

# BENTZ / THOMPSON / RIETOW

ARCHITECTURE · URBAN DESIGN · PLANNING · INTERIORS

## MEETING NOTES

DATE: February 4, 2016

SUBJECT: BSU Academic Learning Center  
BTR No.: 1513

---

A Steering Committee meeting was held February 4 on campus to review the design development progress of the project. Present were:

Colleen Greer	BSU
Randy Westhoff	BSU
Colleen Livingston	BSU
Geri Olson	BSU
Travis Barnes	BSU
John Gonzalez	BSU
Shawn Strong	BSU
Michelle Frenzel	BSU
Robb Carothers	BSU
Ben Newlin	Terra
Ann Voda	BTR

1. Reviewed the images from final Schematic Design (SD) and MnSCU approval.  
SD Construction Budget/Estimate:  
13M New Construction ALC  
\$2M Renovations BE, BB, SG, and CL
2. MNSCU approved the project, the budget and the schedule with the following suggestions for DD:
  - a. Consider exterior Sun shades
  - b. Minimize the mechanical Penthouse
  - c. Consider adding Break out space for the Auditorium
  - d. Campus connection Covered Walkway
3. Design and construction Schedule was reviewed: Design Development/GMP to be ready in March; construction to start August. Travis explained renovations will commence approximately in September with Bangsberg first. SG will probably follow. The Steering committee requested a phasing plan with approximate dates for the remodelings.

Dec. 30	DD Kick-Off Meeting
	*Weekly coordination meetings*
Jan. 29	DD 50% Check Set for cost check
Feb. 26	DD/GMP Documents Complete
Feb. 29 –	GMP and DD Cost Estimate
Mar. 21	
Mar. 21-25	Review & Reconcile Costs
Mar. 21-31	GMP

4. The Design Development progress images were reviewed
  - a. ALC

The ALC “reception area” which is a window counter to the Faculty room must be staffed at all times.

Reviewed the options to make the penthouse smaller (moved one unit to inside mechanical mezzanine)

Access to the roof from the 2<sup>nd</sup> floor classroom is disruptive for learning and/or inconvenient for urgent maintenance. BTR to create a separate roof access which is not through a classroom.

Reviewed the Site/utility and landscape update. There was concerned expressed that there was not enough lawn area for program activities and ease of maintenance.

The options for covered walkway range in construction cost from \$165k to \$678k. There is still desire among the committee members to afford this amenity but it is not affordable. Interested in keeping it as an add alternate.
  - b. Renovations

The Library met prior to the Steering meeting and discussed the program requirements for the Library staff located on level 3.

Room for 100 PACs is required for the library (spread on all floors)

After-hours access and security must be managed in the library design

Investigation to add a coffee shop was completed and the plumbing for a drain will be very difficult and costly. It is being deleted from the project scope.

The renovation work in BB, SG, and BE have been pared down in scope while still maintaining the number of offices and classrooms. Colleen added that there is need for a receptionist and Conference room added to the north end of Bensen 2nd floor.

An acoustician has investigated and prepared a summary acoustic report for Bangsberg Hall. Travis requested this to be sent to Karen. This work will proceed under a different project.
  
5. Hazardous materials reports are needed for HS and each of the renovation areas. Travis is working on this.

Cc Karen Snorek  
Distribution