

LLCS Minutes

Team Name: Maintenance

DATE: December 12, 2019

FACILITATOR: Vickie Snide

RECORDER: Vickie Snide

DISCUSSION HIGHLIGHTS:

CAPITAL PROJECT

-Mosaic sent a door hardware questionnaire to be completed by us. Reviewed the questionnaire and responded. See attached completed questionnaire and 12/13/19 emailed response.
-Later that day met with Noelle Short to detail all exterior doors and the plan for the locking mechanisms on them. See attached.

MEMBERS PRESENT:

Vickie Snide
Eric Hample
Tony Clark

MEMBERS ABSENT

Noelle Short
Brian Penrose

NEXT MEETING:

Date: January 9, 2020
Time: 9 a.m.
Location: Conference Room 310

NEXT AGENDA:

ITEMS COMPLETED:

Vickie Snide

From: Vickie Snide
Sent: Friday, December 13, 2019 11:44 AM
To: 'Thomas Schiller'; John Jojo
Cc: Brandon Littlefield; Noelle Short
Subject: RE: Long Lake 1750.1 - door hardware
Attachments: Exterior doors_12132019113948.PDF; Door questions_12132019114520.PDF

Tom/John - - I met with Tony Clark and Eric Hample yesterday and Noelle Short today to review these door questions. We tried to answer what we could and we have attached the form. We definitely have some questions/comments and those are below. What we could answer I have attached. Vickie

- 1.b.ii – Standard or high security key system – We have no idea so would need details or recommendations.
- 2.d. – Rooms housing electrical equipment – It appears there is already an answer of No completed on the form. If you do need input from us on this question, we need more clarification.
- 3 a-d – Exterior Door questions – I have attached the exterior doors to be replaced and what type of access they should have.
- 4 a-d – Accessibility - We don't know if handicap door operators are required or not. It appears there is already an answer of S-2A and S-2B but we don't know what that means.
- 5.a.ii – Magnetic hold opens – Again there are prefilled answers of S-2, S-3, S2C and S-2D. We again don't know what that means. We have 7 sets of magnetic doors (14 doors) in the building currently.
- 6.a. – Access Control – See Exterior Door listing attached.
- 6.e. – Are door contacts being used – We don't know what this means.

From: Thomas Schiller [mailto:tschiller@mosaicaa.com]
Sent: Tuesday, December 10, 2019 11:08 AM
To: Vickie Snide <vsnide@longlakecsd.org>
Cc: Brandon Littlefield <blittlefield@mosaicaa.com>; Noelle Short <nshort@longlakecsd.org>
Subject: Long Lake 1750.1 - door hardware

**** External E-Mail - Exercise Caution Before Clicking Links or Attachments ****

Good Morning Vickie

Attached is a short questionnaire from our door hardware consultant to finalize some open items. Could you please share this with Tony and have him fill it out and send it back to us?

thank you

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Questions for preparing hardware specification section:

1. General Hardware Questions:

a. Finish of Hardware:

- i. Interior door hardware – Brushed nickel or brass? *Brushed Nickel*
- ii. Exterior door hardware - Aluminum

b. Existing Key System:

- i. New or existing master key system? *Existing*
If existing – Manufacturer? *Best*
- ii. Standard or high security key system? If high security what type?

c. Interchangeable cores or conventional cores? *Interchangeable*

- i. If interchangeable core full sized large format or small format best style? *Small Format best style*

d. Locksets:

- i. Are mortise or cylindrical locks to be used? *Cylindrical*
- ii. If matching design– is manufacturer's product number available or a picture with dimension? *Yes*
- iii. If not matching – preference

e. Owner requirements or preferences for manufacturers of the following items:

Please list any preferences you have. If none, specifier will provide their recommendations.

