



**Minutes: Design Review Meeting #5 - Services for the Blind**

**10 October 2013**

Location	Start	End	Prepared By	Company
123 Capitol St. Paul, Minnesota	10 a.m.	11 a.m.	Jayne Vandenburg	SCA

Attendees				
A	Trevor Dulka, Serv. For Blind			
A	John Hulet, Serv. For Blind			
A	Jayne Vandenburg, SCA			

A – Full Attendance      P – Partial Attendance      Blank – Did Not Attend

These minutes will be held as part of the permanent records for this project unless amended in writing within seven (7) days. (Item number designations are “item” – “meeting origination number”).

Item No.	Discussion Item	Resp.	Target Date
001-001	<p>A. A plan of the Second Floor space for the Snack Bar was presented by the Jayne. Overall, the plan looks good, and the following comments were made:</p> <ol style="list-style-type: none"> <li>1. Happy with the plan, seating, stair orientation, storage area and low rail behind the cashier.</li> <li>2. Need slatwall above serving counters for display of candy/snacks.</li> <li>3. Need power along serving counter for minimum of two microwaves and Keurig-type coffee maker.</li> <li>4. Provide lockable cabinets below counter for storage of stock. If space is left open when not staffed, all displays will need to be lockable.</li> <li>5. Need sink in storage room for clean-up only.</li> <li>6. Need water line to feed self-serve coffee maker.</li> <li>7. Services for the Blind will provide equipment including:                             <ol style="list-style-type: none"> <li>a. Three self-serve double-door coolers.</li> <li>b. One small self-serve ice cream cooler.</li> <li>c. One single door refrigerator and one freezer in the storage room.</li> <li>d. Two self-serve microwaves.</li> <li>e. Popcorn popper behind cashier.</li> </ol> </li> <li>8. Questions for clarification.                             <ol style="list-style-type: none"> <li>a. Will the project provide built-in casework and slatwall?</li> <li>b. Will the project provide loose furniture?</li> <li>c. Will the project provide sink in storage room and water line for coffee?</li> <li>d. Will this space be closed and locked when not staffed by Blind Services or will it be left open for use by staff and/or public?</li> </ol> </li> <li>9. Trevor recommended that the design team visit the Snack Bar at the Centennial Building and DHS.</li> </ol> <p>B. Next Steps:</p> <ol style="list-style-type: none"> <li>1. State to verify room access and confirm what portion of the fit-out will be provided by the project.</li> <li>2. Trevor to forward cut sheets of coolers to Jayne for coordination.</li> <li>3. Design Team to begin developing details for the room.</li> </ol>		

The State of Minnesota Real Estate and Construction Services (RECS)  
**02CB0015 Repairs, Restoration and Preservation to the Minnesota State Capitol Building**  
 Design Development Review #5  
 9 & 10 October 2013

Item No.	Discussion Item	Resp.	Target Date	
<b>TASK/DECISION LOG</b>				
Item	Responsibility	Origin Date	Target Date	Completed

cc: E-mailed to the following:

Gordon Christofferson, RECS	Susan Jones, CPMI	Bob Loversidge, SCA
Wayne Waslaski, RECS	Paul Oberhaus, CPMI	Melinda Shah, SCA
Paul Brown, MOCA	Jeff Callinan, JE Dunn	Michael Bjornberg, HGA
David Hart, MOCA	Rik Myhre, JE Dunn	Kimberly Monson, HGA
Joe Stahlmann, MOCA	Jim Rinner, JE Dunn	
	David Slovikoski, JE Dunn	

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