

August 13, 2009

VIA e-mail
(2) Pages Inclusive

Mr. Patrick Van Duyne
Director of Facility Services
Joliet Junior College
1215 Houbolt Road
Joliet, IL 60431-8938

Re: Joliet Junior College – New Facility Services Building
Meeting Minutes
Project Number: 208070.00

Summary of a Joliet Junior College New Facility Services Building Meeting with Legat Architects on Monday, February 2, 2009 at 10:00 a.m. at the Board Room in Building J. These notes record our understanding of items discussed and decisions made at this meeting. Please notify us within seven (7) calendar days of any necessary additions or corrections.

Persons in Attendance:

| | |
|--------------------------------|------------------|
| Pat Van Duyne | JJC |
| Judy Mitchell | JJC |
| Dave Agazzi..... | JJC |
| Jeffrey Sronkoski | Legat Architects |
| Marc Rohde, AIA, LEED AP | Legat Architects |

Items Discussed:

1. Marc presented the latest plans to the group, based on the last meeting on January 22, 2009. This shows the locker room component being deleted, as well as the additional square footage removed from the basement levels. Current buildings size is 28,800 s.f. for upper level, 6,200 for basement. For a total of 35,000 s.f. exactly.
2. The parking lot to the North needs to have spaces directed towards the existing lot to the west. The sidewalk shown between the two lots will be deleted.
3. As all of the non-native vegetation will be removed, it was decided that the material storage bins will have their own separate site.
4. We are to show the alternate bid Mezzanine for presentation.
5. We need to put an overhead door back in the south wall of surplus furniture. We can take out the man door between the two.
6. The layout of the dock should be revised. Both doors should be decreased in size to typical loading dock sizes, and the dock itself should be sloped.

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7. In the Heated Vehicle Storage, we need to make nice (9) of the spaces the larger sized 10'x30' spaces. Do not stripe as part of project as they are going to do themselves after they move in.
8. Move employee entry in the North wall to within the vestibule.
9. Show two more future/ potential cubicles in open office area 103 and move the door into the garage into North wall instead of West wall.
10. Pat is fine with Marc's idea to make interior walls of exposed plywood sheeting, or something similar, to give a real industrial look to the building and save costs on the wall.
11. At a later meeting at 1:00 p.m., Gilbane presented their estimate for this new 35,000 s.f. layout which totals \$5,596,726.00 not including \$300,000 for the landscape storage bins and fueling station.
12. Pat suggested that Administration drinking fountain face West, move janitor out to laundry room and then take the two toilets 114 and 115 and give them both a shower and lockers.
13. With deletion of locker room bar, we lost additional toilets. We will assume a daytime maximum population of 30, and split everyone between male and female. We will confirm that the three sinks and three water closets will be enough to meet plumbing codes.

Respectfully Submitted,



Marc Rohde, AIA, LEED AP

MCR/mr

cc: All Attendees
Rich Rivera, Rick Lyman, Joliet Junior College

Attachments: None