

# 01/06/2021 – Core Team - Meeting Report

**Meeting Title:** Core Team Meeting  
**Date:** January 6, 2021  
**Time:** 7:30 AM

Attendees: Brendon, Dan, John, Laura, Aaron, Joe, Amiee, Chris, Mike, Brian, Brooke, Chris

## 1. Check-In

2. **Schedule:** no updates

## 3. Pre-Project Requirements

### a. Contracts:

- i. Brendon will follow up with Amiee regarding the requirement to do commissioning/ will the district hire an agent relative to MEP systems?

### b. Surveys and soil borings:

- i. Should have a quote this week for the survey; Fleiss and VandenBrink will do the survey work.
- ii. Soil borings – Aaron is working on this issue; work for this issue depends on where the elementary is located.

## 4. Design Process

### a. New Elementary

#### i. Henry Road Update:

- 1. County states this project is doable with the proposed timeline.
- 2. Location of the elementary will be the determining factor regarding multiple details of this project.
- 3. May be able to do the parking lot and road paving at the same time; consider bidding these two (2) projects as one project to potentially save money on asphalt.

#### ii. Review site plan options;

- 1. Aaron reviewed the original site circulation option.
- 2. Reviewed a second option (flipping the elementary building towards the football field)

3. Reviewed a third option (which has the elementary building in the same position as option 2 but with a different circulation plan (less road/Henry Road and more internal road to get to the parking lot)
4. Reviewed a fourth option which has parent traffic and bus traffic crossing paths.
5. Reviewed a fifth option which places the bus garage at the south end and the elementary building is to the north/facing south and is almost parallel to the traffic; the playground is behind the school.
6. Reviewed a sixth option which mirrors option five but moves the bus garage.
7. Options five and six limit options for any additions to the building
8. Core Team is leaning towards the original option/ Option 1.
9. Bus Garage location: is moving the bus garage to the east side of the HS an option? Yes, it could be moved next to the HS parking lot/ parallel with Homestead Road; it would be just south of the new baseball field/ close to the road; would need to move the new baseball field to the north.
10. Bus Route: with the original option/ Option 1, consider changing the bus route; have the same road in for parents and buses/ the buses would turn off and onto the bus loop/ the parent's traffic would continue; this would make the traffic cleaner/simpler; would be approximately ¼ mile from Homestead Road; would preserve the practice fields; is not near the playgrounds.
11. Consider moving everything slightly west, may allow for more space between the football field and playground.
12. Future Track Building and area for Throwing Events: Aaron has highlighted a potential area for these items to the north and east of the football field.

iii. Playgrounds:

1. Aaron has reached out to consultants and reviewed potential layouts for the playground equipment.
2. Is the district planning to move any old equipment to the new playground? No, all equipment is fairly old and will be replaced.
3. How can the district get the most equipment for their budget? Consultants can come up with options based on the budget, age of the students and number of students.
  - a. Need to identify a budget for the playgrounds.
4. Agreed that the pre-school playground will have to be separate.
5. Miracle has been the district's playground consultant in the past.

6. Need a list of any specific playground equipment the district would like (to be sure it is included in the specs)
7. Is nature-scape an option? Yes, it is an option but has not been investigated yet. The district would like to investigate this option/ would like a mix of both options (nature and playground equipment)
8. Wood chip base? Yes, most likely; this will require annual updates; padded rubber/foam is more expensive and requires maintenance as well.

iv. Pre-K/K Room Layouts

1. Team is working to make these rooms similar to Lake Ann.
2. Three (3) Pre-K rooms; three (3) kindergarten rooms; John reviewed options for classroom layouts including how the plumbing/restrooms might be shared.
3. Reviewed options for having an office in the Pre-K rooms; office would be in the room but not enclosed
4. Consider creating rooms that can be used for other grade levels as well.
  - a. Amiee would like to share ideas for this option with Amber for input
  - b. John to work on additional options.
5. Pre-K rooms
  - a. Rooms do have access to the outside.
  - b. John to add windows and doors to the plans before they are shared with staff;
  - c. There may be tweaks to the drawings once the mep equipment is established.
  - d. John will send options to Amiee to share with Amber.
6. Office options & furniture layouts:
  - a. Laura reviewed layout options for the front office.
    - i. Laura to send options to Amiee for review.
    - ii. District to determine the option(s) that they like best/ what works best for them; would like a decision within the next week.
7. Media Center options:
  - a. Laura reviewed options for the Media Center.
  - b. Laura to send options to Brook for review.
8. Art Room options:
  - a. Laura reviewed options for the Art Room.
  - b. Laura will send options to Brook for review.
9. Music Room options:

