

MEETING MINUTES

November 17, 2009

Project: Pasadena Unified School District
Altadena Elementary
PBWS P/N: 09008.00

Attendees: Gregory White, Principal
Altadena Elementary Site Council
Stephen Brinkman, PUSD Facilities
Wade Frazier, PBWS
Mark Lansdown, PBWS

Purpose: The purpose of this meeting was to present PUSD measure TT Scope items for Site Council approval.

1. **Measure TT Scope Summary:** PBWS presented Architectural sheets A101, A201, A203, A205, A207 and Draft Scope Summary budget dated 11/16/19 to the Council. The Council voted to approve proceeding with further development of the following items:
 - Modernization, reconstruction and reconfiguration of the new entry on the street side of multipurpose building C areas shown on sheets A101 & A201.
 - A covered area from building A to the multipurpose room Building C shown on sheets A101 & A201.
 - Reconstruction and reconfiguration of the Main Entry and Administration areas in Building A shown on sheets A101 & A201.
 - Modernization of Building B areas and additional space for toilets and storage shown on sheets A205 & A207.
2. **Additional Items:** Additional items were requested for incorporation in the modernization upon District approval and available Budget including:
 - Power actuated door openers at main entry doors for accessibility.
 - Additional elevator at the East end of the Campus.
 - Operable windows. The Council was made aware that this would only be considered if the operation is interconnected with the HVAC system.
 - Doors connecting selected classrooms for team teaching.
3. **Other Items for Consideration:** The site Council wanted time to consider the following:
 - Rework or provide new drop off area and additional parking. The Council would like to preserve as much play area as possible.
 - Enclosing the 2nd floor patio area adjacent to the Library. This would be part of water leak mitigation.

4. **Further Development:** The council requested design modifications in the following areas:

- The configuration of new Kindergarten toilets.
- Additional toilets in the Administration area.
- Move the new Elementary toilets in Building B toward the West (change location with storage).
- Explore the possibility of connecting the Staff lounge with the workroom.
- Add storage in unused space at modernized kitchen.
- Implement sound absorption panels/design to reduce noise in main entrance lobby.

5. **Next Meeting:** December 15, 2009.

If anyone present at the meeting have changes or corrections to the minutes as presented above, please notify PBWS in writing, within seven days after receipt of these minutes. In the absence of such notice, these minutes will be considered a true and accurate record of the meeting.

Mark Lansdown, LEED AP
Project Manager, PBWS

cc: Those in attendance

PUSD/Measure TT

DRAFT SCOPE SUMMARY Altadena Elementary

PBWS Architects
11/17/2009

Category/Item		PBWS PUSD REQD.			Budget	Notes
1.0 SITE WORK						
1.1	Make entire site accessible as required by ADA/CBC	X		X	\$ 260,000	
1.2	Provide landscaped area by MPR Building with seating	X			\$ 160,000	
1.3	Provide new pavement at SE parking area	X		X	\$ 45,600	Under a Separate Contract
1.4	Provide ADA compliant handrails	X		X	\$ 60,000	
1.5	Resolve door landing slope issues throughout	X		X	\$ 10,000	
1.6	Provide Pre approved shade structures	X			\$ 54,970	Under a Separate Contract
1.7	Replace Damaged Site Lighting	X			\$ 10,000	
1.8	Remove/replace Non-compliant Play Equipment	X		X	\$ 15,000	
1.9	Landscape Repair	X			\$ 30,000	
1.10	Provide dropoff / additional parking					Alternate Item Approx. \$150,000

2.0 MODERNIZATION

2.1	Specify folding tables/benches in Multi purpose room	X			\$ 18,000	District has spec.
2.2	Provide new secure sound/AV system in MPR Building	X			\$ 60,000	
2.3	Provide new flooring throughout as needed	X			\$ 97,000	District will provide some areas-verify
2.4	Provide new ceilings where condition requires	X			\$ 100,000	District will provide some areas-verify
2.5	Resolve multiple drainage issues	X			\$ 20,000	
2.6	Remodel main entry / Admin	X			\$ 1,160,000	
2.7	Replace waterproof membrane/tile floor at Boys 207	X			\$ 10,000	
2.8	Modernize kitchen. Include appliances for cooking class	X			\$ 150,000	
2.9	Provide adequate classrooms/toilets for all day Kinder	X		X	\$ 120,000	
2.10	Provide adequate classrooms/toilets for Pre-K	X		X	\$ 80,000	
2.11	Modernize fire alarm system	X		X	\$ 264,000	
2.12	Modernize fire sprinkler system	X		X	\$ 280,000	
2.13	Address multiple ADA access issues in toilets	X		X	\$ 5,000	
2.14	Replace Electrical panel	X			\$ 24,000	
2.15	Provide new clock/bell system throughout		X		\$ 29,828	Completed
2.16	NOT USED					

