TEMPLATE

APS SITE MASTER PLANNING

Albuquerque Public Schools
Department of Facilities Design + Construction

January 1, 2017

INTRODUCTION & OVERVIEW

Albuquerque Public Schools develops a Site Master Plan prior to new construction or major renovation and addition on a campus to inform and guide the future development of the campus. The Site Master Plan represents a long-term vision for the school (periodically revisited and updated when/if necessary or after 5 years) and will serve as a guide for all demolitions, additions, renovations, new constructions and infrastructure improvements at the site during that time. The Site Master Plan is intended to be comprehensive and cohesive, covering all planned redevelopment activities as well as potential future modification and additions to the campus.

Site Master Plans are primarily driven by two main factors;

(a) *Projected facility functions (program) and maximum expected served students (capacity) as defined by the CMP program of scope*. This will also define expected student numbers and types (needs, e.g. SPED)

(b) Technical Architectural Design and Engineering standards as stipulated by FD&C design and construction standards, policies and procedures. These will include ADA, Energy Efficiency, BLUZ, and life-health & safety.

PROCESS:

- ☐ Meeting 1: Kick off meeting with FD+C & CMP to define Site Master Plan scope, schedule, and goals

- ☐ (week 1) Review of existing available documents, including
  - FD+C Archive Drawings
    - Record drawings sets
    - Site Plat, Surveys and Easement Documents
    - Site Topography and Utility Survey
    - Drainage Plans
  - ESA Phase 1 Reports
  - CMP Facility Evaluation and MEP Reports
  - CMP Floor Plans
  - CMP Utilization and Program of Space
  - Work Order History
  - PSFA FAD's and FMAR's
  - Asbestos Reports
  - Water and Energy Conservation Committee (WECC) data on site and building utility usage
  - Other building studies (structural study, etc.)
  - Consider if necessary the impacts of a potential future changes in mission or an expansion of site usage for the site. Details of this will be provided by CMP

- □ (week 2) Site visit with FD+C to evaluate existing conditions at campus
- □ (week 3) Meeting 2: Plan Review with FD+C and CMP
  - o Schematic review to include multiple (at least 3) options
    - Determine which buildings to renovate or replace
  - o BLUZ team review of preferred diagrammatic/conceptual option/s
- □ (weeks 4 – 5) Meeting 3: Final Report Review
  - o Revise as required
  - o Final approval

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The components of the Site Master Plan report include:

- □ Describe existing site and facility conditions
  - o Show existing campus, including
    - Site layout
    - Site access and circulation including parent and bus drop offs, pedestrian crossings, fire lanes
    - Site utilities, service locations and distribution network, fire hydrants and public easements
    - Site topography and existing drainage
    - Site recreation facilities
    - Any existing site hazards
  - o Show existing buildings, including
    - Permanent facilities
    - Temporary facilities
    - Building challenges (identify future AE challenges specific to the site)
    - Code compliance (including ADA or Title IX issues)
- □ Review future program needs
  - o APS CMP Utilization and Projections
    - Special Education needs
    - Special program needs
  - o Analyze for required building GSF to meet program needs
    - Provide a detail floor area summary including site and building facilities with comparison to CMP utilization and APS standards
    - Show net square feet, TARE and gross square feet

- Future site requirements
  - Recreation and physical education facilities
  - Site access and vehicular circulation (vehicular, pedestrian) and parking requirements
  - APS Bus Transportation needs
  - Any future projected changes in primary mission or service focus for all or parts of site

- Identify and describe major facility goals and concepts:
  - Health and Safety
    - Indoor environment (address thermal comfort, acoustics and air quality issues)
    - Site (address site hazards)
  - Security
    - Fire protection
    - Site security and evacuation considerations
  - Cohesive Campus
    - Locate public spaces (gym, cafeteria, library, administration and may include art/music) in proximity to each other
    - Parking consolidation, community use and access
    - Avoid new vehicular entrances (curb cuts) onto city streets
    - Replace all portables with permanent facilities
  - Functionality
    - Facilities meet CMP program of spaces
    - Circulation (vehicular and pedestrian)
    - Universal Design (design for full accessibility)
    - Clearly identify primary entrance
    - Site adjacencies (i.e. gym by field, cafeteria by playground, etc.)
    - Campus maintenance and support services
  - Flexibility
    - Efficiency of exterior spaces (i.e. shared uses)
  - Utilities and Drainage
    - Conceptually plan site topography and storm drainage
    - Master plan site utilities, capacity, service locations and distribution network
    - Upgrade utilities efficiently, preferably in Phase 1
      - Locate mechanical yards for ease of accessibility by M+O (i.e. at campus perimeter)

- Sustainability
  - Understand existing facilities' utility use and concerns
  - LEED© for Schools Silver certification considerations
  - Consider multistory building for energy and real estate efficiency
  - Photovoltaic (PV) array with sun access
  - Locate space on site for PV battery storage
- Operational campus during construction
  - Provide a functional campus during and at the end of each phase, including bus and parent drop-off lanes, parking, and outdoor recreation
  - Coordinate utilities and building systems with phasing
  - Understand swing space and relocations with phasing
  - No new portables
  - Avoid renovating areas that will be demolished later
- Any other issues or special considerations that impact site master plan, space needs and/or costs
  - Avoid new vehicular entrances (curb cuts) onto city streets

☐ Plans and diagrams showing

- Site location and neighborhood
- Site utilities schematic with existing and/or required easements for each phase
- Grading and drainage schematic
  - Conceptual storm drainage plan with site topography
- Site access and vehicular circulation (vehicular, pedestrian)
  - Parent drop off, bus drop off, kindergarten drop off for each phase
  - Pedestrian circulation and crosswalks
  - Public access and security schematic
  - Fire lanes, fire hydrants and existing FDC locations
- Spatial relationships, campus and facility organization
  - Site recreation spaces for each phase
- Final Site Master Plan
- Detailed project plan and phasing, including
  - Overall project schedule with phasing
  - New construction, renovation and demolition by phase
  - Swing spaces and interim accommodations by phase
  - Floor area summary for each phase tallying new construction SF, renovation SF and demolition SF, and available SF for school operations
  - Swing space must be removed from site at end of construction

- Project Cost Estimates
  - Construction estimates
    - Maximum Allowable Construction Cost (MACC) and Total Project Cost (TPC) by phase
    - Show costs for site, utility relocations, drainage, demolition and other identified unique project costs by phase

- Deliverable
  - Deliver two (2) CDs with electronic copy of complete Final Report (one for FD+C and one for CMP)