm Executive Committee
 - Required: Peter Bloechl–Anderson, Cathy Weiss, Bob Hetzel, Doug Pearson, Scott Schumacher, Laura Milner, Ken Rhee, Mike Eberle, Doug Pahl, Mike Adler, Val Schute

FUTURE MEETING DATES

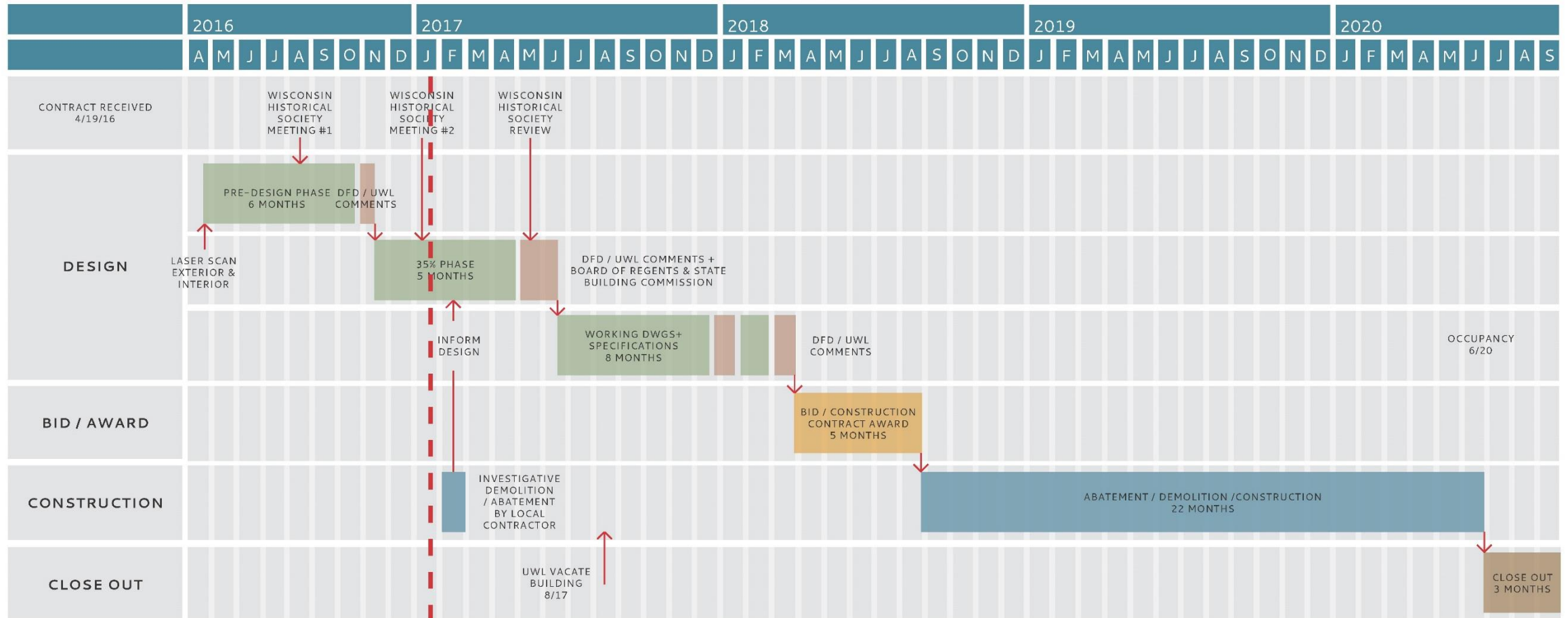
February 1/2 – Round 12 – Systems Design 2