PUSD/Measure TT

DRAFT SCOPE SUMMARY **Altadena Elementary**

PBWS Architects
11/17/2009

Category/Item		PBWS PUSD REQD.			Budget	Notes
2.17	Toilet Modernization			X	\$ 240,000	
2.18	Resolve Building Door Landing Slope Issues	X		X	\$ 60,000	
2.19	Replace Existing Door, Hardware, and Frame	X		X	\$ 270,000	
2.20	Provide ADA Compliant Handrails	X		X	\$ 50,000	
2.21	Provide Color Contrasting Striping at Existing Stairs/Steps	X		X	\$ 2,500	
2.22	Provide Accessible Sink Cabinets and Casework	X		X	\$ 140,000	
2.23	Provide Accessible Drinking Fountains	X		X	\$ 15,000	
2.24	Provide Fountain Guards at Both Sides of (e) D.F.	X		X	\$ 4,000	
2.25	Patch and Repair Existing Damaged Walls	X			\$ 50,000	
2.26	Repair Existing Guard Rails	X			\$ 1,500	
2.27	Modernize Existing HVAC System	X			\$ 300,000	
2.28	Replace Outdated Light Fixtures	X			\$ 127,000	
2.29	Miscellaneous Patch and Repair During Construction	X			\$ 50,000	
2.30	NOT USED					
2.31	Provide New Cased Openings in Kindergarten	X			\$ 10,500	
2.32	Provide Additional Electrical Receptacles	X			\$ 45,000	
2.33	Provide Pre-K/Kindergarten Storage	X			\$ 8,000	
2.34	Remove and Replace Existing Open Tread Stairway	X		X	\$ 100,000	
2.35	NOT USED	X				
2.36	Remodel Multipurpose Entry	X			\$ 600,000	
2.37	Excavate and waterproof @ Bldg B below grade	X		X	\$ 100,000	
2.38	Provide covered area between Bldg. A and Caffeteria	X			\$ 150,000	
3.0 DEFERRED MAINTENANCE ITEMS						
3.1	Replace dry rot damaged sash throughout	X				
3.2	Prep and paint all interior and exterior surfaces		X			
3.3	Diagnose and repair HVAC leaks in several locations		X			
3.4	Diagnose and repair drain leaks in several locations		X			
3.5	Excavate and waterproof @ exterior walls		X			

PUSD/Measure TT

DRAFT SCOPE SUMMARY **Altadena Elementary**

PBWS Architects
11/17/2009

Category/Item	PBWS PUSD REQD.	Budget	Notes
Estimated Construction Cost Excluding DC & Esc.		\$ 5,386,898	
Design Contingency 15%		\$ 808,035	
Escalation / Unknowns Allowance 28%		\$ 1,734,581	
Total Construction Budget / Bid Allowance		\$ 7,929,514	
Construction Cont. CO Allowance 10%		\$ 792,951	
Soft Costs A/E Fees, Inspection / Survey / Soil 20%		\$ 1,744,493	
Total Project Budget Allowance		\$ 10,466,958	
(Total Code Required Items)		\$ 2,121,100	

Pasadena Unified
School District
Altadena Elementary

Modernization

743 East Calaveras Street
Altadena, CA 91001

Issue/Revision Date

License Stamp:



Sheet Title:

Site Plan

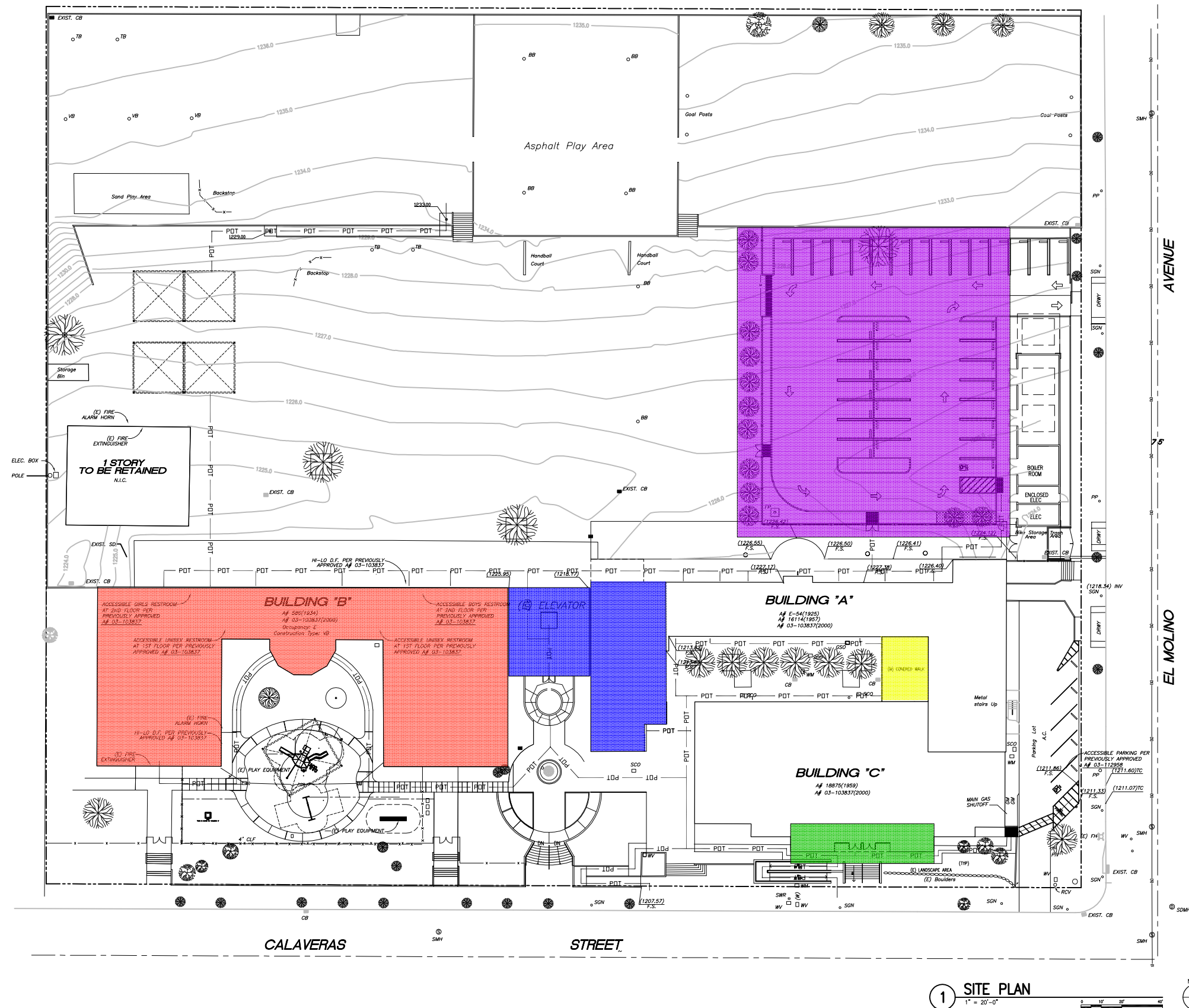
Project Number 09008.00

Date 11.16.09

Checked By ML

Reviewed By XX

A101



1 SITE PLAN
1" = 20'-0"

**Pasadena Unified
School District
Altadena Elementary**

Modernization

743 East Calaveras Street
Altadena, CA 91001

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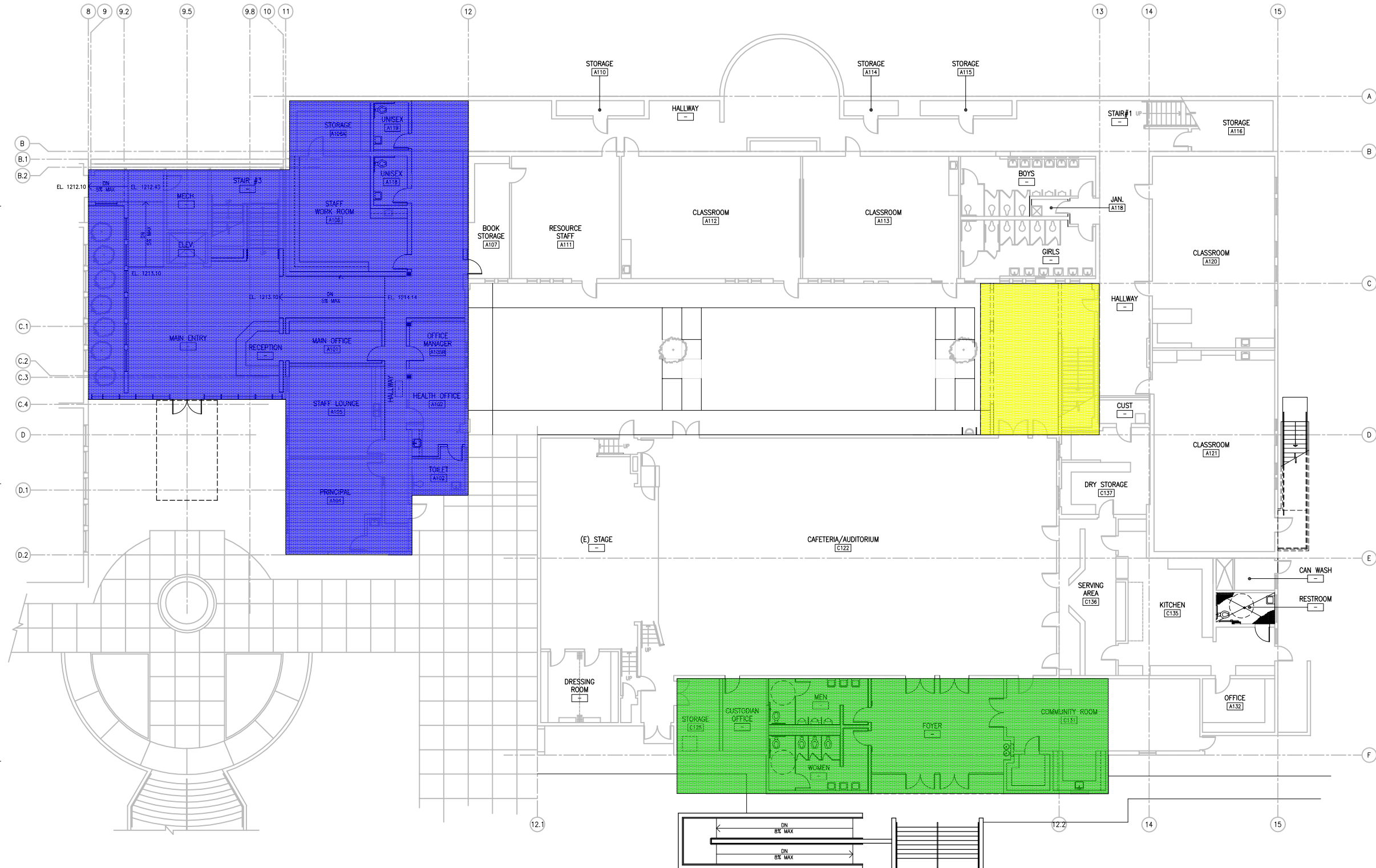


Sheet Title:

**BUILDINGS A & C
1ST FLOOR
PLAN**

Project Number 09008.00
Date 11.16.09
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A201



1 BUILDINGS A AND C 1ST FLOOR PLANS
1/8" = 1'-0"



Pasadena Unified
School District
Altadena Elementary

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Sheet Title:

