



Minutes

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CCE-004

Project:	Cotton Creek ES Addition and Renovations	Date:	2017-05-31
Project No.:	17-12	Time:	1:00 pm
Attendance:	Tim Dolezal - Project Manager - Adams 12 Matt Arabasz - Educational Planner - RB+B Architects Josh McGarvey - Project Manager - RB+B Architects Kevin Denke- Communications Specialist - Adams 12 Margi Ammon - Coordinating Architect - Adams 12 Sonya Rath - Facilities Planner - Adams 12 Bill Kempzell - Principal - CCE Billy Vice - Lead Custodian - CCE Tami Johnson - Office Manager - CCE Keri Roberts - 4th Grade Teacher - CCE Christie Andrus - Parent - CCE Chris Stimpson - Community Contact/Neighbor Melissa LaRusso - Parent - CCE	Location:	Cotton Creek 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	
4.1	Comments or questions on previous meeting's minutes	-
	PROJECT TEAM UPDATE	
4.2	Update on Surveying, Geotechnical Report and General Contractor selection -Survey is anticipated to be completed in the next week. -Geotechnical Report will be ordered shortly based on decision to move forward on the northwest side of the building. -Adams 12 received 14 responses and is reviewing them. Interviews will be the week of June 12th.	-
	PROJECT SCOPE	
4.3	Review Project Scope and Priorities List -District does not support calming rooms anymore and should be removed from the scope list. -It was advised to keep the existing ECE playground since that program could possibly return in the future. In order to fix the fencing issue, removing the gates was recommended. -Continue to carefully consider modification to the Kiva area. What would be the best use?	- RB+B to incorporate new information into scope document.

4.4	<p>Specials Renovation Discussion (\$117K)</p> <ul style="list-style-type: none"> -Music, P.E. and Art all need additional storage. -Design team will send Bill list of deferred maintenance items that are related to the specials areas of the building. 	<p>-CCE staff to develop prioritized list of upgrades desired in P.E., Art and Music rooms and submit to design team in the next few weeks.</p>
4.5	<p>FF&E (Furniture, Fixtures and Equipment) and IU (Instructional Upgrades) Budget Items (<i>Not in RBB scope</i>)</p> <ul style="list-style-type: none"> -no additional discussion at this time 	
	CONCEPTUAL DESIGN	
4.6	<p>Design Presentation and Discussion</p> <ul style="list-style-type: none"> -SSN and SLS programs need to be located in area that is inclusive and close to other classrooms. Many students are pulled-out during the day. -There is likely not enough budget for concept B. -The general consensus was that Concept A would work well. Look into moving new corridor south west so that flex area gets larger and SLS get smaller. 	<ul style="list-style-type: none"> -RB+B to refine concept A. -RB+B to set up meetings with local fire marshal, city planners and state code reviewers.
	PROJECT SCHEDULE	
4.7	<p>Next meeting time?</p> <ul style="list-style-type: none"> -The Design Steering Committee will meet to discuss progress of the projects in the next few weeks. -The Schematic Design package will be available for review at the end of June. -Once pricing estimates are returned from the SD package, a determination will be made of when the next DAG meeting will be needed. 	
	QUESTIONS AND COMMENTS?	

Next Meeting

Date and Time: TBD

Location: Cotton Creek ES