- i. Door closers
 - ii. Door Operators
 - iii. Exit devices
 - iv. Locksets
 - v. Key System
 - vi. Other Items
- None*
Best
None

2. Specific Interior Areas:

a. Classroom Doors: Please choose 1

- Intruder Classroom function*
- i. Dormitory function? (similar to classroom function but with locking capability from room side for security/lockdown) Key outside unlocks lever and required to lock lever. Push button (or thumb turn if mortise lock used) inside locks outside lever when door is in the closed position (inside lever always free to exit)

- ii. Intruder (security/lockdown) classroom function? Key outside unlocks lever and required to lock lever. Key inside locks outside lever (inside lever always free to exit)

b. Places of Assembly (Auditorium, Gymnasium, Etc.)- Door always free to exit.

- i. Intruder function for exit devices? This function is only available for rim or mortise (not vertical rod) devices. The outside cylinder retracts the latch only, the inside cylinder locks or unlocks the outside lever. Confirm this is desired. - *Yes Intruder Function*

Note: If intruder function (lockdown) is desired at pairs of doors it can be accomplished by using two rim exit devices and a keyed removable mullion. If doors are held open electronically, mullions are not recommended by SED.

c. Interior Stair Doors:

- i. Are they Lockable? No, please confirm. - *Magnetic Doors by stairs? No not lockable*

d. Rooms housing electrical equipment: Does any room qualify for an exit device as per National Electric Code 70 (where equipment is 600 volts or less and 800 amps or more)? No

e. Janitor Closets – which lock function is preferred: *Store room*

- i. Classroom?

ii. Store room (outside lever rigid, cannot be left unlocked)? Yes

3. Exterior Doors: Please confirm

- a. Dogging for exit devices: Is hex or cylinder keyed dogging desired? *Dogging*
b. Is less dogging desired for any opening? *No*
c. Unless otherwise directed at pairs of doors two rim exit device with a keyed removable hardware mullion will be specified. *OK*
d. Are any doors to be exit only with no trim on exterior side? *No*?

4. Accessibility – Are handicap door operators required for (2) doors at New Vetibule?

- a. If so, door numbers? S-2A, S-2B
b. Preferred products for door operators
c. Are actuator switches to be wall mounted or is a bollard required? Please confirm
d. For wall mounted actuators are they to be recessed or surface mounted? Please confirm

5. Coordination with Fire Alarm
 - a. Magnetic hold opens:
 - i. Provided by the fire alarm / electrical contractor or by the hardware supplier? Hardware Supplier
 - ii. Door numbers receiving Magnetic hold opens? S-2, S-3, S-2C, S-2D
6. Access Control
 - a. Door numbers receiving card readers or other electrified reader? At New Vestibule?
 - b. Mode of operation, i.e., exterior door to be electrically dogged down during the day, interior vestibule door to be unlocked remotely (either with key switch, push button or computer) YES See exterior door listing
 - c. Preferences - electric strikes, electric latch retraction or electric unlocking of lever trim?
 - i. Electric unlocking will be specified where required by code OK
 - d. Is request to exit switch needed in exit device (exterior doors) or lockset at interior doors or are ~~motion sensors~~ being provided? This may be answered by security consultant. Only required if door operators are requested by owner.
 - e. Are door contacts being used? Please confirm
 - i. If so, at all exterior doors? Interior doors?
 - ii. Provided by security contractor or hardware supplier?
7. Any Other Preferences:
 - a.
 - b.

Rear of Gym - 2 Sets of Double Doors - Key access only
Paper/Records Storage Door - 1 Door - Key access only
Technology Classroom Door - Double Door - Key access only
Elevator Access Door - 1 Door - Key access only
"Girls" Entrance - Double Door - Key access only

Lower Hallway/Fitness Center Area - Currently has a single door that we want removed and a Window only installed

Boiler Room Door - 1 Door - Swipe card access only
Garbage Room/Kiln Area - 1 Door - Swipe card access only
Lower Lobby Area - Has double doors both exterior and interior - Swipe card access only on Both
Main Entrance/New Vestibule - Will have double doors both exterior and interior - Swipe card Access on both, Interior door will have buzz-in capability