

**Davidson Middle School
Site Design Committee Meeting
3-3-17**

Minutes

DATE: 3-3-17
TIME: 2:45 PM
SCHOOL SITE ADDRESS: Davidson Middle School
280 Woodland Avenue, San Rafael, CA
94901

CHAIR(S): Terese Sladowska, VPCS
SCRIBE: Eve Eppard, QKA

ATTENDEES:

Adam Singer	DMS	asinger@srcs.org
Bill Savidge	VPCS	bsavidge@k12schoolfacilities.com
Bob Marcucci	DMS	bmarcucci@srcs.org
Daniel Zaich	SRCS	dzaich@srcs.org
David Carey	VPCS	david.carey@vpcsonline.com
Eve Eppard	QKA	evee@qka.com
Jennifer Diaz-Zamore	DMS	jdiazzamora@srcs.org
John Dybczak	QKA	johnd@qka.com
Josh Powell	DMS	jpowell@srcs.org
Michael John Mares	DMS	mmares@srcs.org
Morena Parada	DMS	mparada@srcs.org
Patti Llamas	VPCS	patti.llamas@vpcsonline.com
Pete Norgaard	VPCS	pete@vpcsonline.com
Ranae Roemer	DMS	rroemer@srcs.org
Sarah Cushman	DMS	scushman@srcs.org
Steve Kwok	QKA	stevek@qka.com
Therese Hopkins	DMS	thopkins@srcs.org
Terese Sladowska	VPCS	terese.sladowska@vpcsonline.com
Vince Lattanzio	Carducci	vince@carducciassociates.com
Maika Llorens Gulati	SRCS	mgulati@srcs.org
Tree McIntyre-Bader	SRCS	tmcintyre@srcs.org

MINUTES

Schedule

- User Group Meetings: March 16th, 1-1:30 pm with Science Department, 1:30 to 2:30 with Josh Powell, Art Teacher and tour existing Art Room.
- Next Regular Site Design Committee Meeting will be March 17, 2017 at 2:45 PM (Committee Meetings will be every 2 weeks on Fridays at 2:45 PM).
- QKA will meet with Ed Specifier, Catherine Moore, on March 15, 10:30 AM.
- PTA Meeting March 23rd at 6:00 pm -QKA to present drawings to and update community.
- Spring Break and Parent-Teacher Conferences, April 3rd.
- Board of Trustees meeting, April 17th at time?

Old Business

1. 17.01.13.03 Actions:
 - a. Ranae to discuss the proposed Science, Prep and Lab room items with her Science Department. *Ranae to still share information. Per 3-3-17 meeting, QKA will meet with Ranae on 3-16-17.*
 - b. VPCS to have the Site Survey completed in a couple of weeks. *Underway. Topo needed first. Delayed because of rain. Per 3-3-17 meeting still underway. Need boundaries and topo area around our new building A.S.A.P.*
 - c. VPCS to select Modular Building Manufacturer. *Underway. District will have a procurement process for the modular building companies selected. 4 companies are being considered. VPCS met with 4-5 mods and last one will be next week. Go to Board with 3 modular co. after robust review. QKA should be able to use one of the 3 that most fits the project needs.*
 - d. VPCS to obtain Geotechnical Report. *Geotechnical Underway by Pacific Engineers. Borings in February. Locations and number to be determined. Still Underway.*
 - e. Terese will check on the furniture budget since they are separate from the Target Construction Bid Amount.
2. 17.01.27.03 Actions:
 - a. QKA to determine whether a machine-room-less elevator can be done once a modular building company is on board. *Still.*
 - b. QKA to investigate the LED projectors for level of darkness needed for Art Room presentations. *Still.*
3. 17.02.10.03 Actions:
 - a. Site Committee to e-mail John about your needs and to consider the usability of the courtyard. *Still.*
 - b. VPCS and QKA to present the SD to the Board in a Study Session on February 27th. *Done.*
 - c. QKA to have a SD Cost Estimate done. *To be started after the survey is highly needed survey is completed so the building can be located on the site.*

- d. Meet in smaller meetings with Josh and Ranae to discuss in more detail the Science, Art, Lab Classrooms, their equipment and utility needs. QKA will bring larger plans of Science and Art rooms for discussion. *User group meetings are set for 3-16-17.*

