

10435 Cedar Ave, Bloomington, CA 92316
https://www.colton.k12.ca.us

EXISTING SITE INFORMATION

Year Built: 1937
Year Modernized: N/A
Site Acreage: 1.55 Ac
Building Area: 16,950 SF

OVERVIEW

Pupil Personnel Services department manages Special Education, Mental Health Counseling, Nurse/ Health and translator services. They are also the custodian of records for the District. This aging complex of structures that dates back to 1937 have been re-purposed to house Pupil Personnel Services and Educational Services. Many of the administrative functions occupy old classroom spaces. Pupil Personnel Services Office is currently housed in the school's original Multipurpose Room (complete with basketball hoops above the ceiling). Some of the oldest structures are being used for storage. The city Fire Marshal has recently prohibited use of these spaces and now these classrooms sit vacant.

Program Needs/ Functionality of Spaces

- The Administrative functions located in this re-purposed school site are not optimal. The space is organized and laid out inefficiently. The spaces have not received any recent upgrades. Additional storage is needed now that one entire building had to be abandoned.
- Site representatives report that additional office space and storage space is needed. In addition to offices and open workstations for staff, there should be open stations / generic workstations for approximately 20 speech therapists.
- Need for a Staff Development/ Training Room with WiFi throughout, LED screens/ interactive whiteboards and 21st Century technology.
- Shipping and receiving area to receive and hold psych/ speech assessment kits.
- Need conference rooms for IEP meetings.
- Secure storage for Protocols of Assessments.
- Records storage - currently occupies (3) classrooms. Could be reduced in size if use high density storage system.
- Need for a (20) person meeting space/ workroom.
- More staff restrooms.
- Ideally locate department near Human Resources and Student Services.
- Need for more parking.
- Upstairs staff have reported poor ventilation and air quality causing illness for employees.
- Accessibility is lacking across the entire site.
- Building systems are old and outdated. Plumbing system has exceeded its life expectancy. Electrical and lighting systems have been upgraded and are in fair condition. Most of the HVAC systems are approximately 20 years old and have exceeded their life expectancy.
- Site fencing does not provide a completely secure site. Improve security to provide a safe work environment.
- Entrance to Pupil Personnel Services has an exterior wall mounted air conditioner unit mounted directly above doors. Lacks curb appeal.
- Some wood framing elements visible at the exterior canopies are deteriorated and in need of immediate repair.
- Site reported that staff feels unsafe.

CONDITION ASSESSMENT

Rating Legend:

CATEGORY [0] NO WORK.
CATEGORY [1] MINOR MODERNIZATION.
CATEGORY [2] STANDARD MODERNIZATION.
CATEGORY [3] MAJOR MODERNIZATION / RECONFIGURATION / COMPLETE REPLACEMENT.

ASSESSMENT OF SITE

- Generally, some of the facilities are in working condition but in need of comprehensive repair and/or reconstruction. ADA upgrades required throughout. The classroom building is in poor condition and needs to be replaced. In addition, the spaces do not meet the program needs for administration office functions. For this reason this site is a Category [3].


Exterior of buildings.


Building exterior.


Building exterior, walkway.


Exterior conditon under walkway cover.


Moisture damage at ceilings; typical windows.


Exposed wiring.


Hallway.


Open workstations.


Records storage.



Classrooms, CR

Admin / Faculty
- FW Faculty Work
- FL Faculty Lounge
- WR Workroom
- O Office

Support Spaces
- S Storage
- T Toilet
- U Utility
- C Custodial

Portable Building

Main Entry

N

0 30' 60' 120'

1" = 120'



1313 W. Valley Blvd., Colton, CA 92334
https://www.colton.k12.ca.us

EXISTING SITE INFORMATION

Year Built: 2001
Year Modernized: N/A
Site Acreage: +/- 4.0 Ac
Building Area: 21,100 SF

OVERVIEW

The existing Maintenance and Operations facilities are located at 1313 W. Valley Blvd., Colton. The facilities include 3 main structures, a Warehouse building, Administration/ office building and a Staff Office structure. No recent upgrades were visible or reported. The Warehouse serves both M&O needs and is the main Nutrition Services Warehouse and storage facility.

Program Needs/ Functionality of Spaces

- Warehouse space is lacking sufficient area for both M&O functions and Nutrition Services. Nutrition Services requires a dedicated facility to provide greater storage capacities for dry storage, refrigerator and freezer storage.
- The Administration Office, Staff Office and Break room are both undersized and in disrepair. Facilities do not adequately support the number of District Staff using this facility. The Break room is grossly undersized.
- The site circulation is inefficient. Parking is not adequate for cars and District maintenance vehicles. Some parking spaces are occupies by equipment due to lack of storage facilities on site.
- Accessibility is lacking across the entire site including adequate accessible parking stalls and path of travel to the various buildings and within the buildings.
- Building systems are old and outdated. Plumbing system throughout does not met accessibility standards and has exceeded its life expectancy. Electrical systems are outdated and have grounding deficiencies. The entire HVAC systems is old and outdated. The Office Building is served by old window units and are well beyond their life expectancy.
- Site wayfinding is challenging. It is difficult to locate specific facilities within the complex.

CONDITION ASSESSMENT

Rating Legend:

CATEGORY [0]	NO WORK.
CATEGORY [1]	MINOR MODERNIZATION.
CATEGORY [2]	STANDARD MODERNIZATION.
CATEGORY [3]	MAJOR MODERNIZATION / RECONFIGURATION / COMPLETE REPLACEMENT.

ASSESSMENT OF SITE

- The facilities are in working condition but in need of a comprehensive modernization. Space is not adequate for any of the program uses on this campus. Based on the conditions observed and the programmatic deficiencies, this site is a Category [3].


Main entry into M&O parking.


Exterior of M&O warehouse and shops.


Exterior of M&O warehouse and parking.


Exterior of M&O warehouse and shops.


M&O parking.


M&O parking.


Storage containers.


M&O parking.


M&O parking.



Admin / Faculty

FW	Faculty Work
FL	Faculty Lounge
WR	Workroom
O	Office

Support Spaces

S	Storage
T	Toilet
U	Utility
C	Custodial

☆ Main Entry

N

0 30' 60' 120'

1" = 120'



451 N. 3rd Street, Colton, CA 92324
https://www.colton.k12.ca.us

EXISTING SITE INFORMATION

Year Built: 1957
Year Modernized: N/A
Site Acreage: 14.4
Building Area: 46,300 SF

OVERVIEW

The CJUSD Transportation Department site is located at 451 N. 3rd Street, Colton. This facility includes areas for bus maintenance/ garage, warehouse area and offices. The site elements includes bus parking, staff parking, visitor parking, bus maintenance area and bus fueling stations.

