



QUATTROCCHI KWOK
ARCHITECTS

September 7, 2016

Edison Elementary School – Measure I Bond Project

Site Committee Meeting #2 Notes

Attendees:

Please refer to attached sign-in sheet

Notes:

1. Campus Fencing Project Update- the overall design was presented by QKA and the attendees had the following comments:
 - a. Need to make sure the playground is accessible for weekend/evening community use. Robbie guaranteed that this will be accomplished.
 - b. Currently the 3rd grade class lines up along Pearl Street. Staff prefers that the new fence layout allows for access to the playground along Pearl Street without going outside of the fence line. During construction, classes will need to find alternative areas for lining up. It was suggested the area west of the Portable classrooms would work.
 - c. Request the hedge to be removed along the classrooms on Pearl Street. Most of the hedge is dying.
 - d. Safety is the main concern, so whatever layout option is deemed as the safest along the Pearl Street classrooms is preferred. After further discussion, the staff liked the idea of having the fence located away from the covered walkway (as shown by option A of the fencing plan). The landscape area could then be used for outdoor classroom activities.
 - e. Gardens at the corner of Pearl Street and Lincoln need to remain. A teacher was recently hired that uses this area for hands-on instruction.
 - f. There is a preference for panic hardware to be installed at gates as opposed to having chains and locks.
 - g. It was requested that the plan be sure to show the gates at the corners along Lincoln have panic hardware since these are used for student egress for "Shelter Off Campus" procedures. Teachers will confirm the current evacuation routes and the design team will verify the gates that need panic hardware accordingly. The DSA will review and have final authority.
 - h. The fence and area at the lower left of the plan that is identified as "bike rack" is not utilized and staff requested that that fence and the bike racks be indicated to be removed.

2. Site Modernization Project - Priority Scope review: The Site Committee #1 'Priority List' was reviewed. The list is divided into three categories: "Necessary/Code required", "Must Haves", and "Others" The only item that was discussed in the first meeting from June that did not make any of the categories on the list was the flooring in the Portables. The carpet is old and would ideally be replaced with tile to match the other classrooms. However, it was discussed that if the Portables are planning to be replaced in the near future, it may not make sense to spend money on new finishes. Ultimately, the Staff preferred the flooring replacement to be added to the 'Priority List'.

3. According to Robbie Lyng, Edison will receive Clock/Bell/Speakers per District Standards and would come out of the Tech allowance. This was not originally reflected in the QKA Preliminary Cost Estimate. Robbie requested that this be included in the top tier of the priority list.
4. Thermal Comfort Scope- QKA presented the proposed design options for addressing the priority for Thermal Comfort:
 - a. All permanent classrooms will receive new windows. The windows will be dual glazed with Low-E (Solarban 60 or similar). Some windows will be operable, hopper type per District Standards, to promote natural ventilation strategies.
 - b. Aluminum shading devices will be installed at classrooms facing East and South to minimize solar heat gain.
 - c. In the courtyard, the lunch area will be covered with a permanent steel canopy that has a translucent roof to allow for diffused daylight into the classrooms.
 - d. As a third line of defense to help with minimizing solar heat gain, interior blinds, called Mechoshades, are proposed on the interior of classrooms. This will also help with potential glare issues. This item is currently being evaluated in the budget and may be listed as a bid alternate
 - e. There was a staff request to incorporate science storage into the modernization work.
 - f. It was generally agreed by the staff that a storage room is more desirable than an additional conference room at the lower level of the reconfigured main building.
 - g. Staff requested that we keep the art-docent storage area at the lower level of the main building also.
5. Security Scope- QKA presented the proposed design options for addressing the priority for Improved Safety and Security:
 - a. Per AUSD Safety and Security Standards, rooms with an occupant load of more than 5 people will be equipped with classroom security locks often referred to as "Columbine locks." Classroom security locks do not impede egress – the door may be opened from the inside by simply turning the lever – even when the door is locked.
 - b. In order to create a true "front door" for the school, QKA proposed putting the Administration functions in the current Media Center building. This allows the Reception area to view the entrance and will force visitors to check-in before being able to access the campus. The current layout allows visitors to easily walk around the campus without checking in. The new layout was well received by the staff.
 - c. The Media Center and Staff Lounge and Workroom will be relocated to the Upper Level where the existing Administration is located.
 - d. At the Lower Level of the existing Administration Building, the Girls Restroom is inaccessible. QKA has proposed to relocate the Girls Restroom next to the Boys Restroom since this area is accessible by a lift. The staff has requested the existing Girls Restroom be converted to additional Storage.
 - e. As part of providing an identifiable single access point for visitor check-in during school hours, QKA provided 3 design options for a new entry canopy. This item is currently not in the construction budget, but it could be added if this is deemed a priority. Another scope item would need to be removed or modified in order to afford the entry canopy.
 - f. Staff commented that the new entry canopy looks great, but they would also like the design team to think about how the unsightly garbage bins could also be obscured. This is not currently part of the construction budget.
 - g. Staff requested that the existing plaque at the existing school entrance be preserved and included in the modernization work.

6. Prioritization Recap: italicized items have been currently provided in QKA's Preliminary Schematic Design Cost Estimate:

a. Top Tier - Necessary/Code Requirements:

- i. Fire Alarm*
- ii. Accessibility*
- iii. Power capacity/distribution*
- iv. Clock/Bell/Speaker replacement*

b. Second Tier - Must haves:

- i. Address classroom Thermal Comfort- new windows and window shading*
- ii. Provide shade in courtyard*
- iii. Power to classrooms (capacity and outlets)*
- iv. Security: reorienting main entrance into school.*
- v. Water piping upgrades*
- vi. Improve classroom acoustics (ceiling tiles maybe, etc.), Possibly include tack walls*
- vii. Storage for kindergarten motor fitness and for music instruments (not included)

c. Third Tier - Others:

- i. Improve classroom lighting (not included)
- ii. Improve/replace clock/bell/speakers/phones (would come out of tech and comm allowance) Current bells are too loud. (originally not included, but will be included per meeting comments).
- iii. Increase staff toilets*
- iv. Painting (not included)
- v. Storage hook "alcoves" (not included)
- vi. Music Classroom (not included)
- vii. Remove "slanted wall" at presentation wall (not included)
- viii. New stove in staff lounge or vent for existing stove*
- ix. New flooring in portables (added during meeting, but currently not included)

7. Schedule: QKA presented the following tentative schedule. Times may shift based on the decision making process and approvals. Robbie Lyng stated that it would be ideal to start construction earlier to avoid having to condense the construction schedule to the summer, which would require contractor upcharges. This will need to be reviewed by the design team. Faculty and staff will need to plan on relocating to temporary spaces during construction. Ideally, less utilized classrooms will accommodate the "temporary housing" in order to avoid the cost of adding portables.

- a. Next Site Committee Meeting: TBD – Review and approve final Schematic Design
- b. Board Approval: TBD – based on site committee approval
- c. Design Development and Construction Documents: roughly October 2016 – March 2017
- d. Agency Approval and Bidding: roughly April 2017 – January 2018
- e. Construction target to begin: Summer 2018

8. Next Steps:

- a. Due to communication mix-up in scheduling with the full site committee, Robbie agreed to meet with the Faculty and staff this coming Monday to review today's agenda and present the proposed design/scope options and verify the priorities. Robbie will notify QKA if any revisions or requests come out of that meeting. QKA will email Robbie today's presentation for his use on Monday.
- b. Follow up meeting(s) to be scheduled to confirm final Schematic Design scope.

End of Notes