New Business

4. 17.03.03.01 Board Meeting update with the 2-story science building presentation was well received.
5. 17.03.03.02 Need community/neighborhood involvement and feedback as well as updating staff and parents on new building design. Provide a joint meeting with Laurel Dell. Board wants to hear about community impressions.
 - a. PTA meeting scheduled. QKA to present.
 - b. VPCS and School to post presentation on Websites.
 - c. Other meetings to be determined by Dan, Pete and Bob.
6. 17.03.03.03 Reviewed and discussed updated Science and Art building plans and elevations:
 - a. Science building aligns with Woodland.
 - b. Box design done for modular building approach but there are elements to break up massing with 2 different colors and different materials to add interest.
 - c. Building is 25 feet from back of curb and 15 feet from sidewalk.
 - d. Outdoor classroom in courtyard is not just for social science lab.
 - e. Art building faces corner but ties into school.
 - f. Art building rotated to align with the admin building.
 - g. Space between Science and the property fence secured with ornamental fence/gate across fire lane.
 - h. Art room has a large canopy overhang for sun and rain protection with roll up door into a patio. Art room sectional door is glass which can roll-up to make courtyard part of Art. Two other entry man doors provided on other side.
 - i. Comments on Building plan layout:
 1. Explore covered walkways for rain protection. Add angles and soften corners of building. Add covered walkway to front of Admin. but away from building with landscaping buffer for privacy. Could get deleted from budget per Bob M. "it is not a deal breaker". It is the language of the existing campus as students travel from 10's, 20s, 30's and 40's wing. Everywhere else no cover. Students will travel from Art to 40's through gap at 40's. Need cover connection. South of 40's exterior is traveled. Students use interior corridors when it rains.
 2. Add signage for wayfinding.
 3. Take out section of proposed sidewalk to street so students will walk toward admin front entry from Art.
 4. Explore Art roof can geometry.
7. 17.03.03.04 QKA will meet with Ed Specifier, Catherine Moore, hired to bridge facilities and curriculum.

- a. She will work in tandem with SD and DD phase of work to tie into the interior elevations of equipment in classrooms and meets with teachers to get staffs feedback and reviews classrooms for what is needed in classrooms and set the standards because teachers in new vs old classrooms have different ideas.
 - b. A report will be made to the Site Committee regarding her findings.
8. 17.03.03.05 QKA presented enlarged Science and Art Classroom Plan and elevations:
- a. Science lab has 2 doors at each end.
 - b. Typical science floor plan with shelving, storage, learning wall with tall cabinets at each side of bookshelves with markerboards in center, short throw projector with board with matte finish so you can write on with stylus, one side all tack board, base cabinets with overhead and sinks, additional power and data, class work station loading is at 28 students max. and there is still room for more if needed, prefer moveable demonstration table for teacher (no utilities needed). Present is fixed, power cords from ceiling in new (science teacher says she prefers not), wireless tack board, base cabinets with overhead and sinks, additional power and data, class work station loading is at 28 students max. and there is still room for more if needed, prefer moveable demonstration table for teacher (no utilities needed). Present is fixed, power cords from ceiling in new (science teacher says she prefers not), wireless
 - c. Plans have flex space desks, av/power connect. Art class with similar.
 - d. 40 feet of base cabinets along the window with 4 sinks. Shower/eyewash (they have eyewash at the sink)
 - e. 2 Science classes share a Prep lab except for one on each floor has its own.
 - f. Marker boards can be screens for projector with a special surface. Having a big screen TV is not a big deal. Interactive white boards can be used. LED's last longer. Whiteboards are used now.
 - g. Art class incorporated the lineal feet of storage given by Adam. Base cabinets with windows above on the streets side. 4 accessible sinks. Similar arrangement to science teaching wall. Windows are operable. Open shelves and cabinets. Deep art sinks. Kiln with racks. Sidewalk from street to Art display window for community to see. 7 feet open shelving, 32 seating (science 28 max) not packed in. same front of classroom teaching wall. Canopies tie in new vs old. Outdoor space grew.
 - h. Science Class Comments:
 1. Prefer moveable demonstration table for teacher (no utilities needed).
 2. Flexibility with everything on wheels is preferred.
 3. Provide as many cabinets as we can get.
 4. Provide trackable wall surfaces on the two opposing walls- no gyp.
 5. Add more drawers.
 6. Consider the future needs and technology.
 7. Charging spot for computers.
 - i. Art class Comments:
 1. Bob may want to increase the students in the class so we can show 4 more (4x4) tables to accommodate 36.
9. 17.03.03.06 Safety Issues:

- a. At Art Building, next to street. Provide 6'-0' ornamental fence (not chain-link) at front by Admin and maybe 8'-0" between Art and Science Buildings. Extend fencing and provide concrete seating at front to deter. Do fencing at last resort at front.
- b. Provide 6'-0" security fence/gates at back of building so off culvert acts as a barrier.
- c. Shoot security lights down at the south side of the buildings along creek so not flooding neighbor and provide sufficient lighting along Woodland.

