

Meeting Minutes



DLR Group

Architecture Engineering Planning Interiors

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Orlando, FL 32801

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Meeting Date	02.09.18
To	UF 619: Project Team
From	DLR Group
Location	Reitz Union, MCDA Fishbowl
Project	UF-619 UF_IBC & La Casita
Project No.	36-17105-00
Attendees	See attached attendee list
Purpose	Design Development Kickoff Meeting – Project Team and Student Advisory Meeting

1. Introductions
2. Overview of Schematic Design Submission
 - a. Reviewed Floor Plan Development for each institute
 - b. Reviewed Exterior Development for each institute
3. Design Development Phase
 - a. Reviewed Floor Plan Development for each institute
 - b. Reviewed Exterior Development for each institute
 - c. IBC:
 - i. IHLC: Bring renderings of the Interior Spaces and relationship. It will help illustrate the seat wall and the connection between Living Room, Reception and Cafe. Cabinets under the cafe counter. No sink needed. Power and Data on both sides.
1. IBC Feedback
 - a. Separation between the Beacon and Event. Is the moveable wall in between solid or transparent? Does it have doors within the wall or not?
 - i. Most students agreed to have the door within the wall, so you could visually see the access to the event space from the Beacon when the wall was closed.
 - ii. Review flexibility of making it transparent vs. solid at different time. Drapery or review Steelcase' shading wall. If we do this solid/transparent space, should also reflect colors or patterns of IBC.
 - iii. The lower third of the Beacon needs to have options presented to students how it's not a fishbowl. Balancing of translucent vs. frit. **DLR Group to bring options to review to DD Meeting #2 on March 1st.**
 - b. Students raised concerns regarding the Beacon glass and whether they would be a "fishbowl" for IHLC students from their covered courtyard or even from pedestrians walking along University Ave. They want to understand the options for the Beacon further. **DLR Group to bring options to review to DD Meeting #2 on March 1st.**
 - c. Students expressed concern of the brick pattern competing with the Beacon. They like the idea of adding the brick pattern, but want to make sure it doesn't compete with the Beacon. **DLR Group to bring options to review to DD Meeting #2 on March 1st.**
2. IHLC Feedback
 - a. Students reminded the Design Team the importance of the banners on the outside. We need to include the banners into final renderings.
 - b. The moveable wall in between the Event and Secondary Event isn't as important to have the flexibility of solid vs. transparent like at IBC since it's on the second level. Students liked the idea of the wall being glass.
 - c. Various discussions regarding the Living Room Seat Wall and the relationship of the Café/Living and Ambassadors area. **DLR Group to bring more visuals of this space.**

- d. Students still would like to understand the courtyard further. They want to have a better sense of how much space they have covered and how close the IBC is to the courtyard. **DLR Group to provide visuals at March 1st meeting.**
 - e. Cabinets under the counter at the Café would be ideal. No need for a sink – they can walk it to the Warming Kitchen sink.
 - f. Flip Ambassadors desks behind the Café.
3. Recording – Links below:

Video Recording-1 (141 MB):

<https://dlrgroup.zoom.us/recording/play/xoOdoSIJ64sDBaPimOf2TLm7NyKMU5fMfRYDw8C7H1V8F26zW0pBNVAwPWB yFLTo>

Audio Only-1 (56 MB):

<https://dlrgroup.zoom.us/recording/play/vOQ3Qf0gMJLPIYspuLsKOR8NNvILHaWN3wuJhkfhqA2RbAiK9Xuu07xWibSf27h R>

4. Next Steps

- a. DD Meeting #2 – March 1, 2018
- b. DD Meeting #3 – March 13, 2018
- c. DD Deliverable from Design Team to UF – March 30, 2018
- d. DD Review and Estimate – tentatively 3 weeks
- e. Construction Document Phase starts – tentatively April 23, 2018

Date | 02.09.18
Project | UF IBC & IHLC
Project # |
Page |
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Elevate the human experience
through design

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(DIRECTOR OF THE AFRICAN AMERICAN
STUDIES PROGRAM)

IBC & IHLC

University of Florida

REVITALIZING OUR ROOTS

SHAPED BY **HISTORY**

REBUILDING FOR **TOMORROW**



Agenda

1

SCHEMATIC DESIGN PHASE

RECAP OF MEETINGS
FLOOR PLANS
EXTERIOR
PROGRAM vs ACTUAL SF

2

DESIGN DEVELOPMENT PHASE

MEETING SCHEDULE
FLOOR PLANS
EXTERIOR/SITE DEVELOPMENT
INTERIOR DEVELOPMENT

3

NEXT STEPS

STUDENT ENGAGEMENT OPPORTUNITIES
NEXT MEETING



1

Schematic Design Phase

Meeting Schedule

Programming

Workshop 1	9/20	Project Kickoff Meetings / Visioning
Workshop 2	9/28	Space Type – Dot Voting Boards
Workshop 3	10/16	Space Type Prioritization
Workshop 4	10/23	Adjacencies & Massing