Program Needs/ Functionality of Spaces

- The existing site has several limiting features. The District has recently acquired electric vehicles and has a need to charging stations. There is a lack of Staff parking and bus parking is maximized with no room for expansion. Site perimeter requires better security/ fencing. Colton HS has entrances adjacent to the Transportation facilities and causes confusion.
- Accessibility is lacking across the entire site including adequate accessible parking stalls and path of travel to the various buildings and within the buildings.
- The Administration Offices are very tight and undersized. Some workstations are too small for intended activity, Exiting from second floor offices does not meet current exit requirements.
- Lack of storage facilities on site.
- Existing site structures are very old and at the end of their useful life.
- Building systems require some improvements and do not meet today's energy standards. The HVAC system in the Transportation Maintenance Facility is very old and outdated and should be replaced. Plumbing system throughout does not met accessibility standards. The electrical system at the Transportation Maintenance facility was reported to require a new power distribution.
- Site wayfinding is challenging especially given the adjacency to Colton HS.

CONDITION ASSESSMENT

Rating Legend:

CATEGORY [0]	NO WORK.
CATEGORY [1]	MINOR MODERNIZATION.
CATEGORY [2]	STANDARD MODERNIZATION.
CATEGORY [3]	MAJOR MODERNIZATION / RECONFIGURATION / COMPLETE REPLACEMENT.

ASSESSMENT OF SITE

The facilities are in poor condition throughout. Space is in insufficient and does not meet the needs for a proper Transportation Facility. Based on the conditions observed, this site is a Category [3].


Bus parking and fuel station.


Bus service building.


Bus service building, interior.


Storage.


Storage.


Exterior of building and fuel station.


Staff lounge.



Offices and staff work space.



Bus service building.



Admin / Faculty
- FW Faculty Work
- FL Faculty Lounge
- WR Workroom
- O Office

Support Spaces
- S Storage
- T Toilet
- U Utility
- C Custodial

☆ Main Entry

N

0 30' 60' 120'

1" = 120'



1212 North Valencia Drive, Colton, CA 92324
https://www.colton.k12.ca.us

EXISTING SITE INFORMATION

Year Built: 1953
Year Modernized: unknown
Number of Portables: 5
Site Acreage: 2.32 Ac
Building Area: 24,145 SF

OVERVIEW

The District Office is located in the City of Colton towards the North, central part of the District. The site adjacent to Colton Middle School.

CURRENT/UPCOMING PROJECTS

1. District Training Center and Board Room.

Program Needs/ Functionality of Spaces

- The main issue with the District Administration is that not all departments fit at this site, causing District Support functions to be located at different sites across the District. This decentralized organization of the departments creates inefficiencies with communication and collaboration.
- Buildings consist of permanent buildings and 5 portable buildings. The buildings are not laid out / organized optimal to facilitate collaboration.
- All departments currently housed here have the need for additional offices, workspace, conference spaces, and storage space.
- There appears to have been minimal upgrades to the facility. All permanent buildings could use modernization and upgrades throughout.
- Need for more staff and visitor parking.
- Better signage and wayfinding.
- There are various storage containers on the site. There is a need for more storage space.
- Site lacks perimeter fencing. Desire for limited and controlled access points as well as Reception desk behind glass for safety reasons.
- Various areas of the site need upgrades to the path of travel to meet ADA compliance.
- Need for more and modernized staff restrooms.
- Air conditioning zoning needs to be re-organized to allow control by each Division.
- Main server room needs to be expanded to better support technology needs in the future.
- Print shop building is in poor condition. Print shop is undersized creating many inefficiencies hindering production line work flow. The facility needs to be large enough to accommodate equipment. The Print Shop also handles all District mail. Ideal adjacency next to M&O Warehouse to share dock for deliveries.
- Communications Department is responsible for public relations, community outreach, assist departments in facilitating special projects, social media, press releases, District wide communications, District translation, and coordinating the Community Cabinet. They oversee the main receptionists. Department should be located near the front and adjacent to the Superintendent's office.
- Educational Services Division encompasses Secondary Education, Elementary Education, Language Support Services, School Improvement & Accountability, and Information Technology. Need for additional office and storage space, and access to the Language Assessment Center for testing, Training Center. Ideal location near the Superintendent's office.
- Human Resources division handles all interviewing and hiring of District staff and teachers as well as performing fingerprinting and employee badge making services. Offices should be centralized into one building; currently they are housed half in the main building, half in a portable. This Division needs it's own reception/ waiting area, private conference rooms and a Testing Facility. Locate towards the front of the main office, near

the Business Department.

- Language Support Services provides professional development for District staff. Need for Language Assessment Center to be located with the offices and include technology and flexible furnishings. The model is evolving so that Language Support Services staff will provide training at the sites. Therefore it will be ideal if there is a standardized space at each site (i.e. Innovation Lab) that can be used for professional development. Department will be reorganized to create a more collaborative, brainstorming, innovative thinker environment.
- The Purchasing department needs place to store and distribute textbooks to the site. This area could be located adjacent to M&O Warehouse. Need for a receiving area for packages and deliveries.

CONDITION ASSESSMENT

Rating Legend:

CATEGORY [0] NO WORK.
CATEGORY [1] MINOR MODERNIZATION.
CATEGORY [2] STANDARD MODERNIZATION.
CATEGORY [3] MAJOR MODERNIZATION / RECONFIGURATION / COMPLETE REPLACEMENT.

ASSESSMENT OF SITE

The facilities are in working condition however there is not enough space to house all the District Support departments at this current facility. The facilities do not support the program functions needed. Therefore based on programmatic needs and conditions observed, this site needs a comprehensive modernization/ reconfiguration as well as significant new construction/ addition. This is a Catagory [3].


Front area at main entry.


Exterior of modular buildings.


Parking.


Conference room.



District Print Shop.


Exterior of buildings.



Main reception / waiting area.


Computer lab/ training room.



Main hallway.



Admin / Faculty
- FW Faculty Work
- FL Faculty Lounge
- WR Workroom
- O Office

Support Spaces
- S Storage
- T Toilet
- U Utility
- C Custodial

Portable Building

Main Entry

N

0 30' 60' 120'

1" = 120'

LPA



325 Hermosa Avenue, Colton, CA 92324
https://www.colton.k12.ca.us

EXISTING SITE INFORMATION

Year Built: 1969
Year Modernized: unknown
Number of Portables: 15
Site Acreage: 9.1 Ac

OVERVIEW

This site is located in an industrial area, near the Maintenance and Operations Warehouse site. There is only one permanent building where Student Services is housed and 15 portable buildings which houses Facilities, Energy Management, Safety and Security, Conference Room and Restrooms.

