



ARCHITECTURE
PLANNING
INTERIORS

3194D

Airport Loop
Costa Mesa
California
92626-3405

714.427.0277

714.427.0288

WWW.DDARCHITECTURE.COM

PASADENA UNIFIED SCHOOL DISTRICT
MADISON ELEMENTARY SCHOOL PRESCHOOL AND FAMILY CENTER

Schematic Design Review

D+D No. 20940.00 A2

MEETING NUMBER 2

December 17, 2009

MEETING HELD December 14, 2009 AT 4:00 PM at FAMILY CENTER.

Attendees:

Steve Brinkman	Facilities
Gerald Schober	Facilities
Sandra Macis	Principal
Ann Rector	Health Program Coordinator
Mirsa Serrano	Program Coordinator, Family Center
Teresa De LaTorre	Case Manager, Family Center
Vicky Greening	Program Coordinator, Pre-School
Brian Dougherty	Dougherty + Dougherty
Seung Paek	Dougherty + Dougherty

Author: Seung Paek

Item	Action	Date	Description
2.1	Info	12/14/09	The meeting was held to review the Schematic Design for the Family Center and Preschool. A site plan, floor plans and elevations were presented.
2.2	D+D	12/14/09	The Architect will compile a LEED checklist for the project.
2.3	Info	12/14/09	The schematic design will be reviewed by the District's Facilities Subcommittee.
2.4	Info	12/14/09	The following comments were made on the plans: <ol style="list-style-type: none"> a) Verify site exits with Local Fire Authority and DSA. b) Possible roofing material can be Composition shingles. c) Possible exterior building materials can be plaster and Hardiplank. d) Sliding door shall be a light weight door so that a single person can operate. e) Concern was raised that public sports activity may break north windows and deep recessed windows can create steps for someone to climb up to roof. Provide protection element for the windows. f) North door shall have no glass opening or small vision glass. g) Kitchen counter conflicts with window openings. Consider moving counter to south wall.



- h) Possible paint and graffiti resistant exterior building material were discussed. Paint is the easiest to implement.
- i) The optimal class size is 24 students per session.
- j) PA system shall be included for the project connected to main school campus.
- k) Names of the buildings are "Madison Healthy Start Family Center" and "Madison Preschool". The current address for the Family Center is "750 N. Los Robles Ave., Pasadena, CA 91104." However, the District will verify the legal address for the project.

2.5	PUSD	12/14/09	The District has a survey for the site. The district will provide the survey to D+D.
2.6	Info	12/14/09	The building's current independent, power, gas and water connections will be maintained in the new structure. Fire alarm will be stand alone. Phone and data will be connected to the school's hub.
2.7	D+D	12/14/09	The Architect will follow-up the meeting with cost information
2.8	Info	12/14/09	Next meeting will discuss Design Development including interior elevations, case work and finishes. Will discuss presentation requirement for facility subcommittee meeting for January 27.
2.9	D+D	12/14/09	A follow-up meeting is scheduled for January 11, 2010 at 4:00 PM.

Distribution List: Attendees
Joe LoBasso