Advanced Schematic Design

Workshop 5	11/2	Design Charrette
Workshop 6	11/15	Plan and Materials Development
Workshop 7	11/29	Advanced Schematic Design Presentation
Deliverable	12/7	Advanced Schematic Design Package
Budget Reviews	01/16/2018 – 01/26/18	

IBC

SD - 7,627 GSF

1,227 OVER



LEVEL ONE



LEVEL TWO



LEVEL ONE

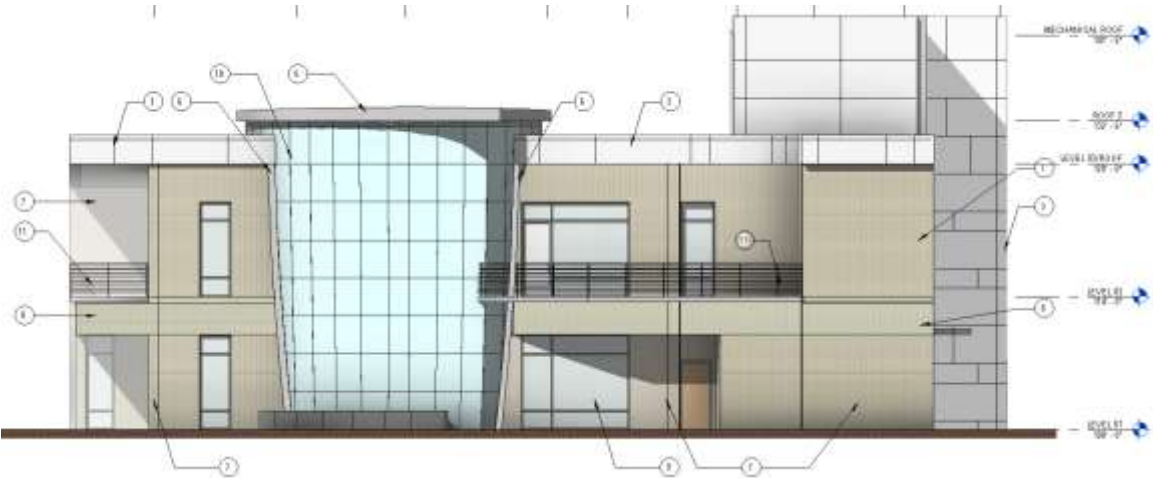


LEVEL TWO

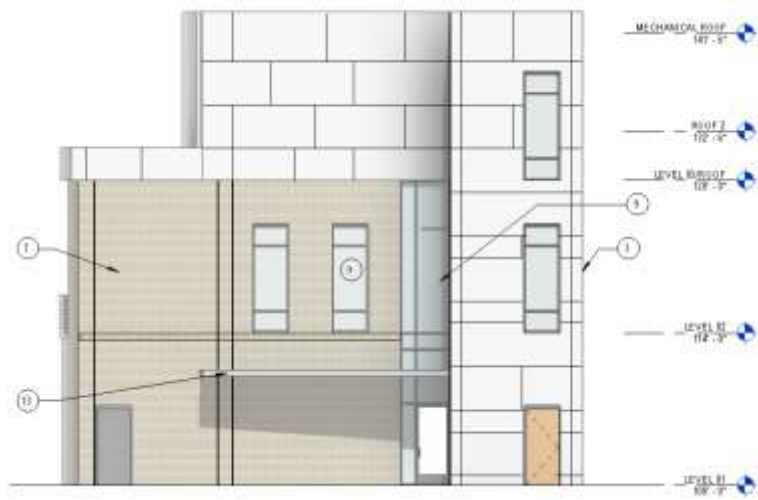




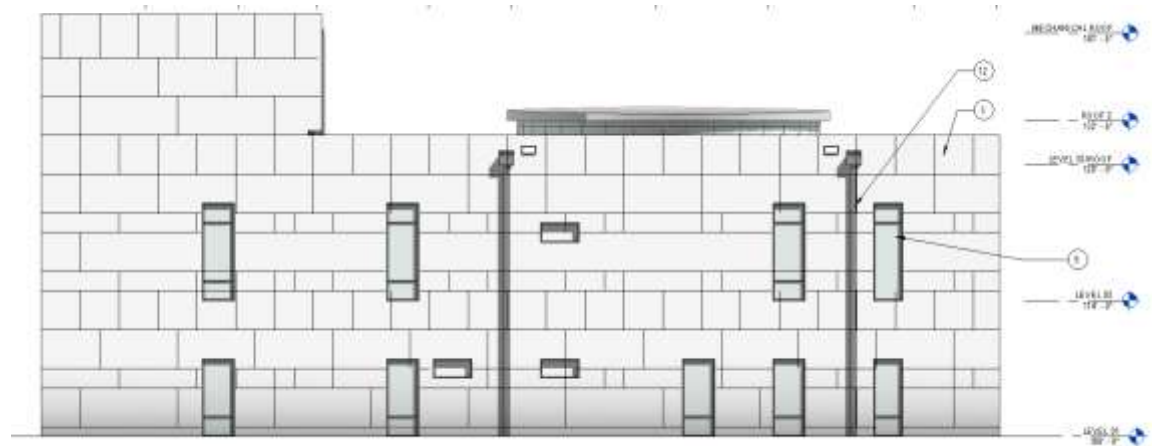
IBC – SOUTH ELEVATION



IBC – EAST ELEVATION

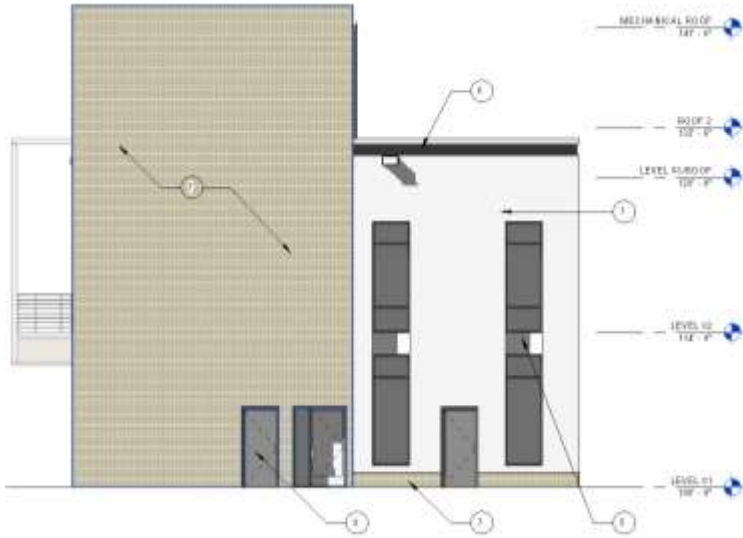


IHLC – NORTH ELEVATION

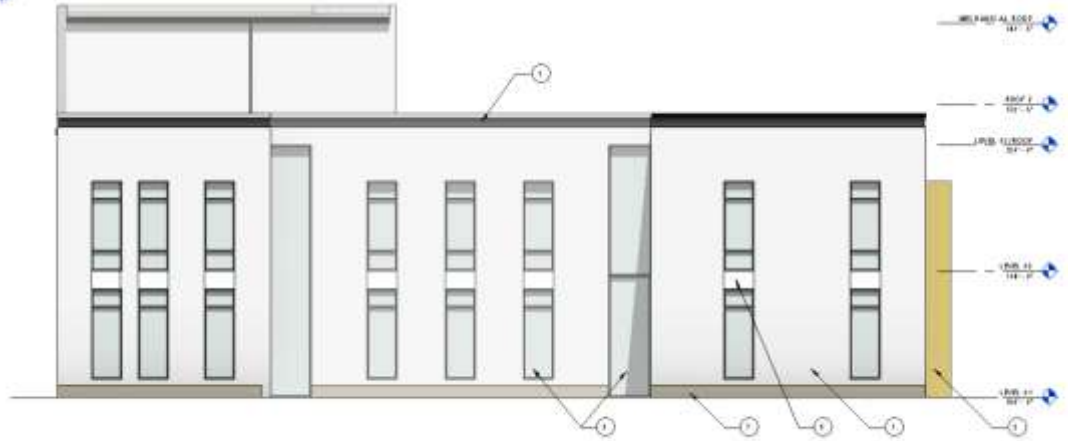


IBC – WEST ELEVATION





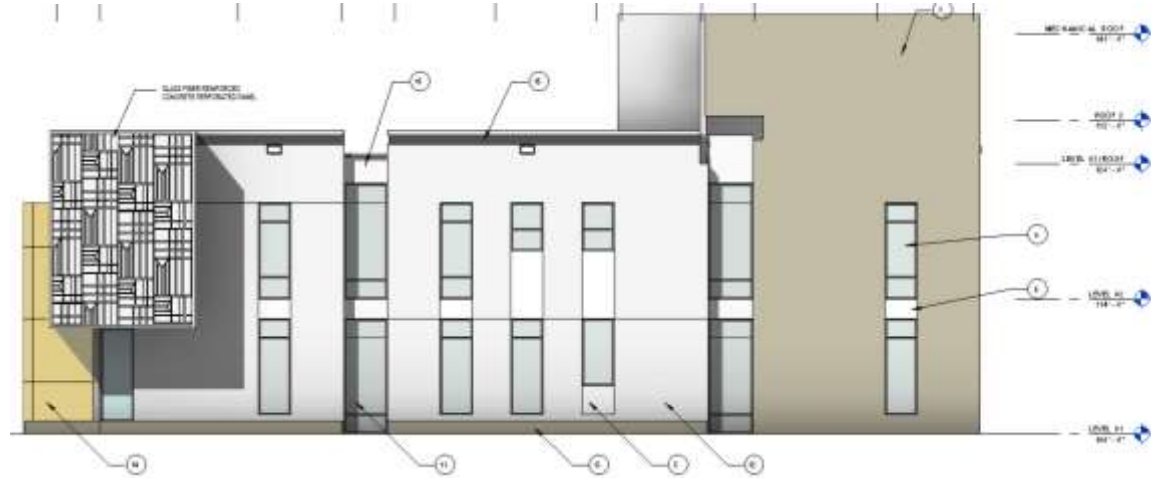
IHLC – NORTH ELEVATION



IHLC - WEST ELEVATION