BUILDINGS A & C
2ND FLOOR
PLANS

Project Number 09008.00

Date 11.16.09

Checked By ML

Reviewed By XX

1 BUILDINGS A & C 2ND FLOOR PLANS
1/8" = 1'-0"



A203

Pasadena Unified
School District
Altadena Elementary

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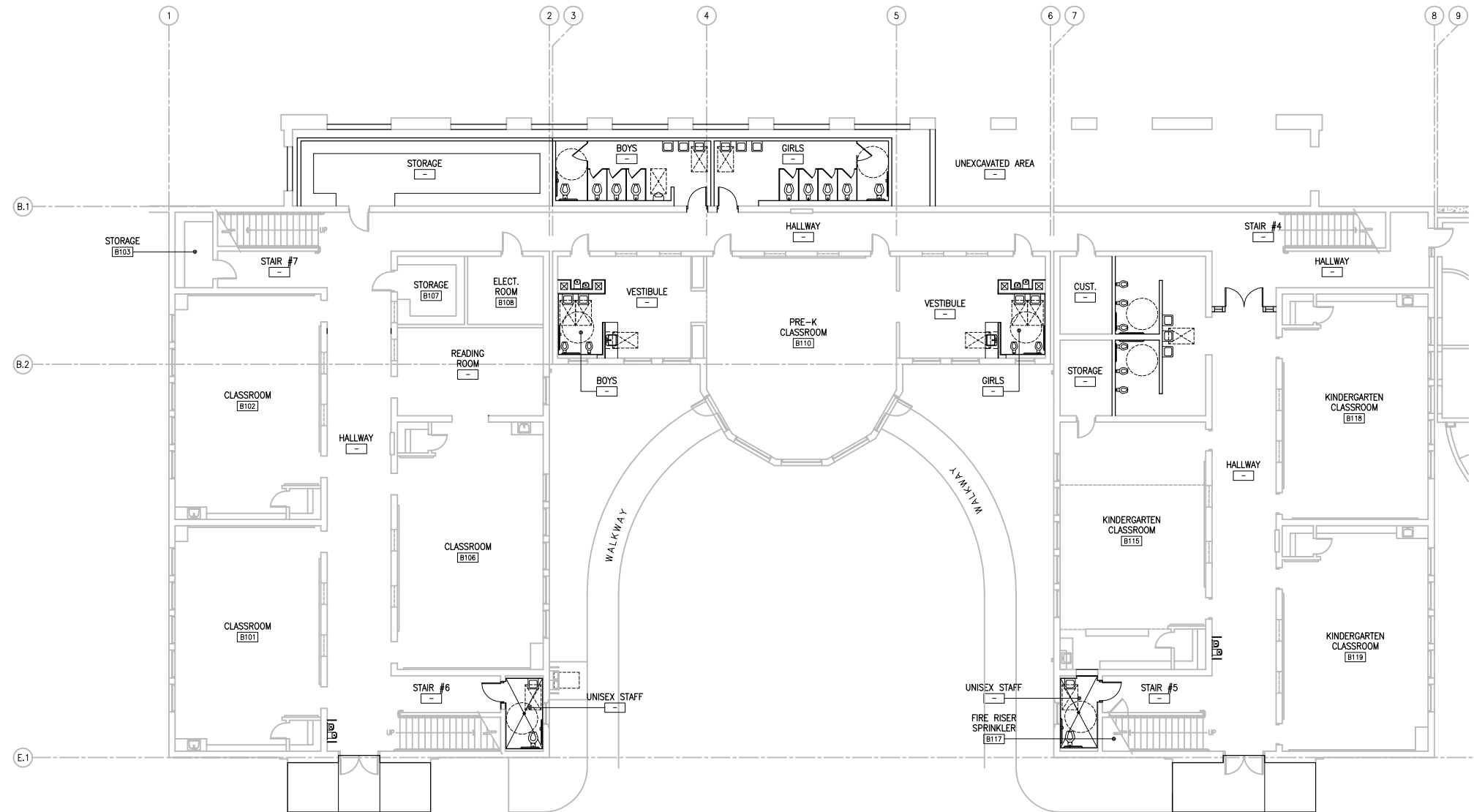
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Sheet Title:

BUILDING B
1ST FLOOR
PLAN

Project Number	09008.00
Date	11.16.09
Checked By	ML
Reviewed By	XX



1 BUILDING B 1ST FLOOR PLAN
1/8" = 1'-0"



A205

Pasadena Unified
School District
Altadena Elementary

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Altadena, CA 91001

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Sheet Title:

