



MEETING NOTES

01

PROJECT	Measure B: Mission Hill Middle School	MEETING DATE	3/16/2017
CLIENT	Santa Cruz City Schools	PREVIOUS MEETING	
		PROJECT #	17-006

	ATTENDEES
SCCSD	Trevor Miller Julia Hodges Jason Dilles Imuren Taylor Joanne Volpe Nadine Said Beth Shafer Martha Dyer
BA	Monica Landaverde Laszlo Petrik Mark Bartos

Planning Review Committee

NUMBER	SUBJECT STATUS	DATE	DISCUSSION
01-01	Purpose of meeting/Introductions		
		3/16/17	Review purpose of this meeting group
01-02	Participants		
		3/16/17	Sign In Sheet / Discuss who should attend
			<i>District suggests that the Athletics Director be an active participant</i>
01-03	Meeting Schedule		
		3/16/17	Set up meetings to occur during spring semester
			<i>Two planning meetings were established: Thursday, April 13, 2017 at 2:45 pm Thursday, May 11, 2017 at 2:45 pm</i>
			<i>BA to schedule photo survey every room on campus during spring break.</i>
			<i>BA to request proposals from ALL consultants including soils and geotechnical engineer, inspector, testing and inspecting engineer, etc.</i>
01-04	Scope		
		3/16/17	Review initial project list/scope/goals/history (Trevor)

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District states a guideline to follow would be to:

- *verify classroom types*
- *access the size of each classroom space*
- *Schedule will be defined by BA*

District is looking for a cohesive plan that includes everything to be completed

Principal sees two parts to the scope:

- *Visual and more noticeable damage throughout site*
 - *Flooring*
 - *Stairs*
 - *Roof leaks*
 - *Windows*
 - *Replace Blinds and windows in Room 31 they were installed poorly.*
 - *Partition walls*
 - *Remove wall paper and repaint wall*
 - *Ceiling tiles*
 - *Rodent issues*
- *Future needs and wants to be incorporated into the scope*

Martha, librarian/teacher, mentioned that products used in the 2003 modernization project lacked quality. District states that we will use the best we can depending on the budget. District is considering a lease-lease back delivery method process to control the quality delivered.

Principal to email BA a floor plan with room labels

BA and District will minimize any inconveniences during the school year and have most construction work done during the summer or long recesses.

01-05 Current list of "Master Plan Projects"

3/16/17

- Existing Building(s) Modernization

Principal wants to address flooring, partition walls and ceilings. District mentioned that this would be addressed at this time.

Principal states that there was a list of items generated for modernization. The list will be emailed for review.

- School Furnishings
- HVAC System

District states that the entire heating system will need to be evaluated and replaced. Optimal room temperature all year round 75-76 degrees. There may be no need to install air conditioning if proper ventilation is provided.

Consider the use of interior ceiling fans (i.e. Big Ass fans) in classrooms

- Utility Infrastructure

Consider solar panels on flat roof areas

- Paint Exterior School
- Re-roof Existing School

There have been multiple roof patching repairs completed, but never a roof replacement. This project could be constructed during the school year.

- Landscape and Irrigation Improvements

BA mentioned that work could start in the Summer '17. BA has scheduled an over the

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counter meeting with DSA on May 17, 2017.

- New STEM/Classroom Buildings

Principal states that the previous STEM teacher taught at the high school level. And was integrating high school curriculum with the middle school curriculum. Principal to email BA information on the STEM curriculum.

- Shade Structures
- New Student Plaza (Pick up area)
- Additional Storage (within new building)

**01-06 Rough Thoughts on Schedule Priorities of the above projects / Site Master Plan
(Review with team. This is JUST a first guess)**

3/16/17

We will collaborate with team to develop/refine site master plan. Below is a rough list of potential priorities/time-line.

Phase 1 Landscaping: Front Lawn

- Accessibility Upgrades
- Student Drop Off Area
- Some fencing improvements

Phase 1 Re-roof

- Tile Roof

Exterior Façade Improvements

- Exterior Building Painting
- Exterior Window Replacement/Repair? (part of “modernization”)

Some of the windows have been replaced. The mechanism is newer and different than the original windows District states that all the windows will need to be replaced because they don’t comply with energy requirements.

Utility Infrastructure

New Building/Addition? (Shade structure?)

All attendees were very pleased with the preliminary design sketch presented. BA to provide more iterations as we continue to develop the program.

Blacktop could be used as temporary parking for school events. Principal is open to the concept of relocating the lobby to the gym between new addition and the west side of the gym.

Only concern with parking on blacktop, the weight of the vehicles impacting the underground utilities.

The new Cafeteria should be large enough to hold assemblies.

Modernization (with Furnishings, Storage, HVAC)

- Phase 2 Re-roof
- Phase 2 Landscaping

Locker rooms need updating

Auditorium needs to be freshened up.

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01-07 Landscape Phase 1 (Potential Summer 2017 Project- if Non- DSA)

3/16/17

Scope

- Remove and replace existing non-compliant ramp
- New plantings at front lawn. Preference for drought tolerant plants
- New student drop off area. Trellis/canopy
- Consideration for Bicycle access at south end
- Review sketches / additional scope?
- Set up future meeting (part of PRC group or separate group)

Principal suggests moving the monument sign closer to the street. Common complaints, existing sign is not visible from the street.

Principal prefers one access point into the school, through the main entry.

Keep maintenance down

Provide drought tolerant vegetation.

Consider providing an accessible ramp/sloped walkway at the main entry.

01-08 Roofing Phase 1

3/16/17

Review potential scope and site accommodation – if front tile roof is addressed first