IHLC – SOUTH ELEVATION



IHLC - EAST ELEVATION

IBC				
CODE	SPACE NAME	BUDGETED NET ASSIGNABLE SF (NASF)	ACTUAL NET ASSIGNABLE (NASF)	Delta
300	OFFICE /COMPUTER FACILITIES	585	562	(23)
	CONFERENCE ROOM	225	143	(82)
	HOTELING	110	110	0
	STAFF OFFICE	110	111	1
	AMBASSADOR WORKSPACE	140	198	58
400	STUDY FACILITIES	195	163	(32)
	STUDY AREA	120	163	43
	COMPUTER STATION AREA	75	43	(32)
500	OTHER ASSIGNABLE	660	721	61
	LIVING ROOM / COLLISION	150	241	91
	Collaboration Area	100	140	40
	CAFÉ / LOUNGE	150	168	18
	WARMING KITCHEN	120	84	(36)
	HISTORY / DISPLAY	60	0	(60)
	REFLECTION ROOM	80	88	8
	LIBRARY	0	0	0
600	AUDITORIUM / EXHIBITION FACILITIES	920	1285	365
	COMMUNITY /LARGE MEETING / EVENT / MULTI-PURPOSE	800	570	(230)
	BEACON	0	627	627
	Chair Storage	120	88	(32)
	NON-ASSIGNABLE SPACE	160	150	(10)
	LOBBY / RECEPTION	100	150	50
	STORAGE / SUPPLIES	60	0	(60)

SD - 7,627 GSF

1,227 OVER

DD – 6,618 GSF

NON-ASSIGNABLE SUPPORT SPACE	2247	1356	(891)
STAIR A	220	195	(25)
STAIR B	220	209	(11)
ELEVATOR	160	75	(85)
RESTROOM (MEN'S)	200	53	(147)
RESTROOM (WOMEN'S)	200	53	(147)
RESTROOM (GENDER NEUTRAL) (W/SHOW	120	81	(39)
RECYCLING ROOM	75	19	(56)
CUSTODIAL CLOSET	90	61	(29)
A/V EQUIPMENT	80	0	(80)
FIRE RISER / WATER ACCESS	12	45	33
IT ROOM	240	125	(115)
ELEVATOR EQUIPMENT	75	39	(36)
ELECTRICAL EQUIPMENT	230	156	(74)
MECHANICAL EQUIPMENT	325	245	(80)

TOTAL (Net Square Feet) (Progra	4,767	4237	(530)
TOTAL (Gross Square Feet)	6400	6,618	218

