MEETING MINUTES

Project: UW EC NEW STUDENT UNION

Project No.: 2934

Meeting Date: July 8, 2010, 10:00 am – 4:00 pm

Present: Charles F. UW EC
         Rick G. UW EC
         Steve H. UW EC
         Steve D. UW EC
         Kyle C. Bray

Reported By: Kyle Clark

Purpose of Meeting: Door Hardware

Discussion/Action

1. Introductions
   a. This conference is to discuss the following items:
      i. Doors and Door Hardware

2. General Discussion Items
   a) Louvered Doors
      i) Do not want at any of the private restrooms, OK at larger restrooms.
      ii) Want at all Janitor Closets
      iii) Want at all Tele/Data and Electrical rooms. Provide security louvers.
      iv) At louvered doors be sure there is still enough room at bottom of door for kickplate.
   b) Delete closers at all Janitor Closet Doors
   c) Provide hold opens at all Tele/Data Room doors.
   d) Card Readers/Proximity Readers should provide full control, no internal memory.
   e) The question came up regarding the use of card readers versus proximity readers
   f) At all outside doors provide necessary infrastructure for cameras, card readers/proximity readers, door position switch, etc…
   g) What is the cost to provide wiring and all necessary infrastructure now versus just conduit?
   h) On all privacy locks provide notification of “Occupied”/”Open”, color to be Red/Green
   i) The security doors at the C-Store, Servery, and Branded Venue should all be the same.
      i) What finishes do the grilles come in? Colors (blue/gold)?
      ii) Want a uniform look in main corridor when all venues are closed.
   j) Where push plates are used on doors provide oversized plates.
   k) Staff Elevator needs to have card access control at both doors for each floor.
   l) Need to review Room Numbers on plans. Need to provide comprehensive easy to follow numbering system. Coordinate with Owner. The number on the plans will carry over to the building when occupied.
m) Want to be sure switch over from Construction Cores to Permanent Cores is easy/smooth.
   i) Allowance in bid for University to switch out all cores.

n) Classroom Intruder locks – Do you need a key to lock from inside? Most users of rooms will
   not have a key to lock the door.

o) Provide hold opens on all Ballroom doors.

p) Review Stair 5. Add door/wall at 3rd floor to enclose stair and eliminate door(s) at top of stair
   on 4th floor.

q) All stair doors – want the ability to lock out a floor. No access from Stair side to floor.

r) All office doors – review amount of glass.
   i) What is cost difference between door type FG, FHG, FNV, and FV
   ii) If doors remain full glass review options for providing partially frosted glass.

s) All meeting room doors – review amount of glass.
   i) If doors remain full glass review options for providing partially frosted glass.

t) Meeting Rooms – Provide Classroom Intruder locks. Intruder lock should not require key to
   lock from inside room. Be sure lock always allows exiting from the room without key.

u) Restrooms 227 & 228 – Can we flip these two restrooms to provide more fixtures in the
   Women’s Room?

v) Increase Size of AV Storage (320H) by adjust door frame 320D.2 and shifting both walls of
   Storage Room

w) Add pair of doors in Storage Corridor 300R just outside Storage Room 330E.
   i) Want the ability to lock the Storage Corridor (300R) from Corridor (301G)

x) Review door location in Projection Room (325C)

y) Review room dividers in Ballrooms.
   i) Need very good STC rating.
   ii) Would like walls to have fire rating. What is cost difference?
   iii) Provide doors within walls for access to other rooms.
   iv) Need to be of high quality.

z) The amount of storage space provided in the building is still too low. This needs further
   review and a solution needs to be presented to the Owner.

