

PROCESS / OVERVIEW



Mt. Diablo Unified School District
Facilities Master Plan



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ABOUT MT. DIABLO UNIFIED SCHOOL DISTRICT

Mt. Diablo Unified, located in Contra Costa County, is honored to serve approximately 32,000 students at one of more than 50 school sites in the cities of Clayton, Concord, Pleasant Hill; portions of Martinez, Pittsburg and Walnut Creek; and the unincorporated communities of Bay Point, Lafayette, and Pacheco. As part of a richly diverse community, MDUSD families represent numerous ethnic communities, speaking nearly 50 different languages and dialects. MDUSD offers award-winning innovative programs in Career Technical Education (CTE); Science, Technology, Engineering and Mathematics (STEM); extensive visual and performing arts programs; and rich foreign language and dual immersion offerings. MDUSD is pleased to have the only International Baccalaureate (IB) program in Contra Costa County, and one of only three middle college programs regionally, our College Now program, going into its third year for 2018-2019. Learn more at <http://www.mdusd.org/>.

In May 2018, Mt. Diablo Unified School District awarded the contract for master planning services to LPA Design Studios.



WHAT IS UNIQUE ABOUT THIS PROCESS?

The Facilities Master Plan (FMP) has a far reaching stakeholder engagement process. This is accomplished through the use of principal, teacher, staff, and student surveys, community meetings, and focused interviews.

In addition to the outreach processes, the FMP focuses on coordinating the District's educational program goals with the proposed facility improvements. The projects are shown on a site master plan, to allow for better coordination of short and long range improvements. Each project is itemized to provide better continuity of the overall plan and is coordinated with the estimated budgets. The intent of listing and phasing each project allows the District to manage the implementation of the projects with the greatest flexibility in the future.

Facilities Needs and Conditions Assessment

LPA partnered with EMG for the Facility Condition Assessments. In September 2018, LPA, EMG, and District Leadership kicked off the Facilities Needs Assessment portion of the Facilities Master Plan by conducting site walks at each school and support site within the District. During that time, members of the assessment team walked each site, documenting the condition of buildings and their systems, verified the accuracy of the District's site plans, took representative photographs of typical spaces inside and outside the buildings, and documented room uses.

Site Master Planning

After analyzing information gathered during the site walks and various surveys and interviews on the condition of the facilities and program needs, the planning team will begin master planning each site in late November 2018.

From early December 2017 through late January 2018, multiple meetings will be held to review the draft site master plans with the school site committees and District leadership to ensure the accuracy and relevance of the plans to the sites. Stakeholders will be selected to serve on a School Site Committee to provide input on the proposed modifications and enhancements shown on the draft site master plans. The site master plans will be revised to reflect this input, resulting in the final proposed site master plans.



