DATE August 16, 2011

 FROM Don Adams, Omni Architects

 TO David Proffitt (for internal distribution)

 PROJECT University of Louisville – Student Recreation Center

 COMMENTS A Design Development meeting was held in the conference room of University Planning, Design and Construction on August 16, 2011. The meeting was from 9:00 AM to 4:30 PM. The purpose of the meetings was to discuss current status of Design Development drawings. See the attached sign-in sheets for those in attendance:

 NOTES

Session 1 (August 16, 9:00 AM – 4:00 PM): Session 1 was a Design Development review meeting with David Proffitt and representatives from Omni, Cannon Design, CMTA, Paladin, Carman, Rangaswamy, and Robert Pass Associates and was held in the conference room of University Planning, Design and Construction. The intention of this meeting was to review current status of the project. Representatives of the Intramurals program joined the meeting at 2:15 PM.

Session 2 (August 16, 4:00 AM – 4:30 PM): Session 2 was a Design Development review with representatives from the Student Government and Dean Mardis.

1. Session 1: Current Design Development status discussion with David Proffitt and the design team:
	1. Mike Jacobs began by discussing the meetings with Food Service, UofL Grounds and UofL Intramurals on August 15, 2011. See attached meeting minutes dated August 15, 2011.
	2. John McAllister showing interior renderings.
	3. Polished concrete floor samples were shown. A base slab with a concrete topping slab could be implemented but this would add $4 SF minimum. A topping slab has the benefit of being poured near the end of construction reducing the chance it would be damaged.
	4. Floor boxes tend to be a problem in polished concrete floors where the edges around the box do not get finished properly. A large plate covering the edges around the floor box tends to minimize the problem. There are minimal floor boxes in the polished concrete floor locations though.
	5. David Profffitt would prefer that the sill of all interior windows and storefronts be raised a minimum of 4” above the floor.
	6. Currently showing 12” wide zones in the lobby ceiling for M/E/P items. This will need to be coordinated with CMTA.
	7. David Proffitt would like to have consistent heights to window mullions throughout the building.
	8. The trusses in the fitness area are now tube trusses similar to what is shown in the MAC and Gyms. Due to cost considerations the “V” trusses originally shown in the MAC and Gyms are now single plane trusses.
	9. Conduit to lights will need to be coordinated with the trusses.
	10. Lights are shown suspended from the trusses. This will need to be coordinated with CMTA.
	11. Ann Swope of Swope Design and Angela Johnson of UofL to be involved with color selection. Design team to proceed with color selections then present to UofL Intramurals.
	12. Standard colors to be used for all finishes.
	13. Running track rendering was shown. The ceilings above the running track will be a gypsum board “floating” ceiling. Exterior glass will extend past the ceiling line.
	14. Currently no lights above the running track. Per CMTA there should be enough spill light from the windows and lights over the fitness area.
	15. Lights in the gymnasium will need to be impact resistant. Currently shown as florescent lights with protective housing. These may be installed on pendants to help with impact resistance.
	16. Per Robert Pass if a specialized installation is required for the lights at the trusses this will increase the installation cost. CMTA to detail where specialized installation is not required. All components could be tap screwed to the bottom of the tube truss to reduce installation cost.
	17. Currently interior graphics are not included in the budget.
	18. Doors in the MAC to have flush hardware.
	19. Per David Proffitt the plaza light fixtures will need to match the “shoebox” type fixtures used on campus, except the pole height may be 15’ or 30’. This will affect the aesthetics of the plaza as currently designed.
	20. If light fixtures are attached to the building they can deviate from the campus standards.
	21. Per Ken Dietz colored mortar may be used but does not want a mortar that matches the brick color. UofL would like to avoid a monolithic look to the brick walls.
	22. As designed the insulated, corrugated metal panels cannot be manufactured with the radius shown. If the intention is to keep the same corrugated look a possible solution is to use just the metal panel (un-insulated) and insulate the cavity space of the wall. This will require the window types at the running track to be changed. Currently the windows are integral with the 3” insulated metal panels. A storefront system will need to be utilized instead.
	23. All West and South windows in the MAC and Gyms to utilize 60% frit.
	24. The Sioux City Brick Co wire cut Norman brick (R-13) sample was preferred. The brick is manufactured in Adel, Iowa and is within the 500 mile radius requirement for LEED regional materials.
	25. It is possible that a sole source specification could be written for the selected brick.
	26. LG&E gave a quote for burying the overhead utilities. This included the utilities from the Corner of Cardinal to the front of Minardi Hall. The utilities will not be buried in the street. Existing light poles will be removed and reinstalled after utility work is complete.
	27. Currently there is one existing fiber optic line in front of the new building that will need to be relocated.
	28. The MSD fund transfer will pay for the difference between a standard storm system and what is required by MSD. It has been the design teams assumption that the full $510,000 could be utilized. The cost estimate will be updated to reflect just the $434,683 instead.
	29. Will need to identify add or deduct alternates for the project. At bid time alternates must be taken in order. For example, alternate 1 must be taken before alternate 2.
	30. Bid pack 1 to be site prep.
	31. Bid pack 2 to be foundations. It is risky to have foundations constructed without a GC on the project therefore this bid back could include shop drawings only for foundations.
	32. Bid pack 3 to be structural steel but it is possible this bid pack may not be needed.
	33. David Proffitt gave authorization to proceed with Bid Pack 1 site prep and Bid pack 2 foundations. Determination to proceed with Bid pack 3 structural steel will be on September 9, 2011.
	34. David Proffitt needs time identified on the schedule to prepare the RFP for the bid packs. The RFP will need to be on the street for 30 days but 2 weeks will be needed to prepare the RFP.
