

meeting minutes

BRAY PROJECT NUMBER | 3495

Client Name	Mercer County School District
Project Name	District-Wide Master Plan
Project Location	Aledo, IL
Meeting Date	June 11, 2022
Meeting Location	Mercer County Intermediate School

Attendees:

Mercer County School District

Scott Petrie
Bill Smock
Mike Brown
Bill Fleurette
Tab Balmer
Don Yates
Mark Bieri

Bray Architects

Mark Miller – Project Architect
Nick Woodard – Project Architect

Reported By: Bray Architects

Purpose of Meeting: Mercer County School District and Bray Architects met to discuss the district-wide master plan.

Overall Summary: Mercer County School District and Bray Architects met to review and discuss the results of the possible solution options proposed strategy for the district-wide master plan.

Meeting Minutes

Item	Description
1.0	New Boston Elementary
1.1	Nick presented an overview of the updated plans for the New Boston project which included comments from the last meeting. The plans included a two-story classroom/gymnasium addition which encroaches on the north property setback line while maintaining the existing on-site parking/drive lane and adds a proposed parking lot to accommodate 40 cars, placed on the south side of the site, preserving existing fields. The group approved the new parking lot but suggested the exit drive lane be separated from the existing drive lane. The bus lane is to be a separate drive lane as shown.
1.2	It was noted that the second level floor plan currently shows a special education classroom cantilevered over the first level. Bray to revise plan.

- 1.3 It was suggested that a building exit at the east end of the 1999 addition be added to provide playground access. Bray to revise plan.
- 1.4 The group reviewed a proposed floor plan by Mr. Bush that included a 9,000 square foot addition east of the main entrance which included two additional classrooms for high needs students, revised administrative offices, and a new entrance. It was agreed that the proposed addition could be pursued at a future date but to not include it in the scope of the current project.
- 1.5 The group discussed the School District's plans for furniture in the new facility. It was agreed that it should include new furniture systems. Bray to provide a proposal for furniture design services.
- 1.6 Mark discussed technology infrastructure and noted that data ports will be included in the new facility. It was noted that devices connecting to data ports are not to be included in the project scope. Bray to meet with facility technical staff to coordinate data locations with device locations.
- 1.7 Mark discussed fire protection, noting that the new facility and the existing building will require a sprinkler system. A fire hydrant test will determine if existing water pressure is sufficient for the new sprinkler system. If not, an on-site storage tank and pump will be required.
- 1.8 It was noted that the kitchen in New Boston is to remain a serving kitchen only.
- 2.0 Apollo Elementary**
- 2.1 Nick presented two possible solutions for a multi-purpose room addition to be added to the east side of building utilizing the existing kitchen. One solution fits within the existing unpaved area without encroaching on the existing sidewalk and drive lane. The second solution encroaches on the existing sidewalk and drive lane. The second solution was approved with a comment that the drive lane could be revised at a future date if needed.
- 2.2 The School Board has approved proceeding with the Apollo addition. Apollo and New Boston to bid as a single project.
- 2.3 The group discussed the required exit corridor. There were concerns about the size. Bray to review.
- 2.4 It was noted the Apollo has new tables and chairs and will not require additional furniture for the addition.
- 2.5 It was noted that the existing kitchen at Apollo is to remain a serving kitchen only.
- 2.6 The group discussed replacing the existing Gymnasium VCT finish floor with a new floor to be to be continuous from Gym to Multi-Purpose Room.
- 2.7 Life safety issues at Apollo, discussed at previous meetings, are to be included in the project scope,

3.0 Mercer County High School

3.1 The Group reviewed a schematic plan prepared by Mark Bieri which included a new Gymnasium, Wrestling Room, and Weight Room in the location of the current classroom addition. Discussion ensued. Bray to continue to study schematic options.

4.0 General Discussion

4.1 Nick presented a project schedule with a construction document completion date of January 20, 2023 with intermediate document review dates noted. See attachment.

4.2 Meetings with user groups and administrators and Bray will be required to determine specific project needs. Dates to be determined.

4.3 Site surveys and soil borings will be required. The District will contract directly with the companies providing those services. Bray will provide a recommendation.

The above information is the interpretation of the meeting activities and comments; and should be reviewed by all attendees. Please comment on any discrepancies and inform the writer as soon as possible of any changes required.

Date issued: Tuesday | July 12, 2022

Bray Associates Architects, Inc.



