

FANNING HOWEY

OWNER/ARCHITECT MEETING

FREMONT CITY SCHOOLS
Fremont, Ohio

Date: May 28 and 29, 2009

Re: New Middle School
Fremont City Schools
Fremont, OH
Project No. 208064.01
OSFC Grant No. 379

To: Dr. Traci McCaudy, Superintendent
Following is a report of our meeting on the above date. If you find anything with which you disagree, please inform us, in writing, within ten calendar days of receipt.

Present: Dr. Kimberly K. Theller, Director of Facilities and Operations; and various staff (see sign-in sheet); all of Fremont City Schools; Melanie Lefeld and Amy A Sudhoff; both of Fanning Howey

Purpose: Design Development Input Session No. 2

Industrial Technology

1. Fanning/Howey Associates, Inc. was provided an updated list of shop equipment that will need to have space planned for in the production laboratory. The updated list of shop equipment is attached to this report.
2. There are 3-4 rolling cabinets for a miter saw and router tables. They can be placed in the production laboratory and modular technology room.
3. The inkjet printer in the CADD laboratory for the student's prints should be located out of the way, possibly in a corner.
4. Show a projector and projection screen in the production lab.
5. In the production lab, add a computer drop to the base cabinet in the corner.
6. Modular technology will need a place for the CNC mill and lathe. It can be located in either the modular technology room or production laboratory; it just needs to be near the computer.
7. The CNC router will need to be located in the modular technology room. The school district is to provide Fanning/Howey Associates, Inc. the size that is needed; roughly 6 feet deep by 3 feet wide.
8. In the modular technology room, provide laboratory stations as part of loose furnishings.

ARCHITECTURE | ENGINEERING

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9. The staff for this department prefers the following floor finishes:
 - a. Carpet in the CADD laboratory.
 - b. Sealed concrete in the production laboratory.
 - c. They are not sure about what type of flooring to use in the modular technology room as of this date.
10. The robot arm should be on a 3-foot x 3-foot table, and it will need to go in either the production laboratory or modular technology room.
11. Fanning Howey will fax the industrial technology plan to Dr. Kimberly K. Theller to distribute to the teachers involved for their final approval/layout modifications.

Media Center

1. We addressed the new layout for the media center since the entrance location has changed.
2. The book drop is approved as shown.
3. Provide motorized shades for the media center due to the amount of windows.
4. The media workroom needs only one computer location.
5. There are no changes needed for the multi-media production room.
6. The computer stations will need to be 36 inches wide for each student/station.
7. Provide a second spot in the circulation desk for 2 accesses to enter and exit.

Social Studies

1. No further changes are required.

Wellness

1. Add a boundary line all around the side courts.
2. Side volleyball courts lines should be yellow, and side basketball court lines should be tan
3. Fanning Howey indicated that the volleyball cross-courts are very tight on space. The school district is okay with this layout.
4. The bleachers should have "FMS" in the center bank.

5. They asked if there can be more drinking fountains located to the west end of the gymnasium. This will also prevent the students from crossing the entire gymnasium floor.
6. The "FMS" in center of the floor is not to interlock so much so each letter is a little more distinguished.
7. There was a concern of where to store the athletic equipment.
8. Fanning Howey checked with middle school Athletic Director Chris Ward and he approved the gymnasium floor layout and colors. He also approved the physical education storage layout.
9. Mr. Ward would like tall cabinets with uniform storage in the athletic storage area. The cabinets are to have double rods to fit more uniforms hanging and also room for tubs to go above or below to store shorts.
10. There needs to be a location for the computer connections and an area for video taping. It can be located at the top of the bleachers.
11. The physical education storage should be divided with wire mesh partitions. Physical education will need to be locked up separate from the rest of the room; and the other area also needs to be lockable for the assistant athletic director.
12. Two basic scoreboards are needed. There should be 1 at each end, and the two should be staggered.
13. A gymnasium divider curtain is preferred over the mat hoist, if possible.
14. The locker rooms are good as shown.

Math

1. There are no changes required.

Music

1. Choir room:
 - a. No changes are required.
2. Instrumental room:
 - a. Fanning Howey noted the aisle space between the instrument storage is only 3 feet, and it will be a tight space.
 - b. Rotate the student seating 90 degrees along with teaching wall.

- c. Keep the large instrument storage away from congested storage areas.
- d. The orchestra storage is still a concern. Dr. Theller indicated that orchestra has not been programmed in specifically at the middle school and has to be decided upon by the school district as to where and when this will be scheduled.
- e. Instrumental storage will need to have wire grille doors.
- f. Instrumental uniform storage can be mobile and can be located on the stage.
- g. Provide carpet in all the music rooms.

Science

- 1. Provide goggle storage.
- 2. Provide fire blanket cabinet.
- 3. All counters, sinks, and table tops are to be epoxy.

Grade 6

- 1. No further changes were requested.

Language Arts

- 1. No further changes were requested.

Computer Technology

- 1. Move the sink location to the end of the run of casework to keep it far away from any computers.
- 2. They will need to have wiring and gas lines for refrigerators and ranges. The first floor will be the only computer technology room to actually have the equipment in it to start.
- 3. We will rearrange the kitchenette area to be along the rest room wall for easier plumbing connections.
- 4. There is a desire to have more computer drops provided than computers being shown for future expansion. Fanning Howey will show 25 computers.
- 5. They will need 2 countertop printers.
- 6. Replace all bookshelves with base and wall cabinets.
- 7. Leave mobile bookcases in this space.

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8. They will need only 3 rows of student stations.

Special Education

1. Provide bookshelves in this space. No cubbies are needed.
2. Dr. Theller will let us know if a sink is needed in this small room.
3. There is still concern if there is spaced planned for all the special education classrooms.

Administration

1. All file storage should be vertical files.
2. In the smaller of the 2 reception counters, spread the 2 workstations further apart from each other.
3. The concern with the clinic location is that the receptionists will be the part time nurses and this will place them too far away from the clinic. Can the clinic be swapped with the ISS room? Fanning Howey will send a revised plan to the school district for their review.
4. Provide lateral file drawers in the principal's office. There is no need for a wardrobe, just a hook on the door is sufficient.
5. In the principal's office, provide an 8-foot marker board, they would prefer to have grid lines on it.
6. Provide a wardrobe and vertical file drawers for the Dean of Students' office.

Nurse

1. The nurse does not necessarily want to change the location of the clinic, but would like a door directly linked to the administration. Fanning Howey is to fax the revision to Dr. Theller.

Art

1. No further changes are required in this room.

Melanie Lefeld
Intern

ml/jmg

attachments

c: Chris Moore, Touchstone CPM, Inc.
Madison Dowlen, Ohio School Facilities Commission

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Distribution List

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McCreery, John T., Project Designer
South, Curt W., Project Manager
Sudhoff, Amy A., Interior Designer
Sudhoff, Matthew N., Mechanical Designer
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Sarason, Todd D., Construction Administrator - FHEG
Schmidt, Mark M., Specifications Writer

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Clarkson, Kenneth H., Educational Technology Designer
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Hard copies also mailed to:

Chris Moore, Touchstone CPM, Inc.
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