	35. Currently there is no sanitary sewer on site. Sanitary sewer will need to tie in to the South at Minardi or to the North in front of Kurz. If tying in front of Kurz this will need to cross 4th street as well.
	36. Minardi may be the “path of least resistance” but will need to determine if the line should pass through the existing pavement behind Minardi or in the grass in front of Minardi. There are a number of existing utilities in front of Minardi.
	37. The project cannot receive LEED points irrigating with potable water. Carman to give price for rain water harvesting which would be LEED compliant.
	38. Once authorization is given to proceed into CD’s the project will be registered with USGBC.
	39. If the shoebox type fixture is used for site lighting then LEED points cannot be utilized due to power density requirements. Tony Hans to send David Proffitt cut sheets of the shoebox fixture, the LED fixture, and what CMTA originally proposed for review.
	40. David Proffitt requested an acoustical panel ceiling and matching light fixtures in the Aerobics Storage room between the two Aerobics rooms since this space will be viewable from the exterior.
	41. Dale Ramsay and David Hatfield joined the meeting at this point.
	42. It was decided that the floor for the MAC would be dark gray to help hide scuffmarks. Striping to be red and white.
	43. Per CMTA the floor color does not affect light levels as much as wall or ceiling color.
	44. Color selection is not crucial at this point. Refer to previous comments concerning involvement of Ann Swope and Angela Johnson in color selections.
	45. Mike Jacobs reviewing material samples including masonry, metal panels and glazing.
	46. The Cardinal Bird logo shown on the exterior of the building is currently in the cost estimate but this will be a vinyl cut logo, not laser cut.
	47. Floor finishes are still being investigated. Dale and David emphasized they wanted a floor that would not crack. The resinous concrete topping will be investigated further by the design team.
	48. Mirrors will be added in the open fitness areas per Mike Jacobs’ meeting on August 15 with Intramurals.
	49. Television monitors will be included with the cardio equipment. Dale and David to determine if a separate TV is required in the fitness spaces.
	50. Fans to be located between the trusses and will not extend below the bottom chord of the trusses.
	51. Dale and David requested the Cardinal Bird at the center of each basketball court.
	52. Water fountains and bottle fillers are currently shown on the floor plans. Will need to verify all locations with Intramurals.
	53. Only wet walls in restrooms to receive tile. All other walls to be either moisture resistant gypsum board or CMU.
	54. David Proffitt does not want to use epoxy for flooring in the locker rooms. Epoxy floors are difficult to patch if needed.
	55. The Universal Toilet to be labeled “UST” (Universal Shower/Toilet).
	56. Baby changing stations to be provided in the two restrooms off the main lobby and one in the UST room.
	57. Per UofL there will be no electric hand/hair dryers in the project.
	58. UofL will be responsible for all toilet paper, paper towel and soap dispensers in the project. These will be shown in the drawings as Owner Furnished/Owner Installed so blocking can be located correctly.
	59. David Proffitt requested that all toilet stalls be 3’-0” on center.
	60. Sports Club flooring is currently shown as all wood with mats on top. Intramurals will accept this provided the mats can be stored.
	61. The TRX system will not be in the project scope of work. This is to be provided by Intramurals but the small aerobics/spinning room will be designed to accommodate the system installation at a later date. No ceiling will be provided in the small aerobics/spinning room.
	62. The small aerobics room is currently designed with a wood floor. Intramurals would prefer a wood floor with a mat on top to utilize spinning.
	63. David Proffitt would like the name of a contact who has used the ISO-LAT flooring to determine if the system is effective at reducing impact noises.
	64. A door needs to be added at the scorer’s table between the benches in the MAC.
	65. Glass needs to be added between benches and MAC playing surface. It’s possible that dasher boards could be used for this application.
	66. Per the Intramurals meeting on August 15th the gaming room has been relocated to the third floor.
	67. CAT 6 wiring and data connections for equipment to be included in the project.
	68. See also attached meeting minutes as prepare by Michael Jacobs of Omni Architects dated August 16, 2011 for additional notes and comments.
2. Session 2: Reviewing status of project with Student Government representatives:
	1. Slide show presentation of current status was given to the Student Government representatives and Dean Mardis.
	2. It was described that the gaming room has been relocated to the third level, adjacent to the basketball courts.
	3. It is possible that the middle basketball court on the upper level could be used for spectators.
	4. Currently the project if over budget but the design team to bring within budget as well as offer VE/alternates.
	5. David Proffitt explained the schedule. Basically working backwards from the August 2013 dedication.
	6. Mike Jacobs received television monitor locations at the meeting with UofL Intramurals. These will be shown in the plans.
	7. November 15 is the anticipated construction start for the first bid pack.

This concludes the meeting minutes for August 16, 2011 meeting.

The next meeting will be September 9th at the University of Louisville UPDC. Start time to be 9:00 AM.

Meeting minutes have been prepared to establish a record of the meeting and information shared. If you have any questions, additions or corrections please forward to Omni Architects for inclusion in the next edition of the minutes.

 CC

 Reed Voorhees Cannon Design

 George Nikolajevich Cannon Design

 David Body Cannon Design

 Richard Bacino Cannon Design (For Internal Distribution)

 Anthony Ehlers Rangaswamy (For Internal Distribution)

 John Carman Carman (For Internal Distribution)

 Tony Hans CMTA (For Internal Distribution)

 Tracy Steward CMTA

 Matt Branham Paladin

 Ann Swope Swope Design

 Michael Jacobs Omni Architects

 Don Adams Omni Architects

 Tom Lorenzen DBA Acoustics

 Omni Architects Project file

 ATTACHMENTS

1. August 16, 2011 Sign-In Sheets
2. August 16, 2011 Meeting Agenda
3. Revised floor plans
4. Meeting minutes prepared by Mike Jacobs dated August 16, 2011