



## KSU-21L104 Ice Arena Band Rehearsal Facility RFQ Pre-submittal Meeting Clarifications

The following questions were submitted:

1. Has anyone done any due diligence on the project, early studies or masterplans?
  - a. OUA planning team. See attached test fit plan
2. Did the University or others create the Program of Requirements?
  - a. OUA planning team along with the Glauser School of Music. See attached.
3. What is the schedule for the outdoor practice field?
  - a. TBD. It will be independent from this project. Worst case, its construction completion will align with this project's completion so both indoor and outdoor spaces are available Spring 2023.
4. Were any other facilities benchmarked for this project?
  - a. Our planning team looked at both Auburn University and UMass-Amherst for ideas but these facilities were larger than our project.
5. Is the project fully funded?
  - a. This project is on the June 23, 2021 Board of Trustee agenda. Assuming it is approved at that time, the project will be fully funded prior to A/E selection.
6. How do you see evaluating the Selection Criteria versus the Selection Rating Form?
  - a. This is a standard 330 form/ RFQ selection process. The relevant project experience matrix provides the key areas for evaluating the projects and team members in the proposal. The strongest responses offer relevant project experience across all their submitted projects AND were performed by the same team members in this proposal.
7. Do you see the need for tiered seating in the rehearsal space?
  - a. No: the space will be a flat floor.

### Attachments:

1. Meeting attendees
2. Test Fit Plan
3. Program

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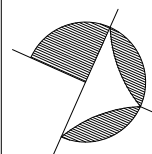
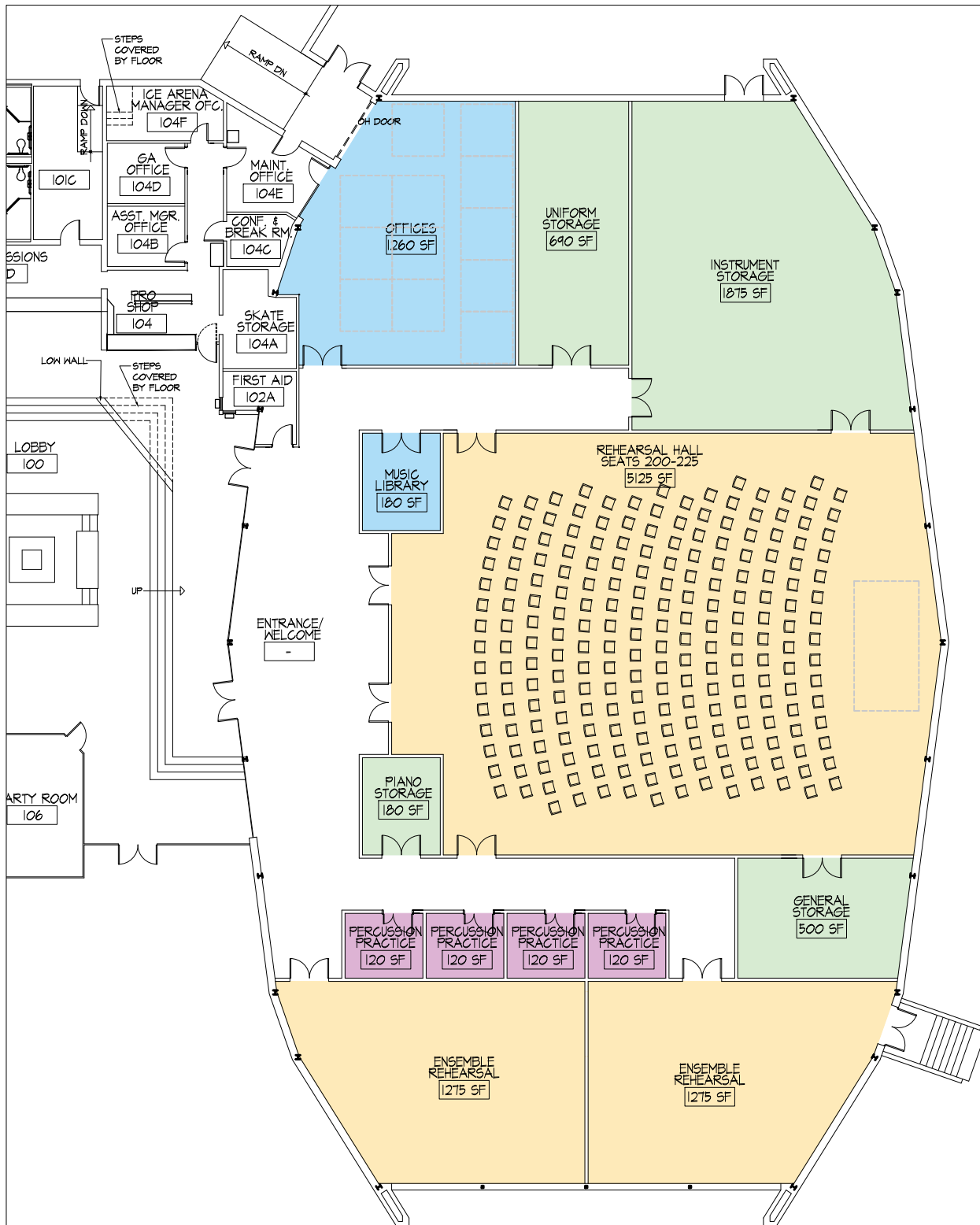
Office of the University Sign-In Sheet  
KENT STATE UNIVERSITY  
KSU-21L104 Ice Arena Band Rehearsal Facility  
SIGN-IN SHEET

