



Meeting Minutes

Casper College Gateway Building Casper College

Date: January 19-22, 2010
Location: Casper College

January 19, 2010 Casper College Board Meeting

CRSA made a presentation on the state of the Gateway Building to the Casper College Board as a component of the Gateway Building Executive Committee seeing approval to proceed with the project into construction documents.

The total construction cost for the Gateway Building is \$15,400,000 with a total project cost of \$24,000,000. The project included 76,000 gross square feet of construction on the site adjacent to the north and east corners of Carillon site

The Gateway Building project included primary classroom and office space for the programs of GIS, Drafting, Electronics, and Robotics; administrative office and outreach classrooms for Continuing Education; and administrative offices for the Foundations, Presidents, Grants, College Relations, Financial Management, Purchasing, Human Resources, and Student Services, including Admissions, Financial Aid, Admissions, Registration, UW, BOCES, Advising and Career Services. The design has taken into consideration of it's purpose to serve a broad audience of campus and community users, including traditional and continuing education students, faculty, staff, and public. Floor lobbies, small meeting rooms and a small food service venue support the needs of temporary visitors and resident staff.

Issues Addressed During Design:

Mitigation of Site Slope – The Gateway Building provides access to grade at the first three levels. A public entry to the north, to the south of Wold Science, will be a primary student access point into the building. The building's main entrance is located to the east, providing access to the Performing Arts parking lot and a future lot just south on Lisco Drive. A secondary entry adjacent to the Carillon site is located off of the Thunderbird Gym/Business Building lot. Utilities now encumber the western edge of Lisco Drive (data, communications, power, storm sewer) each will need to be relocated to the east side of Lisco Drive.

Provide an Iconic Structure that Reads as the Campus Gateway – The building has been designed to address the east campus entry portals and Mountain Road. From the north the building sits with four stories rising above Lisco Drive. This provides for a prominent corner to the northeast and significant attention to the design of the public entry along a developed plaza to the east. This major public entry provides access to the main building circulation core (stair, elevator and restrooms). The entry location was developed to serve level two through four with prime public gathering spaces. A large public lobby and reception area is located on level two, while a two story lobby links levels three and four to the spectacular easterly views.

Daylighting and Views – While the Gateway Building is tucked into a very steeply sloped site, more than 75% of normally occupied spaces have access to daylighting and views. Classrooms, with need for light control, were placed along the retaining wall side of the site. The first and second levels have access to daylighting and views from the north and east sides of the site. The third and fourth levels has as access

to daylight and views on all four sides. The building is narrow in footprint to allow daylight deep into the center of the building. Where private offices sit along the outside wall their doors are glazed with a clear transom overhead allowing for daylit internal corridors.

Centralize Student Services – A consolidate One Stop was established, bringing together admissions, registration, financial aid, career and advising services. Located on level three, the One Stop joins forces with Financial Management for cashiering services. Support offices ring the floor, providing private offices and meeting space for staff to interface with students and their families. A public lobby will provide a coffee bar serving pre-prepared food items and drinks. Located at the intersection of the building's two primary circulation routes, it will be a hub of the building.

Restrooms – The building addresses the needs of the many and diverse building users. By establishing a continuous building core, the design team has tuned the amount of available restrooms by floor to better serve building occupants and visitors. The team established a code required restroom set for men, but has expanded services to female building users. On level three a set of distributed restrooms better serve those utilizing the Board Room and services in the south wing.

Sustainability – The design team has taken the campus goal of designing to US Green Building Council Leadership in Energy and Environmental Design (LEED) for New Construction seriously. Material selection, mechanical and electrical systems design, site development, daylight, pollution source control, and air quality have all been drivers in making design decisions. Our focus is on energy savings, both through mechanical systems selection, but also through the development of well insulated walls and roofs, high performance glazing and solar control.

Budget Control – A cost estimate was complete in December by the professional estimating firm of Parametrix. The estimate for the project at that point was 4 to 5% over budget. The design team is awaiting a cost estimate on the 100% Design Development set of drawings due in late January. The design team acknowledges it's responsibility to provide a design that is within budget. CRSA is optimistic that this is the case. In this climate of economic instability we are hopeful that when the Gateway Building goes to bid in April that you will see the project bid below the estimate. If this is the case, a number of additive alternate are being established to supplement the project if and when budget allows. These include a new parking lot south of the performing arts lot and landscaping and site development around the building.

