

Meeting Minutes

Detailed, Grouped by Each Meeting and by 'Old Business' and 'New Business'

Brookhaven Science Building
 3939 Valley View Lane,
 Farmers Branch, Dallas, TX 75244-4997

Project # 970202
 Tel: 972.860.4700 Fax:

DMJM Management

Design Meeting Meeting 2

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
08/29/2006	01:00 PM	02:45 PM			Christopher Hunter	HDR Architecture, Inc.

Purpose	Location	Next Location	General Notes
DMJM and HDR Design Team meeting with Dr. Sharon Blackman and the Brookhaven Building Committee to present the Scope to Budget Submittal.	Brookhaven College Building H Room H129		

Attended By	Non-Attendees
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- Dallas County Community Colleges - Sharon Blackman
- Dallas County Community Colleges - George Herring
- Dallas County Community Colleges - Dawn Bishop
- Dallas County Community Colleges - Jim Dwyer
- Dallas County Community Colleges - Christi Carter
- Dallas County Community Colleges - Don Welsh
- Dallas County Community Colleges - Donna Taylor
- Dallas County Community Colleges - Juanita Flint
- DMJM Management - Doug Wallace
- DMJM Management - Danilo Lopez
- DMJM Management - Monte Thornburg
- DMJM Management - Shawn Gasperich
- HDR Architecture, Inc. - Halden Tally
- HDR Architecture, Inc. - Donald Henke
- HDR Architecture, Inc. - Christopher Hunter
- KASA Group Architects, Inc - Kola Anifowoshe

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cl's'd
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New Business

Opening Statements

002-001	Doug Wallace welcomed the team and introduced Halden Tally of HDR for the presentation. Halden introduce the design team from HDR and KASA.					No
002-002	Chris Hunter gave an introduction to the various sections and brief comments on each to familiarize the Committee on what they can expect in the final STB document.					No

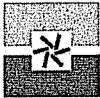
General Comments

002-003	Donald Henke began the design and programming portion of the presentation.					No
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New Business							
Site Plan							
002-004		Comment from the Committee to consider the location of a parking lot to the south side of the tributary. Per Dr. Blackman, keep options open for the location of the parking lot as being either north or south of the tributary.					No
Department Discussions							
002-005		Question from the Committee on whether it is feasible to connect the new Science and Allied Health (S/AH) Building to an existing building. The design team responded by stating that from a logical, technical, and financial position it would be better to build a freestanding building. The Design team was asked to look at a covered connection between the new building and an adjacent existing building.					No
002-006		Per Dr. Blackman's request, the S/AH Building will be a three story facility.					No
002-007		The chemistry department representatives requested that their department be located on the top floor of the new facility for direct exhaust opportunities.					No
002-008		Biology department stated that they can be located on both the second and third floor of the S/AH building.					No
002-009		Nursing stated that being located on the first floor is OK.					No
002-010		EMS and Nursing must be located one to another, with Radiology being adjacent to either EMS or Nursing. The Committee stated these spatial relationships are fine.					No
002-011		Building 'K' Classrooms: Biology for non-science majors is to be in Building 'K' (number of students of non-science is greater than those majoring in Biology. Biology classes for science majors to located in the new S/AH facility.					No
002-012		All chemistry classes are to located in the S/AH facility. There are more non science chemistry students than there are chemistry majors. Chemistry recommends that their department stays together. There are to be no harsh fumes in the labs.					No
002-013		Chemistry recommends using all of Building 'K' as classrooms.					No
002-014		Biology department has reconsidered and now is fine being located on the first floor.					No
002-015		Keep EMS location away from Building 'G'.					No
002-016		Per conversation from all departments, the first floor of S/AH facility will have EMS, Nursing, and Radiology. The second floor will have Non Science biology and biology, while Non Science chemistry and chemistry are to be located on the third floor. There is to be a spatial connection between Building 'K' and EMS.					No



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New Business

002-017		Building 'K' renovations include the following: 1. Address the waterlog issue on the exterior wall. 2. Use new 2 x 2 lay in acoustical ceiling panels. 3. Review the lighting and look to provide brighter fixtures to the affected spaces. 4. Provide new, brighter colors of paints for specified rooms and hallways.					No
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Construction Budget Discussion

002-018		Halden Tally made a presentation on the construction budget of the project. It has been concluded by the design team that the project is about 10% overbudget, but within the point of manageability per DMJM's and District requirements. The Committee and Design team must be conscience of the need to bring the project in line with the stated construction budget. The design team also noted a concern with the FF&E budget, particularly the equipment budget. The equipment budget needs to be address because the design team feels there may not be enough money to cover equipment needs for the facility.					No
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002-019		Meeting concluded approximately 2:45pm					No
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Cc:	Company Name	Contact Name	Copies	Notes
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