Program Needs/ Functionality of Spaces

- Student Services is the main liaison between students, parents and the District. It is the 'hub' of the District and the first point of contact. Departments include Enrollment, Homeless/ Foster, Safety and Security, and Parent Inquiries/ Intra-District Applications/ Training. The space is undersized. Student Services needs a larger lobby. The Hearing Room for this Division is set up like a mini courtroom, in a horse shoe configuration with recorder, witnesses and tables. This room has acoustic issues with noise transfer to adjacent spaces. Need for large conference room, access to a flexible, training facility separate from the conference room. Need public and staff restrooms. Offices need windows for supervision of adjacent spaces. Desire for natural daylighting and improved thermal comfort.
- Parking lot is not welcoming or accommodating. Spaces are undersized.
- Layout of existing building is confusing; need for signage and wayfinding.
- Administrative offices need ergonomically friendly furnishings and transitional/ flexible seating configurations.
- Need secure file storage.
- Upgrades need to provide ADA compliance at restrooms and doorways.
- Portable buildings have some rotting wood in areas that need to be replaced.
- Parking lot needs to be resurfaced and restriped.
- Fencing and gates are worn, faded and rusting in areas. Needs to be repaired and painted. Fencing and gates need to be added to secure the site and provide public versus staff access.
- Facilities needs to be reorganized to support their functions.
- Due to the facilities, student services often becomes the 'receptionist' that directs visitors to appropriate departments at this site.
- Nutrition Services needs more space for food storage. Desire for District central kitchen.

CONDITION ASSESSMENT

Rating Legend:

CATEGORY [0] NO WORK.
CATEGORY [1] MINOR MODERNIZATION.
CATEGORY [2] STANDARD MODERNIZATION.
CATEGORY [3] MAJOR MODERNIZATION / RECONFIGURATION / COMPLETE REPLACEMENT.

ASSESSMENT OF SITE

The facilities are in operable condition however the permanent building is undersized for the program functions and the rest of the site are in portables that need modernization/ replacement. The facilities do not support the program functions needed. Therefore based on programmatic needs and conditions observed, this site needs a comprehensive reconfiguration as well as significant new construction/ addition. This is a Category [3].


Exterior of buildings.


Parking and main entry.



Exterior of portable buildings.


Lunch shelter.

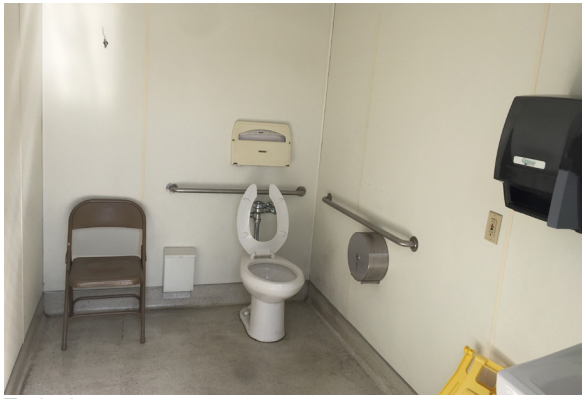

Parking and exterior of buildings.



Exterior of restroom building.


Exterior of portable buildings.


Conference room.


Typical restroom.



Admin / Faculty

FW	Faculty Work
FL	Faculty Lounge
WR	Workroom
O	Office

Support Spaces

S	Storage
T	Toilet
U	Utility
C	Custodial

☆ Main Entry

N

0 30' 60' 120'

1" = 120'



18829 Orange Street, Bloomington, CA 92316
https://www.colton.k12.ca.us

EXISTING SITE INFORMATION

Year Built: 1952
Year Modernized: 2002
Building Area: 5,800 SF

OVERVIEW

The District Board Room is currently located in the Multipurpose Building (MPR) at Slover Mountain High School. An upcoming project that has been planned at the District Office will include the Board Room and a Training Center. When complete, the District Board Room will relocate to the District Office site, and this current facility will become the MPR for Slover Mountain HS.

Program Needs/ Functionality of Spaces

- The space is essentially a multipurpose room with furniture for a Board Room.
- The space could use technology and Audio-Visual upgrades. The space currently has a ceiling mounted projector and an LCD flatscreen.
- There is an accessible lift at the stage.
- The space could use general modernization upgrades including accessibility, replacement of doors and windows to insulated double pane, painting of exterior and interior, replacement of ceiling and interior finishes, upgrade lighting to LED. The kitchen is in acceptable, working condition, but should be modernized as well.
- The exterior area could use more lighting.
- There is a lack of on site parking.
- AC paving at parking needs to be resurfaced.

CONDITION ASSESSMENT

Rating Legend:

CATEGORY [0] NO WORK.
CATEGORY [1] MINOR MODERNIZATION.
CATEGORY [2] STANDARD MODERNIZATION.
CATEGORY [3] MAJOR MODERNIZATION / RECONFIGURATION / COMPLETE REPLACEMENT.

ASSESSMENT OF SITE & BUILDING

The Facilities are in acceptable condition but does not meet the needs for the program. Based on the conditions observed, the multipurpose building is a Category [2]. It is recommended that the District Board room be relocated and the Multipurpose Room be returned to Slover Mountain High School.


Front parking lot; fence and gate.


Back of building. Stairs to stage.


Window and louvers on building.


Threshold condition at door.


Kitchen.


Inside of MPR / District Board room.


Stage.


Stage and Board dias.


Restroom.



