

To: Board of Education

From: Dr. Rick Doll, superintendent

Re: Approval of Scope of Services for Pre-Bond Issue Planning

Date: September 6, 2012

Background:

The Lawrence Board of Education voted last spring to continue operating all of the district's remaining elementary schools and to pursue a bond issue to renovate existing schools. This decision followed several years of community engagement about elementary facility needs and the potential for further consolidation, including formal recommendations from two citizen groups, the Elementary School Facility Vision Task Force and the Central and East Lawrence Elementary Consolidation Working Group. Using these recommendations as a guide, the board identified the primary emphasis of a spring 2013 bond issue: elementary facility needs, additions/improvements to both high schools to better accommodate serving grades 9-12, districtwide technology needs and the expansion of high school career and technical programs. Due to the retirement of existing bonds, the board has an opportunity to issue a significant amount in new bonds without increasing taxes.

In August, the board hired Gould Evans Associates, a local architectural services firm, to assist with the pre-bond issue planning process and to develop a strategy that balances the many space, land use, academic and infrastructure needs of the Lawrence Public Schools with an emphasis on responsible, sustainable and compatible growth for 21st century learning.

Recommendation:

The board's Bond Advisory Committee (Keith Diaz Moore, Shannon Kimball, Kyle Hayden, Dr. Rick Doll) recommend Gould Evans Associates' scope of services, schedule and fees. (Please see attached.)

Motion:

"I move that the Board of Education approve Gould Evans Associates' scope of services, schedule and fees for pre-bond issue election planning."

SCOPE OF SERVICES

Gould Evans
Hours
Consultant
Hours
Total
Cost

USD 497_Pre-Bond Planning
Gould Evans, 14 August 2012

The Pre-Bond planning for USD 497 will provide a short-term and long-term guide for the development and growth of the Lawrence school district. This planning effort will document a development strategy balancing the many space, land use, academic, and infrastructure needs of the Lawrence School District, with a concern for responsible, sustainable and compatible growth for 21st century learning.

The goal of the Lawrence School District is to provide equity among all schools within the district, providing high performance, environmentally responsible facilities that enable 21st century education, specifically as it relates to technology, flexibility, collaboration/community needs and the overall learning environment, while simultaneously valuing the diversity of our community. This project will primarily focus on achieving the above goals for the district's 14 elementary schools, with secondary focus on improvements to educational, digital and security technology throughout the elementary, middle and high school levels. A tertiary focus will be on limited needs at the high schools emerging from the addition of ninth grade: STEM-related space needs at Free State High and collaborative/community space at Lawrence High, and to meet increased demand in career and adult education.

A District Planning Committee will guide the planning process, reviewing alternatives and redirecting as necessary. The Committee will include the Superintendent of Schools, Rick Doll, as well as other board members and/or staff as deemed necessary.

1.00	PHASE ONE - RESEARCH, GATHER, ASSEMBLE			\$35,060
1.01	Meet with stakeholders / focus groups			
	a. Meet with Superintendent + Planning Committee - Topics to include short and long term district goals, scope of services review	6		
	b. Focus group interviews (6 primary schools) - group of 5+/- teachers and support staff representing a cross-section of the school in terms of age, gender and student grades taught. Topics to include incorporation of basic program framework, investment into what makes each school unique, 21st century learning, technology	48	12	
	c. Principals interviews (6 primary schools) - Topics to include incorporation of basic program framework, investment into what makes each school unique, 21st century learning, technology	36	9	
	d. Principal + key staff interviews (remaining 14 schools) - Topics to include incorporation of basic program framework, investment into what makes each school unique, 21st century learning, technology	28	9	
	e. Technology Sub-committee interview - Topics to include pros/cons to current IT setup, direction and accommodation of technology in 21st century learning environments	4		
1.02	Field observation			
	a. Mechanical/Plumbing system assessment		12	
	b. Electrical system assessment		12	
	c. Envelope assessment		3	
	d. Space conditions assessment		3	
	e. Surveys - collect data from a large sample of users, relative to specific questions of interest		18	
	f. Site observation - observe space usage and other behavior, in context, while classes are in session		24	
1.03	Preliminary assessment:			
	a. Review & update past task force / working group information	4	4	
	b. Review & update other studies/assessments/floor plans/O&M data	26	21	
1.04	RSP - growth projections			
	a. Reassess short and long-term growth projections	4		
2.00	PHASE TWO - ESTABLISH PLANNING CRITERIA + OUTREACH			\$14,480
2.01	Study session with Board			
	a. Meet with Board to review new information from focus groups, establish short-term and long-term capacity goals for each school in district (includes plans for replacement of portables, planning for all-day kindergarten, etc), review concepts regarding 21st century learning, technology, etc	12		
2.02	Establish baseline criteria with district			
	a. Create baseline program	80		
2.03	Community workshops			
	a. Lead (1) community workshop for each school in district. Topics to include incorporation of basic program framework, investment into what makes each school unique	40		