Nick Woodard, AIA, LEED AP
Architect



Mercer County Schools Project Schedule

1. Building project scope and program verification July 2022
2. **Schematic Design** July-August 2022
 - Building Code Preliminary Meeting TBD
 - School Board Meeting TBD
 - SD 100% Set August 19 – Internal Budget Review**
 - SD Presentation to Board TBD
3. **Design Development** August-October 2022
 - Preliminary Finishes Presentation September 19, 2022 (may change once CPTs are established)**
 - DD 50% Set September 23, 2022**
 - DD 100% Set October 21, 2022 – Internal Budget Review**
4. **Construction Documents** October 2022-January 2023
 - Interior Design Presentation November 14, 2022 (may change once CPTs are established)**
 - CD 50% QA/QC Set (Bray Internal) November 18, 2022**
 - CD 75% Set December 9, 2022 – Internal Budget Review**
 - CD 100% QA/QC Set (Bray Internal) January 6, 2023**
 - CD 100% January 20, 2023**
5. Board Presentation | Final Plans and Budget TBD
6. Bidding January - February 2023
 - a. Bid Day on or around February 10th
7. Submittals, approvals and procurement March-May 2023
8. Construction Commencement June 2023
9. Construction May 2023-August 2024
 - a. Bi-Weekly Jobsite Walk Through Meeting
 - b. Monthly Construction Progress Meetings
10. Project Closeout August-September 2024

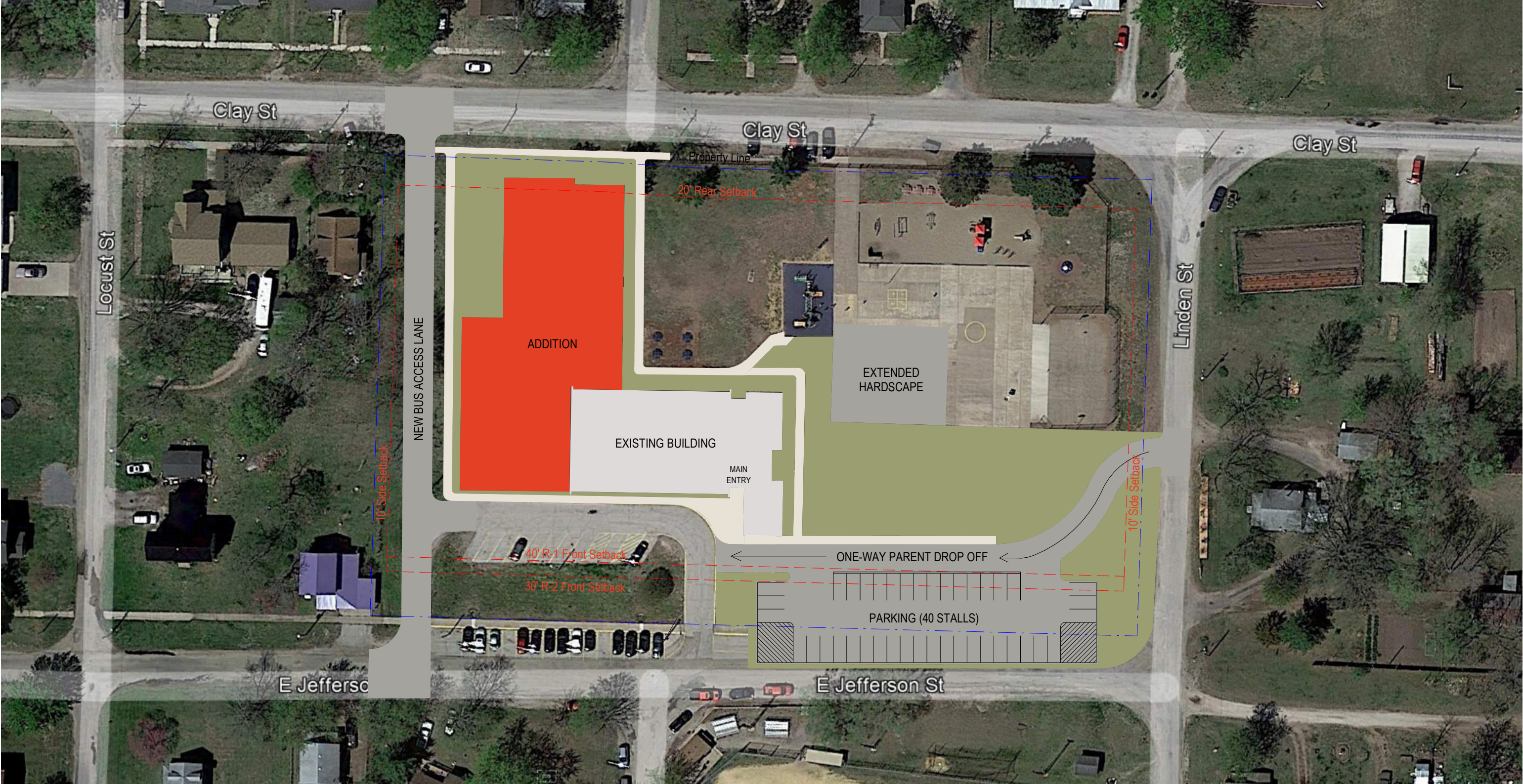
davenport
220 Emerson Place, Suite 301
Davenport, IA 52801
T: 563.526.6050

