Hillview Middle School

Oak Knoll School

Encinal School

Laurel School

Menlo Park City School District

New Grade 3-5 School Update (O'Connor Site)

January 7, 2014 School Board Meeting

Meeting Agenda

1. Review of Planning and Work to Date
2. Present Traffic Study and Report
3. Review of School Access Design Options
4. Discussion and Public Comments on Traffic and School Access Design Options
5. Review School Design Plan
6. Review Construction Estimate and Project Budget
7. Discussion and Public Comment on School Design Plan
8. Next Steps

Review Planning and Work to Date

- In December 2012, the District conducted an enrollment projection study concluding it needed to open the O'Connor school site
- In June 2013, the Board approved opening a 3-5 Grade school at the O'Connor school site and placing a $23M Bond measure on the ballot for the construction of the new school
- On November 5, 2013 Measure W passed with 75% approval
- 3 School Board level meetings were held in November and December 2013 to discuss the new school plans and gather community input
- An informational website and e-mail input address have been created for community outreach

Review Planning and Work to Date

- A Site Design Advisory Committee has been developed to assist with design input. Community and parent members will begin participation this month
- Various school design options, school access options, and cost estimates have been reviewed with the School Board
- District has conducted a traffic study, topographic survey, and tree survey of the school site
- Ongoing are geotechnical study, Phase I Preliminary Environmental Study, and Environmental Review
- District has met with City of Menlo Park Director of Public Works and Transportation Manager to discuss traffic matters
  - Presentation to City Council planned for Jan 28th
- Visited school site with California Department of Education representative

Planning/Design/Construction Schedule

Activity	Date
Planning Process	
Community Input	Present – 2/11/2014
Schematic Plan Development	Ongoing – 2/1/2014
Schematic Plan Approval	2/11/2014 (Board Meeting)
Environmental Review * - Initial Study with Negative Dec or EIR - Phase 1/DTSC	Ongoing – 5/1/2014
Design Work	
Detailed Design Development	Feb 2014 – August 2014
Submit Plans to State (DSA)	August 2014
DSA Approval	March 2015
* Environmental Review has its own input process and may take longer depending on scope	

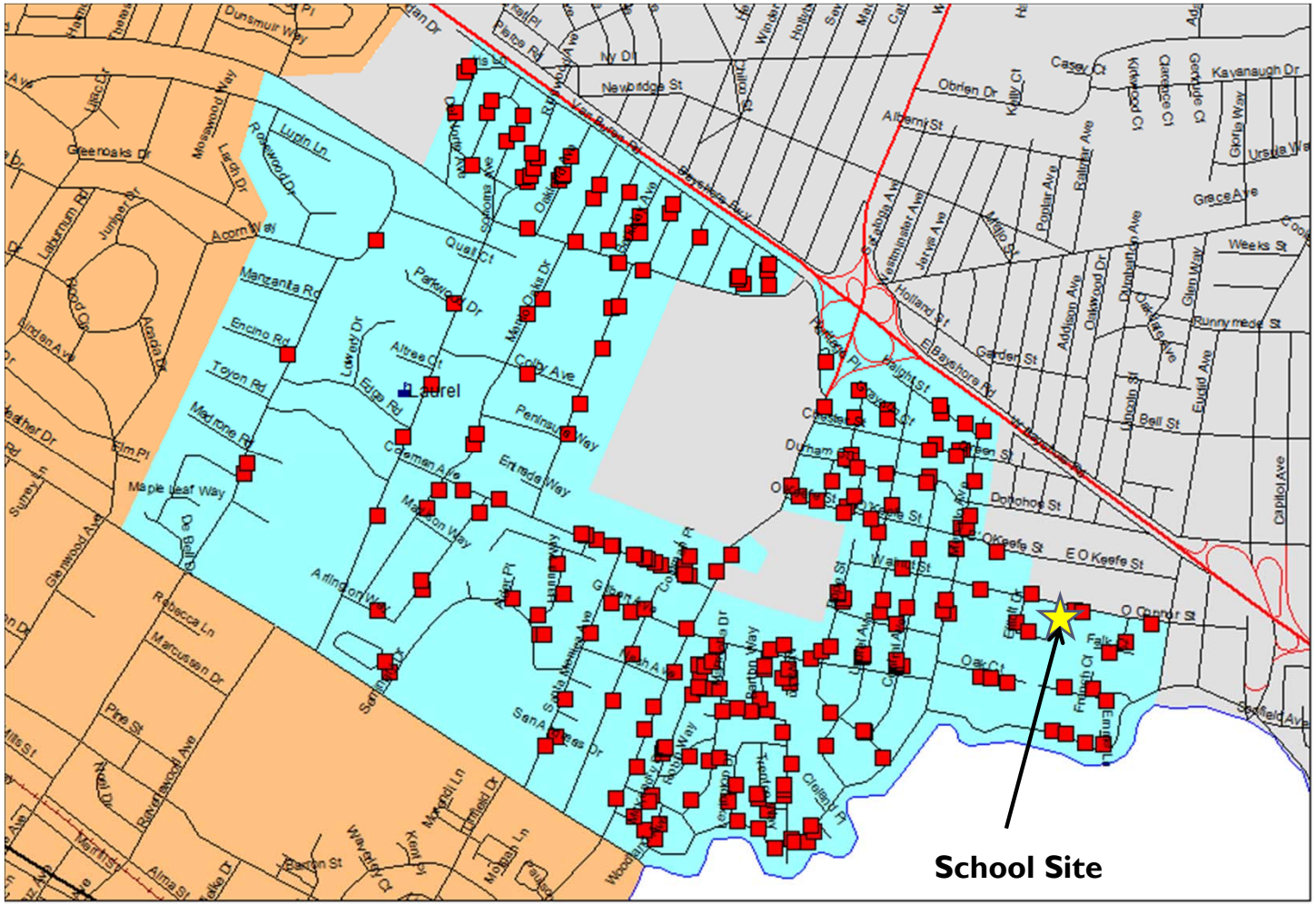
Planning/Design/Construction Schedule

Activity	Date
Construction	
Prequalification / Bidding Process	August 2014 – April 2015
GAIS - Vacates Site	May 15, 2015
Construction	May 16, 2015 – June 2016
District Move-in	July 2016
Opening of School	August 2016

Traffic Study and Report

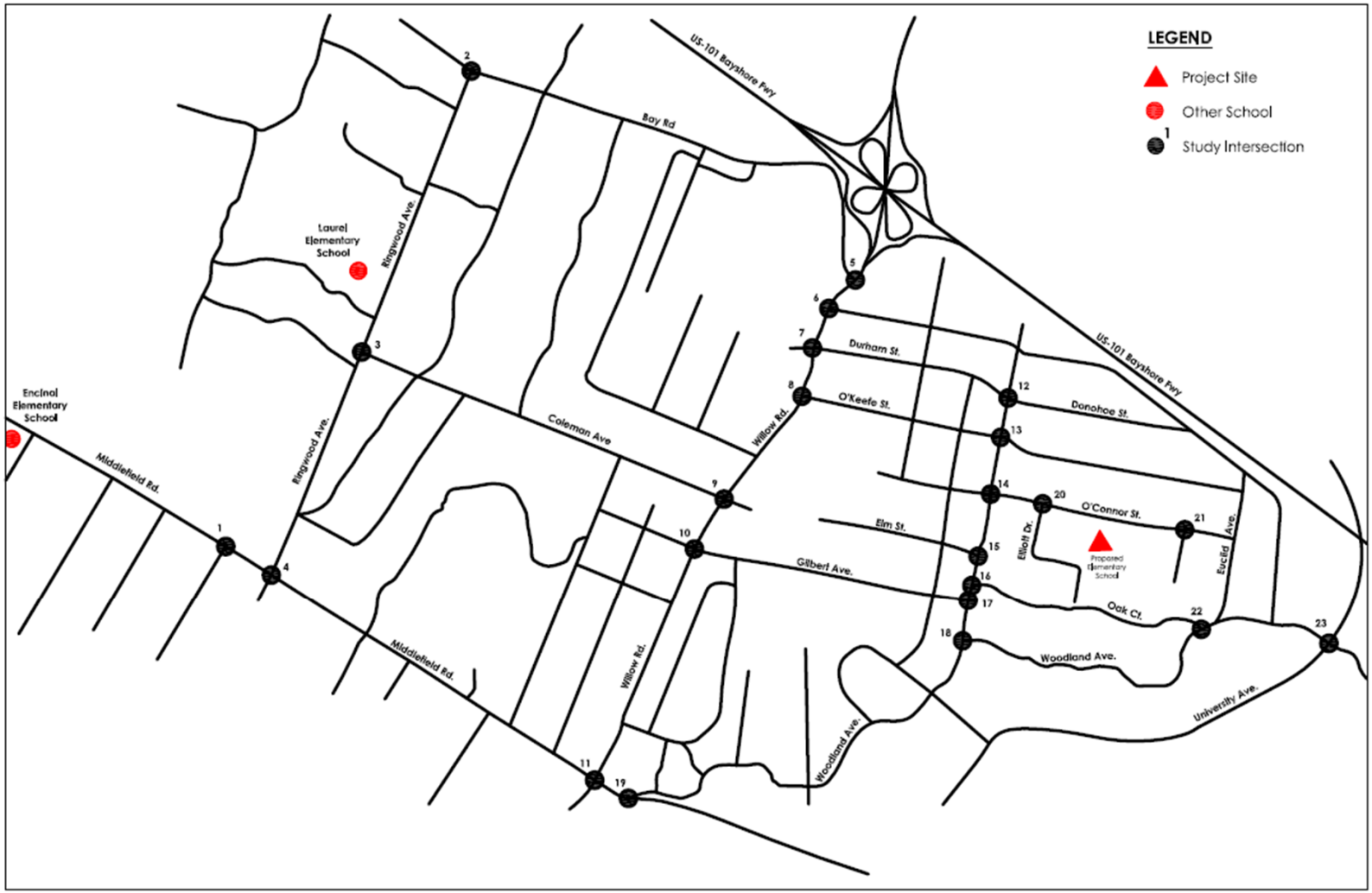
- Traffic study methodology
- Study area and intersections
- Analysis methodology of current conditions and project conditions
  - Student demographic data from MPCSD and GAIS
  - Collected traffic data
  - GAIS traffic study and data
  - City-approved ITE trip rates
- Intersection level of service results
  - Significant reduction of daily and peak hour automobile trips to/from School
  - Zero to minor increase of automobile delay at intersections adjacent to School
    - No City threshold levels are triggered
  - Reduction of automobile trips and delay adjacent to Laurel and Encinal Schools and all other intersections
- City of Menlo Park
  - Agency of approval for encroachment changes
  - City is considering conducting a Safe Routes to School Plan
  - City is considering projects to improve missing sidewalk gaps and other measures to enhance biking/walking for entire community