January 20, 2010

Executive Committee and Gateway Building Committee Presentation

CRSA repeated it's presentation from 1.19.10 to the larger group. Updates were given on progress made and issues that had arisen since the previous meeting the week before. The most significant change is that as the mechanical system is being developed a more cost effective solution was to move the air handler from the basement to the roof. The design team felt it was consistent with the design intent was to place the unit within a screened enclosure on level four rather than the roof. This approach required modifications to College Relations and Human Resources. The west entrance was redesigned to address Mike Sawyer's concerns about wind and winter conditions. These design modifications will result in minor modifications to the office of the VP for Administrative Services. CRSA will also look at developing a canopy and signage at the south entry on level three.

The design team reported on the progress of the consulting engineers, including utilities relocation, site development and the design of building systems. This work requires the design team to complete the major design elements, thus allowing for the development of mechanical, electrical, IT and data services.

The Committees were encouraged to make recommendation for the selection of a single color scheme for the building. President Nolte recommended that the Art Committee also be able to review the two options.

Further individual meetings were conducted throughout the remainder of the day with Financial Management, President's Office, Foundation, Grants, Purchasing, Continuing Education, College Relations, Human Resources, VP offices, and Student Services to confirm final casework configuration and review minor floor plan modifications.

CRSA reviewed Joanna's request for a summary of parking stalls that will be lost at the end of construction, the number of stalls that may be encumbered during construction and the staging plan for the contractor. Tim recommended that the short list process for contractors include the contractors developing staging plans for the building.

The next meeting will be Wednesday, January 27 at 2:30 p.m. in President Nolte's office with the Executive Committee to review the DD Cost Estimate.

Art Committee Meeting

The committee welcomed a new member and reviewed the status of the Gateway Building project. The committee is working to develop a request for proposal (RFP) from artists for the design and installation of an original work(s) of art. In order to complete the RFP the committee made recommendations for spaces appropriate for art, set any limitations to medium, style or type, and made a decision regarding the budget. Three locations were selected as appropriate for art. The first location is the east plaza (both the upper paved surface and the east facing wall). The second location is the second level Commons and the third location is the two-story space. There were no limitations set on type, style or medium for the artists. In addition, no limitations were set on the budget of \$90,000 available to the artist. Ten percent contingency was set aside for the potential need for lighting, structural support or other unknown items not now included in the base building project.

The committee discussed crafting a plan for developing a public works gallery within the building. This would allow for the showing of student, faculty and visiting artist work. CRSA will try to work within the base budget lighting appropriate to the areas that seem most appropriate for hanging an exhibit.

The committee also reviewed the exterior material schemes. They returned their recommendation for the dark brick/stucco and light metal panel option to the executive committee.

January 22, 2010

Consultant Meeting

CRSA will develop a narrative of security systems needs for API.

Civil:

The team will look to reuse light standards from the T-Bird parking lot. Re-pouring the bases was approved.



The team reviewed the inconsistencies of the survey CRSA and WLC have been using. The team will rectify any issues over the next week and bring items to the next consultant meeting.

Mike confirmed that the utilities relocation cost will not be born by the Gateway Building project, but rather the major maintenance budget. This work will include water and sanitary sewer.

The campus goal is that all utilities relocation will be complete by May 15.

Structural:

Structural engineer will update drawings and CRSA will review column locations for any further coordination issues.

Column conflicts on Level 2 at Classroom 257 door will result in the door being relocated to the south.

The west wall of the CE Classrooms will be an extension of the retaining wall below. Doors into the storage rooms will be framed into this pour.

CRSA asked to review Level 3, south wing for column locations on the east wall and potential cross brace locations.

CRSA reminded to craft elevator door jamb details at the concrete block shaft.

CRSA will post basis of design elevator on ftp site.

Mechanical:

CRSA will notify EDA of all sink, dish washer, garbage disposal, and ice maker locations. In addition, as work is developed with Sodexo, EDA will be informed of requests for floor drains, sinks, soda fountains, condensate drain lines, venting, etc.

Level One update. There is no economical way to accommodate the request for a paint booth in the Fab Lab. CRSA will inform Susan.

Ken and Jason will develop a plan with Mike to schedule a fire flow test, either with the city or through WLC.

Electrical:

Transformer location was set at level one adjacent to the building just north of grid C. A 12' x 12' pad will be poured and a 10' drive aisle will be indicated on the drawings.

CRSA and EDA will work closely on the development of the reflected ceiling plans, initial selection of light fixtures and coordination with mechanical.

The next meeting will be Wednesday, January 27 at 9 a.m. in Mike's office. The meeting will include a work session with the city code official, to discuss the occupant load calculations (vocational) and review the open areas for occupant loading. CRSA hopes that they will have information on parking, accessibility and exit stairs.