

March 19, 2010

VIA E-MAIL

Re: Joliet Junior College – Science  
Architect's Project Number: 209087.00  
**Meeting Minutes**

Summary of a Systems Meeting held at 3:00 PM on March 11, 2010 at Joliet Junior College. 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

Cheryl Heeneman, Joliet Junior College  
Virginia Piekarski, Joliet Junior College  
Lee Neary, Joliet Junior College  
Cathy Dobbs, Joliet Junior College  
John Griffis, Joliet Junior College  
Bette Conkin, Joliet Junior College  
Marie Wolff Joliet Junior College  
Andy Neill, Joliet Junior College  
Larry Bacher, Gilbane  
Bhini Jain, Gilbane  
Greg Spitzer, Architect, Legat Architects  
Mark Hartmann, Harley Ellis Devereaux

## ITEMS DISCUSSED

## A. B151 Labs.

1. 3 total labs.
2. 1 of 3 benches will need to be at 34" vs. 36" for ADA reasons.
3. 1 of 2 hoods will accessible for ADA.
4. Instructor sink must be accessible.
5. Add 6 apparatus bars at islands.
6. Increase microscope cabinet size from 18" width. Virginia to confirm.
7. Need to coordinate island sink venting with engineers.
8. Marie had a concern about quality of epoxy resin surface and chemical resistance. Existing counters at the college are failing.
9. Paper towel dispensers will be provided by the college. Locate adjacent to the sink in the design. These are desired to be integrated into the cabinet / built-in so that they do not protrude into the space. Virginia to confirm the dispenser type.
10. Waste container should be near/underneath sink at islands. Trash overflow is currently a problem. Larger trash containers are needed.
11. Recyclable trash containers should be located in the corridor.
12. Fume hoods need a cold water cup sink, power with 2 duplex's, light, storage cabinet below.
13. Space outlets every 2'- 0" O.C. along wall in wire mold.

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14. Provide tackstrip along a portion of the wall, in lieu of wall cabinets
15. 1 data outlet at teachers' station. Wireless utilized elsewhere throughout lab.
16. Need refrigerator/freezer (32"x67"x32").
17. (2) 27" wide x 33" high x 17 ½" deep carts needed.
18. 6 scopes in one tall storage cabinet (solid doors).
19. Tall storage cabinet with glass doors for model storage.
20. Add additional tall storage cabinets with glass doors.
21. Need minimal wall cabinets. Should be glass doors.
22. Want wall space above counter for heavy posters.
23. (2) tackstrips – high and low between magnetic board or chemical resistant tack board.
24. Perimeter Base Cabinets: 48" drawers for (18) 14" trays at 3 rows of 6. Include a cabinet of standard drawers for papers. Include an area of 2 columns of lockable drawers for teacher supplies. Plus (2) 4 drawer units. Doors at the all other base cabinets.
25. Include space for student backpacks below islands.
26. Need knee space at islands for students sitting on stools.
27. Stools with backs are needed:  
Desired Manufacturer: Bevco 7600 MG (Greg to coordinate request with Judy Mitchell at the college)
28. Add (2) stacked rows of (12) coat hooks adjacent to safety shower for student use.
29. Teaching station: Standard JJC lectern with lockable storage. Plus a movable teaching desk with an unlocked supply drawer and modesty panel. Need to determine lectern model with IT and Media Dept. at JJC. Current lecterns have glare problems. Provide power/data for lectern.
30. Teaching wall: Small 2'x4' tack board inside lab near door. All other visual display boards on the teaching wall should be magnetic white board. Include power of data above center white board for Eno (Steelcase) or Smartboard capability. Need to coordinate with IT/ Media Dept. on campus standard for this system.
31. Provide cabinet at ends of islands, in center void.
32. Microscope cabinets must be lockable. 1 lock type for teachers, 1 lock type for students/teachers, media key for lectern.
33. Provide locks for all cabinets.

B. B152 Labs

1. Options to keep linear labs like B151 selected, along with use of classroom scheduling.
2. Need to have glass cases for attractive specimens and plant and animal models.
3. Maximize perimeter counter top for space to observe things around perimeter of room.
4. Display cabinets for students to observe models/specimens/photographs around perimeter, above counter-top. The display could be open shelving. Could be located in back of lab between fume hoods. (With posters on the wall above the shelf). Consider display lighting. Should look attractive

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and “architectural” versus just upper shelves. This same display may be on the sides of the lab with glass cabinets.

5. Need “two tier garden” plant stand. Place in corner of labs. 56” (width) x 24” (depth) x74” (height) in size.
6. For perimeter base cabinets, provide tote cabinet: 48” wide cabinet with 4 columns of 6 totes. Other cabinetry needs should match B151.

End Minutes

Thank you.

Sincerely,  
Legat Architects, Inc.



Greg Spitzer, AIA, LEED AP

GS/CH

cc Joliet Junior College  
File: 209087.00:B3

FILENAME MM Science Labs Mtg. 011910