milwaukee
829 S. 1st Street
Milwaukee, WI 53204
T: 414.226.0200

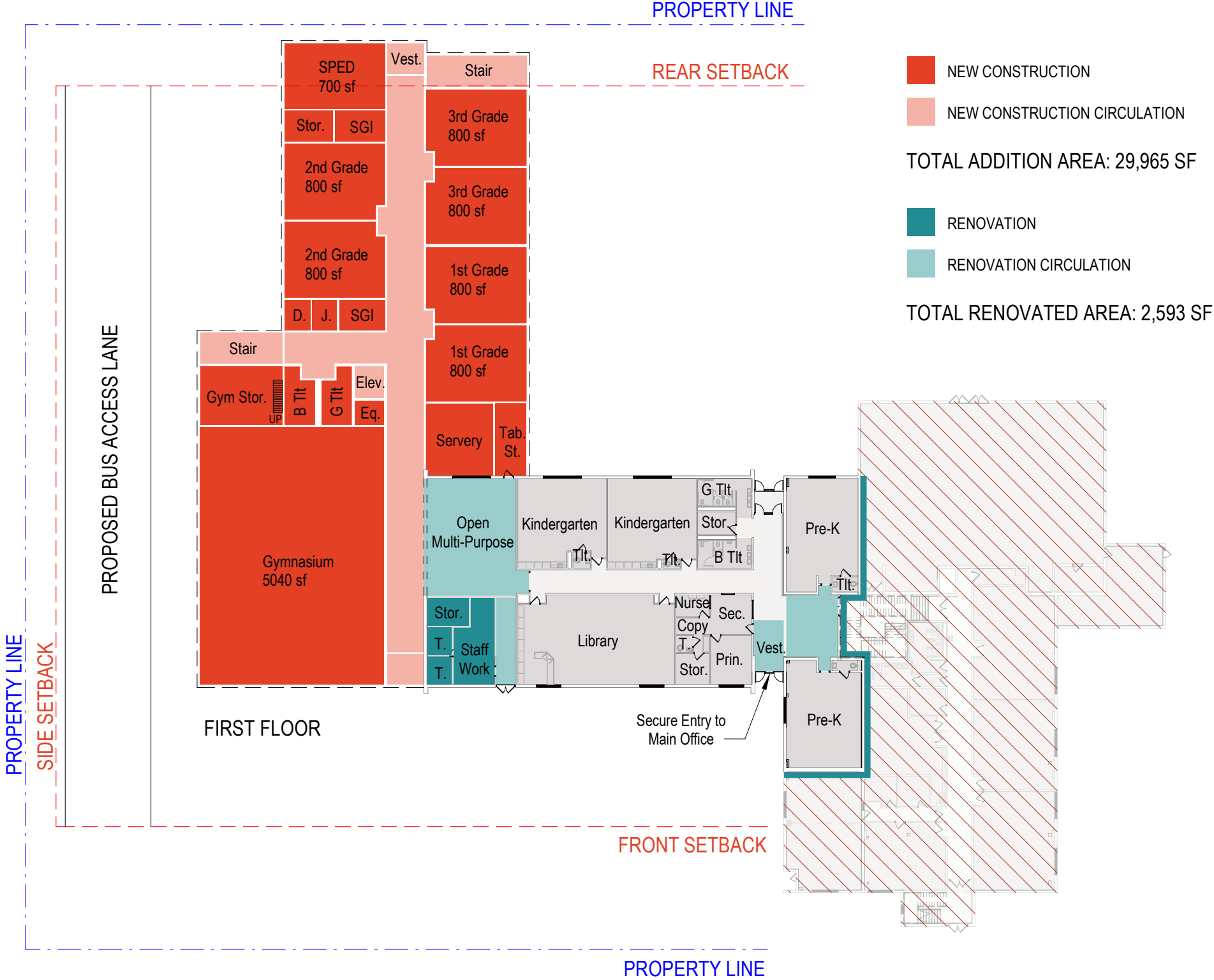
moline
1465 41st Street, Suite 10
Moline, IL 61265
T: 309.762.0511

sheboygan
1227A N. 8th Street
P.O. Box 955
Sheboygan, WI 53082-0955
T: 920.459.4200