Wednesday June 9, 2021 10:00A.M.

Kent Campus

**PLEASE PRINT**

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# KSU Band Practice Facility

## Proposed Space Program R2

DRAFT

Item #	Room Type	Qty.		Min Square Foot	Max Square Foot	Capacity	Remarks
<b>1</b>	<b>Rehearsal Spaces</b>						
1.1	Large Rehearsal Hall	1	rehearsal hall SF reduced to add 2nd ensemble rehearsal during 5/13/21 review meeting	5,000	6,000	200-250	25-30 SF per person for 200 seat capacity; 20-24 SF per person for 250 seat capacity; used for band rehearsal, percussion rehearsal and instruction, large ensembles, concerts/recitals and classroom/lectures; include rehearsal space with moveable chairs, (possible pull-down seating for 120), classroom seating for 40, lighting grid above and removable stage area; specialized acoustics and lighting needed (*NOTE: TEST FIT SHOWS 200 SEAT REHEARSAL HALL SCENARIO)
1.2A	Ensemble Rehearsal (Drumline)	1		1,050	1,200	30	35-40 SF per person; acoustical treatment required; double doors for instrument movement
1.2B	Ensemble Rehearsal (Colorguard)	1	space added during 5/13/21 review meeting	1,050	1,200	30	35-40 SF per person; acoustical treatment required; double doors for instrument movement.
1.3	Percussion Practice	4		400	480	0	10' x 10' or 10' x 12' each; acts as percussion storage; acoustical treatment required; wide doors for instrument movement
1.4A	Instrument Storage	1		1,800	2,500	0	7-10 SF per instrument; double doors for instrument movement
1.4B	Uniform Storage	1		700	750	0	3 SF per garment
1.4C	Equipment/General Storage	1		500	750	0	For stage, classroom seating, practice chairs, stands, music, etc.
1.4D	Piano Storage/Practice Room	1		120	140		To house 7 ft Steinway B
	<b>Net Area Subtotal - Rehearsal Spaces</b>			<b>10,620</b>	<b>13,020</b>		
<b>2</b>	<b>Administrative/Faculty Offices</b>						
2.1A	Faculty Office	1		120	140	1	Director of Percussion Studies (Matt)
2.1B	Faculty Office	1		120	140	1	Director of Bands- Wind Ensemble (Wendy)
2.1C	Faculty Office	1		120	140	1	Director of Athletic Bands/Symphony Bands/University Bands (Darin)
2.1D	Faculty Office	1		100	120	1	Assistant Director (future)
2.1E	Faculty Office	1		100	120	1	Band office
2.2	Conference Room	1		200	250	4 to 6	Multipurpose/meeting space
2.3	Work Room / Kitchenette	1		100	120	varies	To include mailboxes
2.4A	Reception/wkst	1		80	100	1	Grad Assts (2)
2.4B	Waiting Area	1		100	120	4	
	<b>Net Area Subtotal - Office Spaces</b>			<b>1,040</b>	<b>1,250</b>		
<b>3</b>	<b>Music Library</b>						
3.1A	Ensemble Music Library- instrumental	1		200	250		Existing quantity of storage cabinets to be confirmed
	<b>Net Area Subtotal - Library</b>			<b>200</b>	<b>250</b>		
	<b>AREA SUMMARY</b>						
	<b>Building Total</b>			<b>11,860</b>	<b>14,520</b>		
	Gross Factor (This multiplier assumes that space will include non-assignable spaces (circulation, structural area, mechanical, restrooms, custodial, etc.)	1.35		<b>16,011</b>	<b>19,602</b>		
	Ice Arena Rec Rink available SF			<b>15,810</b>			