

**SEATTLE PUBLIC SCHOOLS
BUILDING EXCELLENCE
Garfield High School
SCHOOL DESIGN TEAM MEETING MINUTES**



School Design Team Meeting Minutes

Garfield High School

Meeting No. 27/ January 21, 2005 / 2:30 p.m. / Garfield Library

Introduction: Don Gillmore

Today's agenda:

- Design development conferencing regarding common spaces:
 - Student commons
 - Learning community commons
 - Corridors

Don encouraged the School Design Team to inform staff of decisions made regarding the commons areas and stated that feedback from staff and students is appreciated.

Process Update: Don Gillmore

Parks:

The District is currently working with Seattle Parks and Recreation on the property trade agreement. Don extended a thank you to Sharon Davidoff and Amy Hagopian for the support they have provided. The design team is also working with the Parks Teen Life Center staff to find a temporary location for the center during construction. One possibility would be to run two programs, one from Lincoln and another at Nova or other central area community space. The team is reviewing the options prior to making a final recommendation to the Parks department.

An SDT member stated that she did not feel the Teen Life Center at Lincoln would be utilized and that most of the activity will take place at the Central Area location.

Q: What will be the cost of the interim facility for the Teen Life Center?

A: The cost for the interim Teen Life Center site will be minimal.

At this point in the process, City-issued permits will be held up unless Parks issues a letter approving the lot boundary adjustment. A package was sent to the Parks Department in December that outlined eleven different properties that the District would be willing to trade for the 0.82 acres needed at Garfield.

Conceptual approval of the agreement is needed from Parks in order for the Garfield High School project to receive the Master Use Permit from the City of Seattle.

Department of Planning and Development:

The City of Seattle Department of Planning and Development expects to issue the Master Use Permit by the end of March 2005. Once the MUP is published there is a 15-day public comment period in which it can be appealed. Don indicated that SDT members may be required to testify at the appeal hearings to be held by the end of the school year.

Landmarks:

The Landmarks Board issued the preliminary certificate of Approval in December. Chris Jackins has appealed the approval and the hearing will be scheduled to coincide with the Master Use Permit appeal. The design team will request the final certificate of approval at a Board meeting in March.

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Upon completion of the Landmarks and MUP appeal the process appeals will be complete. The building permit itself is not appeal able.

School Board Update:

The Garfield High School Project was presented during the School Board Work Session on the January 13, 2005. The design team presented the project and informed the Board that the project is in need of additional funds in order to build a 1600 student program at Garfield. After reviewing the entire capital budget it was found that the additional money could be apportioned to Garfield by reducing the scope of later projects.

The final Board action regarding additional funds will be an approval of a budget transfer for the requested amount. This will be a Board meeting that SDT members should attend. The meeting will occur either at the end of the current school year or the beginning of the 2005-2006 school year.

Contractor Update:

The design team is quickly approaching the last phase of design and Lease Crutcher Lewis is gearing up to start bidding the project at this time next year. The Guaranteed Maximum Price negotiations with Lease Crutcher Lewis will take place this fall and will be completed by the end of the year.

An SDT member reported that the Chinese economy is diminishing in comparison to the spike it had last year causing a decrease in the high inflation rates.

Water Line Repair:

During the summer of 2005, Lease Crutcher Lewis will complete the water line repair and upgrade along 25th Avenue. The work will include:

- Replacement of the existing waterline
- Repair of the street
- Replacement of the curb, gutter and sidewalk
- Enhanced landscaping strip

Lease Crutcher Lewis will bid the project this spring and construction will start in July.

Q: Will the street work include any upgrades to fiber optic wiring?

A: Not to our knowledge. For more information regarding the \$28 million dedicated to technology in the BEXII levy, contact the District's Information Systems Department.

Upcoming Project Meetings:

Don reported that the January 10 PTSA meeting was a success.

January 28, 2005 – Director Bass Community Meeting

Tony Johnson and Jim Burk from Lease Crutcher Lewis will be present to discuss the minority contracting plan for Garfield High School.

Shep Siegel with Seattle Public Schools will also be present to discuss the District's apprenticeship program which applies to all projects throughout the District.

February 10, 2005 – Next SDT Meeting followed by a community meeting to discuss the Superblock plan. (Please note that since this meeting, the Community Meeting has been moved to March 10, 2005.) Copies of the Superblock draft plan will be delivered to the school for review.

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An SDT member commented that the District is doing a great job of improving the site for the community.

Design Review: Tom Bates

Design development conferencing with staff members is now complete with the exception of the following spaces to be discussed today:

- GHS Foundation Office
- Volunteer Room
- Student Commons
- South atrium space

Tom reported that conferencing to date has gone very well. The design team will issue department plans in conjunction with the design development set in March for staff reference.

