Meeting Summary

Project Name:	Summit Charter Middle School - Career and Technical Education Addition
Project No.:	24-0008
Subject:	CTE Addition
Location:	Summit Charter Middle School
Meeting Date:	~~July 2, 2024~~ May 30, 2024
Meeting Number:	DAT 03
Issue Date:	~~May 30, 2024~~ July 2, 2024
From:	Brian Rogers
Attendees:	Adam Galvin, Gene Temanson, Design Advisory Team
Copy To:	Nadine Abell

Summary

1. Introductions
2. Welcome Palace Construction Co. to the Team!
    a. About Place and their Team
    b. Role during design
    c. Role during construciton
    d. Site logistics / communication
    e. Student Engagement
    f. Cost estimating process
    g.
3. Design Update
    a. Recap from DAT 02
    b. Recap from focus group meetings
        - Culinary instructor no longer with Summit
    c. Reviewed plans
        - Innovations commons
            1. Moved 3D printers from STEM CR
            2. Acoustics are important
                a. Summit preferred a terrazzo (sim to culinary) like flooring ILO of Carpet
                b. Confirmed structural steel will not be in the middle of the space. Will be on perimeter, concealed in wall in some cases. Culinary will be furred out to mitigate conflict with counter tops and to provdie for pluming pathway along exterior wall.
        - STEM CR
            1. Summit confirmed operable wall is prefer to be manual operation
        - Renovation at exisitng changing rooms
            1. Discussed storage access from gym office
                a. CGA to review options for better access
        - I&P lab
            1. Add an emergency eyewash station (no shower)
        - Culinary
            1. Open shelving (ILO of refrigerators, see below)
            2. Students should perform more of the clean-up activities
                a. Switch back to two DW and two sinks in support
                b. Determine if there are too many refrigerators
                    i. Pending second focus group meeting

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d. Discuss summer activities
    - Summit to work on equipment spread sheet
        1. Complete first pass by June 24th
    - Additional focus group meeting
        1. Pending coordiantion with Adam and Fairview Chef

4. Next steps
    a. Schematic Design Estimate review (pending)
    b. Additional Culinary Focus Group meeting
    c. DAT 04 scheduled for 9/10/24

Action Items

Cuningham to assimilate the guidance from DAT meeting and pending focus meetings.
Review SD estimate once available

The foregoing is believed by the author to be an accurate and materially complete reflection of the discussions described. Requests for any corrections or additions to this document should be forwarded to the author within five business days. Thereafter, this document shall be deemed the official record of the discussions described herein.