



SCHOOL BOARD ACTION REPORT

DATE: May 10, 2018
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Dr. Lester Herndon, Associate Superintendent, Facilities and Operations
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For Introduction: May 23, 2018
For Action: June 6, 2018

1. TITLE

BEX IV/BTA IV: Approval of the Site Specific Educational Specifications for the Daniel Bagley Elementary School Modernization and Addition project

2. PURPOSE

The purpose of this action is to provide the design teams with information about the program space required to support the education program of [Daniel Bagley Elementary School](#).

3. RECOMMENDED MOTION

I move that the School Board approve the Site-Specific Education Specifications dated March 19, 2018 for the Daniel Bagley Elementary School project.

4. BACKGROUND INFORMATION

a. Background

Educational Specifications are the written medium through which educators and other stakeholders identify the program activities that are necessary for teaching and learning. The Seattle Public Schools Elementary Educational Specifications provide design teams with information about the program spaces required to support the elementary school's educational program. They also include the specific area requirements for each type of space.

The SPS Strategic Plan has been the source of the vision that informed the development of the district-wide Elementary Educational Specifications. The process focused on articulating the ways in which the vision should be translated into the physical learning environment, with the intent of standardizing the building and furnishing process to provide parity throughout Seattle Public Schools. Much of the information supplied was provided by Planning Alliance through a consulting contract with Seattle Public Schools. Additional analysis was supplied by Educational Service District 112 and members of the SPS Capital Projects Department.

Seattle Public Schools engaged a variety of stakeholders to develop the information included in the district-wide Educational Specifications, including principals, teachers, parents, community members, as well as SPS staff from Teaching & Learning, Facility

Operations, and Capital Projects & Planning. Each stakeholder contributed to the process from his or her area of expertise.

The Daniel Bagley Elementary Modernization and Addition project includes funds for both selective modernization of the existing building, as well as funds for a classroom and gymnasium addition that will increase student capacity. The site-specific Educational Specifications have adapted the district-wide Educational Specifications and have been tailored in response to input from the Daniel Bagley School Design Advisory Team, which included staff, parents, and community members.

The attached document is a description of the primary differences between the district's Elementary Educational Specifications and the Site-Specific Educational Specifications for this project. A program area summary indicating the specific areas to be included is also attached. Once approved by the Board, the site-specific Educational Specifications will provide the basis of design for the Daniel Bagley Elementary School project.

To date, the following key actions related to this project have been approved by the Board:

- Architecture & Engineering Contract to Miller Hayashi Architects (8/24/16)
- Contract for Construction Management Services to Shiels Oblatz Johnson, (8/24/16)

b. Alternatives

Deny Motion. If motion is denied, the district will delay the design of the project until an alternative site-specific education specification is deemed acceptable.

c. Research

The district-wide Elementary School Educational Specification dated May 31, 2016: This document represents the Educational Program needs for a new 500-student or 650-student elementary school facility, and is used as a benchmark and resource guide for projects such as the Daniel Bagley Elementary Modernization & Addition Project.

5. FISCAL IMPACT/REVENUE SOURCE

This action does not represent a specific expenditure.

This action helps secure approximately \$1.9 million in state funding assistance.

Expenditure: One-time Annual Multi-Year N/A

Revenue: One-time Annual Multi-Year N/A

6. COMMUNITY ENGAGEMENT

With guidance from the District's Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

The \$694.9 million Building Excellence IV (BEX IV) Capital levy was approved by more than 72 percent of Seattle voters in February 2013. It supports the district's long-range plans to upgrade and renovate aging school facilities and address enrollment growth. The process included countless hours of planning, coordinating efforts throughout the district, community engagement and feedback, extensive Seattle School Board guidance and input that lead to a unanimous Seattle School Board vote in November 2012 that approved the BEX IV projects list, which funds the classroom and gymnasium additions for the Daniel Bagley Elementary modernization and addition.

The selection of projects in the Buildings, Technology, and Academics (BTA) IV program, which funds portions of the Daniel Bagley Elementary modernization, went through an extensive community vetting process and was approved by voters on February 9, 2016. The Preliminary Environmental Impact Statement (PEIS) for the BTA IV program included a public comment period from May 19, 2016 to June 24, 2016. Additionally, the SEPA Environmental Checklist process included a public comment period from August 21 to September 21, 2017 where fifty-five (55) individual comment letters and postcards were received.

