

DATE: 06.23.2017 MEETING DATE: Friday, June 16, 2017
 PROJ. NAME: Howard Middle School MEETING TIME: 2:00pm
 PROJECT NO.: 17001.00 MEETING LOCATION: APS Facilities
 SUBJECT: Design Committee Meeting 5 MINUTES BY: Bill Polk

Attendees: see attached sign-in sheet

ITEM	DESCRIPTION	ACTION BY	STATUS
1	<p>Purpose of meeting is to provide last look at schematic design progress before Design Committee sign-off</p> <p>Courtyard:</p> <ul style="list-style-type: none"> • Last meeting left with direction to look at and price two options (3 and 4 story enclosed) for courtyard design. Design team presented renderings of courtyard with three options: <ul style="list-style-type: none"> ○ A: 4 story enclosure, large grand scale, space, classified as atrium (triggers code requirement of smoke evacuation system, higher cost); includes enclosed conditioned occupiable media center roof ○ B: 3 story enclosure, smaller scale, space classified as communicating space (code requirements less stringent); includes open occupiable media center roof + third level roof. ○ C: Design team presented an option – 4 story covered but open (no clerestory windows at top, so no atrium classification, and no conditioned courtyard space) • Comments: <ul style="list-style-type: none"> ○ Provide roof, make occupiable roofs safe. Clear preference for covered and enclosed courtyard. ○ Comment about Fulton County complex downtown – large 5 story atrium, has had some problems with leaks; seen as boondoggle; loud space ○ Concerns about acoustics. ○ The taller space is seen as challenging. ○ Discussion about why Inman Middle courtyard isn't used? It is used if something is programmed for use there; sometimes it is programmed as a reward for students. ○ The occupiable roof on the media center could be used as an outdoor classroom. • Consensus of committee was scheme B; 3 story enclosure. (No smoke evacuation system needed for this option). 		

Please accept this memo as confirmation of Stevens & Wilkinson's understanding. If your understanding is inconsistent, or if listed attachments are not included, please notify Stevens & Wilkinson immediately.

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3	<p>Floor plans update:</p> <ul style="list-style-type: none"> • Media Center meeting between APS and design team is planned to discuss proposal for media center; Inman Middle media center specialist has requested much more space; plan currently indicates APS and GaDOE standard SF. • Principal Maxwell noted that he wants to see technology integrated and used in school. APS noted additional program element – computer storage, docking, charging may be necessary, one for each grade, on grade floor. • Cafeteria – currently shows seating for 700 (per Ga DOE requirements, seat half of FTE); Principal Maxwell noted the schedule will likely will include more than 2 lunch periods; 20 minutes to eat, 10 minutes something else (overflow into courtyard for last 10 minutes). • Alvah noted the new east science labs could be a little more centralized to the core classrooms in the existing building (swap places with the new core classrooms). 		
4	<p>Building Massing</p> <ul style="list-style-type: none"> • Design team reviewed conceptual approach to massing and materials for the exterior skin of the building: <ul style="list-style-type: none"> ○ Organizing ribbon to tie the new construction together with a base ○ Transparent corners ○ Entry intensity ○ Materials outreach reference surrounding neighborhood ○ Courtyard connection • West elevation corner starts out low to the ground, few windows, low massing opens up good views to downtown Atlanta to the west from the existing classroom wing. Alvah Hardy noted he liked this conceptual approach; but loses the “ribbon” concept at this corner. • There is a potential for a bus canopy cover using space under the cafeteria platform. Design team to review. • Alvah asked about status of existing brick. Karen Gravel has marked up elevations indicating where brick will be saved, where brick will be removed. Design team will meet with APS to review. 		
5	<p>Misc.</p> <ul style="list-style-type: none"> • Comment about safety (from Mr. Finch) • Occupiable roofs to have Pre-engineered metal railings (higher than code requirements - 60) to provide more safety, no climbing potential. • Committee consensus that no drop off canopy will be provided for the front of the building. • Potential canopy at teacher’s parking at rear east corner of building? Emphasize this staff entry. 		

ITEM	DESCRIPTION	ACTION BY	STATUS
	<ul style="list-style-type: none"> • Question about future growth – FTE of 1375 takes into account future growth. • Program verification meeting with APS needs to be scheduled. Cherie Wutke noted some discrepancies, also noted need for a computer room for 2’x3’ storage carts for each grade. 		
6	<p>Next Steps</p> <ul style="list-style-type: none"> • Next Project Committee meeting time and date TBD (presentation to committee when drawings are well into production). 		

END OF MEETING NOTES

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 Presentation 05
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