Neighborhood School



- Red squares represents K-2 Grade students in Laurel attendance boundary
- Majority of students within easy walking and biking distance
- Reduce traffic to Encinal and Oak Knoll schools
- Reduce traffic and travel times from home to school

Study Area & School Locations



Automobile Trip Generation Estimates

TRIP GENERATION ESTIMATES

Land Use	Size/Units	Daily	Weekday AM Peak Hour		
			In	Out	Total
TRIP RATES					
Elementary School (ITE Code 520) [1]	per student	1.29	0.25	0.20	0.45
Private School (TJKM Study, 2012) [2]	per student	2.92	0.43	0.36	0.79
TRIP GENERATION					
O'Connor Site ES - Grades 3-5	360 students	464	89	73	162
German-American School (private)	300 students	-876	-130	-107	-237
NET TRIP GENERATION		**-412**	**-41**	**-34**	**-75**
DIVERTED (RE-DISTRIBUTED) TRIPS					
Laurel Elementary School - Grade 3 [3]	90 students	116	23	18	41
Encinal Elementary School - Grades 4-5 [3]	197 students	254	49	40	89
TOTAL DIVERTED TRIPS		**370**	**72**	**58**	**130**

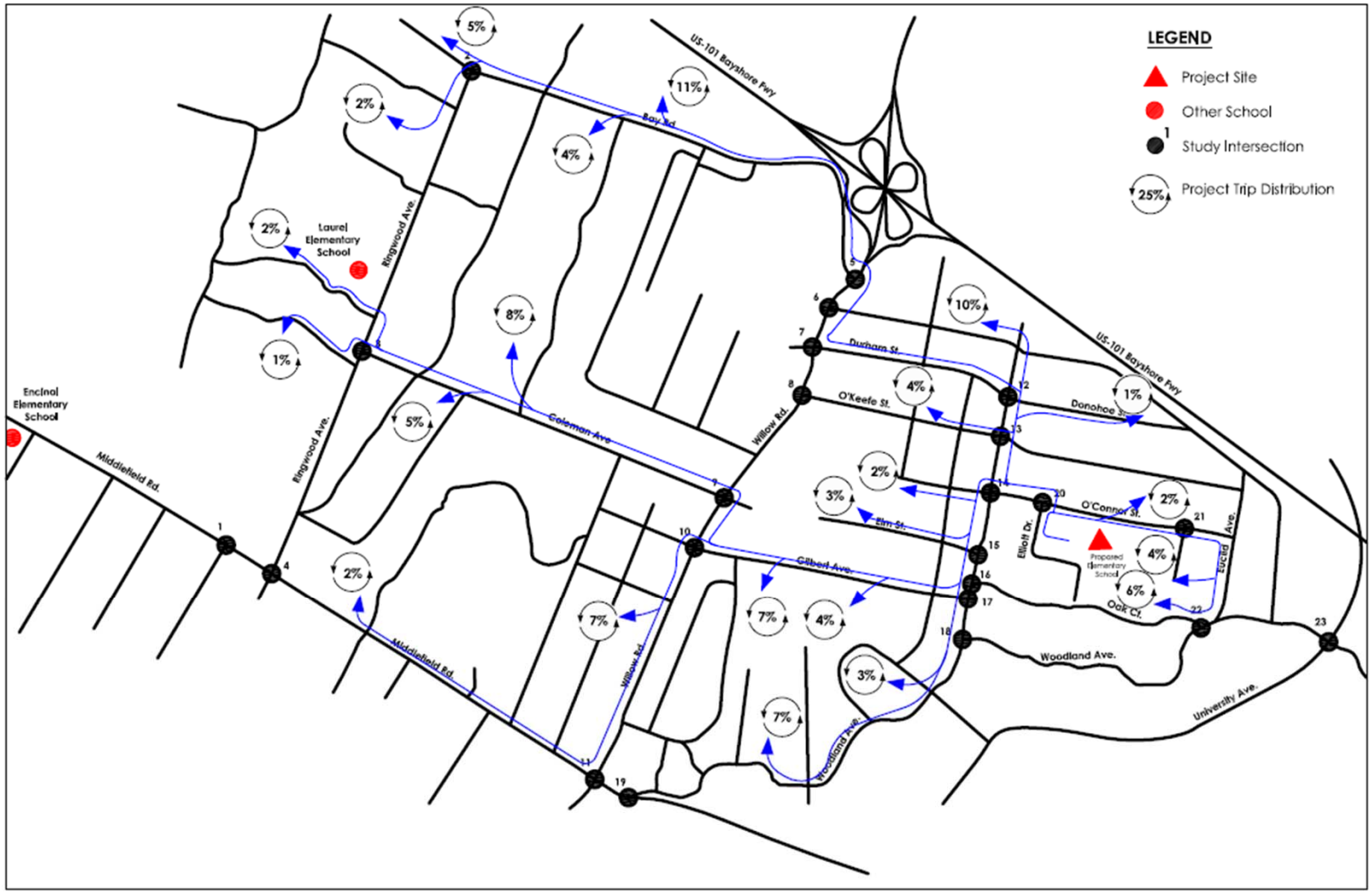
Notes:

[1] Trip rates based on *Trip Generation, 9th Edition* , Institute of Transportation Engineers (ITE), 2012.

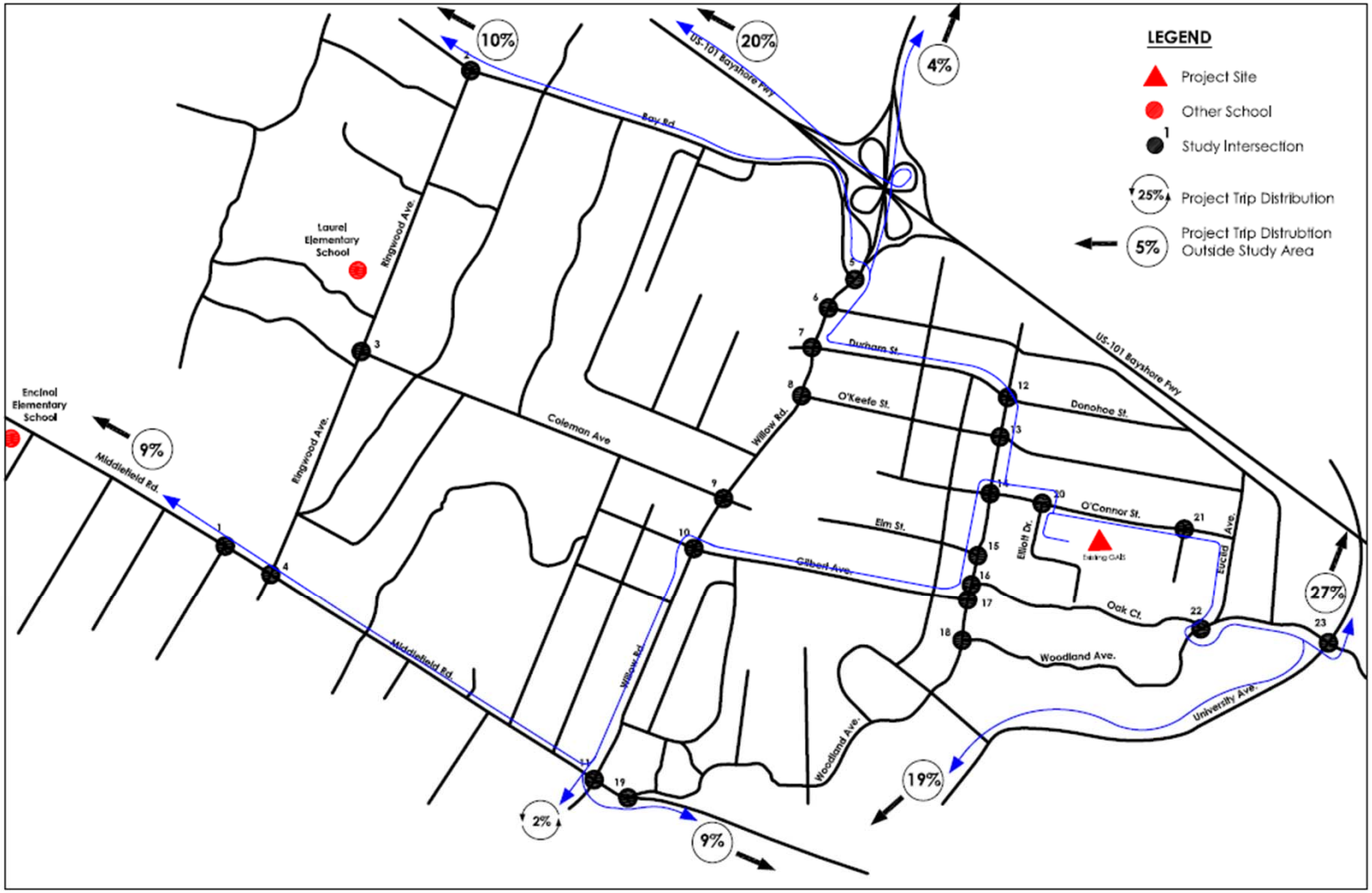
[2] Trip rates based on *Final Report - Traffic Study for the Proposed Geman American International School Expansion* , TJKM Transportation Consultants, January 18, 2012.

[3] Number of students in Grades 3 - 5 to be diverted to O'Connor Site Elementary School based on demographic data provided by the Menlo Park City School District, November 2013.