SCOPE OF SERVICES

Gould Evans Consultant Total
Hours Hours Cost

USD 497_Pre-Bond Planning
Gould Evans, 14 August 2012

3.00	PHASE THREE - DEVELOP & EVALUATE ALTERNATIVES			\$52,100
3.01	Alternatives for each school			
	a. Develop alternatives for each of the 6 primary schools, addressing immediate and long-term programmatic needs, 21st century learning and technology, and a framework that supports that which makes each school unique. Additional schools may added as necessary	120		
	b. Develop O&M procedures for each of the 6 primary schools		13	
	c. Develop energy models, of six primary schools, for daylight and cost-benefit analysis		60	
	d. Performance, Enhancement & Measures (PEM) development		65	
3.02	Comprehensive district alternatives			
	a. Develop comprehensive, district-wide alternatives, illustrating a plan for growth and future development for all elementary, middle, and sr. high schools.	48		
3.03	Budgets and detailed cost estimates			
	a. Prepare cost estimates for each of the six primary schools, including cost-benefit analysis for sustainability, maintenance & operational efficiencies	16	80	
3.04	Review alternatives			
	a. Review alternatives with principals, administration & key staff - incorporate refinements into comprehensive school alternatives	36		
	b. Review alternatives with the community via community forums, and incorporate refinements into comprehensive school alternatives	24		
4.00	PHASE FOUR - PREPARE DRAFT PLANNING DOCUMENT & GRAPHICS FOR BOND ISSUE			\$18,540
4.01	Prepare draft planning document deliverable, to include:	80	38	
	· Goals and objectives (facilities, sustainability, pedagogy, etc.)			
	· Summary of research (interviews, ethnography, public forums, etc.)			
	· Existing facilities condition assessment			
	· Building Infrastructure & Systems			
	· Adaptation to program needs			
	· Accessibility			
	· Technology			
	· Daylighting & Energy			
	· Site/Parking			
	· Recommendation for long-term sustainability program			
	· Comprehensive school alternatives			
	· Recommendations for Building Infrastructure & Systems			
	· Conceptual Floor Plans, Illustrating Adaptation to Program Needs			
	· Recommendations for Accessibility			
	· Recommendations for Technology			
	· Recommendations for Daylighting & Energy			
	· Conceptual Plans addressing Site/Parking Needs			
	· District-wide alternatives			
	· Final recommendation for Bond approval			
4.02	Support graphics for Bond approval	80		
	The final Planning Document and recommendation for Bond approval will be published in hardcopy and electronic format			
	Maintenance of Planning Document, following approval of recommended Bond solution, including updates, refinements, etc., will be provided on an hourly, as-requested basis.	Hourly		
TOTAL SERVICES				\$120,180
REIMBURSABLE EXPENSES				\$1,000
	PRINTING			
	· Copies of Final Report	10		\$1,000