



QUATTROCCHI KWOK  
ARCHITECTS

October 18, 2016

## Lincoln Middle School Measure I Bond Project

Site Committee Meeting #1

Lincoln Middle School 3:30 pm)

Attendees:

Mark Manes		<a href="mailto:sfbpmike@gmail.com">sfbpmike@gmail.com</a>
Joan Hulihan	Classified	<a href="mailto:jhulihan@alameda.k12.ca.us">jhulihan@alameda.k12.ca.us</a>
Michael Hans	Principal	<a href="mailto:mhans@alameda.k12.ca.us">mhans@alameda.k12.ca.us</a>
Steve Allen	Teacher, Comp. Lab teacher	<a href="mailto:sallen@alameda.k12.ca.us">sallen@alameda.k12.ca.us</a>
James Ferranti	Project Manager	<a href="mailto:jferranti@alameda.k12.ca.us">jferranti@alameda.k12.ca.us</a>
Robbie Lyng	Facilities and Operations	<a href="mailto:rlyng@alameda.k12.ca.us">rlyng@alameda.k12.ca.us</a>
Amy Fray	Parent	<a href="mailto:afray@alameda.k12.ca.us">afray@alameda.k12.ca.us</a>
Monty Patterson	Project Manager	<a href="mailto:mpatterson@alameda.k12.ca.us">mpatterson@alameda.k12.ca.us</a>
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Nick Stephenson	QKA	<a href="mailto:nicks@qka.com">nicks@qka.com</a>
Balyn Pitman	QKA	<a href="mailto:balynp@qka.com">balynp@qka.com</a>

### Discussion Item 1 – Background on Bond, Master Planning and Implementation Plan

- Robbie and Nick explained the history of the Master Planning which indicated \$590,000,000 in facilities needs over the next 10 to 15 years.
- Robbie explained how the Measure I bond was approved by the voters and provided \$179,500,000 for district wide projects. Mike indicated that information about the Lincoln MS portion of the Bond is on the District website, also the Master Plan.
- Robbie also explained that the board approved an implementation plan for the measure I bond that includes work at each campus, chosen to address current facility needs. He referred the committee to the district website for the measure I bond language, the implementation plan, and notes from master planning meetings.
  - Mike indicated that people can also look at Lincoln Middle School website for latest work done on site.

### Discussion Item 2 – Current Scope of work proposed for Lincoln Middle School - Overview

- Nick listed the scopes of work included in the Implementation Plan for Lincoln. Major categories are:
  - Safety and Security improvements.
  - Technology and Communication improvements.
  - Critical mechanical/electrical
  - Accessibility improvements
  - Modernize one science and one computer lab
  - Roofing (completed summer 2016)
- Nick and Robbie went on to explain in more detail what each of these categories may include, depending on budget and this committee's priorities.
- Robbie explained that the district had developed safety and security standards. This document is available on the district website. It sets the standards for such things as perimeter security, door safety

locks, location of administration and reception, etc. For the current safety and security work at Lincoln see discussion item below.

- Robbie explained that the district had developed Technology and Communications Standards as well. This document is also available on the district website. It sets the standards for such things as classroom technology infrastructure, clock/bell/speaker upgrades and VoIP phone systems, etc. For the current technology and communications work at Lincoln see discussion item below.

### **Discussion Item 3 – Safety and Security scopes of work**

- Nick identified several items from the master planning that are included in the current implementation plan for Lincoln, and asked the committee if these are still accurate (the work may have been done since master planning occurred) the list is as follows:
  - Perimeter fencing and primary entry gates and fences and new classroom security locks
  - Fire hydrant coverage on west side of campus
  - Emergency egress / site lighting
  - Fire alarm panel may require upgrade
- The committee took no exception to this list, although further discussion of the fencing occurred as follows, in response to a draft fencing improvement plan shown during today's presentation:
  - Bike path: Creating public access to the bike path that runs between the school and the bay was expressed as a high priority. Securing the school from direct access via the bike path was also expressed as a priority. Double fencing will be required where school property straddles the bike path at the nature area. Mike expressed a desire to have secure student access across the bike path to the nature area. QKA will take another pass at a solution to this area and present a sketch at the next committee meeting.
  - Primary Entry: The primary entry point, off the parking lot and leading toward the reception area, was heavily discussed. The courtyard area in front of the reception between the administration building and the parking lot is difficult to secure. The students use the area extensively during the school day so Mike asked that it not be cut off from student use. The draft fencing plan presented today provides improved aesthetics of the entry, and somewhat improves security to the classrooms that exit onto the parking lot, but do not create a secure perimeter. Many solutions were discussed, including bringing the fence line up to the administration building, utilizing planters, installing a covered walkway or canopy, and relocating portions of the administration and reception offices to the front building, where the music classrooms currently are. This last suggestion of relocating the reception was identified as a promising solution by some committee members, as it offers an opportunity for a clear, present, and properly located entry point at the front of campus which could more easily be secured from unauthorized entry. But some also expressed concerns about the cost of such a change. It was decided that QKA will explore a few different options and bring them to the next meeting for discussion.
  - Bike Racks: the bike storage racks are integral to the fencing configuration, and it was expressed that there is not nearly enough secure storage for bikes and skateboards currently.
    - Bike rack location needs to be expanded +/- 250 bikes a day.
    - Need Skate board racks and scooter racks
    - Mike will attempt to do a student survey to determine desired locations.
  - Location of emergency equipment container needs to change per Robbie's request. Currently it is next to toilet building adjacent to the bike path.

