

## MEETING MINUTES

Project	Satsop Modernization	Project No.	2421
Subject	Capital Project Committee Meeting #3	Meeting Date	12/10/2024
From	Caroline Lemay	Date	12/11/2024

### Attending

+ Attended in person

\* Attended by Phone

x Did not Attend

+ Caroline Lemay (CL)	Bassetti (BA)	+ Tiffany Osgood (TO)	Satsop
+ Brittney Denning (BD)	Bassetti (BA)	+ Dawn Siemiller (DS)	Satsop
+ Michael Davis (MD)	Bassetti (BA)	+ Vincent Reese (VR)	Satsop
+ Bernie O'Donnell (BO'D)	Rock PM	+ Sarah Protheroe (SP)	Satsop
+ Rod Fredrickson (RF)	Rock PM	+ Taylor Zepp (TZ)	Satsop
+ Adam Wilson (AW)	Rock PM	+ Laura Ruppert (LR)	Satsop
+ Jamie O'Donnell (JO'D)	Rock PM	x Beth Heller (BH)	Satsop
		+ John Ruppert (JR)	Satsop
		x Sam Heller (SH)	Satsop

### SUMMARY

1. The meeting was held in person at the Satsop School.
2. The slide deck from the presentation is attached to the meeting minutes for reference.

Item	Issue	Notes
241210.01	SCHEDULE AND COST UPDATE	<p>BO'D and AW presented an update for the project schedule during construction and cost estimate based on the SD documents:</p> <p><b>Schedule:</b></p> <ul style="list-style-type: none"> <li>-Pre-work could start by the end of May. GC will be on board by that time.</li> <li>-Schedule timeline for different work areas includes punch-list time.</li> <li>-Permitting timeline: The design team is planning for Site Review starting in mid-January, SEPA review starting in late January, and Building Permit intake for late February. This timeline was verified with the County, and we understand we are still expecting the permit to be issued in time for construction start.</li> </ul> <p><b>SD Phase Cost Estimate:</b> Provided by RC Cost Group who is a well-regarded cost estimating consultant.</p> <ul style="list-style-type: none"> <li>-the summary sheet shows that not all numbers align since the budget and the reality are not an 'apples to apples', however the total is aligned with the overall budget with approximately 20K under budget. Word of caution is that cost tends to creep up as the documents get more detailed, so we still have to be diligent with cost spending and include add/deductive alternates to provide budget protection at bid time.</li> </ul>
241210.02	DESIGN OPTIONS - SITE	<p><b>Proposed Site Plan:</b></p> <ul style="list-style-type: none"> <li>-Includes: 19 parking spots total, new baseball diamond located south of existing location, playground at the northeast of the field, near the MP</li> </ul>