February 22/23/24 – Round 13 – Final Detailed Programming / Systems Design

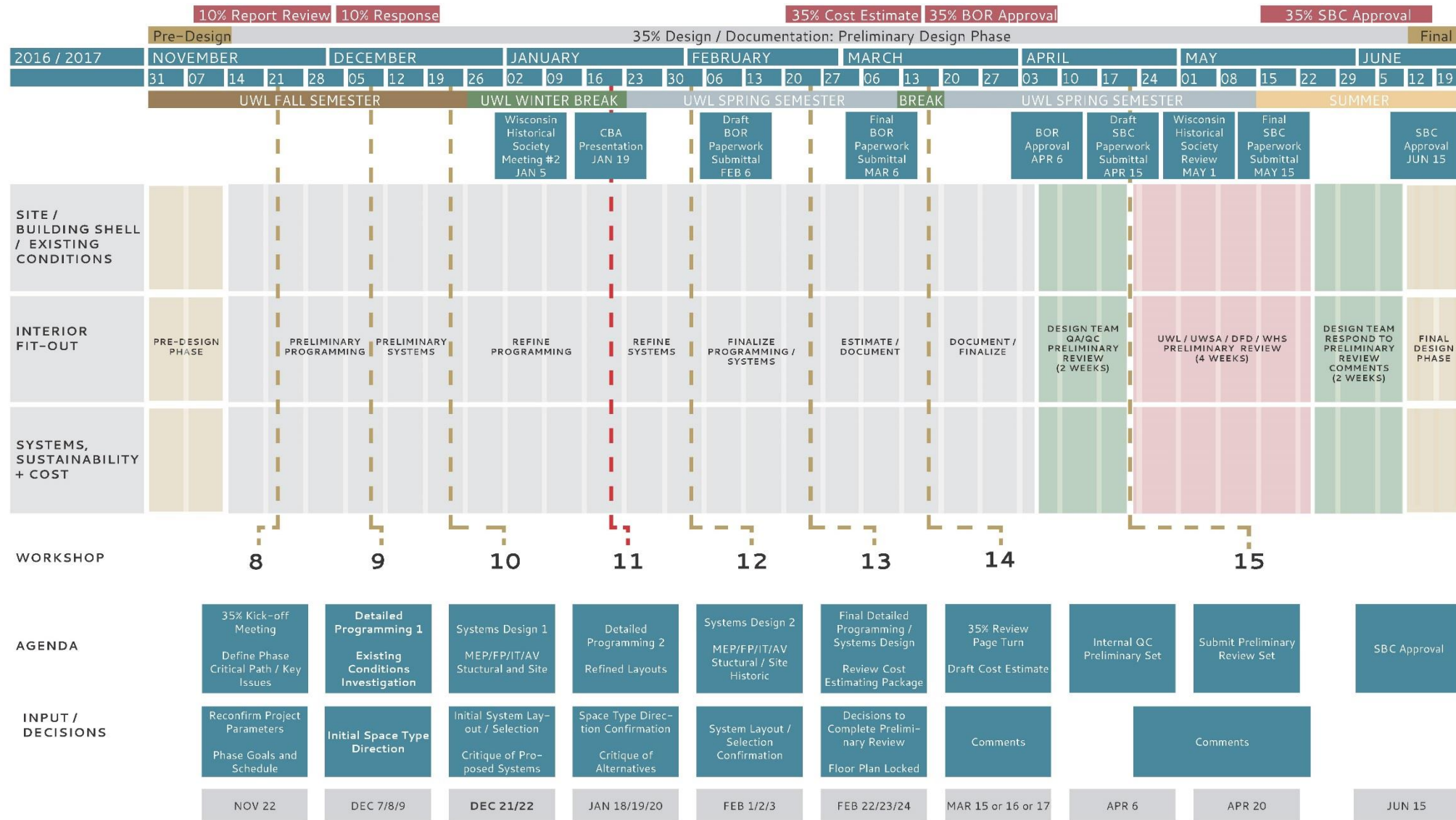
March 15 or 16 – Round 14 – 35% Page Turn

April 20 – Milestone – Issue 35% for Review

PROJECT WORK PLAN



35% PHASE WORK PLAN



NEXT STEPS

DFD / UWSA / UWL / CBA

- Discuss Round 11 Meetings Internally @ CBA
- Last chance for 10% Concept Report comments.
- Continue discussions internally at CBA regarding ADA / Student Worker / Workroom configuration.
- Resubmit Design Sketches to WHS

NEXT STEPS

Design Team

- Issue agendas for February 2/3 – Round 12 Meetings (1/23)
- Internal Design Team Meeting (1/24)
- Mechanical Systems Meeting with DFD (1/25)
- Issue minutes from Round 11 Meetings (1/27)
- MEP/FP/IT Coordination Meeting (TBD)
- Structural Coordination Meeting (TBD)
- Site / Civil Coordination Meeting (TBD)
- AV/Acoustics Coordination Meeting (TBD)
- Historic Preservation Coordination Meeting (TBD)
- Respond to / incorporate all 10% comments and issue Final Report (TBD)