- a. Laura reviewed options for the Music Room
    - 10. There will be a detailed programming meeting with all staff to discuss and determine specific details in the near future.
  - v. Schedule Mechanical/Electrical/Plumbing Systems Meeting:
    - 1. Need to schedule this meeting which should include Mike and any other district staff as needed.
    - 2. District to send KAI available dates and times for the meeting; meeting should take 30-60 minutes; meeting will include the appropriate engineers.
  - vi. Schedule Food Service Programming Meeting:
    - 1. Need to schedule this meeting which should include Brooke, Mike and the Food Service Director (Amiee to touch base with the Food Service Director); meeting will take approximately two (2) hours.
  - vii. Tech Systems and Design:
    - 1. Amiee will meet with the ISD soon as KAI needs the decisions for the SD phase.
    - 2. KAI can send options and recommend consultants that we've worked with in the past.
    - 3. Need decisions in one (1) month.
    - 4. This is a professional service which does not need to be bid out; the installation will be bid out.
- b. Lake Ann
- i. Review Schematic Layouts:
    - 1. Brendon reviewed layout options; adding two (2) Pre-K classrooms to the south end is the preferred option with the office in the front/in between the classrooms.
    - 2. Square footage is slightly over budget (by approximately 200sq ft); would the district like to keep the current size or shrink the classrooms to fit within the budget? Approximately \$50k over budget
    - 3. Brendon can review options to bring the project within the budget square footage.
    - 4. Brendon and the team will meet with Amber to discuss options.
  - ii. To what extent would the district like to remodel the computer lab and work room? Amiee to discuss this with Larry and Amber; this may become pre-school space? May need a staff kitchen area?
- c. HS Remodeling
- i. Review schematic layouts:
    - 1. Reviewed options for locker room layouts.
    - 2. Challenges have occurred with respect to structure and bearing walls.

3. Can the Weight Room be soundproof? There are varying levels of sound proofing; eliminating doors would help with sound proofing; the flooring would need to be heavy padding under all equipment to help with the sound proofing; even with these options, the room may not be absolutely soundproof.
  4. KAI can look at options.
  - ii. Which is the best option - remodeling the current weight room or building a separate addition for the weight room? Which option is more cost effective?
    1. Consider adding a weight room that is adjacent to the gym
    2. Brendon to work on concepts for adding a separate weight room which does not have a lobby.
    3. Aaron to incorporate this option into the survey work.
  - iii. Review parking lot concept
- d. Transportation Building
- i. Schedule Programming Meeting:
    1. January 13<sup>th</sup> after 11? This time is okay with Amiee, she will check with Mary; Brendon can do January 14<sup>th</sup> too.
    2. Can do the Food Service Meeting that day too if the schedule works.
    3. Brendon and Amiee to follow-up regarding meeting dates and times

## 5. Other Items

- a. Sinking Fund Projects:
  - i. Bids were due yesterday; bid were opened yesterday; Wolgast is reviewing the bids.
  - ii. Wolgast has Post Bid Interviews scheduled for today.
  - iii. Kris will send the information to Brendon for review; Kris will highlight any concerns.
  - iv. Will have the Award Recommendation information ready for the January 11<sup>th</sup> BOE Meeting.
  
- b. Update on HS/MS roof drawings? Dan confirmed they are done; Dan has submitted the information to the State; Dan will send the information to Kris.

## 6. Next Meetings

- a. The next Core Team Meeting is Wednesday, January 20, 2021