

## AndersonMasonDale Architects

### MEETING MINUTES # 4

Date: 5/6/2019  
Project #: 18-033  
Project: DPS Hamilton MS

Subject: Design Advisory Group Meeting  
Date/Location: 5/2/2019 at Holm Elementary School  
Present: see attached attendance sheet

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Distribution: Attendees, file

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#### Meeting Agenda:

- Review the process
- Presentation of “must-do” selection based on the meeting on 4/30
- Presentation of 4 themed cost alternates
- Selection of the most preferred theme for cost alternate and discussion

Format – Presentation of “live” Excel spreadsheet and boards illustrating project scope.

#### General Note:

The project budget is \$2,465,000. Design team was asked to design the project to 70% budget (base budget of \$1,725,000) and include a list of alternates for up to 110% budget (\$2,711,500).

On 4/30 AMD team met with Christian, Eileen, Kristy, and Tim (on the phone) to discuss approach and preliminary prioritization of the project scope. The group *discussed the importance of focusing on quality of students’ experience* at school supported by the results of survey conducted by HMS. The priorities that rose to the top were restrooms, classrooms, corridors, and outdoors. The group selected *preliminary “must do” list to be presented to the DAG. Along with the “must do”* list the group advised four themes for pricing alternates: outdoor focused, specials focused, first impressions, and classrooms enhancements. The discussion at DAG 4 on 5/2 is based on the outcomes of this meeting.

#### PRESENTATION:

AMD presented the “must do” list including: restroom improvements, 4 replacement drinking fountains, resurfacing of existing basketball courts, outdoor shade structure(s), corridors improvements (paint, accent flooring, accent

ceilings at main level, refurbishing of display cases, repair of existing lockers), classrooms improvements (\$10,000 + \$5,000 for furniture, per classroom), home EC classroom renovation.

The group agreed that the “must do” list is a good representation of the school’s needs.

AMD presented four themed pricing alternates:

1. Outdoor/ Indoor Fitness & Wellness Focused:

Plumbing:

Enhanced privacy partitions at bathrooms

Outdoor:

Storefront doors to the yard

Resurface running track

Picnic tables

Shade trees

Rocks and natural elements for seating

Xeriscape garden

Relocate basketball courts

Amphitheater

Shade canopies

Obstacle court

Playground equipment

Gym

Scoreboard

Sound system

Bleachers

Acoustical panels

School Commons

Remove existing ceilings

Accent ceiling

Student lounge

Furniture

Whole child center improvements

2. Specials Focused:

Gym

Scoreboard

Sound System

Bleachers

Partition

Acoustical Panels

Auditorium

New carpet

Lighting

Sound system

- Countian
- Seating
- Music Room
- Demo steps
- New carpet
- Acoustical panels
- Instrument storage
- Learning Hub
- New carpet
- Demo existing shelving
- Ceiling improvements
- Electrical improvements
- Furniture
- Whole Child Center Improvements

3. First Impressions/ Security Focused
  - Corridors
  - Accent ceilings in upper and lower corridors
  - All new lockers
  - Safety and security
  - Stair cameras
  - PA system
  - School Commons
  - Security vestibule
  - Demo existing ceiling
  - New accent ceiling
  - New doors to the yard
  - Renovate student lounge / meeting room
  - Furniture
  - Language Center
  - Demo partition walls
  - New flooring
  - New glass doors
  - Resurface cabinets
  - Electrical improvements
  - New ceiling
  - Furniture
  - Whole Child Center Improvements

4. Classroom Focused
  - Additional classroom improvements
  - Building Wide
  - Replace doors
  - Replace ceiling tiles
  - Whole Child Center Improvements

## DISCUSSION

Each participant was given two dots to place on one or two proposed alternates to prioritize the ideas. The alternates scored as follows:

Specials Focused	7 votes
First Impressions/ Security Focused	6 votes
Outdoor/ Indoor Fitness & Wellness Focused	3 votes
Classroom Focused	0 votes

Starting with the highest scoring alternate (Specials Focused) the group worked on creating combined pricing alternate list.

Following items were removed/ reduced in scope:

- Bleachers were replaced with one row of removable seating
- Eliminated new sound system from auditorium (repairs only)
- Eliminated curtain
- Removed demolition of raisers in music room
- Reduced ceiling improvements in library
- Reduced Whole Child Center improvements

Following items were added:

- \$75,000 for outdoor improvements
- Security vestibule
- Additional cameras
- Office area renovations to include waiting area
- Door and window at existing STEM lab

The complete spreadsheet documenting this discussion is attached with these notes.

AMD team reviewed the spreadsheet and asked for “fist-to-five” score of the proposed list. All participants graded the list as 5 or 4 (with majority of votes being 5).

Next Steps:

The next DAG meeting will focus on finalizing the scope of the project and prioritizing items within the pricing alternate category.

- DAG #5 (prioritization and refinement) May 9 3.15-5.00 PM
- DAG #6 (concept design presentation) May 21 3.15-5.00 PM

This represents Anderson Mason Dale’s understanding of the major points of discussion of the conference. If you have any additions or corrections, please notify this office promptly.