Admin / Faculty

FW	Faculty Work
FL	Faculty Lounge
WR	Workroom
O	Office

Support Spaces

S	Storage
T	Toilet
U	Utility
C	Custodial

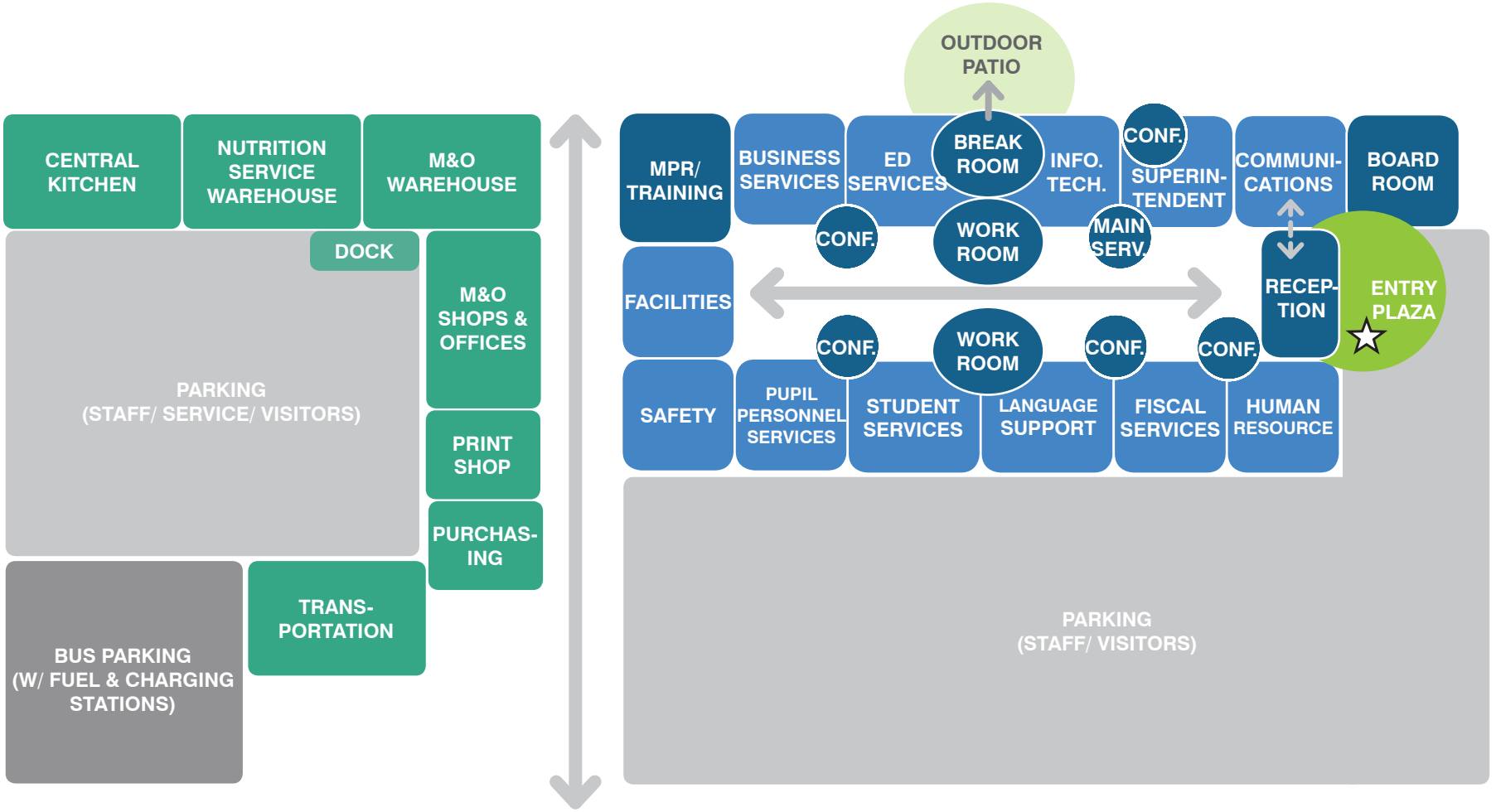
☆ Main Entry

N

0 30' 60' 120'

1" = 120'

new district administration center: ADJACENCY DIAGRAM



Note:

- Not all spaces are represented. Reference program for additional information.

COLTON-JUSD
District Administration & Support Services Center
LPA Job Number 16192.10

Space Allocation Program Detail

Page Number:	Space:	Type:	Area:	Number	Total Area:	Department by Type TS Teaching Station	ANC/NTS Ancillary Non-Teaching	SP Support	notes	
Program Type										
DISTRICT OFFICE SHARED PROGRAM AREAS										
1	Boardroom/ Training Center	SP	6,000	1	0				Part of upcoming project at DO	
2	Reception/Waiting	SP	400	1	400				welcoming, large waiting, behind glass	
3	Large Conference	SP	400	3	1,200				10-12 people	
4	Small Conference	SP	150	5	750				5-6 people	
5	Lunch/Break Room	SP	600	1	600					
6	Mailroom	SP	100	1	100					
7	File/Workroom	SP	600	4	2,400					
8	Restrooms	SP	600	2	0				(covered under circulation/support)	
9	Public Restrooms	SP	280	2	0				(covered under circulation/support)	
10	Electrical	SP	500	1	0				(covered under circulation/support)	
						0		5,450		
						0				
					Total Assignable SF:			**5,450**		5,450
					Circulation / Support @ 25%			**1,799**		
					Proposed Program Type Gross SF:			**7,249**		
DEPARTMENTS										
Superintendent, Communications, Ed Services, Fiscal Services, Human Resources, Language Support Services, Business Services, PPS -Special Education, Student Services, Info. Technology, Safety. Facilities, Energmy Mgmt., M&O & Warehouse, Print Shop, Transportation, Nutrition Services. Adult Ed (At Slover Mountain HS)										
ADULT ED (At Slover Mountain HS campus)										
11	Flexible Classroom	TS	960	4	3,840					
12	Industrial / Tech Lab	TS	1,600	1	1,600				Outdoor Lighting	
13	ABE Computer Lab	TS	1,200	1	1,200					
14	Testing / Training Comp. Lab	ANC	1,200	1	1,200				40 students	
15	Conference	SP	180	1	180				5-6 person	
16	Admin Principal Office	SP	180	1	180					
17	Clerical and Reception	SP	400	1	400				3 workstations	
18	Career & Guidance Center	SP	480	1	480				1 workstation	
19	Childcare Area	SP	600	1	600					
20	Counselor Office	SP	150	2	300					
21	Language Acquisition Class	TS	960	1	960				20 students	
22	Workroom/ Mail	SP	300	1	300					
23	Storage	SP	100	1	100					
						7,600	1,200	2,540		
						8,800				
					Total Assignable SF:			**11,340**		11,340
					Circulation / Support @ 20%			**2,835**		
					Proposed Program Type Gross SF:			**14,175**		

COLTON-JUSD
District Administration & Support Services Center
LPA Job Number 16192.10

