



QUATTROCCHI KWOK
ARCHITECTS

MEETING RECORD

1601.00- B.2

June 6, 2017

Lincoln Middle School Measure I Bond Project

Site Committee Meeting #5

Lincoln Middle School 3:00 pm

Attendees:

Mark Manes	Parent	sfbpmike@gmail.com
Joan Hulihan	Classified	jhulihan@alameda.k12.ca.us
Michael Hans	Principal	mhans@alameda.k12.ca.us
Steve Allen	Teacher, Comp. Lab teacher	sallen@alameda.k12.ca.us
Robbie Lyng	Maintenance and Operations, AUSD	rlyng@alameda.k12.ca.us
Amy Frary	Teacher/Parent	afrary@alameda.k12.ca.us
Monty Patterson	Project Manager, AUSD	mpatterson@alameda.k12.ca.us
Mitzi Thompson	Teacher	mthompson@alameda.k12.ca.us
Kathy Secuello	Teacher	ksecuello@alameda.k12.ca.us
Cindy Zecher	Classified – Office Manager	czecher@alameda.k12.ca.us
Tom Miro	Science/Elective Teacher	tmiro@alameda.k12.ca.us
Christine Weidler	Math Teacher	cweidler@alameda.k12.ca.us
Jenny Hartigan	Science/ Environ. Sci. Teacher	hartigan@alameda.k12.ca.us
Shariq Khan	CBO- AUSD	skhan@alameda.k12.ca.us
Kevin Baker	Assistant Principal	kbaker@alameda.k12.ca.us
Susan Davis	Community Affairs	sdavis@alameda.k12.ca.us
Veronica Rylander	Education Specialist	vrylander@alameda.k12.ca.us
Mohan “Mo” Vemula	Edison Safety committee/parent	mkvemula@yahoo.com
Melodi Dewey	School Psychologist	mdewey@alameda.k12.ca.us
Tyra IngramCable	Music Teacher	tcable@alameda.k12.ca.us
Nick Stephenson	QKA	nicks@qka.com
Balyn Pitman	QKA	balynp@qka.com

Discussion Item 1 - Opening and Agenda

1. Robbie opened the meeting:
 - Shariq to update about the BCDC and pathway; See Discussion Item #6
 - Leaky windows were found during rain and need to be added to bond work
 - Introduces Monty, Shariq and Nick to the group
2. Nick listed the agenda for the meeting:
 - Review meeting #4 and recap overall site plan and selected options
 - Present Current Design Scope as developed with this Committee
 - Discuss Board Approved Schedule
 - Discuss Board Approved Budget and Scope

- Discuss Prioritization Options
 - Robbie added that we can always have alternates
- Schedule and Next Steps

Discussion Item 2 - Overall Site Plan

1. Nick discussed the Site and highlighted the areas of work
 - Nick provided slides displaying locations of expanded secure bike storage, relocated emergency supply shed, Plexi-glass replacement, Tech. & Comm. Upgrades, Improved Secure Perimeter, Fencing and Gates at Main Entry, Replace or Repair Windows and Replace all Door locks and panic hardware.
 - Robbie explained the current secured perimeter covers most of the site
 - The Board approved standard to provide a secure perimeter at all school sites
 - The Administration relocation to front of school site is for Safety & Security

Discussion Item 3 - Administration location & related work to improve Main Entry Security

1. Nick discussed the existing entry fencing and location of administration, restating the previous discussion point that currently anyone has unimpeded access through the main entry to anywhere on campus.
2. Next Nick talked about the Perimeter security solutions at Main Entry. The Admin is proposed to be moved to the front of the school to allow for controlled entry onto the campus into the new secured perimeter
 - Replace existing entry fence & gates with new ornamental entry fence & gates per district safety and security standards.
 - Relocate entry to Classroom 701 (wood shop) to secured side of perimeter fence
 - Relocate Admin & Reception office spaces to current music space in building B with auxiliary spaces staying in building A (Staff lounge, work room/Conf./etc.)
 - Relocate Music to 901 to make space for the newly relocated Admin.
 - Relocate Special Ed. to current Admin area in building A that has been vacated.
3. Nick provided a thorough explanation of the proposed Admin space presented in meeting #4 and the discussions from that meeting helped to create two alternates.
 - A group member said that the current toilets in the Multi-use create a noise problem and was worried that the proposed toilets in Alternate 2 along the CMU wall would be the same.
 - Nick explained that the proposed toilet will have CMU and Plumbing walls between.
 - Group members suggested that the mailbox area is too small and creates a bottleneck.
 - A request to move all the offices along interior CMU wall north 5 feet to provide mailbox area at south side. QKA to revise plan accordingly.
 - It was pointed out that storage would be lost and the group seemed ok with that.
 - If we lose storage we can relocate it to the reception and mail area.
 - A group member asked if this information will include more detailed items.
 - Robbie said we can work out more detailed information later
 - The group agreed that alternate 1 would be the better option with mail area modifications.
 - A group member asked about time frame for work
 - Robbie & Nick said the scheduled time is summer of 2018, but depends on DSA.
 - Nick said moving the admin to the front of the school would solve safety & security concern.
 - A group member asked if the existing door at the northside of the music space could remain and a green room for drama be added there for productions.
4. Nick discussed the next slide showing the new Music Room at building E.