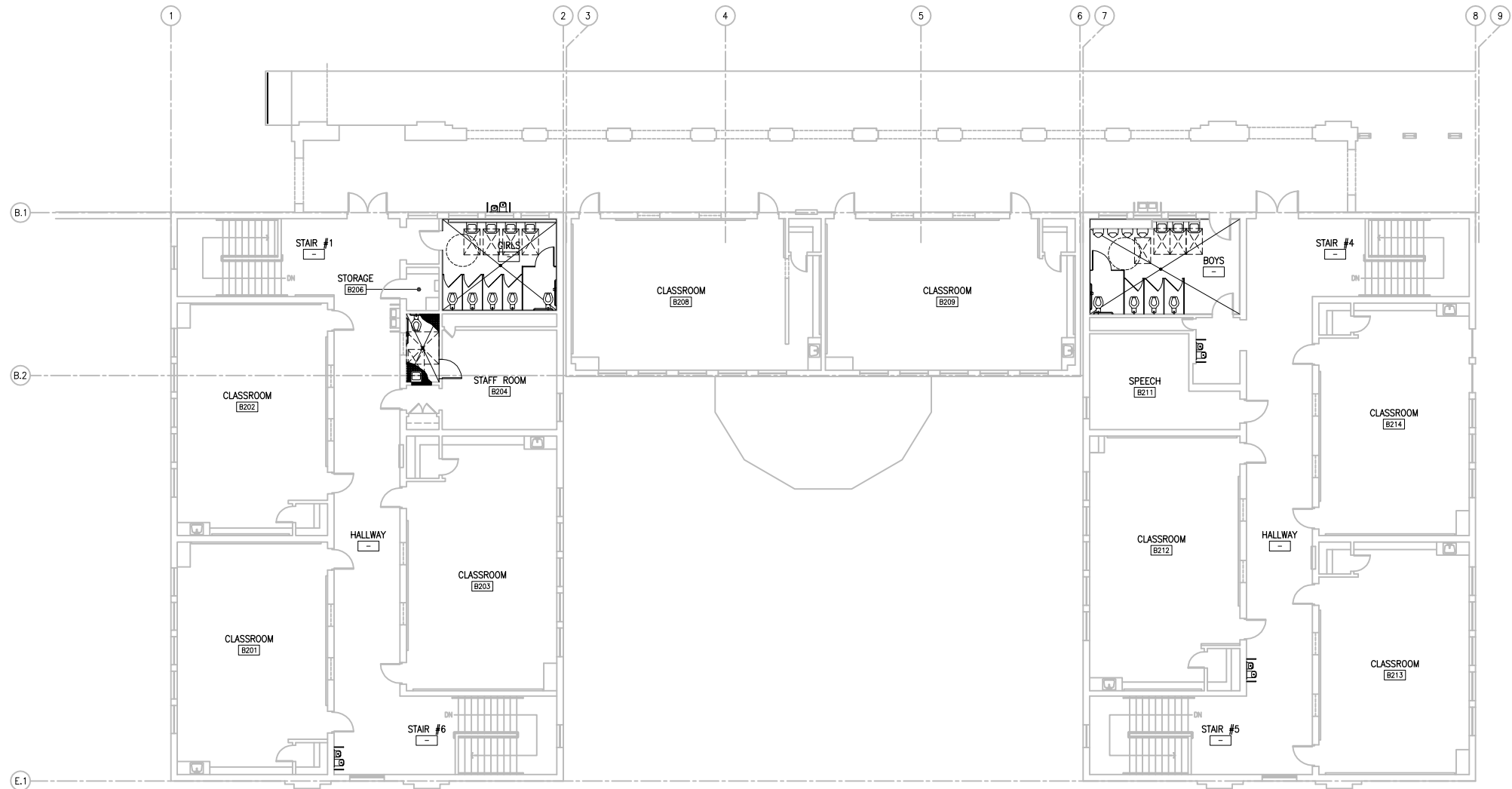
BUILDING B
2ND FLOOR
PLAN

Project Number 09008.00

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Checked By ML

Reviewed By XX



1 BUILDING B 2ND FLOOR PLAN

1/8" = 1'-0"