### **Discussion Item 4 – Technology and Communications scopes of work**

- Nick and Robbie identified several items from the new District Standards that are included in the current Implementation Plan and asked the committee if they have any additional or differing priorities in this regard. The list is as follows:
  - Upgrade campus wide telephone system to VoIP (Voice over Internet Protocol)
  - New campus wide Clock/bell/speaker system

- Classroom AV technology infrastructure improvements for new wall mounted AV technology, improved power, data, and Wi-Fi distribution and connectivity
- The committee took no exception to this list, although further discussion of the computer lab did occur. See discussion item below.

#### **Discussion Item 5 - Critical Mechanical and Electrical scopes of work**

- Nick identified several items from the master planning that are included in the current Implementation Plan and asked the committee if these are still accurate (the work may have been done since master planning occurred) the list is as follows:
  - Water heaters are at the end of their service life.
  - Storm drain between courtyard and bay outfall reported to drain unreliably.
  - Toilet room fixtures are not code compliant for either efficiency or accessibility.
- The committee took no exception to this list, although it was explained that the storm drain system had been cleaned and repaired recently and is performing better. Robbie indicated that he is still concerned about it due to tree root proximity and wanted to still consider improving it within the scope of this project.

#### **Discussion Item 6 - Accessibility scopes of work**

- Nick identified several items from the master planning that are included in the current Implementation Plan and asked the committee if these are still accurate (the work may have been done since master planning occurred) the list is as follows:
  - ADA parking stall was identified as not being code compliant
  - No ADA seating existed at the amphitheater.
  - Path-of-travel slope and cross-slopes were identified as non-compliant at various locations.
- The committee took no exception to this list, although it was observed that the amphitheater seating and the parking stall and related path of travel may have already been improved since master planning. QKA to verify.

#### **Discussion Item 7 - Modernize and relocate science lab and computer lab scopes of work**

- Switching locations:
  - Nick explained that the master plan and the implementation plan indicate that a computer lab is slated to change places with a science lab. Does the school need to flip existing computer lab with existing Science Room? Does the school need the existing science?
  - Mike explained the reasoning for switching location - that the existing science lab is too small and relocating it to the building that houses the rest of the science department will provide a larger space that can also better share storage and equipment with the other science labs/classrooms.
  - Steve, the computer lab teacher, questioned to switch in location, stating in part that the sizes of the two spaces do not appear to be any different. QKA will do a "take off" and verify the sizes of the two spaces in question.
- Computer Lab:
  - Steve and others discussed the future viability of the computer lab. There was extended conversation about possibly converting it into a project based "CTE lab" or "wet and dirty" room for project-based learning activities.
  - Robbie: If the school priorities have changed from 2014 Master Plan scope, then what are the current priorities? Robbie stated that these spaces do not have to be a science lab and a computer lab. Now is the time for them to speak up if they want to reconsider the uses of these spaces.
  - Nick suggested that next meeting we discuss curriculum based goals for these two spaces, and it may be that the campus's needs have evolved since master planning, suggesting that we talk about what the best use of these two spaces could be during our next meeting. All agreed.

**Action Items**

- QKA will distribute notes on today's meeting by email to attendees
- QKA will prepare two or three solutions for securing the perimeter and bring to next meeting for discussion
- Mike will attempt to survey students and staff on ideal locations for bike storage locations.

Next Meeting: Robbie Lyng will Schedule next meeting in 2-3 weeks.

**End of Notes**