- There was a request to take measures to mitigate the band noise.
 - Music teacher said this location causes issues with distance to the parking lot for moving of equipment to trucks and the separation from stage and Multi-use room for practice
 - Music teacher also suggested music stay and just add a door inside secure perimeter.
 - Shariq said to create a truly secure campus the Admin needs to be at front of school.
 - Robbie said Admin is a safety concern and the board wanted safety & security first.
5. Nick discussed the relocating the Special Ed Classrooms.
- Group explained that the term "RSP" is no longer used the correct term is "Mod-Severe".
 - The group agreed the Mod Severe and CEC need acoustically enhanced spaces. They are very loud and permeate into all the surrounding spaces. QKA will address as budget allows.
 - A group member asked why more walls were not moved to have different spaces.
 - Nick said budget is an issue and Robbie added that structure could be an issue as well.
 - A group member asked what work is to be done in the Special ED spaces?
 - Nick said finishes can be done if budget allows.
 - Robbie offered that finishes may be performed by MOF not from bond.
 - A group member said the Mod-Severe class needs direct access to a toilet.
 - All agreed to leave CEC where Mod-Severe is shown on plan.

Discussion Item 4 - Science and Computer Lab locations and Related Work

1. Nick provided slides of the proposed Science and Computer Labs.
 - Computer teach offered the idea to use room 201 not 202 but after further discussion that was agreed to not be a good option for access to workroom.
 - Teacher also offered up the statistic; 415 students will be served by the future computer lab.
 - Nick explains why moving art room was not chosen by the group in meeting #4 and describes the work at the proposed Science Labs 114 & 115.
 - A group member would like to see the science lab work as top priority
2. QKA will need to have a programming meeting with music and computer teachers.

Discussion Item 5 - Lincoln Middle School Modernization Schedule & Budget

1. Nick explained the next slide with the schedule.
 - The reason for the large gap in time between Meeting #4 & #5 came because of the water intrusion issues but we should still be on schedule for construction.
 - Robbie further explained that with little rain in the past few years the water intrusion issue was not detected but with the rain this year these issues were recognized as a problem and not to address this work in this modernization would look bad.
 - Nick continued to talk about the budget and scope.
 - Displaying slide indicating board approved implementation plan budget primary scope.
 - Modernize one science and one computer lab
 - Technology, communication & safety/security
 - Critical mechanical, electrical, roofing and accessibility improvements
 - Nick's next slide of the Board Approved Budget & Implementation Plan B breakdown
 - The following slide with Current Scopes and Cost Estimates developed during Site Committee Meetings #1-4, indicating that the project as currently scoped is (44%) over budget. (\$2.045 million)
 - Computer teacher asked what the \$75,000 budget for computer lab includes?
 - Nick said its currently only an allowance for infrastructure.

- Robbie talked about where we are and how to move forward with the schedule.
 - We could do window repair or replace them but to do it right we need to do more investigation to determine the best action.
 - We may be able to use the maintenance budget to do roofing. Robbie to confirm.
 - The admin relocation & replacing locks campus wide for Safety & Security measures.
- A group member asked why are we replacing all locks in the school?
 - Robbie said we need control of keys and Shariq said rooms should lock from inside.
- Nick asked the committee to help prioritize scope
 - The group agrees that Science is top priority
 - Robbie said the door locks should be next, followed by
 - Roofing and windows and
 - Site tech upgrades
- A group member asked if the damaged repair is in the estimate?
 - Nick said no but there is a contingency in the budget for such things
 - Robbie said she should put a work order into MOF to fix the flooring.
- Mike asked if the admin needed to be done with this modernization?
 - Robbie said yes it does as it is a safety issue.
- Robbie said if re-roofing & windows could be paid for from other budgets that could help
- Shariq asked if we could split up the work after bid?
 - Robbie said yes we can use alternate or other things.
- Shariq asked about the timeline to get window work done.
 - Robbie said we need WSC to perform a check on all windows to get a better idea of the amount of work to be done and how long it will take.
- Shariq asked Robbie if we are going ahead with all the work for now?
 - Robbie said items need to be worked out within budget before we go to the Board, Also, all work cannot be done in 40 days of summer, things will need to be spread out.
- Robbie asked the group to give us (MOF, Architects, etc.) time to work out what can be done to accomplish as much as we can.

Discussion Item 6 - Lincoln Middle School at BCDC Pedestrian Path

1. Shariq provided a plan and an update on BCDC and pedestrian path.
 - BCDC liked what the District offered except the bench location.
 - BCDC wanted to flatten area and add benches just behind the proposed bike storage area but it was discovered that the berms along the water edge are part of a levee protection and flattening them is not an option.
 - Robbie is working on providing access to the top of the berm where the benches are to be.
2. Robbie asked Shariq if we could include the BCDC pedestrian pathway work into the bond.
 - Shariq said it could be included in the bond.
3. A group member suggested getting community involvement to help pay for and/or do work.
4. Mike further explained the work around the pedestrian path; bike storage, relocation of the emergency storage unit, etc.
5. Robbie to let group know if the pedestrian path work could be included into modernization.

Discussion Item 6 - Next Steps

1. Robbie said moving forward that any new information will be directed to Mike at Lincoln MS and he will disseminate that to the committee instead of scheduling another meeting at this time.
2. Revise Schematic Design Package based on the direction of the committee

3. Create list of potential "Future Projects" as necessary
4. Submit Schematic Design Package to School Board for Approval
5. Begin Design Development
6. Construction currently anticipated to begin summer of 2018

Next Meeting: TBD

Attachments:

Lincoln Modernization - Site Meeting 05-Sign-In Sheet.pdf

Lincoln MS Perimeter at BCDC.pdf

Lincoln Site Meeting 5 PPT.pdf

These notes were recorded by QKA and shall be considered an accurate account of the meeting unless written clarifications are received within five (5) days of receipt of this document.

End of Notes