



Minutes

315 East Mountain Avenue, Suite 100
 Fort Collins, Colorado 80524-2913
 Ph. 970.484.0117 : Fax 970.484.0264

ARE-003

Project:	Arapahoe Ridge ES Addition and Renovations	Date:	2017-05-10
Project No.:	17-11	Time:	3:00 pm
Attendance:	Tim Dolezal - Project Manager - Adams 12 Corky Bradley - Principal in Charge - RB+B Architects Matt Arabasz - Educational Planner - RB+B Architects Josh McGarvey - Project Manager - RB+B Architects Margi Ammon - Coordinating Architect - Adams 12 Kate Vogel - Principal - ARE Gena Pinstner - 1st Grade Teacher - ARE Lori Geist - Office Manager - ARE Doug Lardes - 5th Grade Teacher - ARE Jen Oldweiler - Parent - ARE Jackson Dreiling - Parent - ARE Liz Jordan - ARE	Location:	Arapahoe Ridge ES

These meeting minutes are believed to be an accurate account of this project meeting. If there are any questions and/or comments, please contact RB+B Architects.

Item #	Item	Action
	MINUTES REVIEW	
3.1	Comments or questions on previous meeting's minutes.	
	PROJECT TEAM UPDATE	
3.2	-Update on surveying and GC selection -Surveying awarded to Ehrhart Land Surveying -General Contractor proposals due 25th of May; should be on board by middle of June and be able to do schematic design package estimates at the end of June -Design team site visit next Monday -Will need custodian to give team access to crawlspace, roof, closets and elec/mechanical rooms	
	PROJECT SCOPE	
3.3	Review Project Scope and Priorities List -Any additional unknown needs or desires? -The existing "Time-out" room is being used as an office for the 1/2 time instructional coach. It is too small and has no windows, power or data. It is desirable to move this staff member into a different office. The room could be converted into a storage room for the front office. -providing a secure storage area for books and materials is a top priority	RB+B to incorporate new information into scope document

3.4	FF&E and IU Budget Items (<i>Not in RBB scope</i>) -Adams 12 procurement dept. will be in charge of FF&E. Sonya will assist in choosing the desired furniture for the new addition.	
	CONCEPTUAL DESIGN	
3.5	Conceptual Design Presentation	RB+B to revise and refine concepts
3.6	Pros/Cons Discussion -Concept B makes the main hallway very long and would greatly increase traffic to and from the library, gym and cafeteria. It would also put the new ECE program in the middle of the classroom wing which could be problematic -Concept A is the more desirable option as it keeps the new classrooms closer to the shared spaces of the building. The biggest negative would be that visibility and direct connection between the cafeteria and playground would be diminished.	
	PROJECT SCHEDULE	
3.7	Overall Project Schedule	
3.8	Next meeting time?	
	QUESTIONS AND COMMENTS?	

Next Meeting

Date and Time: May 31st at 10 am

Location: Arapahoe Ridge ES