



ARCHITECTURE
PLANNING
INTERIORS

3194D

Airport Loop
Costa Mesa
California
92626-3405

714.427.0277 

714.427.0288 

WWW.DDARCHITECTURE.COM

PASADENA UNIFIED SCHOOL DISTRICT
MARSHAL FUNDAMENTAL SECONDARY SCHOOL MODERNIZATION

D+D No. 20941 B2
MEETING NUMBER 1
February 23, 2010

MEETING HELD February 23, 2010 AT 1:30 PM AT MARSHALL FUNDAMENTAL SECONDARY SCHOOL

Attending:

Gerald Schober
Keith Derrick
Nancy King
Joe LoBasso
Steve Park
Bertha Cerda

Pasadena USD
Principal, Marshall FSS
Librarian, Marshall FSS
Dougherty+Dougherty
Dougherty + Dougherty
Dougherty+Dougherty

gschober@pusd.us
kderrick@pusd.us
nking@pusd.us
joel@ddarchitecture.com
stevep@ddarchitecture.com
berthac@ddarchitecture.com

Author: Bertha Cerda

Item	Action	Description
------	--------	-------------

1.01	Info	<p>The meeting was held to review the revised design options that were present at the February 3, 2010 meeting.</p> <ol style="list-style-type: none"> 1. Optional 1A – Open Plan includes the following: <ol style="list-style-type: none"> a. Combination of compact shelving and traditional shelving in textbook storage room. b. 2 research computers c. Flexible computer lab. d. Lecture seating configuration with teaching wall and teacher's station. e. Additional soft seating in main library space. 2. Option 1B – separation of computer lab. This was the selected option it includes the following: <ol style="list-style-type: none"> a. Storefront System to enclose the computer lab, creating a defined space with limited access to students. b. Combination of compact shelving and traditional shelving in the textbook storage room. c. 6 research stations adjacent to the circulation desk. d. Lecture seating configuration with teaching wall and teacher's station. e. Additional soft seating in the main library space.
1.02	D+D	Ms King noted at there is currently poor air circulation in the text book storage room, the space is usually warm.
1.03	Info	The existing mechanical systems will need to be reviewed to provide sufficient air flow in all the spaces.

PASADENA UNIFIED SCHOOL DISTRICT
MARSHAL FUNDAMENTAL SECONDARY SCHOOL MODERNIZATION

Meeting Number 1
February 23, 2010
Page 2 of 2



- | | | |
|------|------|--|
| 1.04 | D+D | Egress will need to be evaluated to assure access compliance requirements with the new layout. |
| 1.05 | Info | Two different color options were presented to accent the existing skylights and signage fascia. |
| 1.06 | Info | Library shelving as shown on plans was determined to be adequate. If additional shelving is required, height of shelving may need to be increased. |
| 1.07 | Info | Only one big screen television will be provided since the computer lab will have a smart-board. |
| 1.08 | Info | A section of the acoustical/light shelves was provided and reviewed. |
| 1.09 | Info | A panelized system on the walls will be provided for acoustical treatment. |
| 1.10 | Info | Text book storage as shown was adequate. |
| 1.11 | D+D | A sample of cork flooring was provided. Dougherty + Dougherty will provide the District with product information on commercial cork flooring for their review and approval. |
| 1.12 | Info | Dougherty + Dougherty will proceed with Design development drawings for the remodel of the library. |
| 1.13 | Info | The District agreed to install the new marquee during the summer, the District noted that if the marquee is less than 8'-0" high submittal to the Division of the State Architect is not required. |

Please submit written notification of any errors or omissions to Dougherty + Dougherty Architects within five (5) working days of receipt of these construction Meeting Minutes, all matters stated above will be deemed correct as matters of record.

Distribution List: Steve Brinkman, PUSD
Gerald Schober, PUSD
Keith Derrick, Principal (Marshall Fundamental Secondary School)
Nancy King, Librarian (Marshall Fundamental Secondary School)
Krista Goguen, Parent Volunteer (Librarian)
Brian Dougherty, FAIA, D+D
File