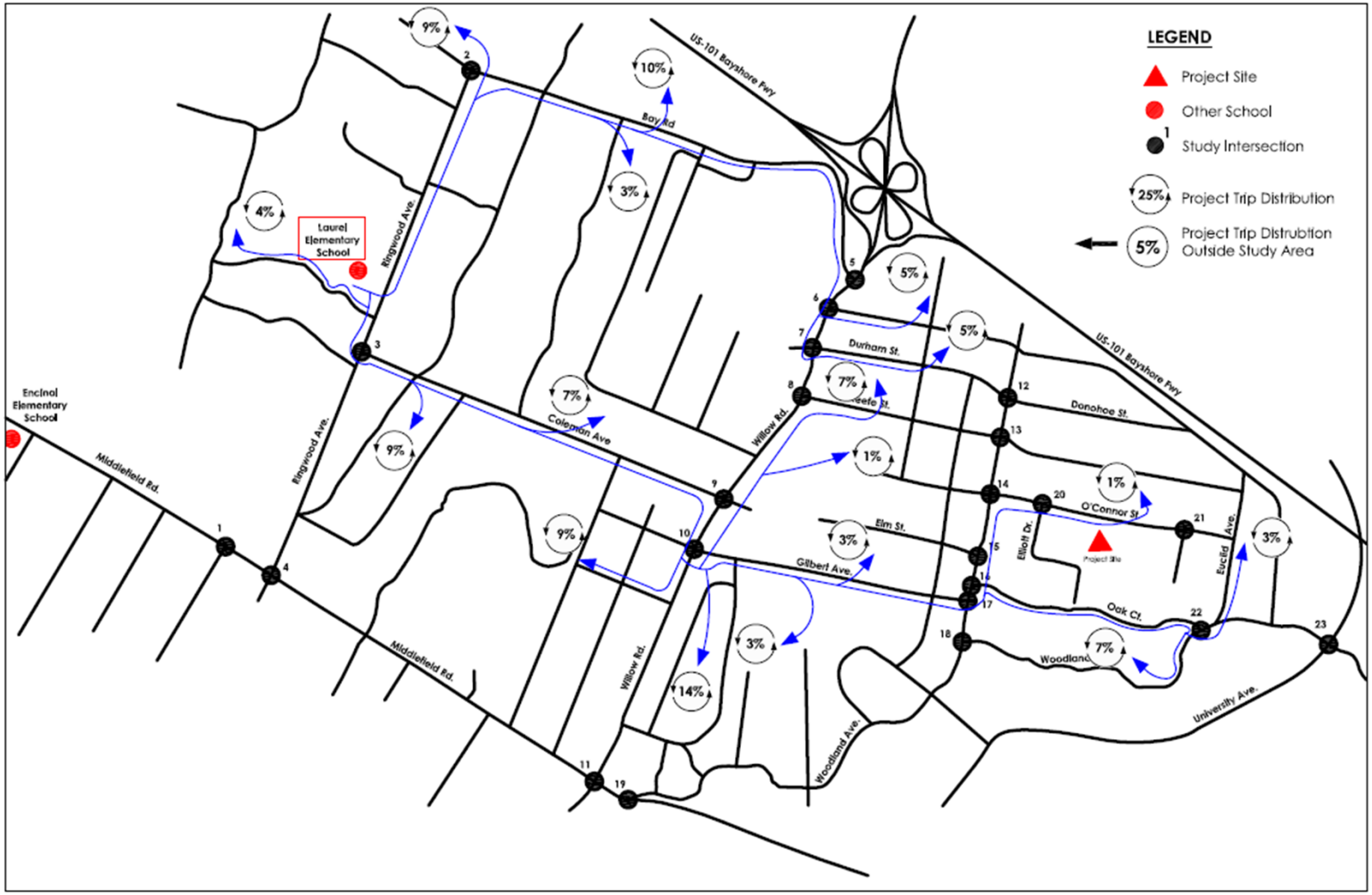
O'Connor Site Elementary School
Future Student Distribution – Grades 3-5



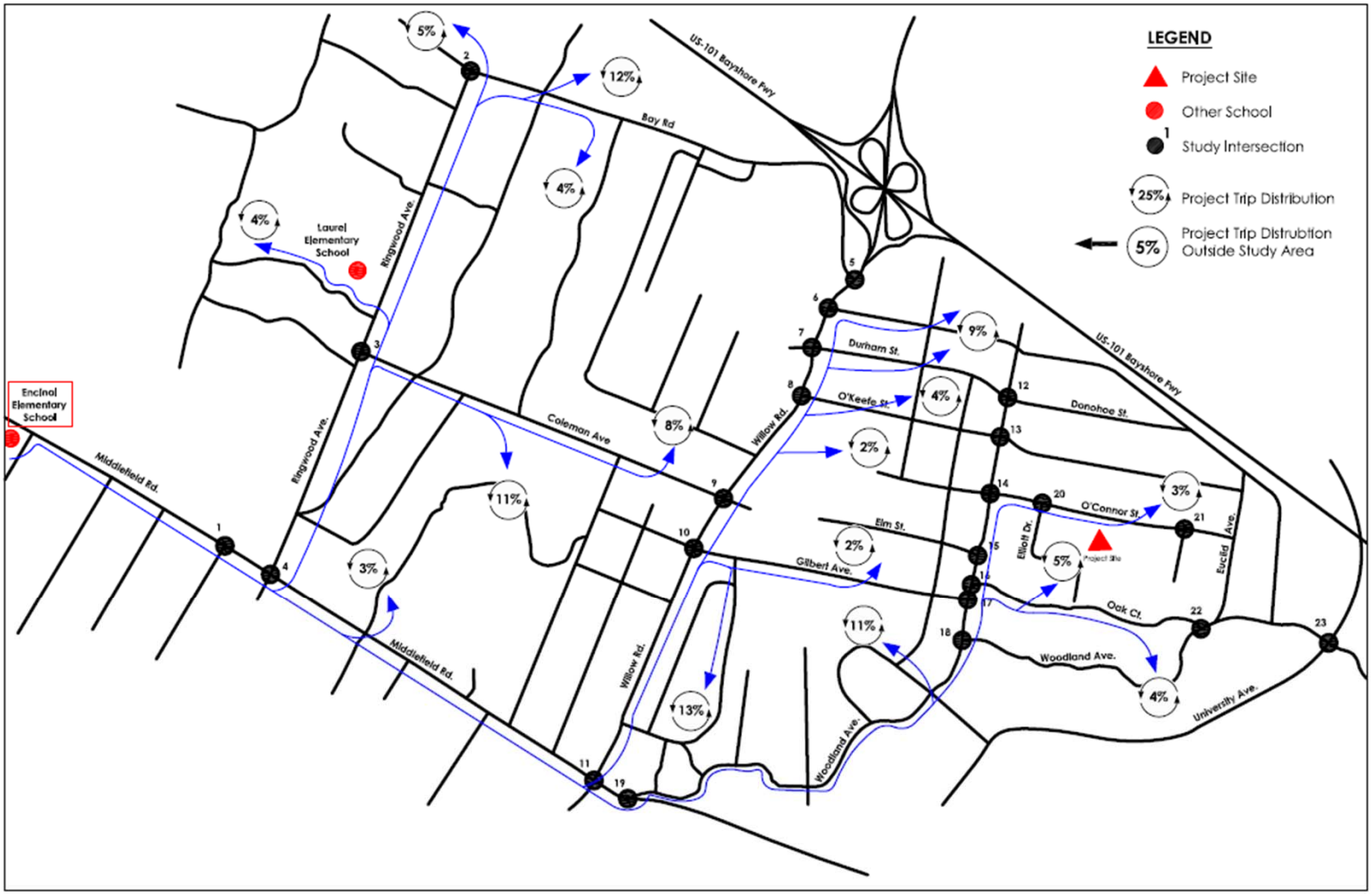
German-American International School Current Student Distribution



Laurel Elementary School
Current Student Distribution – Grade 3



Encinal Elementary School
Current Student Distribution – Grades 4-5



Intersection Level of Service (wait time) Existing and with new 3-5 Grade School

Existing plus O'Connor Site Elementary School Level of Service Summary

Intersection	Traffic Control	Weekday AM Peak Hour					
		Existing Condition		Existing + School			
		Delay	LOS	Delay	LOS	Difference	Impact?
1. Ravenswood Ave/Middlefield Rd [1]	signal	**76.2**	**E**	**70.0**	**D**	-6.2	no
2. Ringwood Ave/Bay Rd [2]	all-way stop	**28.6**	**D**	23.2	C	-5.4	no
3. Ringwood Ave/Coleman Ave [2]	1-way stop	19.1	C	15.9	B	-3.2	no
4. Ringwood Ave/Middlefield Rd [1]	signal	22.0	C	21.5	C	-0.5	no
5. Willow Rd/Bay Rd [1]	signal	15.5	B	15.7	B	0.2	no
6. Willow Rd/Chester St [2]	1-way stop	**25.1**	**D**	24.1	C	-1.0	no
7. Willow Rd/Durham St [1]	signal	11.9	B	9.8	B	-2.1	no
8. Willow Rd/O'Keefe St [2]	1-way stop	**77.7**	**F**	**59.0**	**D**	-18.7	no
9. Willow Rd/Coleman Ave [1]	signal	15.8	B	15.9	B	0.1	no
10. Willow Rd/Gilbert Ave [1]	signal	12.3	B	12.1	B	-0.2	no
11. Willow Rd/Middlefield Rd [1]	signal	**66.4**	**E**	52.4	C	-14.0	no
12. Menalto Ave/Durham-Donohoe St [2]	2-way stop	10.9	B	10.4	B	-0.5	no
13. Menalto Ave/O'Keefe St [2]	all-way stop	8.9	A	8.8	A	-0.1	no
14. Menalto Ave/Walnut-O'Connor St [2]	all-way stop	12.2	B	12.2	B	0.0	no
15. Menalto Ave/Elm St [2]	all-way stop	7.9	A	8.1	A	0.2	no
16. Menalto Ave/Oak Ct [2]	1-way stop	10.4	B	10.4	A	0.0	no
17. Menalto Ave/Gilbert Ave [2]	all-way stop	8.5	A	8.6	A	0.1	no
18. Menalto Ave/Woodland Ave [2]	all-way stop	8.8	A	8.9	A	0.1	no
19. Woodland Ave/Middlefield Rd [2]	1-way stop	24.5	C	23.1	C	-1.4	no
20. Elliott Dr/O'Connor St [2]	1-way stop	17.0	C	13.8	B	-3.2	no
21. Byers Dr/O'Connor St [2]	1-way stop	11.2	B	9.3	A	-1.9	no
22. Woodland Ave/Oak Ct [2]	1-way stop	10.7	B	9.7	A	-1.0	no
23. University Ave/Woodland Ave [2]	signal	**50.9**	**D**	**43.5**	**D**	-7.4	no

Notes: Delay show in "seconds per vehicle" per the *Highway Capacity Manual* (HCM) Operations method.
BOLD values indicate unsatisfactory LOS D, E, or F conditions.
[1] Existing traffic counts provided by City of Menlo Park. Counts collected in mid-May 2012.
[2] Existing traffic counts collected in early-November 2013.

Time in sec.

Traffic Study and Report

- Review and Analysis of Proposed School Access Designs
  - Considerations
    - Safety features and CDE Regulations
    - Drop off and pick design features
    - Parking considerations (staff, visitors, regular and special events)
    - Bus and emergency vehicle access
    - Walking and biking access to the school
    - Automobile access to school

Features:

- Separated parking and drop off/pick entrance
- Parking: 39+2HCP
- Pick up queue: 20 Cars
- Auto access from Elliot and bus entrance from Oak Ct.
- Pedestrian/bike access from Elliot Dr. and Oak Ct.

Scheme 1

Parking and Drop-off

New 3-5 Grade School (O'Connor Site)

Menlo Park City School District

DLM DEEMS LEWIS MCKINLEY

Scheme 2

Features:

- Separate visitor and staff parking areas
- Drop off/pick up loop access from parking area
- Parking: 54+2HCP
- Pick up queue: 31 Cars
- Auto access from Elliot and bus entrance from Oak Ct.
- Pedestrian/bike access from Elliot Dr. and Oak Ct.

Parking: 54+2HCP
Pick Up Queue: 31 Cars

Parking and Drop-off

New 3-5 Grade School (O'Connor Site)

Menlo Park City School District

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Features:

- Separate loop for bus access
- Drop off/pick up loop access from parking area
- Parking: 32+2HCP
- Pick up queue: 32 Cars
- Auto and bus access from Elliot Dr.
- Pedestrian/bike access from Elliot Dr. and Oak Ct.

