



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

Meeting Notes

Workshop #4

Meeting Date: Wednesday, March 26, 2008 10:00 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

The following matters were discussed:

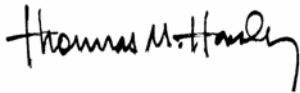
1. Confirmed the next meeting will be April 9 from 9:00 a.m. to 12 noon.
 - Campus will verify the date for a Campus presentation and provide this to Tom Hanley.
2. Summarized what has transpired since the last meeting. The goal was to reduce the project as much as possible to meet the budget.
 - Have removed the option for the rooftop units and DX cooling and have replaced with a cooling tower and chiller.
 - Plan has also changed to improve circulation and connection to Red Cedar Hall.
 - Have increased seating area as requested.
3. Reviewed Options 1A and 2 with the following comments (see attached Power Point presentation slides).
 - Trash area is covered.
 - Dock is able to accommodate two trucks.
 - Needs to be a grease receptacle near the dock area.
 - Trash dumping is preferred to be done from above for the Foodservice.
 - IT space is now shown in the lower level.
 - Current design requires roll out of the dumpsters for pick up. Campus noted that this may be an issue in the future with trash pick up service.
 - Area for floor scrubber/floor care equipment will be needed. This may be in the dock staging area.
 - Ware wash area still needs definition. Stressed need for the dirty entrance - clean entrance.
 - Both options include more seating than previously indicated.
 - Differences between Option 1A and 2 are primarily architectural in nature.
 - The lower level in Options 1A and 2 are different but they are interchangeable.
 - Can toilet rooms be located elsewhere so as not to use a corner of the Convenience Store.
4. Hovlid layout.
 - Director suite still may be reduced.
 - Door swing issues near the elevator.
 - Mailboxes need to be available to Fleming as well as Hovlid. The security point will need to be located to accommodate this.
5. Reviewed the budgets for Options 1A and 2.
 - It was decided that Option 1A should be pursued at this time. Campus will need to discuss funding for the project.
6. Discussed the site with the following comments.
 - Concern about whether a fire lane will be needed. A meeting will be arranged with the fire chief to confirm this. At this meeting will seek a statement in writing from the fire chief.
 - Discussed modifications around Fleming, including steps to minimize the amount of retaining walls needed.
 - Discussed quality of space. Noted that focus will be on investing in the area between Fleming and Foodservice primarily.
 - Discussed storm water options. Need to find a solution that does not cause future problems.
 - Project should budget for piping as required at this time.
7. Discussed the Foodservice layout with the following comments.

- Possibility of C Store and ale carte being combined.
 - Discussed production area. More traditional layout may be desired.
 - Locker space is currently indicated being larger than necessary.
 - Discussed possibility of moving the janitor/custodial area into the dock staging area.
 - Offices may be combined with the use of modular furniture within for better utilization of space. Space is more valuable in the kitchen area rather than in the office and other auxiliary spaces.
 - C Store may be smaller to provide more dry storage.
 - May like alternate layouts for coolers.
 - May also need more than one check points, may need two.
 - Discussed the possibility of an overhead door at the dock.
 - Campus does not need recycling area as shown. This may be combined with the janitor's area.
8. Future Space.
- For future presentations, the lower level should be labeled as Future Space rather than Fitness Center, especially when presenting to Campus.
9. Reviewed the project schedule.
- Noted that the Building Commission date will be September 17th.

END OF NOTES

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.



Thomas M Hanley
Vice President/Architect

TMH/cmj

Attachments

C: All Participants
SDS File 0727.12.20



HOLIDAY HALL WORKSHOP &
3-26-09

Dale Painter

Jeff Kosloske

George Akker

Ann Thies

Jim Selz

Chris Ziegler

Ben Markl

Shirley Klebesadel

STEVE WHAYLAND
KEN SAIKI

Art Bartels

Tom Hawley

Nicole Vanhale

Sheila Palinkas

Scott Griesbach

Tim Lottrell

SDS Architects

UW System

UW STOUT

UW-Stout

UW - Stout

UW-STOUT HOUSING - STUDENT REP

University Housing

UW-STOUT - Physical Plant

KEN SAIKI DESIGN
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ESG

SDS

ESG

MACKESEY

UW-STOUT - HOUSING

OSP