EXTERIOR NON-ASSIGNABLE SPACE	240	434	194
BALCONY	80	213	133
PORCH	160	221	61
EXTERIOR EVENT SPACE	0	0	0

IHLC / LA CASITA

IHLC

SD - 7,599 GSF

1,199 OVER

DD – 6,618 GSF

CODE	SPACE NAME	BUDGETED NET ASSIGNABLE SF (NASF)	ACTUAL NET ASSIGNABLE SF	DELTA	NOTES
300	OFFICE /COMPUTER FACILITIES	595	726	131	
	CONFERENCE ROOM	150	219	69	video conferencing capabilities
	PRINTING AREA	50	0	(50)	Not specified in Floor Plan
	Hoteling - Enclosed	100	122	22	
	Staff Office - Enclosed	120	110	(10)	Current Office Size works - confirm SF
	Open Workstations	175	275	100	Ambassadors (4) and Graduate (1); Adjacent to Lobby/ Shares access to Reception
400	STUDY FACILITIES	300	345	45	
	Private Study	75	75	0	Can also be used for Reflection
	Small Study (3-4)	75	61	(14)	Enclosed, but could be visually connected (Semi-private)
	Medium Study (5-6)	150	209	59	Lower Priority if need to reduce SF
500	OTHER ASSIGNABLE	550	661	111	
	Open Concept Living/Café/Lounge	400	499	99	Includes shelving for Library
	CAFÉ / LOUNGE Moved to Above	0	39	39	
	WARMING KITCHEN	150	123	(27)	Adjacent to Open Concept Living/Café/Lounge
	HISTORY / DISPLAY	0	0	0	Not a Space, but more of a wall
	REFLECTION ROOM	0	0	0	Moved into Study
600	AUDITORIUM / EXHIBITION FACILITIES	1020	989	(31)	
	COMMUNITY /LARGE MEETING / EVENT / MULTI-PURPOSE	900	543	(357)	50-60 Tables and Chairs
	Secondary Event	0	362	362	
	Chair Storage	120	84	(36)	Adjacent to Auditorium
	NON-ASSIGNABLE SPACE	40	139	99	
	LOBBY / RECEPTION	40	73	33	Adjacent to Open Workstations
	STORAGE / SUPPLIES	0	66	66	

SD - 7,599 GSF

1,199 OVER

DD - 6,681 GSF

NON-ASSIGNABLE SUPPORT SPACE	2250	1329	(921)	
STAIR A	220	173	(47)	
STAIR B	220	193	(27)	
ELEVATOR	160	69	(91)	
RESTROOM (MEN'S)	200	50	(150)	
RESTROOM (WOMEN'S)	200	50	(150)	
RESTROOM (GENDER NEUTRAL) (W/SHOWER)	120	87	(33)	
RECYCLING ROOM	75	18	(57)	
CUSTODIAL CLOSET	90	101	11	
A/V EQUIPMENT	80	0	(80)	In millwork inside Event Space
FIRE RISER / WATER ACCESS/Duct Chase	15	25	10	
IT ROOM	240	103	(137)	
ELEVATOR EQUIPMENT	75	45	(30)	
ELECTRICAL EQUIPMENT	230	213	(17)	
MECHANICAL EQUIPMENT	325	202	(123)	

TOTAL (Net Square Feet)	4,755	4189	(566)
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TOTAL (Gross Square Feet)	6400	6,681	281
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EXTERIOR NON-ASSIGNABLE SPACE	320	1182	862
BALCONY	160	160	0
EXTERIOR EVENT SPACE	0	858	858
PORCH	160	164	4



2 Design Development Phase



DESIGN DEVELOPMENT OVERVIEW

- All significant design decisions should be captured in the Design Development Phase.
- All major **design, technical, logistic, procurement and cost challenges** should be resolved.
- Documentation shall consist of drawings, outline specifications, 2D elevations, 3D perspectives, models, material samples and engineering calculations/analysis.

