
Meeting No.: 6 – Building Committee
Topic: Design Development
Present: See attached Attendance Sheet

1. **Room Data Sheets:** CMU distributed one marked up document for DSA's use along with a document entitled "EHS Final Program Review 9-21-06" that summarized some general comments. The following issues were also discussed:
 - a. **Custodial Closets:** CMU to provide cut sheets of equipment required for each space.
 - b. **Vending:** CMU to confirm number and size of machines required.
 - c. **North Wing:** CMU to confirm that the north wing does NOT need to be secured from the remainder of the building functionally.
 - d. **Clocks:** CMU to submit preferred system to DSA.
 - e. **Card Access:** The Human Growth + Development Lab entries (2 of them) and the CALI Lab are the only spaces that require card access. A "buzzer" system is also required at the child care entrances.
 - f. **Security Camera:** Required in the Open Computer Lab.
 - g. **Display / Bulletin:** Bulletin boards for student projects are needed throughout the corridors (30 +/-), and 8 secured department display cases are needed. DSA will propose locations to review at the next meeting.
 - h. **HGDL:** The Human Growth + Development Lab has NOT reviewed the room data sheets yet. DSA to receive comments before the next meeting.
 - i. **CSS:** Center for Student Services has NOT reviewed the room data sheets yet. DSA to receive comments before the next meeting.
 - j. **Charter Schools:** DSA will submit revised room data sheets for Charter Schools for final review next week.
2. **Carpet:** CMU has not yet decided whether or not to proceed with linoleum or carpet in the classrooms. As requested, DSA will have J+J Carpet contact CMU to present their new product. A final decision will be made at the next meeting.
3. **Exterior Windows:** CMU does not typically clean the exterior windows on campus, and therefore does not need window cleaning support mechanisms built into this building. There is also a "no screen" policy on campus, and therefore the operable windows will not have screens.
4. **Upcoming Meetings:** A foodservice meeting with Aramark and a hardware meeting will be scheduled soon.



The above represents the items discussed and conclusions reached. If there are any required clarifications please contact the undersigned.

Janice Suchan, AIA

Distribution: Meeting attendees
DSA project file