		<p>(Multipurpose) Building, future covered area shown west of new Gym Building, ADA parking close to the new ramp, north of the Main Building.</p> <p>-Not yet shown is the area for stormwater (bioswale) and fire flow water collection needs that may include solutions like a underground vault, an above ground water tank, and/or pond with fencing to collect water for the use of the fire department in case of fire (along with potential automatic sprinkler system in the Gym Building).</p> <p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>-Add paved path to the north at the new door.</li> <li>-BA to provide truck path from civil engineer. TO will work out the path with the delivery person as well.</li> <li>-Dumpster can be moved.</li> <li>-Change the two diagonal parking spaces for one straight in parking.</li> <li>-Project should account for the site regrading at the future location of the covered play.</li> <li>-What happens to the existing play area? TO thinks that area can be used as another small soccer play area.</li> <li>-The shelter could be an alternate. BA may need to relocate outside of setback.</li> <li>-Where would the picnic tables go? BA to think about potential locations. One idea is to relocate close to the new Gym and new playground area.</li> <li>-Fencing: BA to document required fences around the site.</li> </ul>
241210.03	DESIGN OPTIONS - MAIN BUILDING	<p><b>Proposed Floor Plan:</b></p> <ul style="list-style-type: none"> <li>-Confirmed that we are keeping the existing storage above library.</li> <li>-Need additional study at new fountain by the main entry.</li> </ul> <p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>-W/D could work where shown in the small storage room by restrooms.</li> <li>-Floors: BO'D would love to see wood floors in at least one of the classrooms. TO prefers carpet in her classroom. TO suggested asking the teacher of the 3<sup>rd</sup> classroom what his preference is. CL offered that we need to verify the condition of the fir floor in a high traffic area. Best to verify in several locations. VR said that this could be done. One concern is that the floor is past its useful life and would have to be replaced completely or partially. Long term maintenance is also something for the owner to consider. MD explained that additional acoustic material would need to be added to the room to compensate for the carpet removal.</li> </ul>
241210.04	DESIGN OPTIONS - GYM/MULTIPU RPOSE BUILDING	<p><b>Option 1:</b></p> <ul style="list-style-type: none"> <li>-This option includes 5 basketball hoops.</li> <li>-Discussed portable hoops: like the flexibility if we can't provide 6 hoops but the storage is difficult so not preferred.</li> <li>-Teaching wall is (2) 4'-6' whiteboards for total of 12'-0" wide.</li> <li>-Canopy is formed by the roof slope changing to cover the walkway at the entry door.</li> </ul> <p><b>Option 2:</b></p> <ul style="list-style-type: none"> <li>-2 overhead doors creating one larger opening, + one opening to the west as well.</li> <li>-Design offers a symmetrical approach to the façade.</li> <li>-Gym volume is expressed as 2-story and 'gasket' is lowered to the existing roof height.</li> </ul>

		<p>-This option doesn't have a canopy, only the same extension of the roof as the existing roof.</p> <p><b>Option 3:</b></p> <ul style="list-style-type: none"> <li>-No passthrough window at kitchen.</li> <li>-5 basketball hoop layout.</li> <li>-Higher roof line at 'gasket'.</li> </ul> <p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>-Option 1 is preferred for the entry and canopy; bull painting could be integrated to the entry design. (Painting is 4'x4')</li> <li>-Option 2 is preferred for façade design: the group likes the one larger opening.</li> <li>-Sensory wall would be better suited to the MP room than the Gym.</li> <li>-BA to study the massing using Option 2 but with the higher roof line at 'gasket'.</li> <li>-VR would like to have a mop sink in the Gym building as well. Suggested that it could go in the existing mechanical room in the MP building, however, the design team is concerned about touching this existing space and having to bring the mechanical system up to date by doing so.</li> <li>-VR doesn't like the fence in the storage room. BA to look at another way to secure the stair access.</li> <li>-Is the storage door large enough? Need more study.</li> <li>-Maximizing wall shelving in the storage. Need room for cart.</li> <li>-How do we move the murals in the MP and where? BA to study. Options discussed was to cut the material, move, and replace material; and taking high resolution images to print on graphic boards and relocate.</li> <li>-The bull painting is moveable and is important memorial.</li> <li>-Honor the 2 past principals: plaque, photos. Each room (MP and Gym) dedicated to each of them. TO to provide BA with photos to incorporate into the design of a memorial plaque/signage.</li> </ul> <p><b>Interior design:</b></p> <ul style="list-style-type: none"> <li>-BO'D likes the bright colors option.</li> <li>-The group thinks the bright option is attractive but the 'PNW' is more timeless.</li> <li>-Overall the group likes the more muted, natural, PNW option.</li> <li>-Provide a grating or walk-off mat at the overhead doors not to track rocks inside on the Gym flooring.</li> <li>-Question about where the acoustic material would be located: some at the ceiling and some at the walls (located up high on the wall). BA show exact location at the next meeting.</li> </ul>
241210-05	NEXT STEPS	-Next meeting January 23, 2024 at 5:30.

END OF MEETING MINUTES