



SDS Architects, Inc. • 205 N. Dewey Street • Eau Claire, Wisconsin 54703-3537

Meeting Notes

Workshop #3

Meeting Date: Wednesday, March 12, 2008 9:00 a.m.

Regarding: **Hovlid Hall Renovation & Addition**
U.W. Stout Campus
Menomonie, Wisconsin

DSF Project Number: 07B2F
SDS Project Number: 0727

Location: U.W. Stout, Red Cedar Hall – Room 140

Present: See scanned Sign-In Sheet attached

Introductions were made.

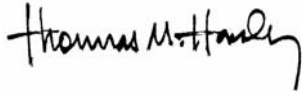
1. Confirmed the routine meeting time, which will be the 2nd and 4th Wednesdays from 9:00 a.m. until 12:00 noon.
 - Meetings will be used as needed but these times will be set aside as available meeting times.
 - Decided that the day of the April 9th meeting, an open house for students may be held later in the day for presentation of the project. This is to be confirmed by the Campus.
2. Tom Hanley gave a budget update.
 - Current budget indicates that the replacement of the steam line bottleneck at Broadway has been removed from the project but this will require the shutdown of JTC when the project is complete.
 - The soil borings have been conducted. It was found that Geopiers or pilings will not be needed on the project, however, other below grade surprises such as abandoned tanks and utilities were found. Some money has been kept in the budget for the correction of these.
 - Current budget indicates a rooftop/DX cooling system rather than a chiller and cooling tower.
 - Project currently indicates the elimination of the student corridor to the traffic area.
 - Tom Hanley noted that the goal was to reduce square footage to bring it as close as possible to the \$10 million project budget, without severely compromising the program intent.
 - Project currently does not indicate any flashing replacement on the exterior remodeling and the interior remodeling has not been modified from the original budget in terms of scope. Noted that the numbers have been reviewed with contractors and adjusted according to their input.
 - The project is currently budgeted at \$10,760,000, which is approximately \$760,000 over the current money available.
3. Two primary schemes reviewed with the following highlights (see attached):
 - Currently the plan is shown without the elevator at the west side of the building. It was noted that the budget does include this elevator at this time.
 - Two unisex toilets are included in one of the options and additional toilet space is included in the other option.
 - Dock area is completely exterior.
 - The sizes of the offices were questioned. It was noted that the offices are shared and are used for other functions so the size seemed to be appropriate.
 - One scheme added square footage for dining space. It bumped up the gross square footage by approximately 1000 square feet. This scheme also included larger toilet rooms.
 - Question was raised about securing the dining after hours. This is done by way of a screen or a grille.
 - Convenience store area may be larger than necessary. May trade square footage for additional dining space. It was also noted that the back of house storage may be larger than needed. Jim is to investigate this.
 - Discussed the dumpster access and also the possibility of enclosing it to keep the trash dry.
 - Discussed the location of the main entry and the inclusion of an elevator.
 - Discussed access for Wiggin students. A path needs to be defined as part of the project. Connections at the upper and lower levels will probably be necessary.
 - Discussed the crossing at Second Street and the long range plan to possibly close Second Street.
 - Sheila discussed the Foodservice layouts.
 - Noted that the C Store is set up for vender delivery to the final destination of product.