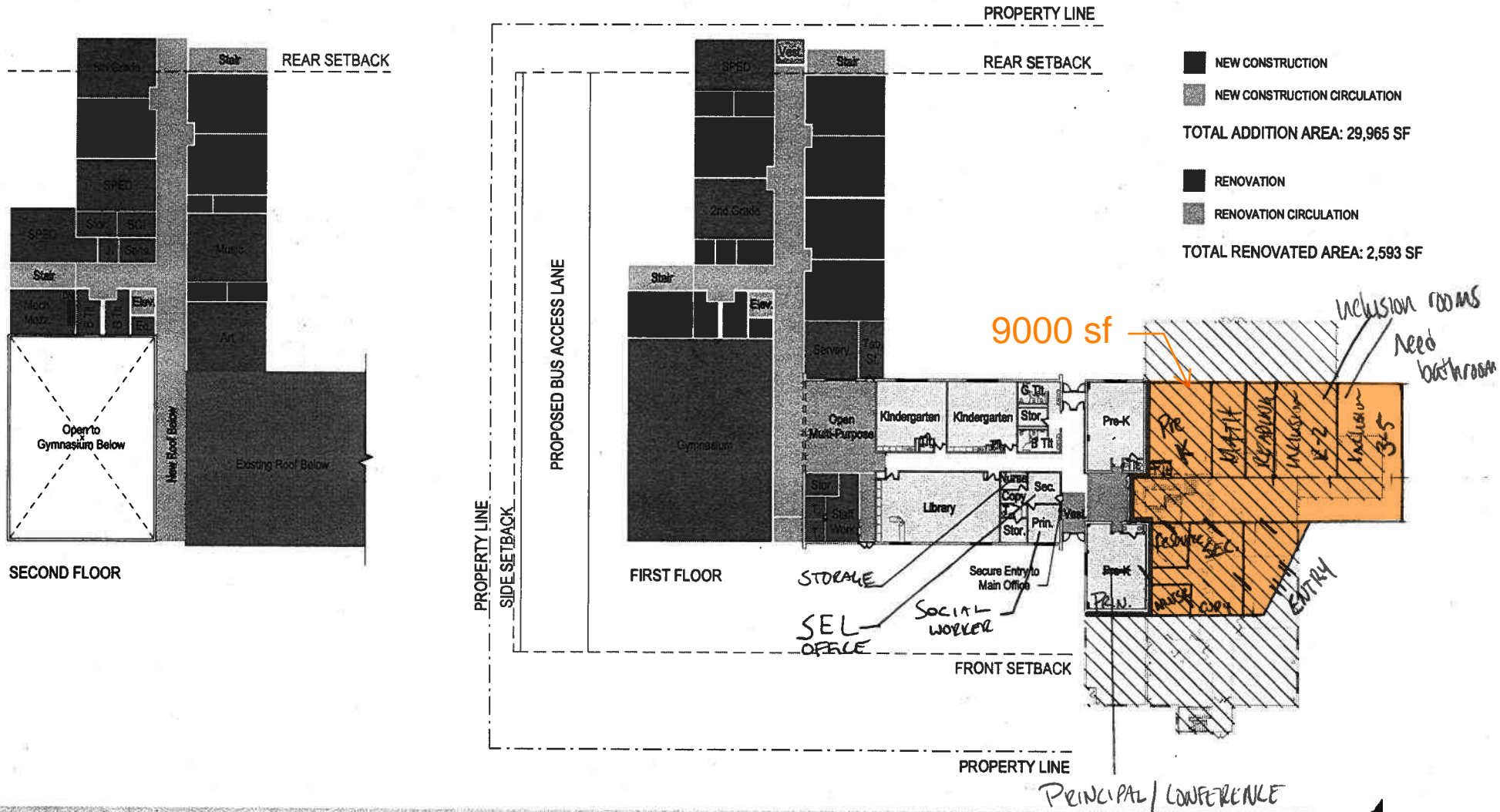
SITE - OPTION 6 | NEW BOSTON ELEMENTARY



FLOOR PLAN - OPTION 6 | NEW BOSTON ELEMENTARY



FLOOR PLAN - OPTION 5 - NEW BOSTON ELEMENTARY



SCHEMATIC DESIGN - MERCER COUNTY HIGH SCHOOL - OPTION 1

