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PASADENA UNIFIED SCHOOL DISTRICT
VARIOUS SCHOOLS AUDITORIUM MODERNIZATION

D+D No. 20939.40, 20940.40, 20941.40, 20942.30

d+D file code: B2

Schematic Design Meeting 1

March 31, 2010

A meeting was held at the Facilities office on March 31, 2010 to review the Schematic Design submittals for the Auditorium Renovation Projects at Marshall Fundamental Secondary School, Longfellow Elementary, Madison Elementary and Webster Elementary Schools.

Attendees:

Steve Brinkman, Pasadena Unified School District

Gerald Schober, Pasadena Unified School District

Jack Doran, Pasadena Unified School District

Tom Ruzika, The Ruzika Company

Joe LoBasso, Dougherty + Dougherty Architects

Jeff Donati, Dougherty + Dougherty Architects

Author: Jeff Donati

The following items were discussed:

Item	Action	Description
1.1	Info	Tom Ruzika presented a sample schematic design project showing the scope of work.
1.2	d+D	d+D to provide CADD backgrounds to The Ruzika Company by next week.
1.3	Info	d+D presented Schematic Design Submittals for each school.
1.4	d+D	The District requested that 2 to 3 color option renderings be presented for site staff review at site council meetings.
1.5	Info	Acoustic tile on the walls at Marshall are anticipated to be adhesive applied. As removal may expose asbestos containing mastic, it may be prudent to cover the acoustic tile instead of removing it.
1.6	Info	Tectum is acceptable to the District for surfaces requiring sound attenuation. Tectum panels to be applied with clip mounting over a historically restored surface.
1.7	d+D	Proscenium arches are coated with many layers of paint and need to be stripped and repainted to match pending historical research by d+D. Historical research shall include light fixtures also.
1.8	d+D	The District provided contact information for proscenium arch restoration: Obra Esthetica – Spiro Polychronas, (818) 324-7358.

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- 1.9 d+D d+D to investigate DSA requirement for wheelchair access to the main theater lobby entrance at Madison Elementary. The District would prefer not to install any ramp and use the existing accessible route from the accessible parking spaces.
- 1.10 Info Footlights shall be removed at elementary schools. Tom Ruzika discussed that the restoration of these would require upgrades for energy efficiency and fire safety which would make footlights more costly than they are worth. New stage and front lighting will make up for the lack of footlights.
- 1.11 Info No HVAC work to be included in these projects except duct rework at Madison.
- 1.12 d+D Fire sprinkler routing to be reworked at Madison.
- 1.13 Info Dunn Edwards to be a District Standard for paint. Specs to show 1 coat of primer + 2 finish coats.

These minutes are deemed an accurate account of the meeting. Please contact this office in writing within ten (10) days if you take any exception to the content.

:JJD

Copy: Attendees,
Brian Dougherty, d+D,
Bertha Cerda, d+D
Chris Dobosz, d+D
Erica Ingber, Longfellow Elementary
Sandra Macis, Madison Elementary
Sharon Lefler, Webster Elementary
Keith Derrick, Marshall Secondary