The design of the Daniel Bagley Elementary Modernization & Addition project was developed in conjunction with the School Design Advisory Team (SDAT) that included staff, students, parents and community members from Daniel Bagley Elementary School. This group met throughout the fall of 2016 to provide information about facility use, district and school programs, and educational goals upon which the design was based. The Daniel Bagley School Elementary Modernization & Addition project will support the district's current educational goals as well as providing the flexibility to accommodate emerging educational programs.

7. EQUITY ANALYSIS

This motion was not put through the process of an equity analysis. The selection of projects in the BEX IV and BTA IV capital levies were designed to provide equitable access to safe school facilities across the city.

8. STUDENT BENEFIT

The Daniel Bagley Elementary Modernization & Addition project will further address the student capacity needs in the district. The design will incorporate guidelines and requirements provided in the SPS Educational Specifications and School Design Advisory Team Process where the attention is on a learner-centered environment, by personalizing the environment, as well as providing program adaptability, community connections, safety, and collaboration.

9. WHY BOARD ACTION IS NECESSARY

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. 6000, Program Planning, Budget Preparation, Adoption and implementation Policy
- Other: Board approval of educational specifications is required for state funding assistance.

10. POLICY IMPLICATION

School Board Policy No. 6100, Revenues from Local, State, and Federal Sources, states in part: “It is the policy of the Seattle School Board to pursue systematically those funding opportunities that are consistent with district priorities from federal, state, and other governmental units, as well as from private and foundation sources.” In addition, the policy states: “The Board agrees to comply with all federal and state requirements that may be a condition for the receipt of federal or state funds.”

Board Policy No. 6901, Capital Levy Planning, discusses the need for capital projects to fit the educational needs of the district.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Operations Committee meeting on May 10, 2018. The Committee reviewed the item and moved it forward to the full Board with a recommendation for approval.

12. TIMELINE FOR IMPLEMENTATION

Upon approval of this motion, the OSPI Form D-5 Application for Preliminary Funding Status, for the Daniel Bagley Elementary School Modernization and Addition project will be submitted to OSPI in the fall of 2018.

13. ATTACHMENTS

- Site Specific Educational Specification, dated March 19, 2018 for Daniel Bagley Elementary School narrative and program area summary (for approval)

**Daniel Bagley Elementary School
SITE-SPECIFIC EDUCATIONAL SPECIFICATION
REV 3/19/18**

Daniel Bagley Elementary School is housed in a landmark building constructed in 1930. 8 portable classrooms are currently located on the site.

The DBES Modernization & Addition project:

- 1) Modernizes the existing landmark structure to meet current technology, energy efficiency and code requirements.
- 2) Constructs a new 13,800 sf 8-classroom addition to replace portable classrooms.
- 3) Constructs a new 6,200 sf gymnasium and associated support spaces.

The BEX IV Levy is providing funding for the permanent classroom addition to address current and projected elementary and enrollment growth in north Seattle, as well as for providing expanded gym facilities, a covered play area, and seismic and other selective upgrades to the historic building. The BTA IV Levy is providing funding for additional system upgrades for the historic building. While these improvements will rectify major shortcomings in the existing facilities, the project is not funded or intended to construct the full 500-student Educational Specification at the site at this time.

Variances from the May 2016 version of the **500-student Elementary Educational Specifications** include:

ADMINISTRATION

1. Existing Administration space is 923 sf. Ed Spec for Administration is 3,600 sf. Reallocation of space during Modernization will improve access, safety and supervision and expand Administration to 2,614 sf. Refer to the attached Ed Spec Summary Detail for proposed room-by-room space allocation priorities.
Variance from Ed Spec: -1,101 sf.

