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**No. 004**  
**601701**

**Project No.**

**Project Title:** *Suamico Public Safety Building*

**Meeting Date:** 2020, 02-13

**Location:** Suamico, WI

**Subject:** Design Development: Interiors, Architecture, Mech., Elec., Plumbing Coordination Meeting

Item	Ball in Court	Description	Status	Started	Due
1	FBD	Verify if the elevator needs to be installed if the second level is just a shell space	In Progress		
2	FBD	Verify if the elevator needs to be on the generator	Complete		
3	VOS	The Village will provide the following items: <ul style="list-style-type: none"> <li>• Confirm if there will be one or two water meters for the facility</li> <li>• Information on:               <ul style="list-style-type: none"> <li>○ Iamresponding system &amp; locations</li> <li>○ Printer locations</li> <li>○ Wall phone locations</li> <li>○ Alerting system &amp; requirements</li> <li>○ Camera locations &amp; requirements</li> <li>○ Antenna locations &amp; requirements</li> <li>○ Where to install the Fiber conduit</li> <li>○ Building signage – Location &amp; requirements</li> <li>○ Wireless access point locations</li> </ul> </li> <li>• Confirm name of facility</li> <li>• Confirm if screening of mechanical equipment on the roof needs to be screened</li> </ul>			

**TOPICS DISCUSSED:**

1. Overall project:
  - a. Alternates:
    - i. ALTERNATE NO. 1 – ADD ALTERNATE TO PROVIDE ALL LABOR AND MATERIALS TO CONSTRUCT ONE ADDITIONAL APPARATUS BAY BETWEEN GRIDS 8 & 9 AS DESCRIBED IN THE CONSTCTION DOCUMENTS.
    - ii. ALTERNATE NO. 2 – ADD ALTERNATE TO PROVIDE ALL LABOR AND MATERIALS TO COMPLETE THE SECOND FLOOR INTERIOR BUILD OUT AS DESCRIBED IN THE CONSTRUCTION DOCUMENTS.
    - iii. ALTERNATE NO. 3 – ADD ALTERNATE TO PROVIDE ALL LABOR AND MATERIALS TO REPLACE THE FRONT APRON WITH CONCRETE IN LIEU OF ASPHALT AS DESCRIBED IN THE CONSTRUCTION DOCUMENTS.
    - iv. ALTERNATE NO. 4 – ADD ALTERNATE TO PROVIDE ALL LABOR AND MATERIALS TO REPLACE THE REAR APRON WITH CONCRETE IN LIEU OF ASPHALT AS DESCRIBED IN THE CONSTRUCTION DOCUMENTS.
    - v. ALTERNATE NO. 5 – ADD ALTERNATE TO PROVIDE ALL LABOR AND MATERIALS TO INSTALL CLERESTORY WINDOWS ON THE WEST AND EAST ELEVATIONS ABOVE THE OVERHEAD DOORS AS DESCRIBED IN THE CONSTRUCTION DOCUMENTS.
    - vi. ALTERNATE NO. 6 – ADD ALTERNATE TO PROVIDE ALL LABOR AND MATERIALS TO INSTALL FULLY INSULATED GLASS OVERHEAD DOORS IN LIEU OF INSULATED METAL PANEL OVERHEAD DOORS AS DESCRIBED IN THE CONSTRUCTION DOCUMENTS.
      1. Add dusk to dawn lights inside the apparatus bays, above the front doors if alternate for glass doors is accepted.
  - b. We will plan for the mezzanine expansion in terms of size, outlets, and rough-in plumbing.

2. Interior Design:

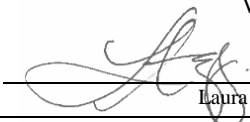
- a. LZ Designs presented two packages to the committee.
  - b. Package 2 was selected with a few changes they'd like to see made:
    - i. Consider a browner / less gray LVT.
    - ii. Like the African Mahogany wood, in Coco stain.
    - iii. VOS would like the light gray sports rubber flooring for the fitness room.
3. Mechanical:
- a. Cooling will be required in the IT closet. This unit will be on the emergency generator.
  - b. Install occupied / not occupied settings for HVAC control in the publicly occupied spaces.
  - c. Offices and dorms will have a six degree temperature range.
  - d. The POC response sidewalk will not be heated.
4. Plumbing:
- a. Battery censored faucets will be installed in the public areas and decon sinks. All sinks in the upper level will have manual controls.
  - b. One shower per floor will be ADA accessible, unless more are required by the ADA.
    - i. All showers will be handheld controls
  - c. Add a fiberglass tub in the workroom. Eliminate cabinets as needed to accommodate.
  - d. VOS to confirm if we will have one meter for water or two.
  - e. Provide a 2" hose connection for the truck fill on the columns.
  - f. Provide hot water at the front column and the hose bib by the POC door.
  - g. Do not provide hose bibs on the exterior front of the apparatus bays.
  - h. Provide water to refrigerators in the kitchen.
  - i. Replace the three-basin sink with a two basin sink in the kitchen.
  - j. If required by code, install a hose bib on top of the roof to clean mechanical units.
5. Electric:
- a. Site lighting – VOS has a 25' maximum height / dark sky compliant restriction that will be adhered to.
  - b. Hallways will have occupancy sensors
  - c. Tower – Each level will be switched individually for training purposes
  - d. Add switches near door 202-1 for a, b, and c circuits located in the day/dining room
  - e. VOS would like the ability to override all lights
  - f. Locate all wall pack light fixtures to the sides of the doors, not overhead
  - g. Include a keynote in the apparatus bay to coordinate where the power drops are during construction
  - h. Provide four data ports per floor box in the classroom
  - i. Provide red dots on all outlets that will have generator power
  - j. Wisconsin Public Service (WPS) is the power and gas provider for the VOS
  - k. Provide door position sensors
  - l. FBD – verify if the elevator needs to be on the generator to be used as a means of egress in an emergency
6. Budget
- a. Zeise is in the process of finalizing the DD estimate, which should be complete and presented to the VOS on Friday, February 14, 2020.
7. Schedule
- a. Robbie will attend the Village of Suamico Board meeting on Monday, February 17<sup>th</sup> to see approval to continue into the Construction Documentation phase.
    - i. Robbie will bring the DD estimate, as well as floor plans, site plans, elevations, and a colored rendering of the building's exterior.
  - b. Upcoming Milestones:
    - i. 95% Final Owner Review: March 10, 2020
    - ii. Drawings Issued for Bidding: March 24, 2020
    - iii. Bids Received: April 14, 2020

The above minutes represent Wendel's understanding of the major topics discussed. Please provide additions/deletions to the undersigned within 5 business days of receipt.

Prepared By:

Wendel

Signed:



Dated: 02-14-2020

Printed Name:

Laura A Eysnogle

