



QUATTROCCHI KWOK  
ARCHITECTS

# Agenda

Academy of Alameda - Facilities Master Planning - Meeting I  
February 5, 2014 3:30 pm

RE: **Alameda Unified School District - Facilities Master Planning**

1. Introductions (pass out the Sign In sheet)
2. General ground rules and expectations for Master Planning
3. Overview of Master Planning process and work to date
4. Educational Specifications – In progress
  - a. The “Innovative Programs” option
  - b. District standards for facilities
5. Facilities Assessments – Posted on Facilities Master Plan page of AUSD website
  - a. Brief overview of issues identified in 2012 Assessment
6. Demographics - Posted on Facilities Master Plan page of AUSD website
  - a. Current and projected enrollment
  - b. Current capacity in students and classrooms
7. Communications protocols
  - a. Communication to Design Team - email [rayk@qka.com](mailto:rayk@qka.com)
  - b. Communications from Design Team to District or Site Staff
  - c. Community input

## Master Planning – Academy of Alameda

### I. Needed improvements and/or new facilities:

- a. Offsite Improvements (safe routes to school) by others
- b. Site Improvements
  - i. Pick up/Drop off /Parking
  - ii. Security
  - iii. Playgrounds/Kinder Playground
  - iv. Play Fields (Community Use)
  - v. Other
- c. Buildings
  - i. Administration
  - ii. Multi-Purpose Building
  - iii. Classrooms
  - iv. Special Education
  - v. Specialized Educational Spaces
    - 1. Visual & Performing Arts
    - 2. Science
  - vi. Library/Media Center
  - vii. Before and After School Programs and facilities
  - viii. Storage and Restrooms

### 2. Prioritization

- a. **Priority One** – Warm, Safe and Dry
  - i. ADA accessibility
  - ii. Building envelope including roofing, mechanical, and electrical systems
  - iii. Fire alarm, security and communications
  - iv. Structural systems
  - v. Utilities infrastructure
- b. **Priority Two** – Current Facility Needs
  - i. Additional teaching space
  - ii. Parking, circulation and traffic
  - iii. Information technology
  - iv. Architectural improvements
  - v. Site improvements
  - vi. Other
- c. **Priority Three** – Future Facility Needs

**Next Meeting:** Wednesday, February 26, 2014 at 6 pm