Meeting Schedule

Design Development

Meeting 1 02/09/18

Phase Kickoff Meeting

Meeting 2 03/01/18

Initial Material Review

Meeting 3 03/13/18

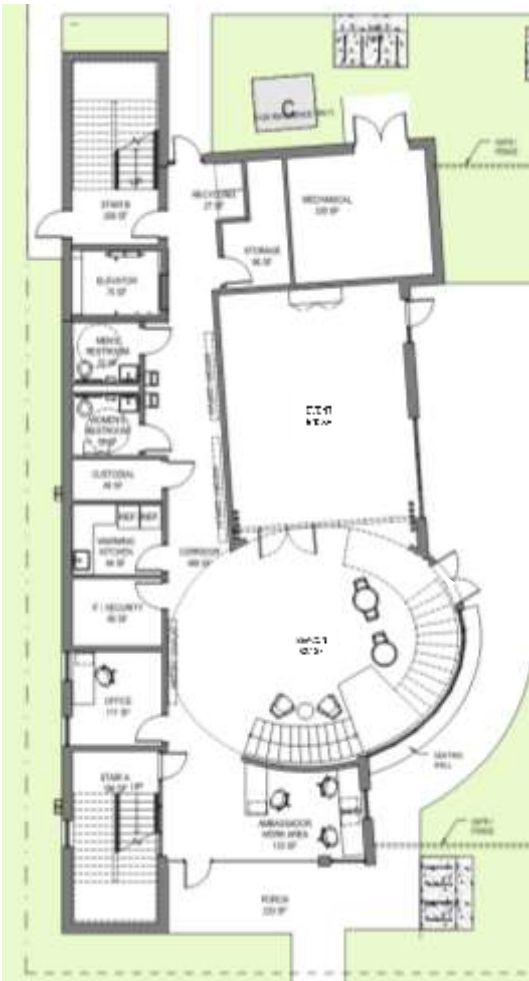
Project Update/Open Student Session

Deliverable 03/30/18

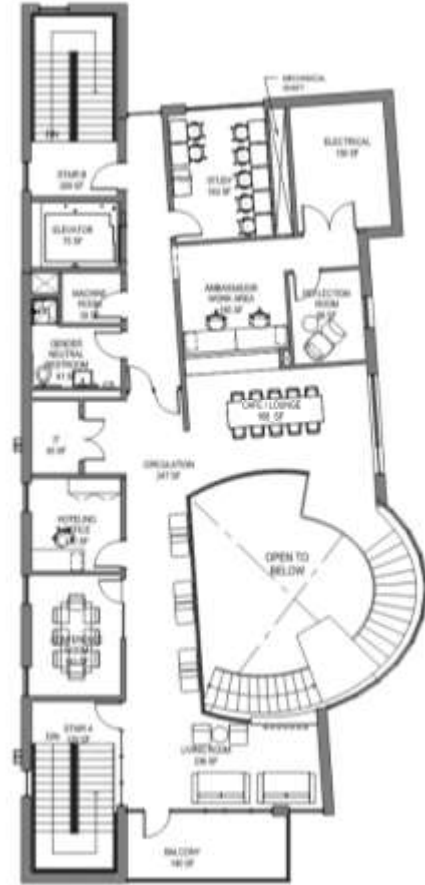
Design Development Documents

Phase Review 3 weeks

CD Phase Kickoff 04/23/18



LEVEL ONE



LEVEL TWO



LEVEL ONE



LEVEL TWO

SITE

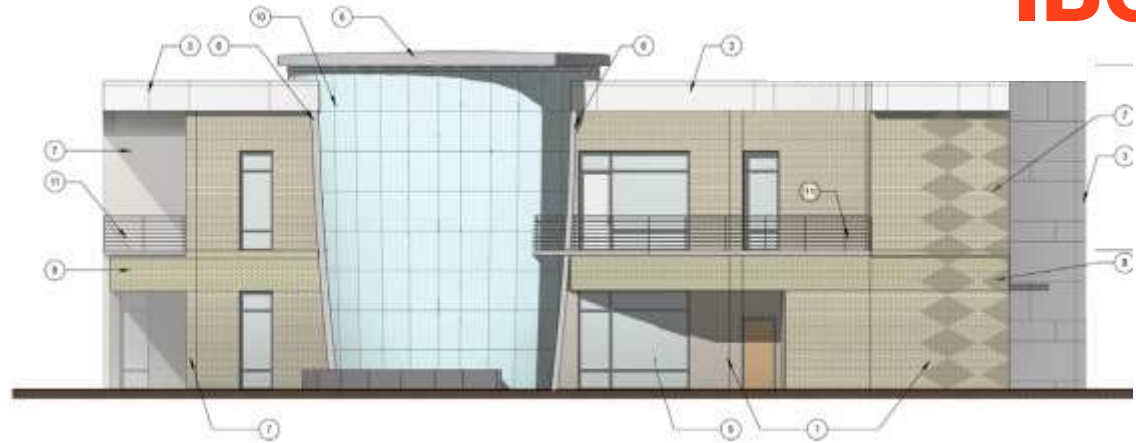




