

# MEETING MINUTES

November 30, 2009

Project: PUSD/Sierra Mesa  
PBWS P/N: 09007.00

Attendees: Fred Wesley, PBWS  
Wade Frazier, PBWS  
Kirstyn Perry, PBWS  
Steve Brinkman, PUSD Facilities  
Frazer Thompson, PUSD Facilities  
Debra Amos, PUSD Food Services

Purpose: The purpose of this meeting was to review the DD drawings including the kitchen plans provided by Laschober & Sovich.

- 1.1 Kitchen
  - A. Debra indicated that the District would prefer to have 3 speed windows if they can be accommodated in the space.
  - B. Fred noted that the doors in the kitchen sketch would not meet ADA requirements.
  - C. Debra noted that there does not seem to be enough space for two distinct lines leading to the speed windows.
    1. Debra asked if the court area could be more open to allow easier queuing.
    2. Steve agreed that the student store could be relocated or eliminated to allow the court area to be enlarged.
  - D. Fred suggested that the speed line be moved north to keep it separated from the music hallway which would be more easily accommodated after the student store is relocated.
- 1.2 Multipurpose
  - A. Frazer suggested that the duct distribution in the Multipurpose Room be reevaluated. He questioned the use of a single duct without any branches. PBWS will discuss this with the mechanical engineers.
  - B. Frazer questioned the routing of the exhaust from the bathrooms. PBWS will discuss this with the mechanical engineers.
  - C. Wade indicated that the chair storage will be located underneath the stage and that PBWS will verify size requirements for the storage carts.
  - D. Steve suggested that the plans for the Multipurpose Room be sent to PUSD's theater consultant.
  - E. Steve requested that PBWS discuss the stage size with Gayle Blumell & Garrett Newsom.
  - F. Steve and Frazer suggested that the stage be made deeper and the music classroom sizes be reduced.
  - G. Steve suggested that PBWS along with Gayle & Garrett should determine the number of people that are to be held on the stage and size it accordingly.
- 1.3 Library
  - A. Steve requested that PBWS provide and estimate of the number of volumes that can be housed in the library.

- B. Steve indicated that the stack and furniture layout seemed more like an elementary school arrangement.
  - C. Wade suggested that the number of stacks be increased to accommodate more volumes.
- 1.4 Classroom Buildings
- A. Frazer indicated that the vent stacks are not tall enough to create a temperature differential that will cause natural convection.
    - 1. Fred suggested that some mechanical assistance, such as a fan, may be required to assist the convection.
  - B. Frazer suggested that an insulated accordion door be added in the Lounge and the A/C be zoned in order to reduce the amount of area that needs to be conditioned when the room is not being used for community meetings, etc.
  - C. Steve requested the PBWS ask Gayle & Garrett if they want lockers on site or not.
  - D. Frazer questioned the proportion of the soffit in the classrooms.
    - 1. Fred suggested that the fan coil units that were to be located in the soffit be moved to the area above the workroom between the classrooms.
    - 2. Steve indicated that exposed duct work in the classrooms was acceptable.
    - 3. Frazer suggested that we avoid high flat surfaces which collect dust and dirt.
- 1.5 Gymnasium
- A. Frazer questioned how cleaning and maintenance will be accomplished on the sawtooths.
  - B. Frazer questioned the number of branches in the gymnasium and the location of the return ducts. PBWS will discuss this with the mechanical engineer.
- 1.6 Wade will set up a meeting between Frazer, PBWS and the mechanical engineers to discuss the potential solutions and the District's concerns.

If anyone present at the meeting have changes or corrections to the minutes as presented above, please notify PBWS in writing, within seven days after receipt of these minutes. In the absence of such notice, these minutes will be considered a true and accurate record of the meeting.

Kirstyn Perry, LEED AP  
Intern Architect, PBWS

cc: Those in attendance, Frazer Thompson, Terry Tsang, Scott Nelson, Erick Potter, Chad Burian