- May reduce C Store size and shift area to seating.
 - Discussed security at C Store; concern from Campus of being able to monitor this area.
 - Discussed other entry and exits used after hours.
 - Discussed concern with pinch points/flow at the cashier area.
 - Discussed the cooler size. Jim noted that this cooler size is necessary and that compromises may be made on the dry storage area.
 - One of the offices is supervisory. The other offices may not need windows to the interior. There is some flexibility on the layout to be more efficient. It may include a window between the offices, as well.
 - Discussed direct access to dry storage for convenience of delivery.
 - Shirley asked that the clearances be checked at the mechanical room to make sure there is space for maintenance around the equipment. Discussed the possibility of having the mechanical room located on the lower level with exterior access.
 - The seating goal is 140 to 150 for dining. This is important for the long term.
 - Discussed after hours use and the possibility of needing storage for the tables. It was decided that the dining area will not be set up for special meeting type functions and that storage of the tables will likely not be necessary.
 - Toilet rooms.
 - Discussed the toilet room size.
 - Expressed some concern about only having two unisex toilets.
 - Location of the toilet rooms. Discussed the possibility of moving those to the south side of the plan; possibly down in the convenience store area.
 - Discussed the possibility of blending the convenience store with the servery for efficiency and to reduce transactions.
4. Discussed the Hovlid remodeling.
- Decided that two offices will be adequate rather than three.
 - The resident director's apartment could be made smaller to yield one more student room.
 - Eliminate sliding door due to grade changes.
 - Change laundry and add shower and toilet room.
 - For the lounge area, the goal is to recreate the look and image of the Red Cedar Hall.
 - Add another shower at Janitor's closet each floor.
 - Discussed fire protection and the routing to avoid using corridors.
 - Look at options for circulation in the lounge area, especially where Wiggin corridor joins the lounge.
 - Discussed the height/image at the lounge area, exterior appearance, possibly a fireplace.
 - Discussed shuffling some of the windows that are currently located in the toilet rooms for better utilization.
 - Noted that windows to the corridor will be needed in the lounge areas on each floor.
 - Discussed several issues with the toilet rooms. Campus will review these layouts with the students and gain additional input.
 - Discussed the possibility of having less fixtures in the men's rooms.
 - Campus asks that revised concepts be provided to them for review before the meeting on the 26th.
 - SDS will provide a list of meetings needed for the 26th. Anticipated meetings are Foodservice, Residence Life and Site at this time.
5. Reviewed the Schedule.
- Goal will be to submit for the August Board of Regents meeting. This will be on August 21st and the September Building Commission meeting.
 - The two page draft Design report will be needed by George by July 7th. George will provide this to Jeff by July 11th.
 - It is anticipated that the preliminary review submittal (35% review) will be submitted around June 1st.
 - Discussed some of the program modifications in the Foodservice area regarding the concept for prep/cooking and the equipment and HVAC systems related to this. This will need to be discussed with Ann when she returns to determine how flexible the Campus is on equipment selection to provide more efficiency within the Foodservice area. This will have an effect on the square footage and the cost of the HVAC systems included in the project.
 - It was noted that the project budget is set at this point at \$10 million and that the design is to continue with the goal to accomplish this budget at future design meetings. Alternates may be identified, if necessary, to accomplish this.
 - Discussed the basement areas in Hovlid. It was decided that some of the Hovlid functions such as the weight rooms and activity areas may be moved to the basement of the addition if budget allows.
 - The Environmental Assessment will need to be scheduled soon.
 - Discussed the possibility of scheduling the remodeling over two summers. This will be evaluated with consultants at next weeks meeting.

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This confirms and records our interpretation of the discussion that occurred and decisions reached during this meeting.
Unless notified, we will assume that the notes are complete and accurate.

Respectfully Submitted,
SDS ARCHITECTS, INC.

A handwritten signature in black ink that reads "Thomas M. Hanley". The signature is written in a cursive, flowing style.

Thomas M Hanley
Vice President/Architect

TMH/cmj

Attachments

C: All Participants
SDS File 0727.12.20

HOVLID 3/12/08
MTG SIGN-IN



NAME

TOM HANLEY
DALE FAYMTER
NICOLE VANWIE
Jim [unclear]
JEFF KOSLOSKO

Tim LUTTRELL

GEORGE AKER

PHIL LYONS

CHRIS ZIEGLER

Ben Markl

SCOTT GRIESBACH

SHIRLEY KLEBSADEL

ART BARTELS

SHEILA PALINKAS

DEPT./ORG

SDS ARCHITECTS

SDS

ESG

Stout
UW SYSTEM

DSR

UW-STOUT

Student Life SERVICES

UW-STOUT HOUSING - STUDENT REP

University Housing

UNIVERSITY HOUSING

UW-STOUT Physical Plant

ESG

MARKESY