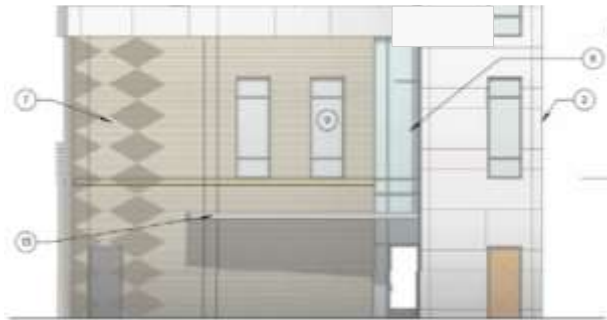




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IBC – EAST ELEVATION

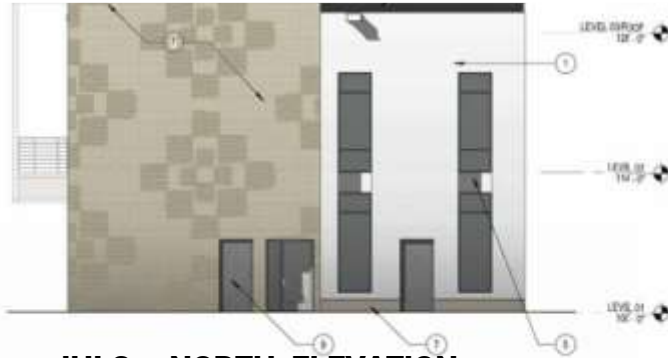


IBC – NORTH ELEVATION

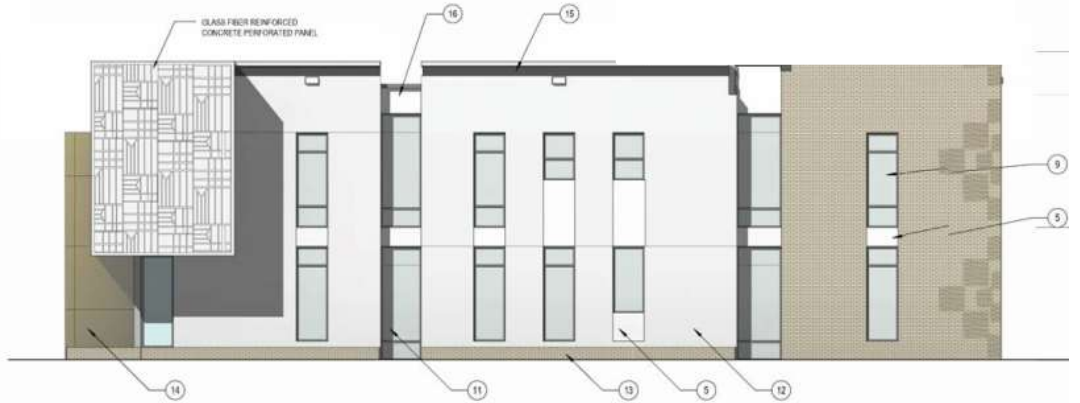


IBC – WEST ELEVATION

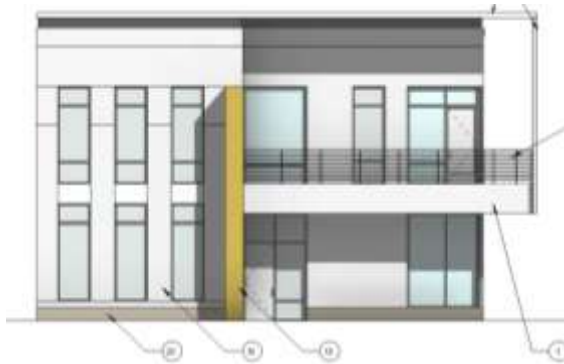




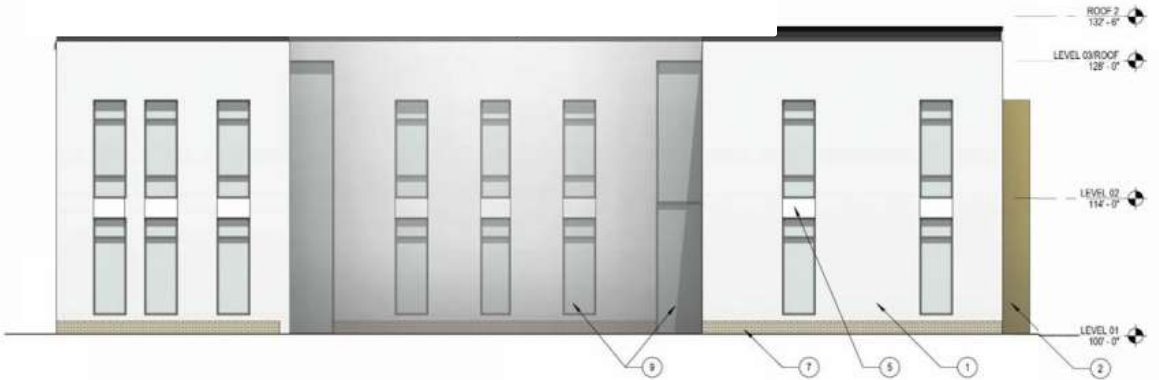
IHLC – NORTH ELEVATION



IHLC - EAST ELEVATION



IHLC – SOUTH ELEVATION

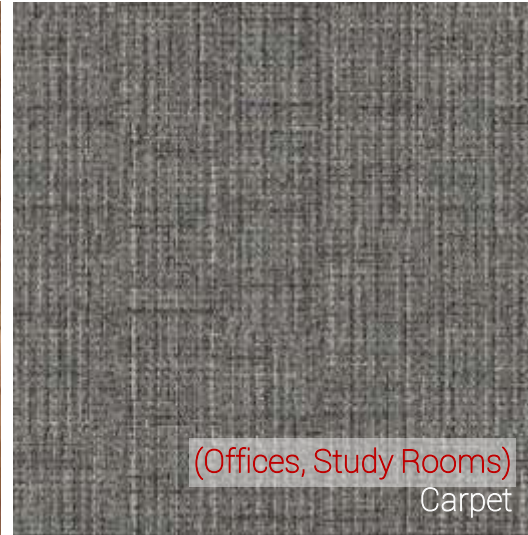
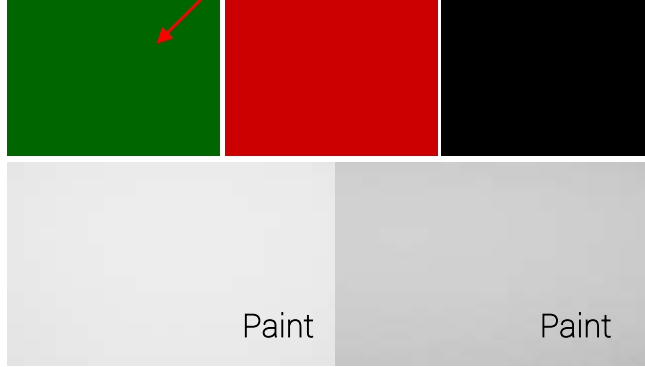