Space Allocation Program Detail

Page Number:	Space:	Type:	Area:	Number	Total Area:	Department by Type TS Teaching Station	ANC/NTS Ancillary Non-Teaching	SP Support	notes	
SUPERINTENDENT'S OFFICE										
24	Superintendent's Office	SP	250	1	250					
25	Conference Room	SP	330	1	330				8-10 people, dedicated	
26	Administrative Assistant	SP	100	2	200				open workstation	
								780		
						0				
					Total Assignable SF:			**780**		780
					Circulation/Support/Toilets @ 20%			195		
					Proposed Program Type Gross SF:			**975**		
BUSINESS SERVICES										
27	Assistant Superintendent	SP	200	1	200					
28	Secretary	SP	100	1	100				open workstation	
								300		
						0				
					Total Assignable SF:			**300**		300
					Circulation/Support/Toilets @ 20%			75		
					Proposed Program Type Gross SF:			**375**		
COMMUNICATIONS										
29	Manager Office	SP	150	1	150					
30	Communications Specialist	SP	150	1	150					
31	Administrative Assistant	SP	80	1	80				open workstation	
32	Translation / Reception	SP	240	1	240				(3) open workstations	
33	Flex Office (Video Prod)	SP	150	1	150					
34	Tech Storage	SP	100	2	200				(one for Vid Prod Spec., one for translation)	
35	Conference	SP	330	1	0				8-10 people, shared with other departments	
36	Meeting area	SP	150	1	150					
37	Filing	SP	100	1	100				open office area	
38	Reception / Waiting	SP	400	0	0				welcoming, larger waiting, behind glass for secu	
						0		1,220		
						0				
					Total Assignable SF:			**1,220**		1,220
					Circulation/Support/Toilets @ 20%			305		
					Proposed Program Type Gross SF:			**1,525**		
ED SERVICES										
39	Assistant Sup't. Office	SP	200	1	200					
40	Director Office	SP	120	5	600					
41	Manager / Coordinator Office	SP	150	4	600					
42	Curriculum Program Specialists	SP	80	13	1,040				open workstations	
43	EL Counselor	SP	80	3	240				(3) open workstations	
44	Admin Asst., Elementary	SP	80	1	80				open workstation	
45	Admin Asst., Secondary	SP	80	2	160				open workstations	
46	Admin Asst., Language Support	SP	80	1	80				open workstation	
47	Admin Asst., Assistant Supt.	SP	100	1	100				open workstation	
48	Language Assesment Center	TS	960	1	960				testing, 4 staff workstations, waiting	
49	Small Conference	SP	200	1	200					
50	Curr. Prog. Conference	SP	165	1	165				5 person	
51	Division Conference room	SP	330	1	330				8-12 people	
52	Storage	SP	1,800	1	1,800				reduced sf with high density stor.	
53	Training Center	TS	960	1	0				shared	
54	Conference room	SP	330	1	0				8-12 people, can be shared	
						960		5,595		
						960				
					Total Assignable SF:			**6,555**		6,555
					Circulation/Support/Toilets @ 20%			1,639		
					Proposed Program Type Gross SF:			**8,194**		

COLTON-JUSD
District Administration & Support Services Center
LPA Job Number 16192.10

Space Allocation Program Detail

Page Number:	Space:	Type:	Area:	Number	Total Area:	Department by Type TS Teaching Station	ANC/NTS Ancillary Non-Teaching	SP Support	
SCHOOL IMPROVEMENT & ACCOUNTABILITY (part of Ed Services)									
55	Director	SP	150	1	150				
56	Financial	SP	120	1	120				
57	Secretary	SP	120	1	120				
58	Admin. Assistant	SP	80	1	80	open workstation			
								470	
							0		
					Total Assignable SF:			**470**	470
					Circulation/Support/Toilets @ 20%			118	
					Proposed Program Type Gross SF:			**588**	
INFORMATION TECHNOLOGY (part of Ed Services)									
59	IT Director	SP	150	1	150				
60	Program Analysts	SP	120	2	240				
61	Data Manager	SP	120	1	120	additional office not exist currently			
62	IT Manager	SP	120	1	120	additional office not exist currently			
63	Network Services Manager	SP	150	1	150				
64	Admin. Assistant, IT	SP	200	1	200	Open office w/ reception area			
65	Student Info System Specialists	SP	80	10	800	Tech TOA			
66	IT Tech Support	SP	80	5	400	open workstations			
67	IT Open Work Area	SP	150	1	150				
68	Storage	SP	150	1	150	secured			
69	Training Lab	SP	1,200	1	1,200	with 30-32 stations			
70	Main Server / Data Room	SP	350	1	350	with raised floor			
						1,200		2,830	
						1,200			
					Total Assignable SF:			**4,030**	4,030
					Circulation/Support/Toilets @ 20%			1,008	
					Proposed Program Type Gross SF:			**5,038**	
LANGUAGE SUPPORT SERVICES (part of Ed Services)									
71	CPS Office	SP	150	3	450				
72	Language Assessment Center	TS	960	1	960				
73	EL Counselor Office	SP	150	3	450				
74	TOA Teacher on Assignment	SP	50	3	150	3 housed at high schools. Dock station.			
75	Parent Adivsory Committee	SP	150	1	150	office			
76	Training Space	TS	960	1	0	Shared at District Office			
77	Think Lab Collaboration	ANC	330	1	330				
78	File / Storage	SP	200	1	200				
79	Reception	SP	225	1	225				
						960	330	1,625	
						1,290			
					Total Assignable SF:			**2,915**	2,915
					Circulation/Support/Toilets @ 20%			729	
					Proposed Program Type Gross SF:			**3,644**	

COLTON-JUSD
District Administration & Support Services Center
LPA Job Number 16192.10

Space Allocation Program Detail

Page Number:	Space:	Type:	Area:	Number	Total Area:	Department by Type TS Teaching Station	ANC/NTS Ancillary Non-Teaching	SP Support	
FISCAL SERVICES									
80	Director Office	SP	150	1	150				
81	Manager / Coordinator Office	SP	150	2	300				
82	Accounting Technicians	SP	80	7	560	open workstations			
83	Lead Payroll Technician	SP	80	1	80				
84	Fiscal Coordinator	SP	150	1	150				
85	Fiscal Analysts	SP	100	2	200	open, but higher walls & guest			
86	Collaboration Area	SP	150	1	150				
87	Reception - Gatekeeper	SP	80	1	80				
88	Conference room	SP	350	1	350	15 person			
89	Small Conference	SP	150	1	150	interview room, 3-4 ppl			
90	File / Storage	SP	120	1	120	fire resistive, no vault			
91	Public Counter / Reception	SP	200	1	200				
								2,490	
						0			
					Total Assignable SF:			**2,490**	2,490
					Circulation/Support/Toilets @ 20%			623	
					Proposed Program Type Gross SF:			**3,113**	
RISK MANAGEMENT (part of Fiscal)									
92	Risk/ Safety Manager	SP	150	1	150				
93	Director	SP	150	1	150				
94	Technicals	SP	120	1	120				
95	Administrative Assistant	SP	80	1	80	open workstation			
96	Storage	SP	120	1	120				
97	Small Conference	SP	150	1	150				
								770	
						0			
					Total Assignable SF:			**770**	770
					Circulation/Support/Toilets @ 20%			193	
					Proposed Program Type Gross SF:			**963**	
HUMAN RESOURCES									
98	Assistant Sup't. of HR	SP	200	1	200	with small table and 2 chairs			
99	Manager / Coordinator Office	SP	150	3	450				
100	Administrative Assistant	SP	100	2	200	office			
101	Personnel Technicians	SP	80	5	400	open workstations			
102	HR Administrative Assistant	SP	80	1	80	open workstations			
103	Flex workstation	SP	80	1	80				
104	Benefits Technician	SP	150	1	150				
105	Benefits Assistant	SP	150	1	150				
106	Conference room	SP	330	2	660	8-10 person			
107	Onsite Testing Room	TS	960	1	960	interview room, 3-4 ppl			
108	File / Storage	SP	400	1	400				
109	ID Badge Area	SP	50	1	50				
110	HR Reception	SP	300	1	300	with 1-2 open computer workstn.			
111	Workroom/ Staff Lounge	SP	300	1	0	Shared			
						960		3,120	
						960			
					Total Assignable SF:			**4,080**	4,080
					Circulation/Support/Toilets @ 20%			1,020	
					Proposed Program Type Gross SF:			**5,100**	

