

## PROJECT DOCUMENTATION

**PROJECT:** Grinnell College  
New Science and Maintenance Facility  
Grinnell Iowa

**COMMISSION NO.:** 14233-37  
**DATE:** December 15, 2003

**DESCRIPTION:** A meeting was held on December 3, 2003, at Grinnell College to review open issues related to Phase II of the science building. The following were in attendance:

**PARTICIPANTS:**

Vince Eckhart	Grinnell College
Peter Jacobson	Grinnell College
Chris McKee	Grinnell College
Mark Chamberland	Grinnell College
Leslie Lyons	Grinnell College
Elaine Marzloff	Grinnell College
Stephanie Peterson	Grinnell College
Charles Cunningham	Grinnell College
Katie Lewen	Grinnell College
Nancy Rempel Clower	Grinnell College
Jim Swartz	Grinnell College
James Baird	H&R
Dennis Vovos	H&R

**DISTRIBUTION:** Jim Swartz  
Rick Whitney  
Stephanie Peterson  
H&R

### ITEM ACTION

The following items were discussed and actions taken:

- 1.0 H&R presented three options for revising the north exit stairs in order to relocate them within the setback established by the City. Each option provided a different solution for the loading dock. After review of each option, the Committee selected option No. 1.
- 2.0 H&R presented the options available, should the passenger elevator (Ernie Elevator) be eliminated. After review and discussion, it was agreed that the elevator could be eliminated with the following understandings:
- 2.1 The location that the elevator occupied would be used as a mechanical shaft.
  - 2.2 The shaft would be reconfigured to allow the library circulation desk to have closer proximity and to provide better security at the library entrance.
  - 2.3 The cold room would remain in its current location.
  - 2.4 The addition of the mechanical shaft would allow the basement floor elevation to rise 1'-0" from it's current location.

**ITEM ACTION**

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- 2.4 The addition of the mechanical shaft would allow the basement floor elevation to rise 1'-0" from it's current location.
- 2.5 Any additional space left over would be converted to building support or program space.
- 3.0 H&R presented the current status of the courtyard elevation as it relates to the window height of the biology labs located in the lower level. By raising the floor of the basement by 1' as identified in item 2 above, and lowering the elevation of the courtyard approximately 2'-6", the window sill in the biology labs can be placed at approximately 4'-2" above the basement floor. The following changes result from this modification:
- 3.1 More natural light can enter the labs.
- 3.2 The courtyard can be seen from the labs.
- 3.3 The courtyard will slope down approximately 10' and the slope will be in the range of 2.5 to 1.
- 3.4 The seating originally proposed at the lower level of the courtyard will be eliminated.
- 4.0 A number of outstaying requests made by the faculty as part of their Design Development Review have not been incorporated into the documents due to budget constraints. It was agreed that H&R would identify which items will effect cost and review them further with the committee.
- 5.0 The CERA project will be provided with 3-phase power. The cost will need to be added to the project budget. The projected cost is \$183,000.

The preceding notes constitute Holabird & Root's understanding of the matters addressed. If your understanding differs, please notify Dennis Vovos within five working days of your receipt of this document.

**HOLABIRD&ROOT LLC**

  
Dennis Vovos  
Project Manager

DV/eb