Parking: 32+2HCP
Pick Up Queue: 32 Cars

Scheme 3

Parking and Drop-off

New 3-5 Grade School (O'Connor Site)

Menlo Park City School District

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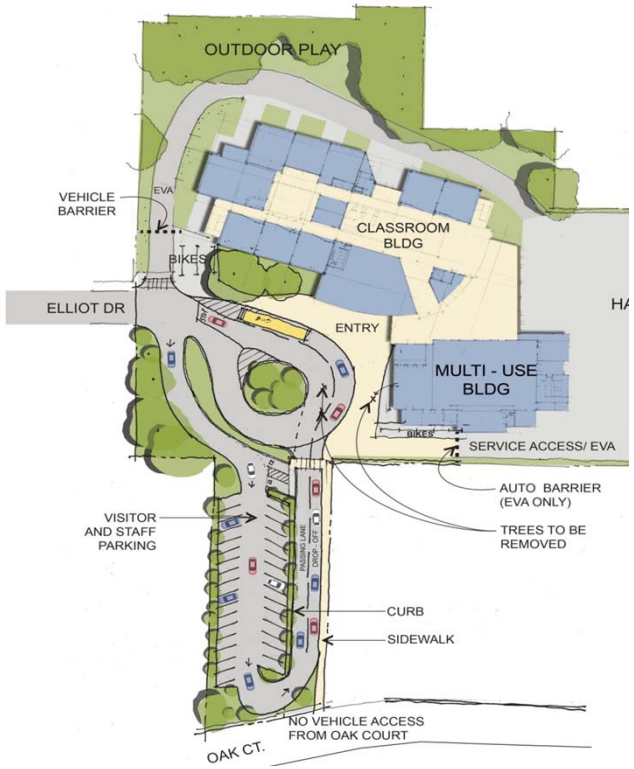
Scheme 1

Parking: 39+2HCP
Pick Up Queue: 20 Cars

Scheme 2

Parking: 54+2HCP
Pick Up Queue: 31 Cars



Scheme 3

Parking: 32+2HCP
Pick Up Queue: 32 Cars

Menlo Park City School District

Parking and Drop-off Schemes

New 3-5 Grade School (O'Connor Site)

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Existing Drop off and School Entrance

Large existing trees in front of existing school.

School Access Design Considerations

Items	Scheme 1	Scheme 2	Scheme 3
Parking	39+2HCP	54+2HCP	32+2HCP
Drop off / pick up car queue	20 cars	31 cars	32 cars
School Bus Access	Oak Ct.	Oak Ct.	Elliot Dr.
Automobile Access	Elliot Dr.	Elliot Dr.	Elliot Dr.
Emergency Vehicle Access	Oak Ct and Elliot Dr.	Oak Ct and Elliot Dr.	Elliot Dr.
Pedestrian and Bike Access	Oak Ct and Elliot Dr.	Oak Ct and Elliot Dr.	Oak Ct and Elliot Dr.
Special Event Parking	70	70	70
Separated Staff and Visitor Parking	No	Yes	No
Frontage Tree Removal	No	No	Yes

Information

- Oak Ct. from Menalto Ave. is a private road with no sidewalks
- Oak Ct. from Woodland Rd. is a public road with no sidewalks
- Pedestrian opening exist between both sides of Oak Ct.
- O'Connor Street has no sidewalk from Menalto Ave. to Elliot Dr.
- A portion on Menalto Ave. on one side of the street does not have a sidewalk
- Currently, there are no parking restriction on local streets in and around the school
- Currently, large busses can not access the GAIS school
- Need 30 parking spaces to handle school staff
- Potential for 1 daily bus on school days in the morning and afternoon and occasional field trips
- Parking and other traffic controls can be utilized by the City to enhance biking/walking to the school as well as mitigating neighborhood concerns

Schematic Design Concepts
Laurel School

New 3-5 Grade School (O'Connor Site)

Menlo Park City School District

7 January 2014

Menlo Park
City School District

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Existing Site Plan

New 3-5 Grade School (O'Connor Site)

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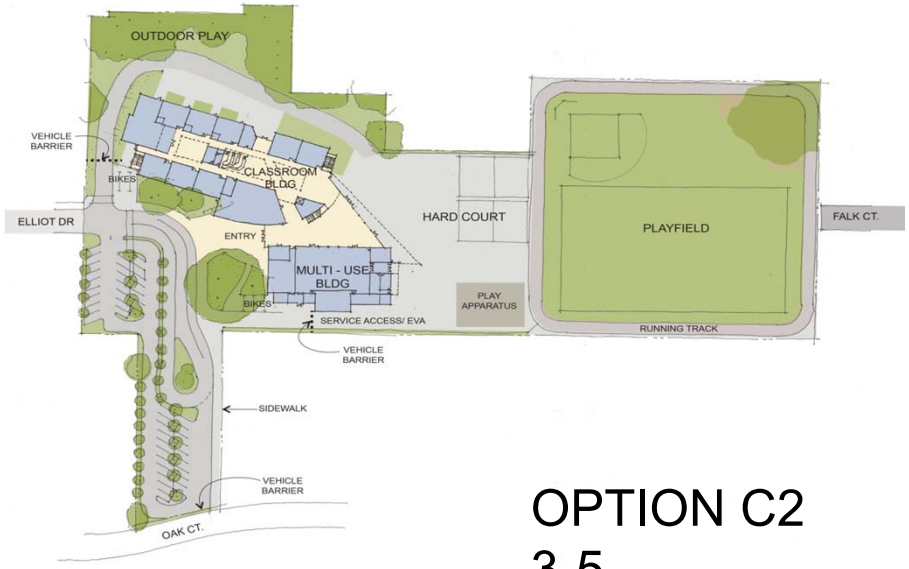
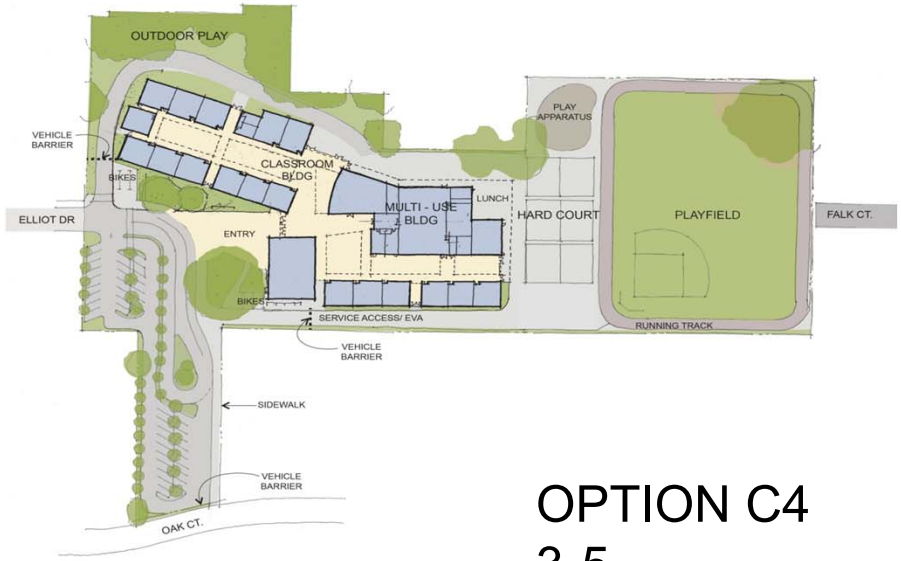
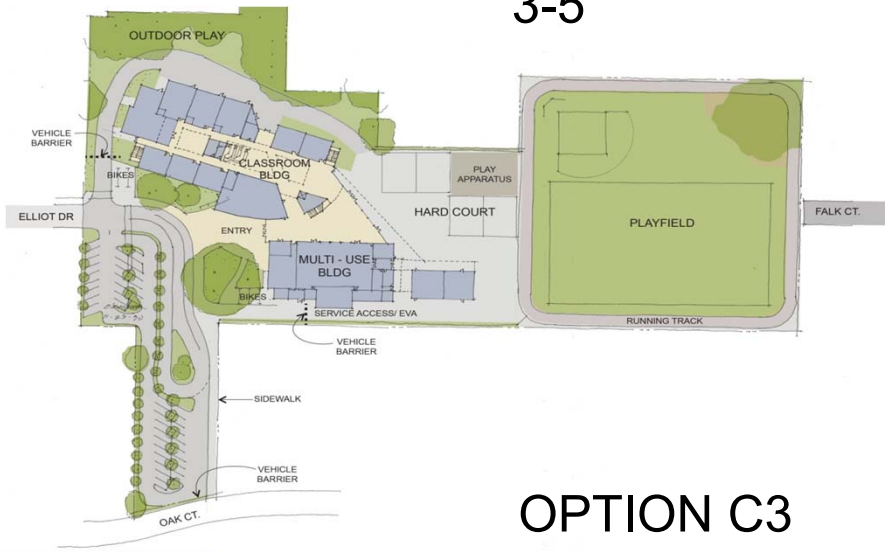


OPTION C2
3-5



OPTION C4
3-5



OPTION C3
K-5

OPTION C5
K-5

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Site Plans: Options C2, C3, C4 and C5

New 3-5 Grade School (O'Connor Site)

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Site Plan

New 3-5 Grade School (O'Connor Site)