COLTON-JUSD
District Administration & Support Services Center
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Space Allocation Program Detail

Page Number:	Space:	Type:	Area:	Number	Total Area:	Department by Type TS Teaching Station	ANC/NTS Ancillary Non-Teaching	SP Support	
STUDENT SERVICES									
112	Reception /Lobby	SP	300	1	300				
113	Hearing Room	ANC	400	1	400				mini courtroom 10-15 people
114	Large Conference Room	SP	340	1	340				
115	Conference Room	SP	350	1	350				15 person
116	Training Facility	TS	1,800	1	0				shared with other departments 60-75 people
117	Public Restrooms	SP	280	2	0				see shared spaces
118	File Storage	SP	300	1	300				
119	Director	SP	250	1	250				5-7 person meeting space
120	Assistant Superintendent	SP	200	1	200				
121	Administrator	SP	120	1	120				
122	Community Liason	SP	120	2	240				
123	Enrollment Specialist	SP	120	1	120				
124	Child Welfare Attendent	SP	120	2	240				
125	Secretary	SP	80	2	160				open workstations
126	Administrative Assistant	SP	120	1	120				
127	Student Services Coordinator	SP	120	1	120				
128	Behavioral Mental Health	SP	150	1	150				
129	Interns	SP	64	14	896				open workstations
130	Probation Officer	SP	120	1	120				
						0	400	4,026	
						400			
					Total Assignable SF:		**4,426**		4,426
					Circulation/Support/Toilets @ 20%		1,107		
					Proposed Program Type Gross SF:		**5,533**		
PUPIL PERSONNEL SERVICES (PPS)									
131	Director Office	SP	150	1	150				
132	Mental Health Counselors	SP	120	3	360				w. file storage
133	Nurses	SP	80	9	720				open workstations
134	Health Assistant	SP	80	1	80				open workstation
135	Adaptive PE Teachers (APE's)	SP	50	3	150				(3) at an open table with computer stations
136	Curriculum Program Specialists	SP	120	3	360				
137	Psychologists	SP	120	1	120				
138	Orthopedic Impaired Teacher	SP	120	1	120				
139	Secretary	SP	80	8	640				open workstations
140	Office Supervisor	SP	100	1	100				open workstation
141	Administrative Assistant	SP	80	1	80				
142	Translators	SP	80	2	160				open workstation
143	Cume / Records Tech	SP	80	2	160				
144	Office Assistants	SP	80	2	160				
145	PPS Tech / Reception	SP	100	1	100				at front
146	Office Machine Tech	SP	200	1	200				space to work on equipment
147	Coordinator	SP	120	2	240				offices
148	Speech Therapists	SP	50	20	1,000				docking station
149	Rovers	SP	80	0	0				9 teachers at school sites come in for meetings
150	Generic Workstation / Training	TS	960	2	1,920				with open work tables for Rovers
151	Receiving area	SP	150	1	150				
152	IEP Conference room	SP	350	2	700				
153	Secure Storage	SP	100	1	100				
154	Records Storage	SP	1,500	1	1,500				currently 960x3; reduce using high density syste
155	Large Conference/ Workroom	ANC	500	0	0				shared with other departments
						1,920		7,350	
						1,920			
					Total Assignable SF:		**9,270**		9,270
					Circulation/Support/Toilets @ 20%		2,318		
					Proposed Program Type Gross SF:		**11,588**		

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Space Allocation Program Detail

Page Number:	Space:	Type:	Area:	Number	Total Area:	Department by Type TS Teaching Station	ANC/NTS Ancillary Non-Teaching	SP Support	
SECURITY									
156	Manager	SP	200	1	200				
157	Assistant	SP	80	1	80				open workstation
158	Reception / Lobby	SP	300	1	300				3-4 chairs, bulletin space
159	Patrol Station Workstations	SP	80	2	160				open workstation
160	Locker/ Changing	SP	65	1	65				
161	Storage	SP	150	1	150				
162	Small Conference Room	SP	150	1	150				dedicated, 6 seat table for briefings
								1,105	
						0			
					Total Assignable SF:		**1,105**		1,105
					Circulation/Support/Toilets @ 20%		276		
					Proposed Program Type Gross SF:		**1,381**		
ENERGY MANAGEMENT									
163	Energy Manager's Office	SP	150	1	150				
								150	
						0			
					Total Assignable SF:		**150**		150
					Circulation/Support/Toilets @ 20%		38		
					Proposed Program Type Gross SF:		**188**		
FACILITIES									
164	Director Office	SP	150	1	150				
165	Manager Office	SP	120	2	240				
166	Fiscal	SP	80	1	80				open office
167	Administrator	SP	80	1	80				open office
168	Conference Room	SP	475	1	475				16-20 people
169	Plan Room	SP	1,200	1	1,200				shared w/ M&O
170	Lobby	SP	200	1	200				
								2,425	
						0			
					Total Assignable SF:		**2,425**		2,425
					Circulation/Support/Toilets @ 20%		606		
					Proposed Program Type Gross SF:		**3,031**		
					Sub-Total Gross SF Proposed:		**57,519**		

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Space Allocation Program Detail

Page Number:	Space:	Type:	Area:	Number	Total Area:	Department by Type TS (Teaching Station)	ANC/NTS (Ancillary Non-Teaching)	SP (Support)	
MAINTENANCE & OPERATIONS									
171	HVAC Shop	SP	800	1	800				
172	Electronic Shop	SP	800	1	800				
173	Small Engine Repair	SP	800	1	800				
174	Locksmith Shop	SP	225	1	225				
175	Woodshop	SP	800	1	800	currently at PPS and grand terrace HS			
176	Welding Shop	SP	800	1	800				
177	Electrical Shop	SP	800	1	800				
178	Storage & Stocking Area	SP	800	1	800				
179	Receptionist	SP	100	3	300	2 at 100 SF, need one additional office			
180	Director Office	SP	150	1	150				
181	Assistant	SP	100	1	100				
181	Maintenance Manager	SP	100	1	100				
182	Operations Manager	SP	100	1	100				
183	Offices	SP	100	5	500				
184	Staff Lounge / Workroom	SP	300	1	300	shared w/ purchasing & warehouse			
185	Maintenance & Grounds Offices	SP	100	5	500				
186	Supervisor Offices	SP	100	4	400				
187	Conference Room	SP	400	1	400	shared w/ purchasing & warehouse			
188	Surplus Equipment Storage	SP	2,500	1	2,500				
189	Grounds Maintenance Storage	SP	400	1	400				
190	Custodial and Supply	SP	1,000	1	1,000				
191	Small Staff Gym	SP	500	1	500				
							9,725	3,350	
						9,725			
					Total Assignable SF:		**13,075**		13,075
					Circulation/Support/Toilets @ 20%		838		
					Circulation/Support/Toilets @ 8%		973		
					Proposed Program Type Gross SF:		**14,885**		
WAREHOUSE									
192	Director Office	SP	150	1	150				
193	Assistant	SP	100	1	100				
194	Receiving Area	SP	200	1	200	open counter			
195	Warehouse Lead	SP	100	1	100	open workstations			
196	Asset Manager/ Textbook Mgmt.	SP	100	1	100				
197	Warehouse/Receive/Ship/Stage	SP	14,000	1	14,000				
198	Loading Dock	SP	150	1	0	at exterior, included in Warehouse			
							14,000	650	
						14,000			
					Total Assignable SF:		**14,650**		14,650
					Circulation/Support/Toilets @ 20%		163		
					Circulation/Support/Toilets @ 8%		1,400		
					Proposed Program Type Gross SF:		**16,213**		
PURCHASING									
192	Director Office	SP	150	1	150				
193	Staff	SP	100	4	400	open workstations			
194	Miscellaneous Storage	SP	350	1	350	open counter			
								900	
						0			
					Total Assignable SF:		**900**		900
					Circulation/Support/Toilets @ 20%		225		
					Proposed Program Type Gross SF:		**1,125**		

