







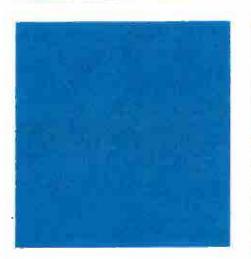




Facilities Master Plan

for Hillsborough City School District June 9, 2020

Hillsborough
CITY SCHOOL DISTRICT



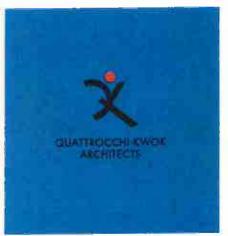


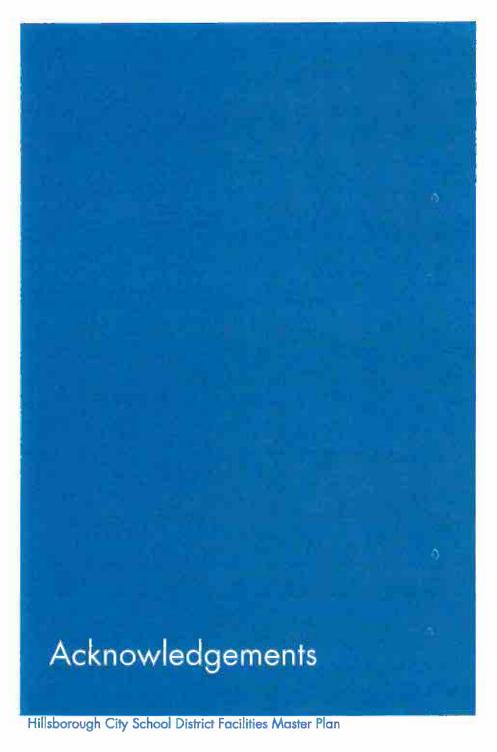
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Hillsborough City School District's Facilities Master Plan could not have been created without the hard work and dedication of District staff and administration, the educators, administration at all the schools and all the wonderful parents and community members of Hillsborough.

ACKNOWLEDGEMENTS

The task of developing the Hillsborough City School District Maser Plan occurred over the course of approximately 40 meetings held between April 2019 and December 2019. These included staff meetings, parent meetings, special board meetings, community meetings, HCSD Leadership meetings and Facilities Master Plan Committee meetings (FMPC).

Quattrocchi Kwok Architects and Hillsborough City School District would like to sincerely thank all the participants for their time, efforts, expertise and insights into their sites. Public schools are an integral part of the local communities and both QKA and the HCSD deeply values the opinions and insights offered by the people who teach, gather, and live near these spaces. The facilities master plan could not have been accomplished without the dedication and contributions of many members and families of the Hillsborough City School District.

We would like to take this opportunity to thank the following people for their contribution of time, leadership, and direction as part of the Facilities Master Plan Committee.

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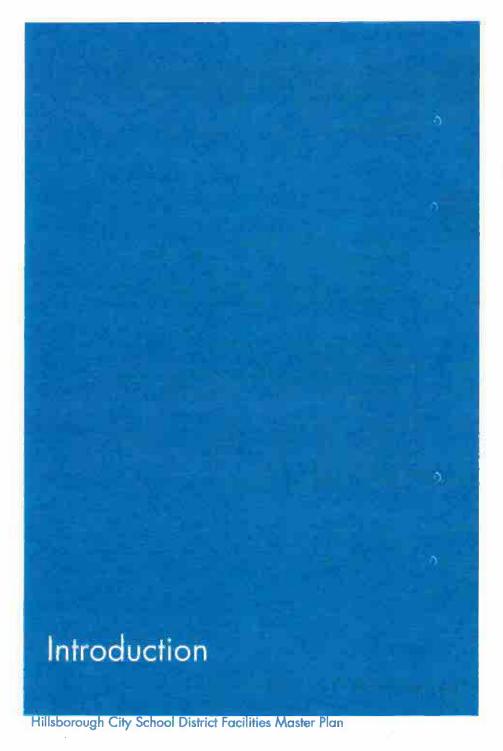
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The Hillsborough City School District Master Plan blends the work of the Facility Assessment, and information gathered from staff, parents and the public, into a proposed master plan for the District. The goal is to transform the district's facilities into 21st century learning environments that support the Essential Outcomes of Hillsborough students and staff.



The mission of the Hillsborough City School District is to work in partnership with students, parents, and other community members to educate the whole child in a nurturing environment and to empower each student to become a contributing and responsible participant in our changing world.

INTRODUCTION

"The mission of the Hillsborough City School District is to work in partnership with students, parents, and other community members to educate the whole child in a nurturing environment and to empower each student to become a contributing and responsible participant in our changing world. We seek to engage all students in rigorous and powerful learning to achieve (the essential goals)." Hillsborough has roughly 1,400 students. The students mostly come from high socio-economic households. Hillsborough City Schools constantly perform in the top 1% of all state measurements. The District has also developed elemental outcomes to help educate the whole child. These outcomes focus on the students becoming "contributing and responsible participants in our changing world."