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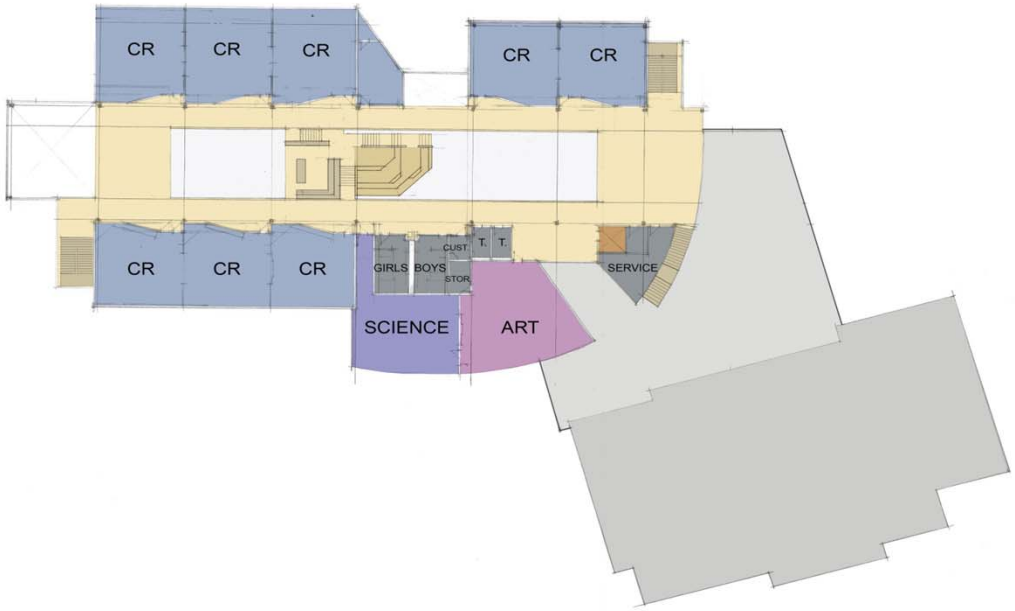
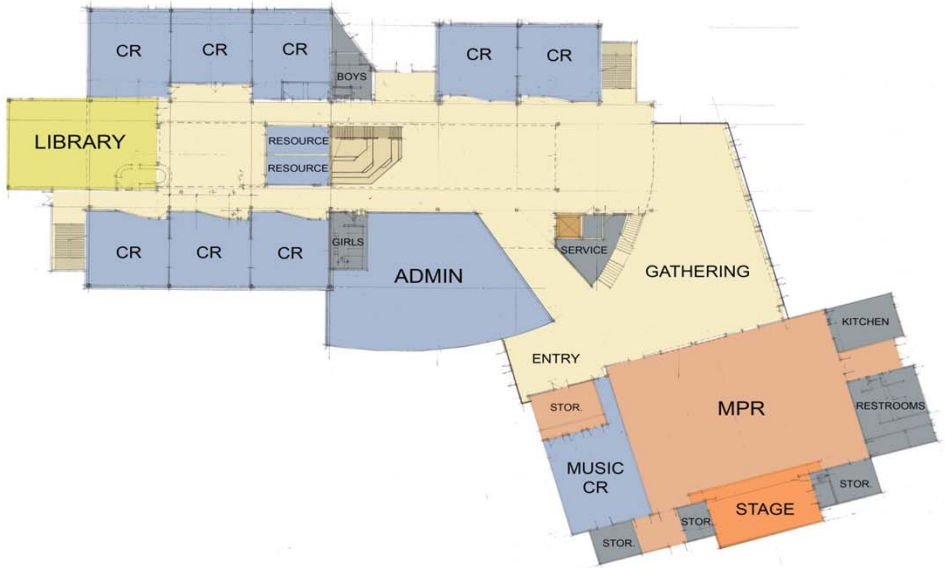


Second Floor



First Floor

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Floor Plans: Two Story Scheme

New 3-5 Grade School (O'Connor Site)

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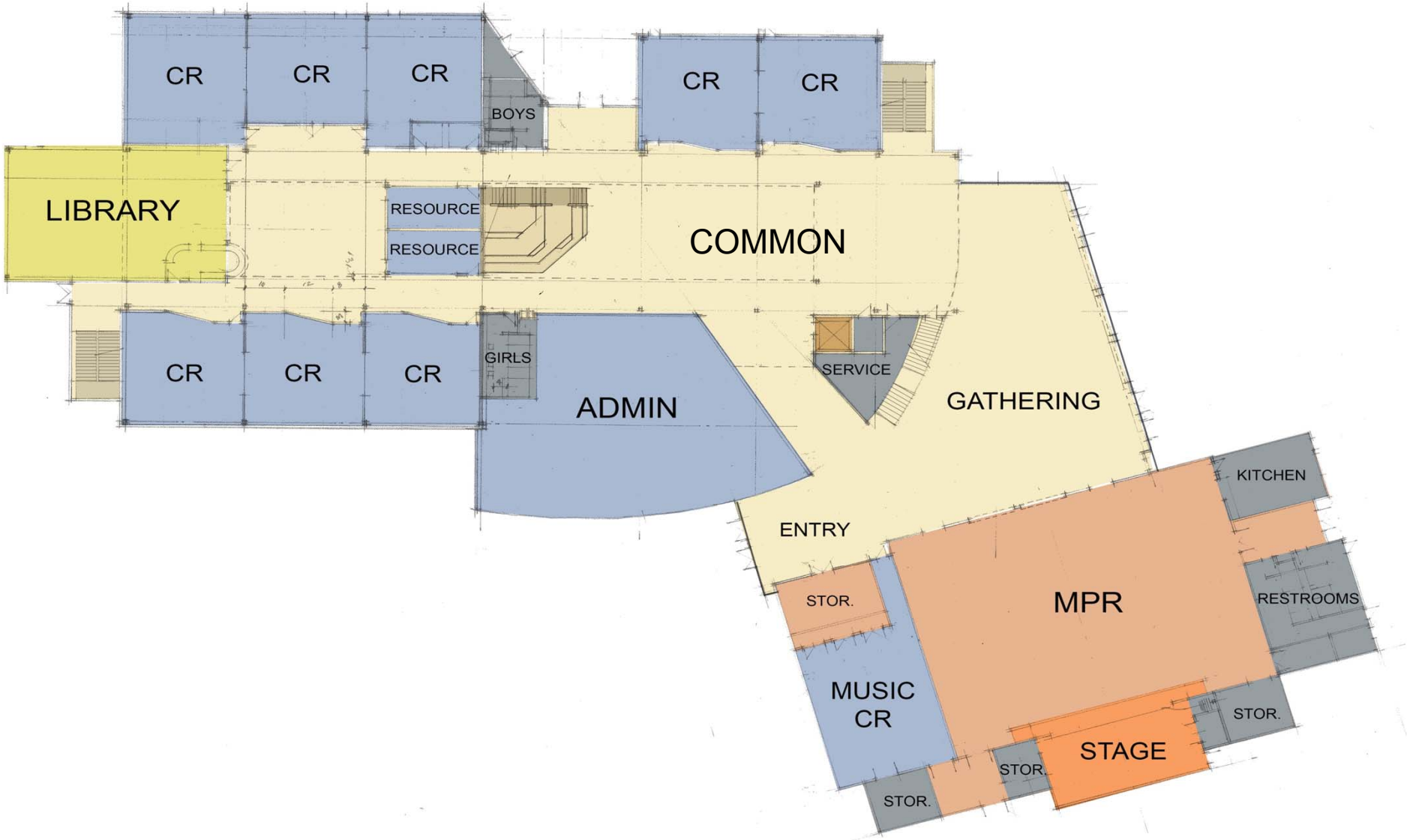

Menlo Park City School District

First Floor Plan

New 3-5 Grade School (O'Connor Site)

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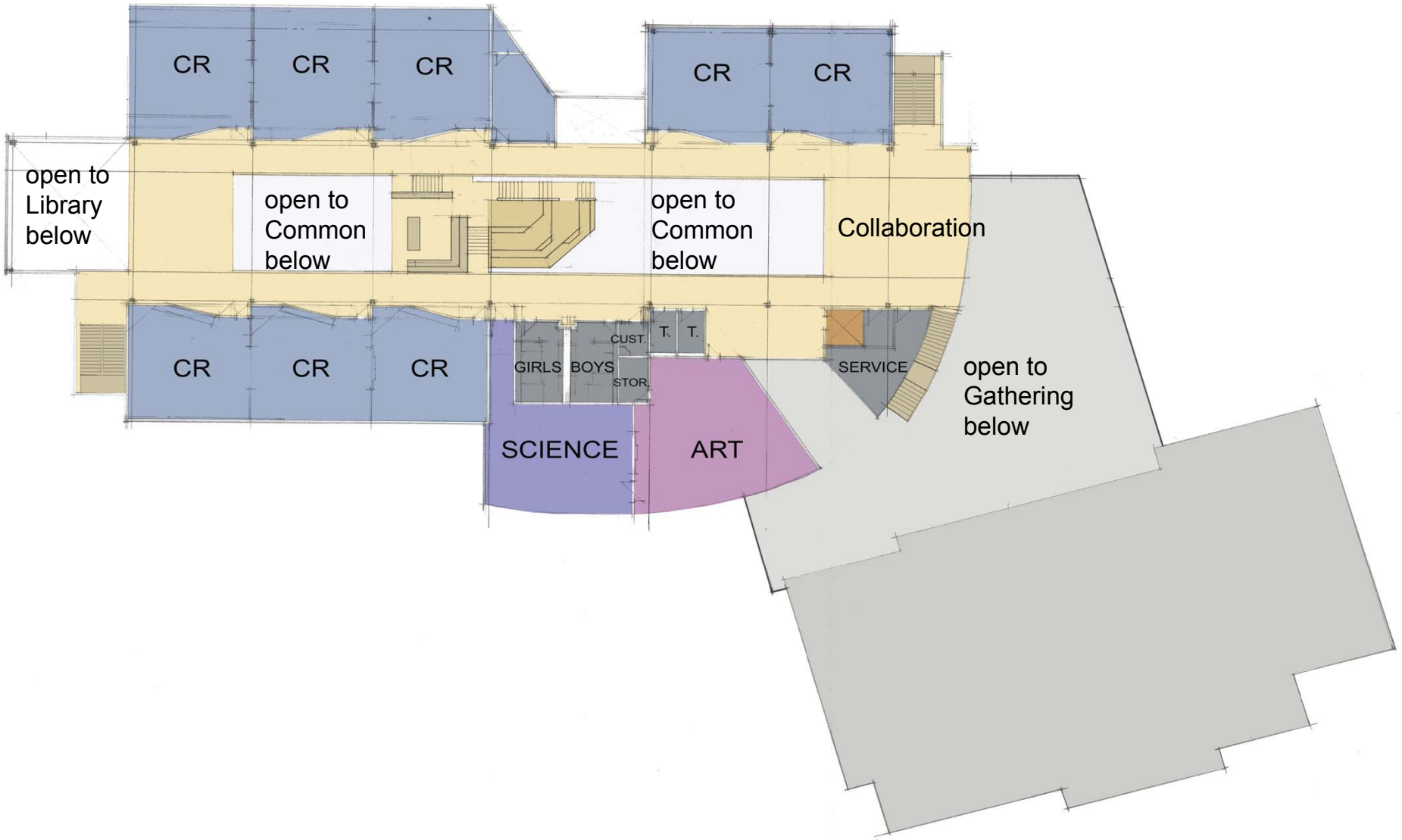

Menlo Park City School District

Second Floor Plan

New 3-5 Grade School (O'Connor Site)