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Space Allocation Program Detail

Page Number:	Space:	Type:	Area:	Number	Total Area:	Department by Type TS (Teaching Station)	ANC/NTS (Ancillary Non-Teaching)	SP (Support)	
NUTRITION SERVICES									
195	Office Staff	SP	80	6	480	open office			
196	Supervisors	SP	120	4	480				
197	Director Office	SP	150	1	150				
198	Conference Room	SP	340	1	340	10-12 people			
199	Dry Storage Warehouse	SP	2,600	1	2,600	20' high pallet rack			
200	Refrigeration and Freezer	SP	7,300	1	7,300	20' high pallet rack			
201	Propane Tank Storage	SP	200	1	200				
202	Staff Lounge / Workroom	SP	300	1	300				
203	Training Room	SP	1,800	0	0	(Shared with other departments)			
						0	10,100	1,750	
						10,100			
					Total Assignable SF:		**11,850**		11,850
					Circulation/Support/Toilets @ 20%		438		
					Circulation/Support/Toilets @ 8%		1,010		
					Proposed Program Type Gross SF:		**13,298**		
PRINT SHOP									
204	Reception	SP	200	1	200				
205	Lobby/ Waiting	SP	200	1	200				
206	Lead	SP	120	1	120				
207	Supervisor	SP	150	1	150				
208	Conference Room	ANC	340	1	340	8-10 person			
209	Print Shop Team	SP	80	12	960	open workstations			
210	Storage Warehouse	SP	1,500	1	1,500				
211	Staff Lounge	SP	300	1	300	shared with M&O			
212	Delivery Area	SP	150	1	150				
213	Mail Room	SP	300	1	300				
214	Print Shop Equipment area	SP	8,500	1	8,500				
							10,000	2,720	
						10,000			
					Total Assignable SF:		**12,720**		12,720
					Circulation/Support/Toilets @ 20%		680		
					Circulation/Support/Toilets @ 8%		1,000		
					Proposed Program Type Gross SF:		**14,400**		
TRANSPORTATION									
215	Director Office	SP	150	1	150				
216	Supervisor	SP	120	2	240				
217	Dispatch	SP	80	1	80	open office			
218	Secretary	SP	80	1	80	open office			
219	Safety Trainers	SP	80	2	160	open office			
220	Flex Office	SP	120	1	120				
221	Flex Workstation	SP	80	1	80				
222	Conference Room	SP	300	1	300	7-10 people			
223	Driver Meeting Room	SP	0	1	0	Shared room for 60			
224	Fuel Canopy	SP	0	1	0	with fuel/ charging stations			
225	Bus Service Warehouse	SP	2,900	1	2,900				
								4,110	
						0			
					Total Assignable SF:		**4,110**		4,110
					Circulation/Support/Toilets @ 20%		1,028		
					Proposed Program Type Gross SF:		**5,138**		
					Sub-Total Gross SF Proposed:		**65,058**		
					Grand Total Gross SF Proposed:		**122,576**		

^ adult ed offsite

SCOPE OF WORK CATEGORIES	MASTER PLAN COST
A. Modernize & Reconfigure Existing Classrooms	$ -
B. Existing Building Systems & Toilets	$ -
C. Site Utilities	$ 1,142,000
D. New Construction Classrooms	$ -
E. Flexible Labs (Science, Art & Maker Space)	$ -
F. Performing Arts Improvements (Music / Dance / Drama)	$ -
G. Multi-Purpose Room / Food Service & Student Dining	$ -
H. Physical Education Improvements	$ -
I. Administration & Staff Support	$ -
J. Library, Innovation Lab & Student Support Services	$ -
K. Safety and Security	$ 3,661,000
L. District Support Facilities	$ 24,991,000
M. Outdoor Learning Environments and Quads	$ -
N. Exterior Play Spaces, Play fields, & Hard courts	$ -
O. Next Generation Classroom Flexibility (Furniture)	$ -
P. Technology Infrastructure	$ -
Total Construction / Project Cost (2017$)	**$ 29,714,000**

Note:

- Costs shown are for a non-site specific new facility. Assumptions have been made for site square footages. Site assumptions will need to be adjusted when an actual site is identified.

The following items are excluded from this budget:

- Utility hook-up fees & City connection fees
- Off-site work and traffic signals
- Land acquisition costs
- Hazardous material surveys, abatement and disposal
- Escalation (costs are in 2017$)

SCOPE OF WORK CATEGORIES	MASTER PLAN COST
A. Modernize & Reconfigure Existing Classrooms	$ -
B. Existing Building Systems & Toilets	$ -
C. Site Utilities	$ 366,000
D. New Construction Classrooms	$ -
E. Flexible Labs (Science, Art & Maker Space)	$ -
F. Performing Arts Improvements (Music / Dance / Drama)	$ -
G. Multi-Purpose Room / Food Service & Student Dining	$ -
H. Physical Education Improvements	$ -
I. Administration & Staff Support	$ -
J. Library, Innovation Lab & Student Support Services	$ -
K. Safety and Security	$ 1,471,000
L. District Support Facilities	$ 7,115,000
M. Outdoor Learning Environments and Quads	$ -
N. Exterior Play Spaces, Play fields, & Hard courts	$ -
O. Next Generation Classroom Flexibility (Furniture)	$ -
P. Technology Infrastructure	$ -
Total Construction / Project Cost (2017$)	**$ 8,952,000**

Note:

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The following items are excluded from this budget:

- Utility hook-up fees & City connection fees
- Off-site work and traffic signals
- Land acquisition costs
- Hazardous material surveys, abatement and disposal
- Escalation (costs are in 2017$)