10. 17.03.03.07 Landscape to develop ideas.

- a. Provide a wall for Projection screen.
- b. Need science display wall.
- c. Need a focal point in the courtyard. Provide an outdoor activity space for multiple classes. Courtyard could hold possibly 6 classrooms so good for assembly.
- d. We will discuss use of space next meeting and have Vince attend.
- e. Try not to use fencing at front- replace with landscaping. Provide dense landscape. Only use fencing along art class if needed.
- f. Identify a focal point at courtyard for presenter on rock or step maybe at perimeter but not at center. Don't do radius.
- g. Provide freestanding display space for science work.
- h. Provide projection off building.
- i. Provide general landscaping.

11. 17.03.03.08 QKA Science Classroom Tour with teachers Renae and Teresa after meeting:

- a. Chemical Resistant Plastic Laminate countertops in existing. Use same in new (no epoxy).
- b. Shoot lighting down at the south side of the buildings along creek and provide sufficient lighting along Woodland.
- c. Additional cabinetry is going to be needed in Prep per existing.
- d. Butane burners but no bunt sun burners used now because there is no gas.
- e. Provide dishwasher at one science prep room on each floor where the lab is not shared with ss interior. For cleaning
- f. Provide 3 sinks not 4 at Science. Keep bubbler on one sink and away from other sinks. Eyewash on shower but at present they have on sink with bubbler. Provide hot water at all sinks preferred. Electrical all around. Does not like cords hanging down. Cordless microscope. Spread out sinks and provide different sides of the room at labs. Provide a resilient floor. Dusty shelves for display computer printer and small refrigerator at the teacher's desk.
- g. Provide wire management at teacher's desk.
- h. Need blackout shades for labs and still need a lot of natural lighting in labs.
- i. Carrier Lock and charger goal in the future all rooms, Relocate the 2 that they have.

j. 17.03.03.09 Actions:

- a. VPCS to provide Geo Hazard at DSA submittal.
- b. Terese to talk to BFK about QKA's need of boundaries a.s.a.p. to position building.
- c. QKA to send over lineal feet of cabinet to Principal to give to Ranae.
- d. QKA to send electronic drawings of the 2-27-16 the Board Study Presentation to Dan,

- e. Pete to advertise on SRCS website and Bob to place on Davidson website
- f. Bob Marcucci and Dan to set up Neighborhood Association Meeting "Picnic Balley Neighborhood" possibly and coordinate with Pepe. QKA to provide mailer with graphics. Mailer could read Open House to see plans of design in office.
- g. QKA to determine whether there is a classroom nearby that the committee can visit that has all the Science equipment.
- h. Renae to send QKA the list of Chemicals used in Science rooms for us to design around.
- i. April 17th QKA to present SD complete milestone for board approval from Board of Trustees meeting. Board wants to know the feedback from communities and their impressions. QKA is to have a cost estimate done for SD Phase submittal to the Board of Trustees.
- j. March 23rd at 6:00 pm -QKA to present drawings to and update community PTA meeting, LD combined community and neighborhood meeting
- k. Art and Science (User group) meetings with QKA: March 16, 2017
- l. QKA to confirm condition of street trees with Arborist Report (contracted by VPCS).
- m. Davidson MS to provide clear 20' wide asphalt (all-weather surface) EVA driveway north of the (blue roofed) PE Office portable building between the baseball dugout. Must have clear 13' high air space above also. (previous meeting note)
- n. Davidson MS to provide clear 20' wide EVA driveway by moving containers at the south-east between portables (previous meeting note).
- o. Davidson MS to determine whether there should be a name on the Art Building now that School has already ordered a new marquee (previous meeting note).

End of Meeting.

Eve Eppard of Quattrocchi Kwok Architects recorded these minutes. All meeting minutes are considered correct and accurate unless the author is notified in writing within 5 days.