The District has 110 highly experienced and dedicated teachers, support staff, and administrators, working with students at four school sites: three elementary schools, and one middle school. The Bridge School is located on the North Hillsborough Campus but is not part of to the District. The District is classified as a Basic Aid District and is not dependent on ADA. The Hillsborough Education Foundation is very active, and the District has passed a parcel tax, both of which assist in funding programs for students. The District also works very closely with the Town of Hillsborough and other community organizations to help promote the District's mission and goals. All the schools in the District are fortunate to have very active parental involvement and participation in their schools.

Hillsborough is a small, residential community with no commercial zoning, located in San Mateo County. The Town of Hillsborough is surrounded by the cities of San Mateo, and Burlingame. Crystal Springs Reservoir is to the west. Hillsborough residential population was at 10,825 for the 2010 census. The town has a total area of 6.2 square miles. It is located near the San Andreas Fault, a fault line running along the California coastline.

The 2019-2020 Facilities Master Plan (FMP) is the first step in a possible multi-year effort to upgrade existing spaces and construct new facilities. These will support existing and new education programs and transform the District's facilities into 21st century learning environments supporting the high level of student achievement that Hillsborough City School District students are known for.

"School Facilities affect learning...we already know what is needed: clean air, good light, and a quiet, comfortable, safe learning environment."

- National Clearinghouse for Education Facilities

BACKGROUND

Hillsborough City School District has three elementary schools: North Hillsborough, South Hillsborough and West Hillsborough, and one middle school, William Crocker Middle School. In addition, their District Office facility is located across the street from South Hillsborough Elementary School.

HCSD's last facilities improvement program was funded by Measure B in 2002. As is noted in the Facilities Assessment, while this bond resulted in comprehensive modernizations and upgrades at all four schools, the facilities at all the campuses show evidence of years of use.

In addition, the District would like to reinforce innovative educational programs that support student learning and achievement. Therefore, modernizations and new construction should provide spaces that fully accommodate the multiple approaches to curriculum evident in 21st century learning.

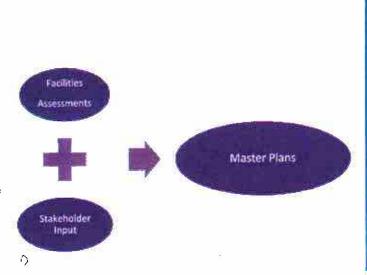
Demographically, the District's enrollment is slightly declining but is historically stable. While the student population at each campus can vary, there is little potential for substantial increases in housing and subsequent student population within Hillsborough. An increase in the number of classrooms is driven by the desire to expand current programs and add new programs

MASTER PLAN DEVELOPMENT

Hillsborough City School District selected Quattrocchi Kwok Architects (QKA) in January 2019 to review the current condition of the facilities and create a Facilities Assessment. In conjunction with the Facilities Assessment QKA engaged the schools and the community in collaborative planning process through a series of meetings and presentations with the staff, parents and community groups to create the Facilities Master Plan

The Master Planning process for HCSD had preliminary presentations at each school site to staff, parents, and community members. Their input, along with findings from the Facilities Assessment, were then incorporated into the Master Plan developed for each site. Meeting notes are appended to this document. During the community meeting plan presentations, formal meeting minutes were not kept; instead each presentation responded to concerns as they were raised.

The mission of the Facilities Master Plan is to guide facilities decisions making that will support student learning and achivement



Hillsborough City School District Facilities Master Plan

MASTER PLAN GOALS

The master planning process for the Hillsborough City School District has been framed by the following goals:

- Facilities provide spaces that support the educational programs and essential outcomes of the District. This includes
 - Allowing for experiential and differentiated learning environments.
 - Developing Science, Technology, Engineering, Art and Math (STEAM) curriculum and spaces.
 - Providing preschools at all elementary school campuses.
 - Supporting and enhancing outdoor spaces to accommodate educational opportunities.
- School sites have the appropriate features to support community use.
- Schools provide a safe and secure environment in educationally appropriate and comfortable classrooms.
- Schools meet current codes and regulations, including requirements for accessibility, fire-life-safety and structural safety.
- Future improvements address maintenance upgrades and sustainability issues, such as energy use, day lighting and better building envelopes.

FACILITIES

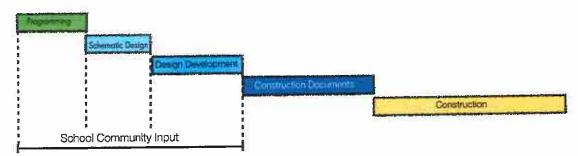
- Enhance the entry and identity of each school.
- Improve all teaching spaces to support the essential outcomes and facility assessment needs.
- Improve classroom comfort.
- Improve outdoor student gathering areas.
- Removal of all portable classroom/buildings.
- Improve student and parent access to the campuses.