SCOPE OF WORK CATEGORIES	MASTER PLAN COST
A. Modernize & Reconfigure Existing Classrooms	$ -
B. Existing Building Systems & Toilets	$ -
C. Site Utilities	$ 646,000
D. New Construction Classrooms	$ -
E. Flexible Labs (Science, Art & Maker Space)	$ -
F. Performing Arts Improvements (Music / Dance / Drama)	$ -
G. Multi-Purpose Room / Food Service & Student Dining	$ -
H. Physical Education Improvements	$ -
I. Administration & Staff Support	$ -
J. Library, Innovation Lab & Student Support Services	$ -
K. Safety and Security	$ 2,172,000
L. District Support Facilities	$ 10,764,000
M. Outdoor Learning Environments and Quads	$ -
N. Exterior Play Spaces, Play fields, & Hard courts	$ -
O. Next Generation Classroom Flexibility (Furniture)	$ -
P. Technology Infrastructure	$ -
Total Construction / Project Cost (2017$)	**$ 13,582,000**

Note:

- Costs shown are for a non-site specific new facility. Assumptions have been made for site square footages. Site assumptions will need to be adjusted when an actual site is identified.

The following items are excluded from this budget:

- Utility hook-up fees & City connection fees
- Off-site work and traffic signals
- Land acquisition costs
- Hazardous material surveys, abatement and disposal
- Escalation (costs are in 2017$)

SCOPE OF WORK CATEGORIES	MASTER PLAN COST
A. Modernize & Reconfigure Existing Classrooms	$ -
B. Existing Building Systems & Toilets	$ -
C. Site Utilities	$ 946,000
D. New Construction Classrooms	$ -
E. Flexible Labs (Science, Art & Maker Space)	$ -
F. Performing Arts Improvements (Music / Dance / Drama)	$ -
G. Multi-Purpose Room / Food Service & Student Dining	$ -
H. Physical Education Improvements	$ -
I. Administration & Staff Support	$ -
J. Library, Innovation Lab & Student Support Services	$ -
K. Safety and Security	$ 4,263,000
L. District Support Facilities	$ 17,615,000
M. Outdoor Learning Environments and Quads	$ -
N. Exterior Play Spaces, Play fields, & Hard courts	$ -
O. Next Generation Classroom Flexibility (Furniture)	$ -
P. Technology Infrastructure	$ -
Total Construction / Project Cost (2017$)	**$ 22,824,000**

Note:

- Costs shown are for a non-site specific new facility. Assumptions have been made for site square footages. Site assumptions will need to be adjusted when an actual site is identified.

The following items are excluded from this budget:

- Utility hook-up fees & City connection fees
- Off-site work and traffic signals
- Land acquisition costs
- Hazardous material surveys, abatement and disposal
- Escalation (costs are in 2017$)

SCOPE OF WORK CATEGORIES	MASTER PLAN COST
A. Modernize & Reconfigure Existing Classrooms	$ -
B. Existing Building Systems & Toilets	$ -
C. Site Utilities	$ 353,000
D. New Construction Classrooms	$ -
E. Flexible Labs (Science, Art & Maker Space)	$ -
F. Performing Arts Improvements (Music / Dance / Drama)	$ -
G. Multi-Purpose Room / Food Service & Student Dining	$ -
H. Physical Education Improvements	$ -
I. Administration & Staff Support	$ -
J. Library, Innovation Lab & Student Support Services	$ -
K. Safety and Security	$ 1,877,000
L. District Support Facilities	$ 11,321,000
M. Outdoor Learning Environments and Quads	$ -
N. Exterior Play Spaces, Play fields, & Hard courts	$ -
O. Next Generation Classroom Flexibility (Furniture)	$ -
P. Technology Infrastructure	$ -
Total Construction / Project Cost (2017$)	**$ 13,551,000**

Note:

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The following items are excluded from this budget:

- Utility hook-up fees & City connection fees
- Off-site work and traffic signals
- Land acquisition costs
- Hazardous material surveys, abatement and disposal
- Escalation (costs are in 2017$)

SCOPE OF WORK CATEGORIES	MASTER PLAN COST
A. Modernize & Reconfigure Existing Classrooms	$ -
B. Existing Building Systems & Toilets	$ -
C. Site Utilities	$ 1,388,000
D. New Construction Classrooms	$ -
E. Flexible Labs (Science, Art & Maker Space)	$ -
F. Performing Arts Improvements (Music / Dance / Drama)	$ -
G. Multi-Purpose Room / Food Service & Student Dining	$ -
H. Physical Education Improvements	$ -
I. Administration & Staff Support	$ -
J. Library, Innovation Lab & Student Support Services	$ -
K. Safety and Security	$ 4,675,000
L. District Support Facilities	$ 5,269,000
M. Outdoor Learning Environments and Quads	$ -
N. Exterior Play Spaces, Play fields, & Hard courts	$ -
O. Next Generation Classroom Flexibility (Furniture)	$ -
P. Technology Infrastructure	$ -
Total Construction / Project Cost (2017$)	**$ 11,332,000**

Note:

- Costs shown are for a non-site specific new facility. Assumptions have been made for site square footages. Site assumptions will need to be adjusted when an actual site is identified.

The following items are excluded from this budget:

- Utility hook-up fees & City connection fees
- Off-site work and traffic signals
- Land acquisition costs
- Hazardous material surveys, abatement and disposal
- Escalation (costs are in 2017$)

SCOPE OF WORK CATEGORIES	MASTER PLAN COST
A. Modernize & Reconfigure Existing Classrooms	$ -
B. Existing Building Systems & Toilets	$ -
C. Site Utilities	$ 604,000
D. New Construction Classrooms	$ -
E. Flexible Labs (Science, Art & Maker Space)	$ -
F. Performing Arts Improvements (Music / Dance / Drama)	$ -
G. Multi-Purpose Room / Food Service & Student Dining	$ 8,708,000
H. Physical Education Improvements	$ -
I. Administration & Staff Support	$ -
J. Library, Innovation Lab & Student Support Services	$ -
K. Safety and Security	$ 1,995,000
L. District Support Facilities	$ -
M. Outdoor Learning Environments and Quads	$ -
N. Exterior Play Spaces, Play fields, & Hard courts	$ -
O. Next Generation Classroom Flexibility (Furniture)	$ -
P. Technology Infrastructure	$ -
Total Construction / Project Cost (2017$)	**$ 11,307,000**

Note:

- Costs shown are for a non-site specific new facility. Assumptions have been made for site square footages. Site assumptions will need to be adjusted when an actual site is identified.

The following items are excluded from this budget:

- Utility hook-up fees & City connection fees
- Off-site work and traffic signals
- Land acquisition costs
- Hazardous material surveys, abatement and disposal
- Escalation (costs are in 2017$)