IHLC - WEST ELEVATION



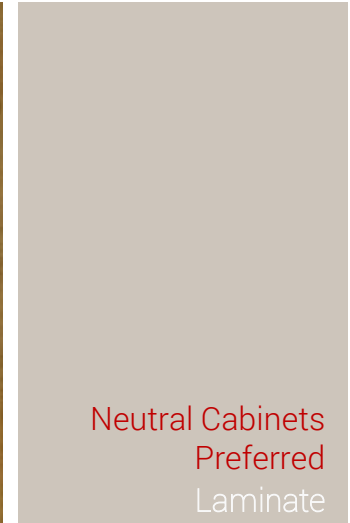
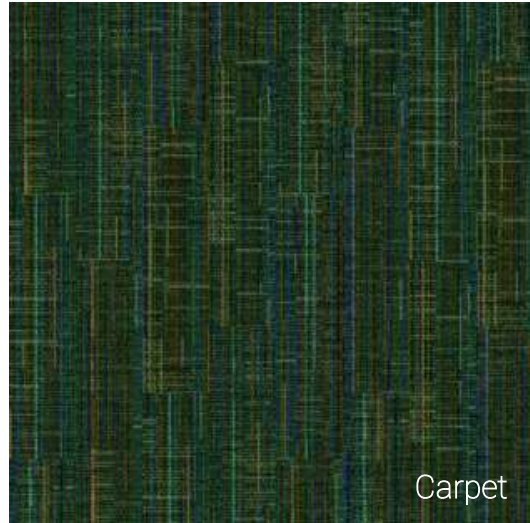
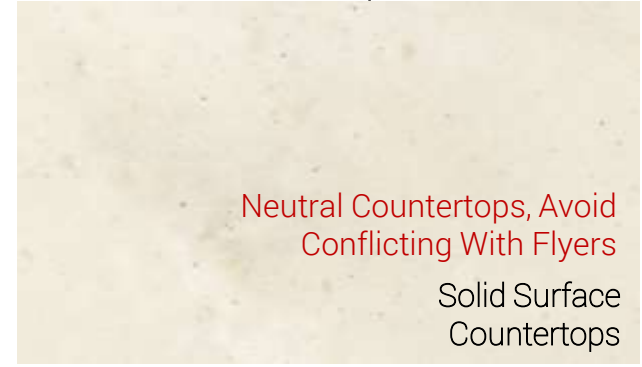
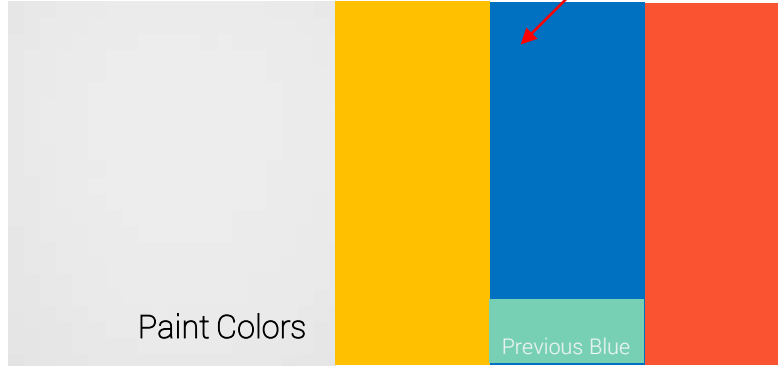


Use of Red, Black , and Green (Graphics, Material Accents)











3

Next Steps

A group of diverse students, including young men and women of various ethnicities, are gathered around a table. They are looking at documents and talking, appearing to be in a collaborative learning or project-based activity. The background is slightly blurred, focusing attention on the students.

STUDENT ENGAGEMENT OPPORTUNITIES

- Discuss Art and Architecture
- History Display

Next Meeting:

Meeting 2

03/01/18

Initial Material Review