CHILDCARE

2. There is no Childcare Program at Bagley. Construction of facilities for a Childcare Program is not funded. The Before and After Care program is currently housed in one of the portables. The Before and After Care program will be accommodated in the Student Dining with a new kitchenette and storage space.
Variance from Ed Spec: -2,736 sf

CORE ACADEMIC

3. Construction of 8 new classrooms together with modernization of the existing building provides 23 teaching stations that will meet current standards for classroom environment and technology, including 1 Flex Classroom. Ed Spec is 25 teaching stations including 3 Flex Classrooms. **Variance from Ed Spec: -2 Flex Classroom**
4. All existing classrooms will be fully modernized. Existing classrooms are 700 sf, Ed Spec classroom size is 850 sf. **Variance of -150 sf per existing classroom**
5. Learning Commons spaces for learning support are provided in the new classroom addition. The existing building renovation provides new hallway alcoves to accommodate learning support.

STUDENT DINING/FOOD SERVICE

6. The existing Student Dining/Food Service areas total 2,884 sf. These spaces will receive energy efficiency, accessibility and life safety upgrades. Expansion of Student Dining/Food Service areas and additional Food Service equipment upgrades are not funded. Ed Spec for these areas is 5,350 sf. **Variance from Ed Spec: -2,466 sf.**

LIBRARY/MEDIA CENTER

7. The existing Library space is 1,400 sf. The Ed Spec for Library/Media Center is 2,750 sf. The reallocation of space as part of the modernization rebuilds a new Library totaling 2,010 sf. **Variance from Ed Spec: -740 sf.**

MAINTENANCE & CUSTODIAL SPACES

8. Existing Maintenance and Custodial Space is 198 sf, not including basement boiler and fan rooms. Ed Spec is 1,390 sf. Space reallocation through modernization will increase Maintenance and Custodial space to 583 sf by providing an improved custodial storage and office area, and two custodial closets, one on each level. Extensive improvements to accommodate loading and receiving facilities are not funded. **Variance from Ed Spec: -807 sf.**

SPECIAL EDUCATION

9. Existing 700 sf classrooms will be improved for Self-contained classrooms and toilet rooms for a total of 2,762 sf dedicated to Special Education. The Ed Spec for Special Education spaces is 3,700 sf. **Variance from Ed Spec: -840 sf.**
10. The design addresses Ed Spec Section 3.7.2 Distribution Criteria by re-locating Access and Resource Classrooms to modernized spaces on the Second Floor, while modernizing the 2 Self-contained Classrooms on the First Floor adjacent to OT/PT and support spaces.

SPECIALTIES

11. Existing Art Classroom is 853 sf. Ed Spec for Art Rm, Storage Rm, and Kiln Room totals 1,500 sf. Reallocation of space as part of the modernization will result in a new 981 sf Art Room with adjacent Kiln Rm and Art Storage Rm. **Variance from Ed Spec: -307 sf.**
12. Music Classroom: The 500-student Ed Spec calls for a Music room that is combined with the stage. The existing Student Dining has been designated as an historic landmark and the stage, which is under 500 square feet, is being retained. The stage is too small to accommodate both General and Instrumental Music classes, so reallocation of space within the existing building footprint will provide a permanent Music classroom of nearly 1,000 SF. **Variance from Ed Spec: +376 sf.**