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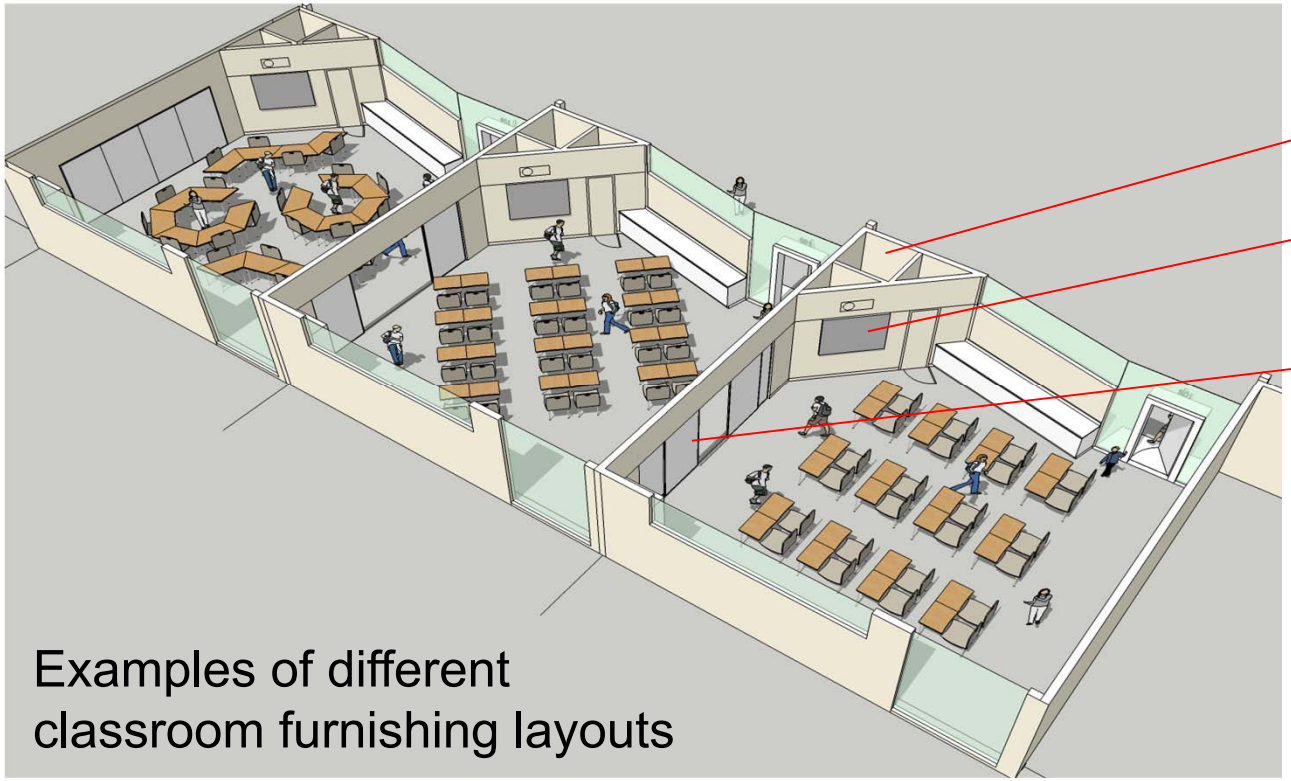
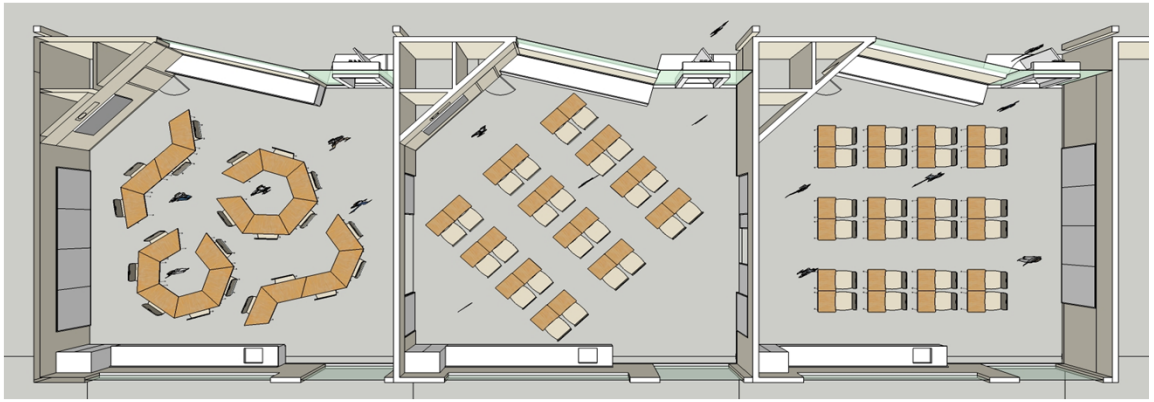


Examples of different classroom furnishing layouts

Mech Unit and Service

Interactive Flat Screen

Sliding Marker Boards
Opens to provide 8 ft. access between classrooms



Menlo Park City School District

Typical Classrooms

New 3-5 Grade School (O'Connor Site)

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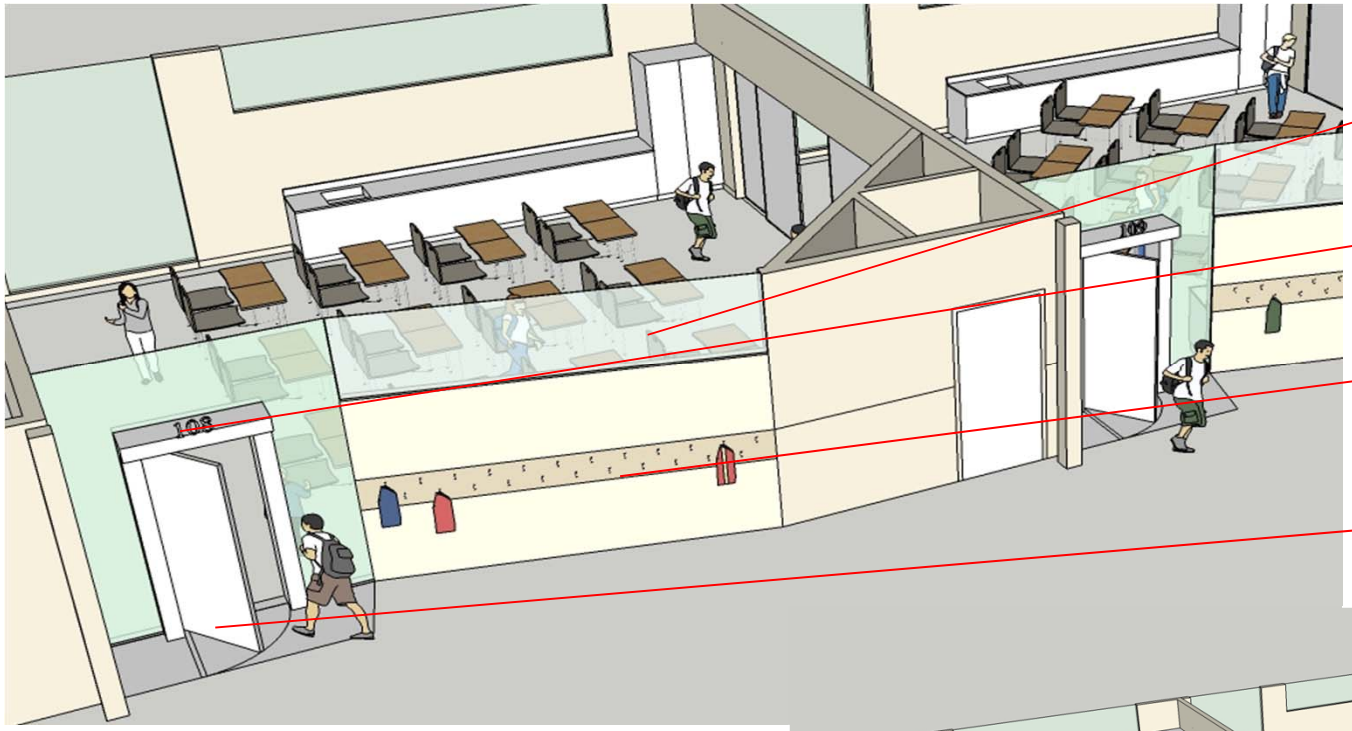
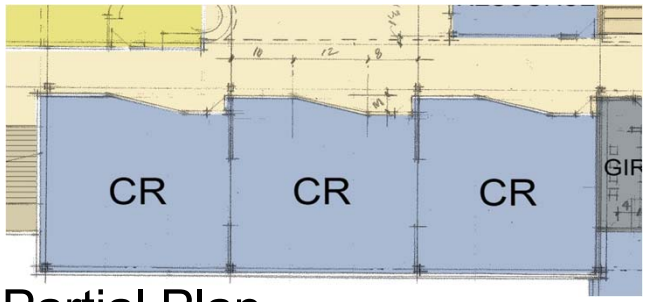


High Window

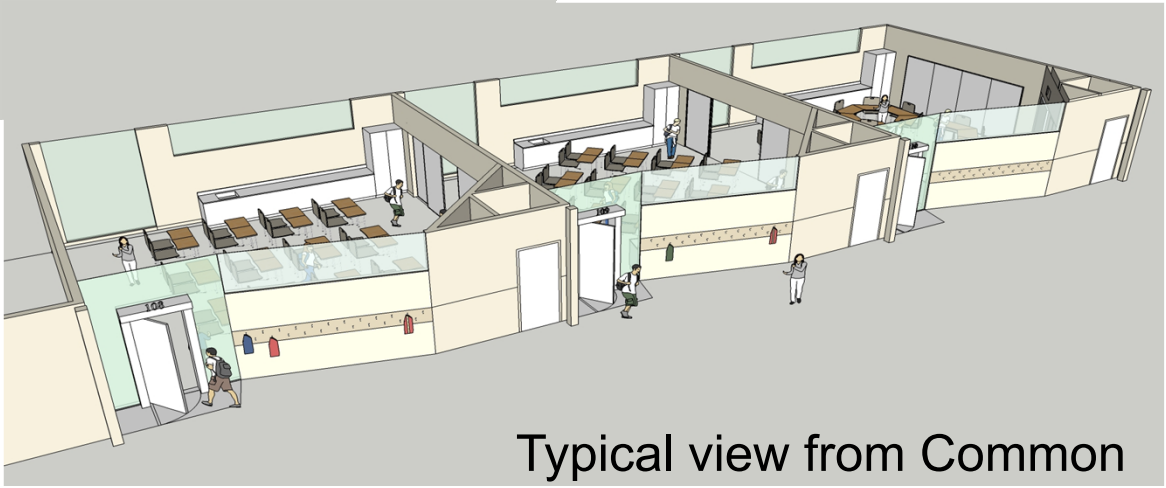
Room Numbers

Coat Hooks are out of path of travel

Entry Door and Mat



Partial Plan



Typical view from Common

Menlo Park City School District

Classroom Entry from Common

New 3-5 Grade School (O'Connor Site)