3. Specific Door/Door Hardware Notes

   a) Door 100E.2 (Stair 2) – Change to a double door to match other stairs.

   b) Door 100H.3 (Stair 5) – Delete auto operator, change to a wood door.

   c) Door 100T.1 (Loading) – Delete door, leave opening in wall.

   d) Door 100U.1 (Elec. Yard) – Delete door if not needed for egress.

   e) Door 110.1 (BluGold) – Need to review security at this door. Is one deadbolt enough?
      i) Bray will send Charles information on all doors in the BluGold/Bank for review.

   f) Door 110A.1 (Service) – Add card reader to this door.

   g) Door 110B.1 (L&F/Storage) – Change to a storeroom lockset.

   h) Door 110D.1 (Storage) – Change to a storeroom lockset.

   i) Room 110E (Bank) – Add counter shutter

   j) Room 120B (C-Store) – Want a coiling shutter in lieu of sliding door.

   k) Door 120F.2 (Servery) – Change to a HM door, provide armor plate.

   l) Door 121.1 (Dishwash) – Provide hold open, no lock required.

   m) Door 121.2 (Dishwash) – Provide hold open.

   n) Door 122.3 (Dulany) – Need the ability to lock these doors.

   o) Door 130.1 (Bookstore) – Is one deadbolt enough security. Add head/foot bolts?

   p) Door 130.2 (Bookstore) - If width is not needed for egress change to a single door. Provide
      local alarm. No auto operator.

   q) Door 130A.1 (Bookstore Dressing) – Change to a privacy lockset. Add louver, change to a
      wood door.

   r) Door 130B.1 (Bookstore Receiving) – Change to a HM door.

   s) Door 130D.1 (Bookstore Office) – Change to a wood door.
t) Door 140.1 (Kitchen) – Provide hold open.
u) Door 150A.1 (Laundry) – Change to a storeroom lockset.
v) Door 170B (Cabin Prep) – Change to a wood door, add armor plate.
w) Door 160.1 (Retail) – Remove door, enlarge opening. Add a security grille to close open when retail space is closed.
x) Door 170.2 (Cabin) – Delete card reader. Add local alarm, exit only door.
y) Door 170A.1 (Service Corridor) – Change to a storeroom lockset.
z) Door 200.1 (Corridor) – Delete card reader.
   aa) Door 200E.1 (Stair 2) – Need ability to lock door from stair.
   bb) Door 200E.2 (Stair 2) – Need ability to lock door from stair. Provide local alarm, exit only?
   cc) Door 200F.1 (Stair 3) Delete card reader, change to storeroom lockset.
   dd) Door 220C.1 (Fish Tank) – Change to a storeroom lockset.
   ee) Door 220Y.1 (A&P Storage) – Change to a storeroom lockset.
ff) Review doors on Mechanical Room 221.
   ii) Can we have door directly into stairwell?
   iii) It is not ideal to have door from Mechanical Room into Workroom. Look at adding a small corridor directly to Mechanical Room.
   gg) Door 230.3 (Bookstore) – Change to a storeroom lockset.
   hh) Door 250B.1 (Breakroom) – Change to a passage latchset.
   ii) Door 265.1 (Mechanical) – Provide sound seals, Door to have 100 deg. Swing.
   jj) Door 300E.2 (Stair 2) – Delete card reader, Add local alarm, exit only.
   kk) Door 300R.1 (Service) – Want the ability to lock these doors.
   ll) Door 329.1 (Coat Check) – Change to a dutch door with small shelf.
   mm) Door 330A.1 (Storeroom) – Change to a storeroom lockset.
   nn) Door 330B.1 (Catering Kitchen) – Add removable mullion. Want the ability to lock these doors.
   oo) Door 330C.1 (Green Room) – Change door to type FNV.
   pp) Door 330E.1 (Storage) – Change to a storeroom lockset.
   qq) Storage Room (340A) – Does code allow access directly from Stair?
   rr) Door 350.2 (Alumni) – Add automatic door bottom.

The above information is the interpretation of the meeting activities and comments; and should be reviewed by all attendees. Please comment on any discrepancies and inform the writer as soon as possible of any changes required. Date issued: July 14, 2010.

BRAY ASSOCIATES ARCHITECTS, INC.
Kyle J. Clark, AIA, NCARB, LEED AP
Cc: All Present, Ashraf Sadek, Shawn Plum, Arthur Sanfilippo