

Core Team – 2/3/2021 Meeting Report

Meeting Title: Core Team Meeting
Date: February 03, 2021
Time: 7:30 AM

1. Check-In

2. Schedule

- a. Design input schedule
 - i. Need to do detailed programming
 - ii. Finish SD and forward to Wolgast for estimating
 - iii. Once the estimating is complete, more detailed programming will be done with staff – i.e.: equipment, finishes, furniture, etc.
 - iv. Will meet with each group individually to discuss their space; any district staff is welcome to attend these meetings
 - v. John will send the programming information to Amiee for review
- b. Will schedule meetings for the New Elementary, Transportation Building, HS/MS, Lake Ann
 - i. John will come in-person for the Transportation Building Meeting; the other meetings will most likely be virtual
- c. Will be important for staff to know there are the two (2) options to choose from
 - i. Changes within a classroom are okay but large re-configurations - i.e.: moving rooms within a building is not okay.
 - ii. KAI will give an introduction re: the designs and why these options were chosen based on code, site items, etc. – essentially the background for decisions/options
- d. Site input from Mike will be needed during these meetings
- e. After hours access will need to be discussed
- f. HS, Lake Ann – Brendon will develop an overall schedule soon

3. Pre-Project Requirements

- a. Contracts:
 - i. KAI contracts are signed and a copy will be returned soon; a scanned copy is fine
 - ii. Wolgast contracts are on Monday's BOE Meeting agenda
- b. Topo Survey is in process; field work is complete; Geotech is pending; prepping for proposals
- c. Technology Consultant: District update
 - i. Amiee met with Sarah Easter; she is the front runner; Bret Emerson is the next choice; Brendon will reach out to Sarah Easter; Brendon shared that Sarah is a good visionary; the District should make sure her team is filled out and that Karl is involved

4. Design Process

a. Campus Masterplan:

- i. Aaron reviewed the masterplan
- ii. Future space – discussed the option of more parking spaces out front or more of a buffer between the visitor bleachers and the bus loop?
 1. Agreed to having more of a buffer between the visitors bleachers and the bus loop and move all items to the west
- iii. Transportation - agreed with the new layout (bus garage to the east); need to be careful of the lighting re: neighbors and be sure to keep as many screening items (trees etc.) between the district and the neighbors as possible
- iv. New plan: separate parent loop only; separate bus loop only; with angled bus parking spaces and a raised walkway in between the parent loop and bus loop
 1. Aaron will send the updated drawing to Amiee who will share with the transportation staff

b. New Elementary

- i. Site plan update – see details above
- ii. Henry Road improvements – no update
- iii. Playground design:
 1. BCS will provide a list of desired playground equipment including quantities
 2. Pre-K playground - John to figure out square footage
 3. Aaron reached out to Miracle Midwest asking them to create a sketch/draft layout
 - a. The next step may be for the District to meet with Miracle Midwest
 - b. Aaron can share the desired list of playground equipment with Miracle Midwest once received from the District

iv. MEP Systems:

1. Need a decision soon on in-floor radiant heating; Conceptual estimating?
2. Would the District like to move forward with the in-floor radiant heating and make any necessary adjustments to afford it?
3. Need image of the New Elementary to do estimating – KAI will send to Wolgast
4. KAI/ Wolgast and SES should meet to discuss options; attendees should include Kris, Luke, Mike, Chris, John, Aaron, Theresa; John to send invite

c. Lake Ann

i. Review Addition/Remodeling Floor Plan

1. Brendon reviewed the updated floor plan; District likes the updated plan; are okay with leaving glass/windows in the Pre-K classroom; storage, office and cubbies are inside the room with access to the hallway

2. Site:
 - a. Discussed adding sanitary, sewer and septic field
 - b. Need to determine if we are adding minor flow as there are standards to follow
 - c. Septic field is rated at 360 students at 20 gallons per day each
 - d. Aaron needs to verify the number of students - District believes it may be closer to 225 (District will confirm)
 - e. Consider adding flow meter to the well to determine how much water is being used on a regular basis; Aaron believes the usage is closer to 5-7 gallons per day; if he can prove this, the District may not need to add additional septic

- d. HS Remodeling
 - i. Confirm decision on Addition (abandoning remodeling option); construction of a new addition - yes, but the Addition may be slightly smaller
 - ii. Follow up to equipment requirements – KAI needs equipment list; Amiee will develop the list and forward to KAI
 - iii. Review schematic layouts – Addition
 1. Brendon reviewed the updated floor plan
 2. District would like the vestibule on the south side of the building
 3. Location of west wall is adjustable once the equipment is sized and placed; may be able to pull the wall in
 4. District likes the original option/ Option A
 5. Brendon to update the floor plan with the vestibule on the south side of the building and the training room on the north side of the building
 6. Equipment Budget: \$80k? District to confirm - should be closer to 100k?
 7. Will review plan once more before detailed programming
 8. Site impacts: Aaron reviewed the new layout and the impact to parking

- e. Transportation Building
 - i. Review design progress
 - ii. John would like to review the options (C1, C2, C2a) with Mary and her team
 - iii. Admin is okay with all three (3) options
 - iv. John to schedule a meeting to review the options; attendees should include: Mary, Bo, Amiee, Mike, Chris, John, Aaron, Laura; John to send invite
 - v. Well connection: sanitary connection
 1. Will most likely need a new well; unsure if the MS well has enough capacity to support both buildings
 2. Flow from the bus wash has to have its own septic field with multiple restrictions

3. Aaron needs calcs for well if possible - Mike to send

5. Other Items

a. Community Presentation

- i. Consider providing a community update once SD is complete and budget confirmation is complete
- ii. Need approval from the BOE at the end of each phase. KAI needs approval in writing from the District before moving to the next phase of the project - not necessarily BOE approval; however, Amiee would like to have BOE approval. The end of each phase is a good time for a community presentation
- iii. Presentations to the community are fyi only/ not for gathering feedback
- iv. Middle to late March would be the earliest time for a community presentation
- v. Consider taking SD to the March BOE Meeting for approval? May be too soon for Wolgast. Consider having a special BOE Meeting (3/22 at the latest) for a BOE bond update and approval. Wolgast is okay with the 3/22 date
- vi. Should have the SD package complete by the end of the month
- vii. March 8 BOE Meeting is virtual; District would like to show the designs at that time noting that designs are pending budget
- viii. Community presentation date – tbd

b. Sinking Fund Projects

- i. Wolgast shared that contracts are out; half of the contracts have been returned; once all of the contracts are returned – they will be sent to Aimee for signature
- ii. Submittal process has started
- iii. Today is the bid opening for roofs

6. Architectural material preferences: Dan and Mike will meet to discuss; Dan to send Mike potential meeting dates; others are welcome to attend this meeting if they'd like
7. Any Design Meetings soon? Will have a Review Meeting once we have the weight room equipment list; potentially in the next week or so

6. Next Meetings

- a. 02/17/2021 – Core Team Meeting