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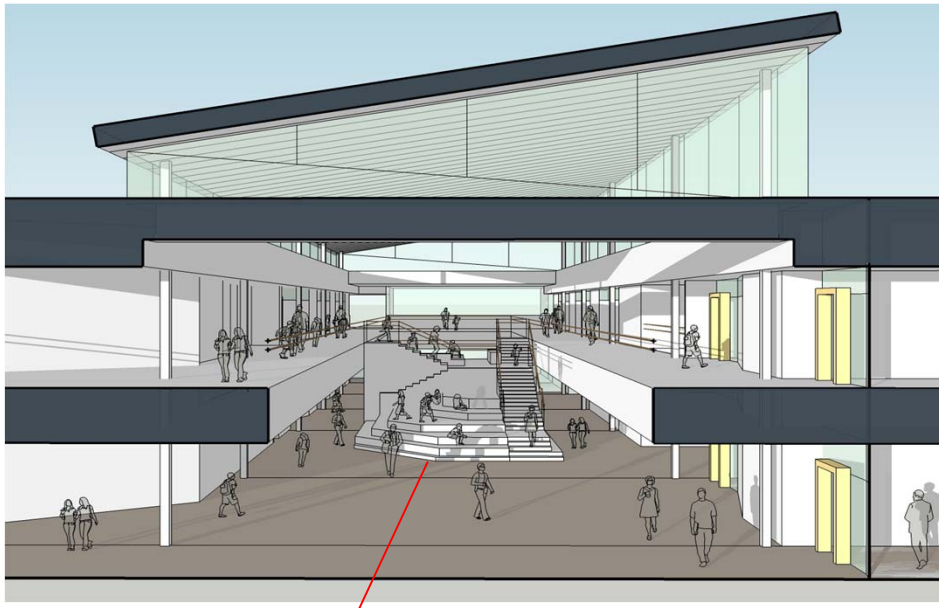

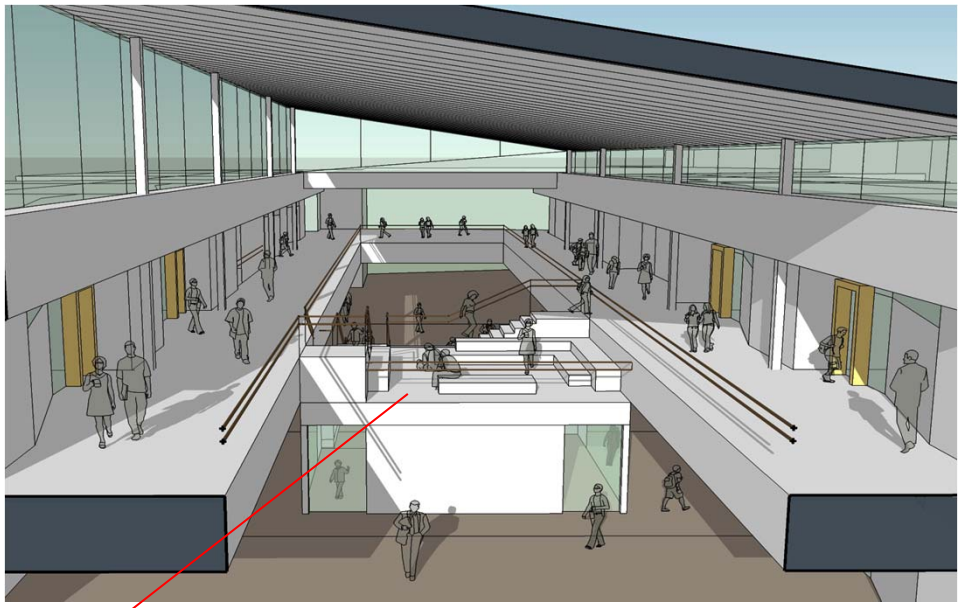

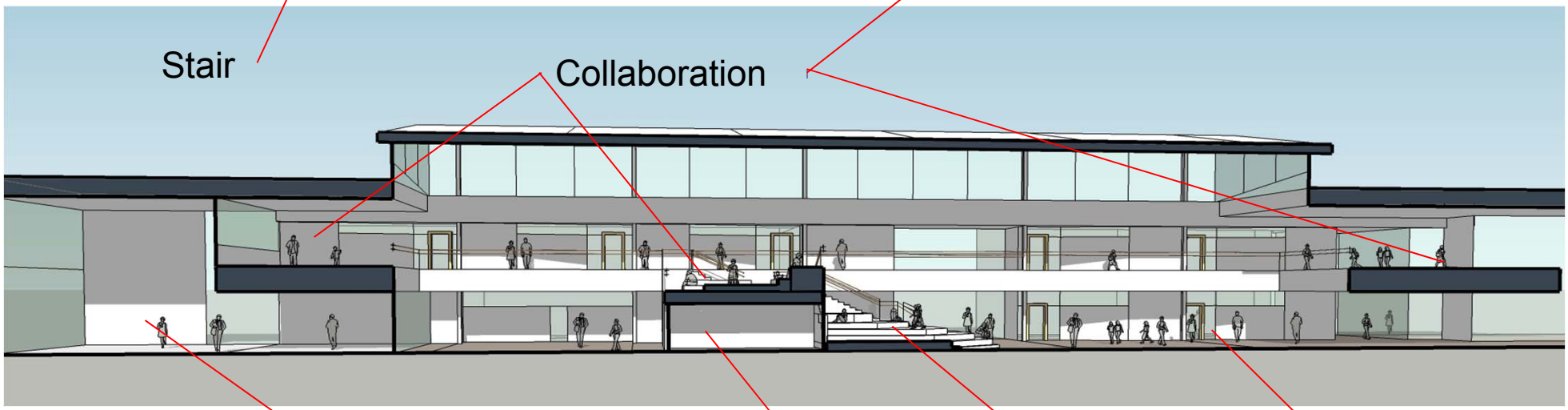

Menlo Park City School District

Sections

New 3-5 Grade School (O'Connor Site)

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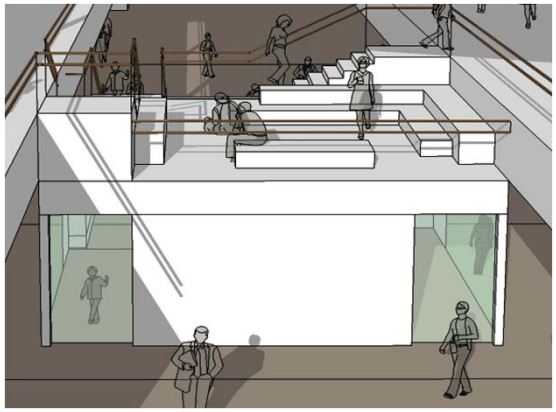

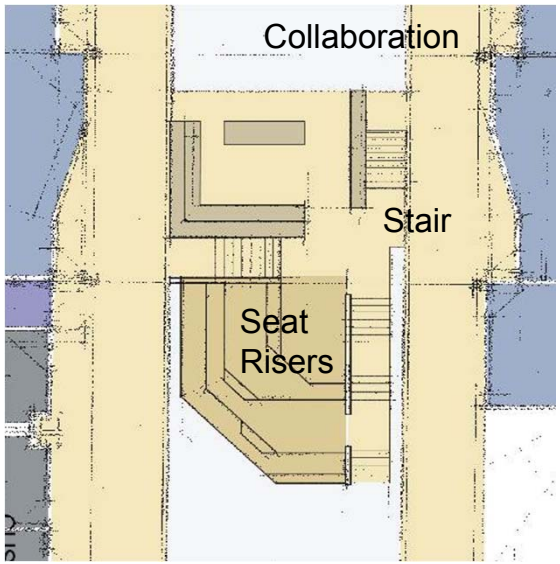

Partial Plan

Menlo Park City School District

Main Stair and Seat Risers:

New 3-5 Grade School (O'Connor Site)

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Exterior Materials:

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Exterior Concepts:

New 3-5 Grade School (O'Connor Site)

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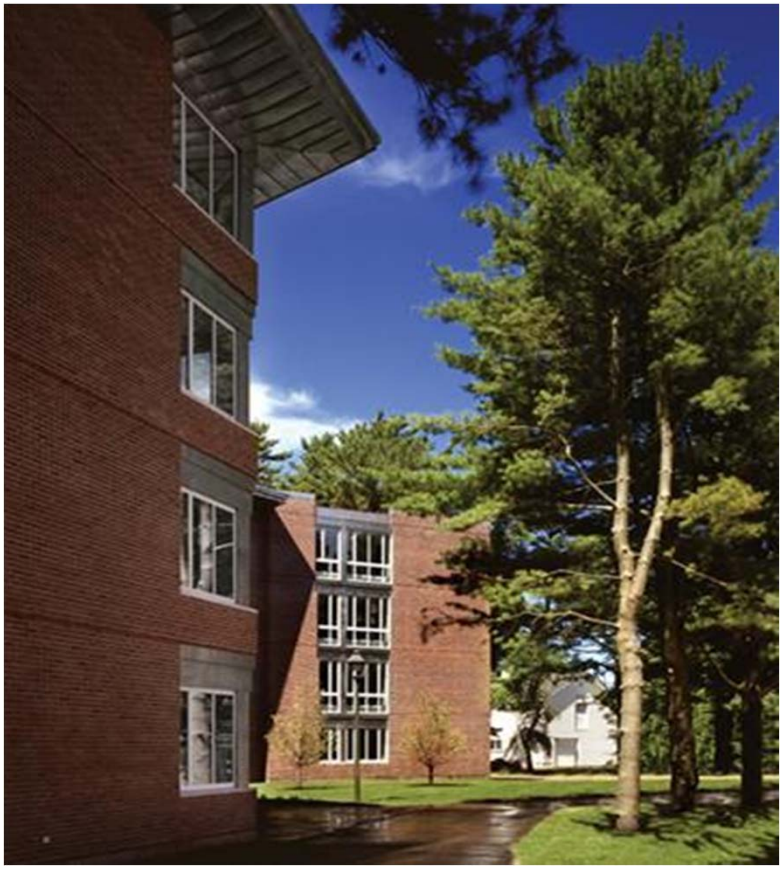

Menlo Park City School District

Brick Veneer

New 3-5 Grade School (O'Connor Site)

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Stone Veneer

New 3-5 Grade School (O'Connor Site)

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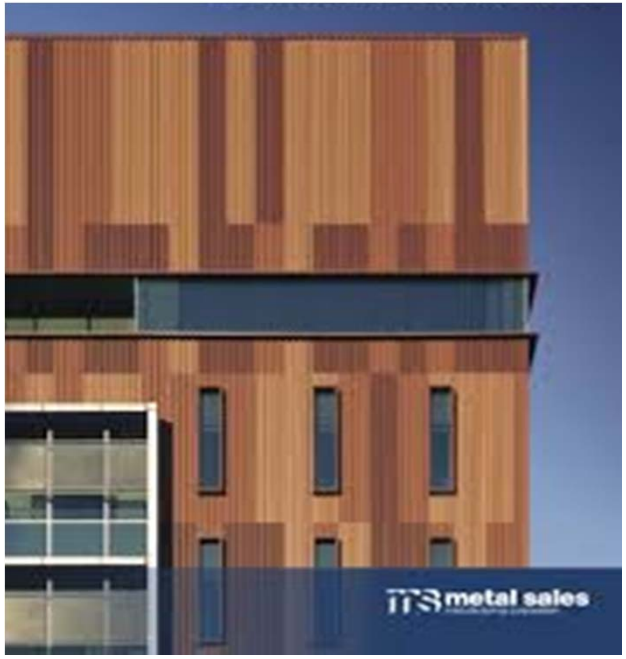