Student Commons Review:

The following spaces are adjacent to the student commons:

- Main Entry
- PTA Room
- Culinary Arts
- Multi-purpose classroom space
- Activity center
- Leadership/ASB room
- Student space
- Marketing classroom
- Library

Q: Would it be possible to rotate the culinary arts classroom space and the dining room 180 degrees?

A: Yes, this is a good idea and could be accomplished.

Tom reviewed the student store configuration and stated that the current union contract prohibits access to the student store from the student commons. An SDT member requested that lockable access to the student store be added as union contracts change over time. The issue regarding access to the student store is that food cannot be sold while the cafeteria is in session.

The team worked out a way to allow flexibility for the store to be available from the commons and the hallway by rotating the space 90 degrees.

Ted Howard requested a meeting be set up with the Garfield marketing and ASB staff members to discuss the configuration and function of the student store.

Q: Where is the loading dock for kitchen supplies?

A: Tom pointed out that the new and enhanced loading area will be accessed via the central parking lot at the southeast corner of the 1923 building.

Ideas regarding the design features of the student commons:

- Portable stage will be provided with storage under the stairs
- Stand-up eating centers, similar to West Seattle High School. These are good to have for students because they have been sitting all day.
 - Tom stated that BLRB has designed this for other high schools and it has been very popular.

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- Don informed the SDT that the original marble at West Seattle was recycled into the countertops.
- There is marble at Garfield located in the old locker rooms in the historic building.
- Add a projector screen and a large projector
 - The design team will need to review lighting options for the projector. Will the windows need blinds or can a projector be purchased with extra lumens for brightness?
 - At West Seattle, the projection screen was installed in the recess to avoid sunlight. This could be an option for Garfield as well.
- Student capacity with the tables set up for lunch will be 500-600 students.
- Tables will be round with some square tables
- There will be a sound system with a PA system.
- The acoustical engineer is also looking at finishes to minimize noise distribution.
 - Currently looking at using perforated wood paneling similar to the Seattle City Hall building.
- Flooring
 - The floor will be a new, flat floor level that is level with the rest of the first floor.
 - Current flooring finish idea is polished concrete
 - Other options:
 - Linoleum
 - VCT
 - School Design Team members agreed to move forward with the polished concrete finish. NO VCT!
- Televisions?
 - SDT members rejected the idea of displaying television shows during lunch periods.
 - Ted clarified that the TVs could be used to display announcements and student achievements.
 - LCD screens will be added to the student commons and the content will be controlled by the administration.
- A reader board should be located in the administration area. Ted suggested having reader boards at hallway intersections or in the learning community commons to make announcements to students throughout the day. Again, all content would be controlled by the administration.

Learning Community Commons Review:

There are four learning community commons areas, each around 900 square feet. The size is similar to a classroom with around the same seating capacity.

- Wireless hub area
- SMARTBoards
- LCD projector with sound reinforcement
- All electronic equipment will be securable.
- Members recommended using a hard surface such as linoleum for the flooring material.
- Recommendation was made to have communities separated from the student commons with a glass wall.
- Recommendation was made to add stand-up counters to these spaces as well
- Access between the second floor south learning community commons to the atrium should be double doors that open into the space.

Atrium Space Review:

Tom reviewed the evolution of the choir room space into an informal performance area and revealed a sample rendering of the space.

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Issue was raised regarding outside air ventilation into the science rooms and how this will be accomplished. The design team will review the area and develop a solution for the science rooms.

- Need display cases for trophies, visual arts.
- Suggested an art and photography exhibit
 - Ted Howard stated that he would like to see pictures of students throughout the building.
 - Need spaces for student expression
- Need LCD projector and wireless hub
- Holograph chimney?

Carpet

The team discussed the use of carpet in the general purpose classrooms. Don stated that it is the District standard to install carpet in classroom areas. The carpet specified for Seattle Public Schools projects is the same material used in airports and hospitals.

Elevator

Ted reviewed the need of having two elevators in the historic building, one for ADA access and the other for deliveries and janitorial purposes. Don stated that the reason the second elevator was removed from the project was due to the added cost.

The preceding Minutes are the Construction Manager's interpretation of the items discussed and decisions reached at the above referenced meeting. Any persons desiring to add to or otherwise change the Minutes are asked to put their comments in writing to the Construction Manager not later than **February 9, 2005**; otherwise, the Minutes will stand as written.

The preceding Minutes were prepared by Kathryn Emtman, Project Manager.