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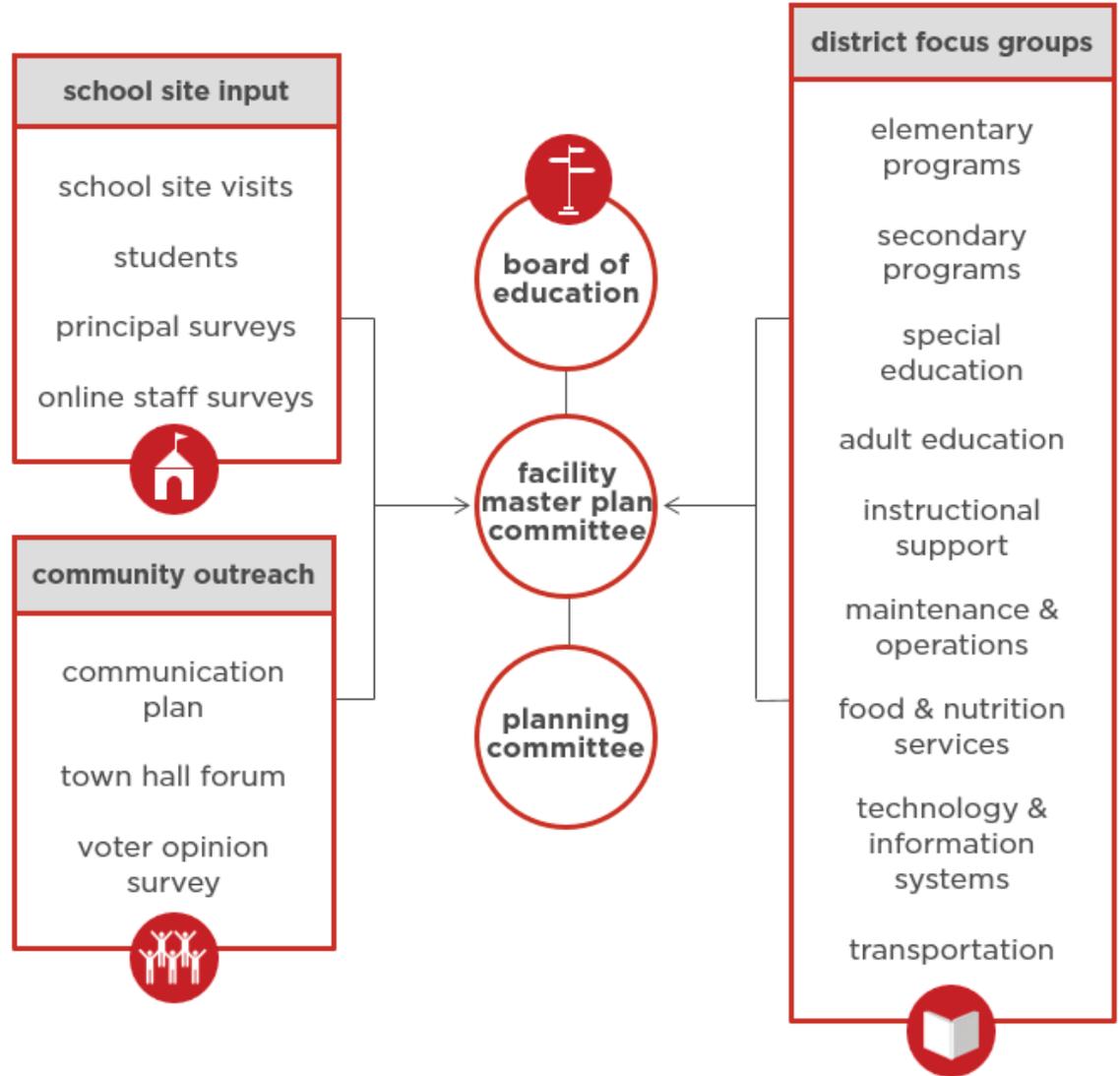
STAKEHOLDER GROUPS AND INVOLVEMENT

Roles & Responsibilities

At the outset of the facilities master planning process, the District Leadership set out to define the roles and responsibilities of the stakeholder participant groups. These groups are refined during the process and ultimately comprise a Planning Committee, Facilities Master Plan Committee, an Educational Visioning Committee, individual School Site Communities, and Focus Group interviews of representatives for specialized topics.

The groups provide input throughout the process, defining educational program goals and offering direction on facilities master planning goals. All input eventually leads to the creation of a set of final recommendations that will be brought before the Board of Education for review, comment, and approval.

Planning Committee (PC) directs and coordinates the process and ensures that input from a range of stakeholders will be optimized. In addition, through regular meetings, the team is responsible for reviewing outcomes from the various groups and providing input on development of the site master plans and estimated budgets to guide the FMP process.





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STAKEHOLDER GROUPS AND INVOLVEMENT, CONTINUED

Facilities Master Plan Committee (FMPC) will be comprised of a diverse group of District Leadership, school site representatives, civic organizations staff, and local community stakeholders. A series of meetings will be held to develop broad visioning concepts and to review and provide input on the development of the conceptual site master plans.

Educational Visioning Committee

Working in concert with District stakeholder groups and a workshop charrette with District teacher leaders, Educational Program Standards will be developed. The intent of these standards is to establish a common baseline related to educational program delivery. Recommendations from this program vision are overlaid on the existing school sites to determine the potential impact of the educational goals to the District's existing facilities infrastructure. As projects are implemented, this visionary document will serve as a guideline for consistency across similar facilities and programs in the District.

School Site Committees (SSC) will be formed to interact with the planning team to develop and confirm the conceptual master plan proposal for each school site in the District. Interaction with these stakeholders will include a Town Hall Meeting and a follow-up principal interview with each site. Between these two sessions, each Principal will be tasked with engaging their SSC and local community stakeholders as they best see fit to ensure the master plan recommendations meet the needs at their site.