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Metal Panels

New 3-5 Grade School (O'Connor Site)

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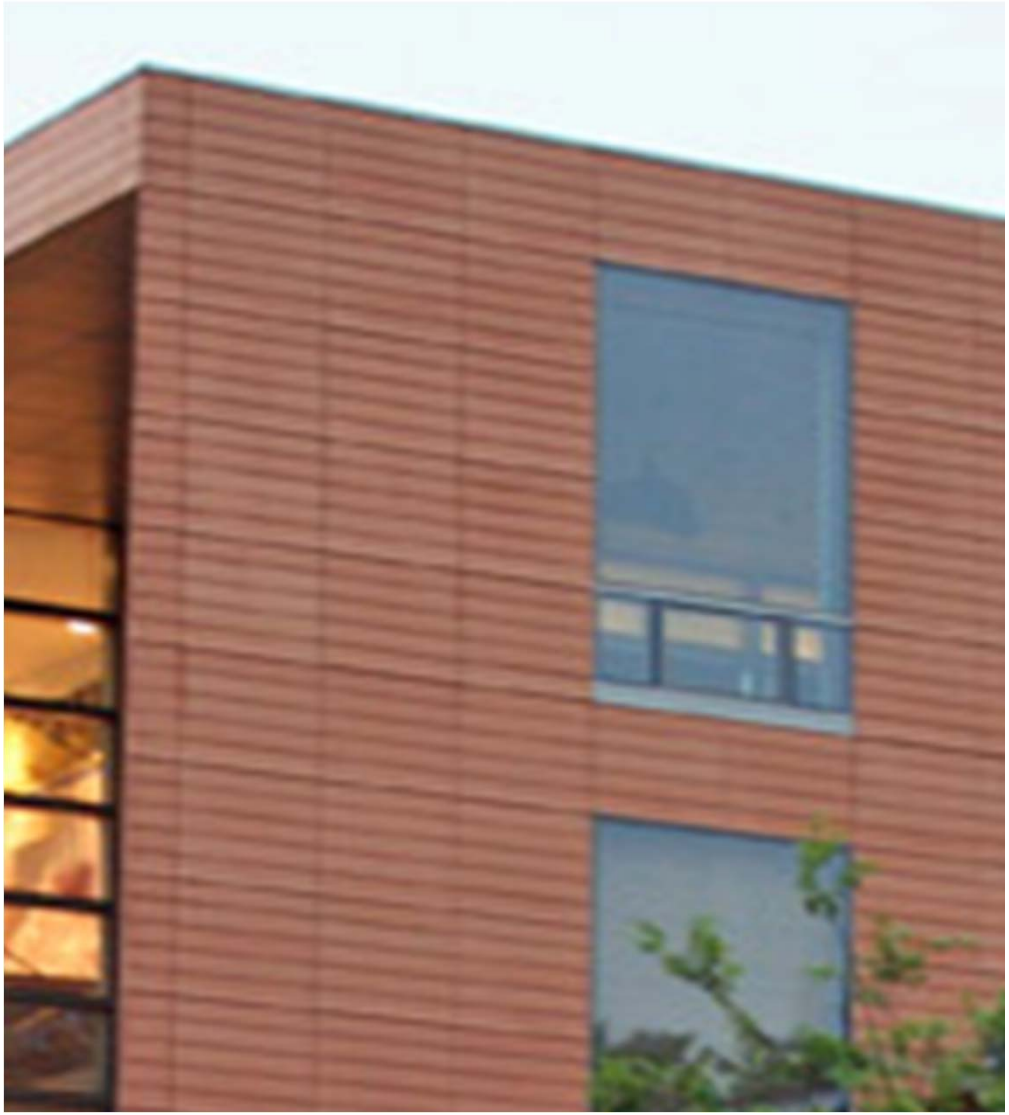

Menlo Park City School District

Terra Cotta Tiles

New 3-5 Grade School (O'Connor Site)

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Wood Siding and Paneling

New 3-5 Grade School (O'Connor Site)

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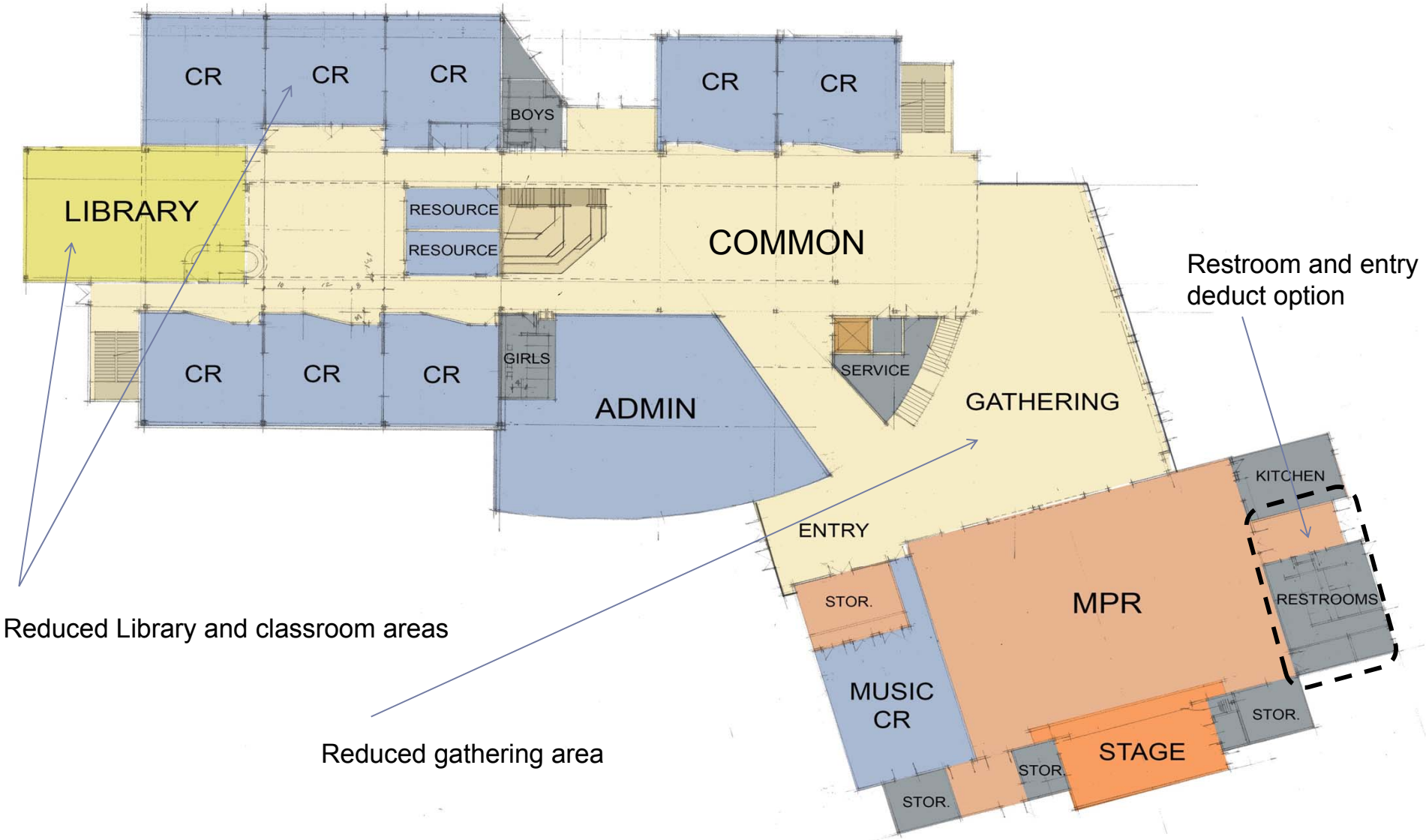
Next Steps:
For February 11th School Board Presentation

- Update site plan
- Update floor plans
- Update building sections
- Develop exterior elevations and building massing
- Develop renderings of building exterior

Option 2a Building Space Information

Building Spaces	Quantity	Total SF
Standard Classrooms (960 SF)	14	13,440
Larger Classrooms (1100 SF)	2	2,200
Science and Art (1100 SF)	2	2,200
Music Classroom	1	1,200
Library	1	2,000
Administration and Student Services	1	2,900
Student Services (RSP/EL/Reading)	3	650
Multi-Use	1	5,000
Stage	1	875
Restrooms/Janitorial	3	2,280
Warming Kitchen	1	450
Storage Areas	1	1,170
Service Areas	1	540
Subtotal Building SF		34,905
Collaboration/Circulation (SF)	1	15,000
Entry/Gathering (SF)	1	4,660



Revisions and potential deduct option

New 3-5 Grade School (O'Connor Site)

Menlo Park City School District

DLM DEEMS LEWIS MCKINLEY

Option 2a Detailed Information

Item	Option C2a
Classroom Configuration	16 classrooms
Building Area (SF)	34,905
Collaboration/Circulation (SF)	15,000
Entry/Gathering Area (SF)	4,660
Estimated Building Cost	$15,545,000
Field Area (SF)	68,300
Playground/Hard-area (SF)	41,900
Imagination Playground Area (SF)	14,500
Est. Site Development Cost	3,100,000
Est. Total Construction Cost	$18,645,000
Est. potential deductive Multi-purpose bathrooms/entry	$400,000

Proposed Project Budget

Funding	Total ($)
Measure W Bond	23,150,000
Developer Fees	750,000
Capital Reserve	1,158,314
Transfer from Facilities Fund (Savings)	1,166,105
TOTAL FUNDING	**26,224,420**
Expenditure	**Total ($)**
A. Site Cost	115,000
B. Planning Cost	1,847,000
C. Construction Cost - Main Construction: $19,000,000 - 5% Change Order Contingency	21,080,000
D. Construction Testing	190,000
E. Construction Inspection	340,000
F. Furniture/Equipment/Technology	464,000
G. Project Contingency - 5% Design, 4% Escalation, and 2% General	2,188,420
TOTAL EXPENDITURES	**26,224,420**

Notes:

- Balance Current Projects
- Fund Seismic Projects
- Fund District Support Costs
- Retain balance of approximately $1,000,0000 in Facilities Fund
- $1,900,000 in Deferred Maintenance Fund
- Potential State funding of approximately $1,000,000 in modernization monies for site

Next Steps

- Presentation to City of Menlo Park Council on January 28, 2014
- Final Schematic Design approval by School Board
  - February 11, 2014 School Board Meeting
- Design Team works on detailed design work
- Preliminary submissions of plans to CDE
- Prepare Initial Study Report for Environmental Review and file either Negative Declaration or EIR – both provide for public review and comment period