

# MEETING NOTES

## No. 54

HDA Architects, LLC

Date: October 30, 2013

**PROJECT:** Willcox Bond Program  
Willcox Unified School District No. 13  
Architect Project No. 1329

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### IN ATTENDANCE:

Dr. Richard Rundhaug	Willcox U.S.D. #13	richard.rundhaug@wusd13.org
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Paul Holland	HDA Architects LLC	paulh@hd-architects.com

This meeting was held at Willcox High School.

1. \$5 Million dollars plus \$175,000.00 of Ag. Funding are available to complete the bond program.
2. Proposed 30'-0" expansion of the Agricultural Building was presented. It was noted that the drive around the back side of the building will be a gravel road on natural grade. We may want to change the sloped driveway up to the building's overhead door to an asphalt drive. It would be difficult to back a trailer up if this incline is a gravel road. It was noted that the existing restrooms will not be modified; we can maintain the existing septic system instead of providing a forced sewer main. The existing building and the new addition will need to have fire sprinklers. \$175,000.00 of independent Ag. funding can only be used for the Ag. Building renovation. We will need to maintain a close accounting of these expended funds.
3. The new high school gymnasium / locker room building was presented. The plan included a future 3,517 S.F. Wrestling room and a future 3,517 S.F. Weight Room. It was requested that a third locker room be added in order to accommodate visiting teams. It was suggested that this room could be found by reducing the number of lockers currently shown on the plans. Tammy will research the number and types of lockers needed by each locker room. Gang shower rooms were requested at all locker rooms. It was suggested to not include P.E. lockers in the new building. The suggestion was that the P.E. Classes would be held in the old gym. The third locker room could become a multi-functional space that could be used as a classroom, meeting room, referee room etc. Additional storage space was requested in the gymnasium building. Space needs to be added for an IDF room. Provide a floor box with power and data for a projector. Provide a motorized projection screen in the gym. WiFi will be added to the gym.

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4. The wood floor at the existing gymnasium has been sanded for the last time and is in need of replacement. In order to continue to use the gym for practice purposes a new vinyl or rubber coating needs to be installed. This new floor finish will be vulnerable to damage if chairs and tables are used on it. Additionally food can stain the surface. It was agreed that tarps would be laid down over the floor finish for non-sporting activities.
5. The Multi-Purpose building at the elementary school was presented. The school needs to maintain area for a soccer field south of the new building. Portions of the existing basketball court can be removed to accommodate the soccer field layout.
6. Revised high school office area was presented. Offices for the Principal and Vice Principal were moved to allow access from the front office.
7. New dining shade canopy for the middle school students was presented along with providing a concrete slab under the middle school's existing shade canopy.
8. Tom Currin reported on the status of the existing high school solar panel. The power company wants our old solar panel array for replacement parts. In exchange they will provide a new solar panel array on the high school site.
9. Three new chain link gates were proposed for the middle school in order to secure the campus perimeter.
10. A new chain link fence was proposed to close off the middle school athletic fields from the middle school campus.
11. Additional chain link fencing was requested to prevent cars from parking on the soccer field. This could be relocated fencing from the old parking lot. Also it was requested that any metal material left over from fence demolition (metal posts) be forwarded to the school's welding class.
12. Add an additional exterior door at the middle school's admin lobby to be controlled by the office staff. Add new ornamental fencing to control outside access to the middle school office. Reconfigure the office layout to create a hallway from the middle school campus to the front office. The intent is to limit student and staff from having to walk all the way around the building to avoid the controlled access fencing.
13. New change order for Withers' Pre construction services will be presented to the board on Tuesday, November 5<sup>th</sup>.
14. Withers will develop cost estimates of this project's individual components prior to our next meeting so we may establish a list of priorities and maintain a balanced project budget.
15. The next meeting will be held at the Ag Building classroom at 4:00pm on Wednesday, November 13, 2013.

These notes shall become part of the project record.

Please notify the office of HDA Architects, LLC at 480-539-8800 of any additions or corrections.

HDA Architects, LLC

By: Paul Holland  
cc: All participates  
Dan Withers  
Scott Brotherson  
Troy Wurth

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PDH/pdh

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Attachments: Preliminary Sketches