Daniel Bagley ES Modernization & Addition

Site-Specific Educational Specifications Summary Detail

3/19/18 update to 1/18/18 Design Development Phase plans: includes revisions to reflect staff and user group review.	500 Student Ed Spec			2020 Total			500 Ed Spec	Comment
	Subttl SF	SF	TS	Subttl SF	SF	TS	Variance	
Administration	3,600			2,499			-1,101	
Waiting Area / Reception & Secretary		470			470		0	
Principal Office		180			146		-34	To fit space available in existing building
Asst Principal Office		180			110		-70	" " "
Asst Principal Student Waiting Area		30			7		-23	" " "
Conference Room		250			139		-111	" " "
Admin Workroom/Kitchenette/Mail Area		240			230		-10	" " "
Storage Room		120			68		-52	" " "
Shared Offices (3@120)		360			0		-360	Small group collaboration spaces can be utilized if necessary
Records Room		120			81		-39	" " "
2 Staff Restrooms & 1 Unisex Shower (3@50)		150			189		39	
Nurse's Office / Treatment Area / Cot Room		220			203		-17	" " "
Clinic RR/WD/Shower		120			107		-13	" " "
Computer Storage & Repair		120			114		-6	" " "
Staff Lounge		500			431		-69	" " "
Satellite Staff Workroom/Break Area (2@180)		360			150		-210	" " "
Lost and Found		20			19		-1	" " "
PTA/Volunteer Storage		160			35		-125	" " "
								School has Before & After Care in one portable. New classrooms will be prioritized for student capacity, so Before & After Care must share Student Dining.
Childcare	2,736			0			-2,736	
Core Academic	26,870			20,081			-6,789	
Kindergarten w/ Toilet (4@950)		3,800	1		3,800	1	0	Classrooms in new addition
Grade 1 Classrooms (4@850)		3,400	1		2,800	1	-600	To fit space available in existing building
Grade 2 Classrooms (4@850)		3,400	1		3,400	1	0	Classrooms in new addition
Grade 3 Classrooms (4@850)		3,400	1		2,800	1	-600	To fit space available in existing building
Grade 4 Classrooms (3@900)		2,700	1		2,100	1	-600	" " "
Grade 4 Classrooms (3@900)		2,700	1		2,100	1	-600	" " "
Flex Classrooms for Capacity (3@850)		2,550	1		997	1	-1,553	" " "
Book/Tech Storage Rms (6@100)		600			327		-273	" " "
Small Group Rms (6@120)		720			595		-125	" " "
Learning Commons (6@600)		3,600			1,162		-2,438	" " "
Student Dining/Food Service	5,350			2,884			-2,466	
Student Dining & Serving, 250 students		3,800			2,255		-1,545	To fit space available in existing building
Table & Chair Storage		400			148		-252	" " "
Community Kitchenette		100			0		-100	" " "
Kitchen		870			429		-441	" " "
Manager Office Alcove		30			0		-30	" " "
Dry Storage		120			52		-68	" " "
Laundry		30			0		-30	" " "
Library/Media Center	2,750			2,010			-740	
Reading/Stacks/Circ/Group Instruction		2,500			1,902		-598	To fit space available in existing building
Office/Workroom		250			108		-142	" " "
Maintenance/Custodial Serv.	1,390			583			-807	
Central Receiving/Workroom/Storage		400			353		-47	To fit space available in existing building
Lead Custodian Office		100			0		-100	" " "
Staff Toilet (shared with Food Service)		60			62		2	
Furniture Storage		200			0		-200	" " "
Science Kit Storage		40			28		-12	" " "
Equipment Storage Room		200			0		-200	" " "
Custodial Closets (3@80)		240			140		-100	" " "
Service Courtyard Storage		150			0		-150	" " "

Daniel Bagley ES Modernization & Addition

Site-Specific Educational Specifications Summary Detail

3/19/18 update to 1/18/18 Design Development Phase plans: includes revisions to reflect staff and user group review.	500 Student Ed Spec			2020 Total			500 Ed Spec	Comment
	Subttl SF	SF	TS	Subttl SF	SF	TS	Variance	
Special Education	3,700			2,860			-840	
(2) Self-Contained Classrooms		2,000	2		1,170	2	-830	To fit space available in existing building
CR Toilet & Changing Area (2@100)		200			182		-18	" " "
Resource Room		450	1		450	1	0	
Access Room		450	1		493	1	43	
Speech		100			115		15	
Psychologist		100			93		-7	To fit space available in existing building
OT/PT		400			357		-43	" " "
Specialties	9,570			9,590			20	
Art/Project Lab		1,200	1		981	1	-219	To fit space available in existing building
Art Supply Storage/Kiln Room		150			84		-66	" " "
Art Project Storage		150			128		-22	" " "
								Existing program has both General & Instrumental Music, so two music rooms are being provided
Music Room		0			982	1	982	
Music Room Storage		0			156		156	
Music/Stage Room		1,000	1		488		-512	To fit space available in existing building
Music/Stage Storage		250			0		-250	" " "
Gym		6,200	2		6,200	2	0	New addition
PE Office & Storage		300			280		-20	To fit available budget resources
Recess Equipment Storage		150			110		-40	" " "
Restroom/Shower		50			75		25	
Community Partner Storage		120			106		-14	" " "
Net Assignable (Program) Area	55,966		15	40,507		15	-15,459	