Program Focus Group sub-committee meetings were held on an as-needed basis, to focus on particular programs, including overarching topics such as Special Services, Facilities and Maintenance trades, Food Service, Information Technology, and Instructional Support. This examination was performed at both the District-wide and individual school site levels to develop a holistic vision of the District's needs within all areas of operation.

Teachers, Staff, and Students will be engaged throughout the process, as decided upon through engagement with District Leadership. The aims of this information is to gain input from a wide range of school site users across the district to develop a deeper understanding of each site's functionality and ability to support the educational programs.





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FACILITY CONDITION ASSESSMENT

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EMO PROJECT #:
71887 10/06/07

DATE OF REPORT:
November 16, 2010

ON SITE DATE:
October 27, 2010

FACILITY CONDITION ASSESSMENT
OF
CITY HALL
2300 FRESNO STREET
FRESNO, CA 93721

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PRIMARY ROOF			
Type	Current	Final	Concrete steel joists
Membrane	None	Modified bit	2.0/1.0
Flashing	Concrete steel	Membrane	None
Parapet and Cornice	None	Roof Drums	Internal drains
Penets	None	Insulation	Applied/None
Gutters	Concrete Gutters	Gutters	None
Attic	None	Trusses	None
Roof Condition	Good	Like New	None

The primary roof is assessed from ground locations around the building.

SECONDARY ROOF			
Type	Flat	Pitch	Roof membrane
Membrane	Modified Membrane	Modified bit	2.0/1.0
Flashing	Ball-up Seal and Edge Flashing	Membrane	None
Parapet and Cornice	None	Roof Drums	Internal drains
Penets	None	Insulation	None
Gutters	Concrete Gutters	Gutters	None
Attic	Steel Joists	Trusses	None
Roof Condition	None	Like New	None

The secondary roof is assessed from the roof level at the building intersection.

Anticipated Life-cycle Replacements:

- Concrete steel joists
- Built roof membrane
- Roof flashing

Anticipated Comments:

- The roof structure is original construction regarding roof structure or trusses with no available. The roof is maintained by the city.
- According to the FIC, there are no active roof leaks. There is no evidence of active roof leaks.
- There is no evidence of roof leak or insulation deterioration. The roof substrate and insulation should be inspected during any future capital repair or replacement work.
- Roof structure appears to be adequate. Insulating concrete joist system (ICIS) components should be inspected regularly as part of the property management's routine maintenance and condition program.



Sample Facilities Condition Assessment

FACILITIES MASTER PLAN ACTIVITIES

The facilities master planning process consists of numerous activities organized by phase: Visioning, Community Outreach, Conceptual Site Master Plans, Estimated Budgets, and Project Prioritization. Authentic District and community stakeholders input forms the basis of the planning process. The following is a list of activities that will be or have been conducted:

Facilities Needs Site Observations

Site visits were conducted at all Elementary, Middle, High, Continuation, and Adult Schools as well as District support facilities. Each site visit will be paired with input from the school site principal regarding the perceived needs at their school site.

The needs assessment task includes visual observations of each school to determine the condition of the grounds, buildings, and building systems. Input from school principals and Facilities and Maintenance staff focus on needed upgrades to site work, plumbing, roofs, heating and air conditioning units, playgrounds, and interior finishes. This analysis will be used as the basis for each site's master plan and estimated project budgets.

School Site Master Plan Development

The focus of this phase is to arrive at potential solutions and improvement strategies for each school and support facility in the District.

Proposed master plan diagrams for each school and district support site are developed by overlaying the educational program goals and facilities needs assessment findings onto each campus.

Initially, a Draft Master Plan diagram is produced and presented to the Mt. Diablo USD community in a Town Hall setting. The School Site Committees will be given about a month to review and gain comments on these proposals before they convey this feedback to LPA in individual 1-on-1 meetings. The Final Master Plan diagram is the outcome of this process.

Final Plan Packaging and Recommendations

During this final phase, proposed projects and estimated budgets are finalized. All cost estimate Excel spreadsheet templates will be provided to the District upon conclusion of the planning process. This document may be utilized by the District staff in the future as a "tool kit" to run program implementation scenarios as funds become available.