The Facilities Master Plan will serve as a guide for planning future facilities improvements as funding becomes available. The intent of the FMP is to provide a vision for the future of each school which meets the needs of their educational program and the community. The FMP is the starting point for each facilities project, but it represents only the beginning of the design process. Each project will have a collaborative design process where the input of the school staff, teachers, parents, students and community members are an integral part of the process.

The FMP is also intended to be a living document. Educational programs, community needs, and physical conditions change over time. The FMP should be updated and re-visited as conditions change so it can continue to provide effective guidance for decision making.

Project Development Process

After FMP is approved and project funding is in place



METHODOLOGY

That process was composed of four major components:

- 1. Facilities Assessments
- 2. School Site Master Planning Meetings with staff and parents
- 3. Staff and District Leadership Meetings
- 4. Community Meetings

1. FACILITIES ASSESSMENTS

In the Spring of 2019, QKA performed a high-level facilities assessment of all four schools and the District Office. The first step of the process was walking the sites and reviewing the existing conditions of each campus with District personal (Anthony Carr), and with QKA's civil, electrical and mechanical consultants. District personnel showed the project team where current maintenance issues are and noted the conditions of mechanical and electrical equipment. The next step in the facilities assessment was a review of record drawings from each of the campuses to determine major concerns of the existing facilities and to note potential code and upgrades that would be required with any facilities upgrade.

The combination of the two steps created a list of items that fall into three categories: mandatory, necessary and desired improvements. Mandatory improvements are improvements that the Division of the State Architect (DSA) will require with any modernization or new construction project. These would include ADA accessibility, fire life safety, and structural improvements. Necessary Improvements are those that are needed to maintain the existing integrity of the building, including replacement of dry rot siding, painting, roofing, and HVAC and plumbing equipment replacement. Desired Improvements are improvements that could be done such as improving natural daylight, better artificial lighting, and thermal comfort to the classrooms and other spaces, or new buildings. The Desired Improvements were generated by the collective input by the school staff, Parents and District Administration to enhance the learning environments at each school.

2. SCHOOL SITE MASTER PLANNING MEETING WITH STAFF AND PARENTS

QKA conducted School Site Master Planning Meetings with each school site throughout 2019 to gather data on a wide range of factors, including safety, security, technology, enrichment programs, athletic facilities, Multi-use spaces, libraries, traffic controls, toilet room locations, classroom sizes, playground spaces, and breakout spaces.

QKA facilitated:

Three meetings at each school with Staff

Three meetings at each school with Parents

3. STAFF AND DISTRICT LEADERSHIP

QKA conducted several meetings with the District Staff and the District Leadership to gather data on the District Office and a variety of topics, including the proposed master plan of each site.

QKA facilitated:

Three meetings with the District office and Hillsborough Foundation staff.

One meeting with the Hillsborough City School District Leadership retreat.

Five meetings with the Facilities Master Planning Committee

4. COMMUNITY MEETINGS

QKA conducted several community meetings to gather data on a variety of topics, including, sports facilities, fields, walkways along Ralston Ave., traffic concerns, and facilities.

QKA facilitated:

Two Community meetings

One meeting with Hillsborough Recreation

One meeting with the Beatification Foundation

One Special Board Meeting

COST ESTIMATING

An estimated construction cost in today's dollars (February 2020) has been provided for each of the proposed facility improvements. Escalation of these costs will occur over time. Projects that begin several years from this date will, almost certainly cost significantly more to build as a result of escalation. Estimated construction escalation for 2020 is predicted to be a minimum of 5%. These estimated costs will help to develop the implementation plan and are based upon the following assumptions:

Estimates: All the improvements contained in the facilities Master Plan are estimated.

Conceptual descriptions: All costs are based on conceptual descriptions of facilities improvements. Detailed plans and specifications have not been developed at this time. A significant design contingency should be reserved for each project as they move into design to cover items and costs that could not be anticipated at the conceptual planning phase.

Bids: The construction will be competitively bid as required by California Contract Code for public schools. A high degree of quality control will be enforced.

Project Cost Inclusions: Design escalation and Change Order contingency are factored into the hard construction costs. It is also expected that there will be some hazardous material abatement as required on most modernization projects.

Soft costs: Total cost includes "soft costs", such as approvals, permits, inspections, testing, bidding, construction management fees and expenses, architectural and engineering fees and expenses.

Costs are based on the assumption of a separate contractor for each project and prevailing wages as of 2020.

The project costs do not include:

- Furniture and other movable equipment (such as computers or monitors)
- Temporary or interim housing cost (Portables) for impacted sites, including soft and hard cost.

 Legal fees, bond counsel, financing consultants and internal district administration costs.

Public School Construction is generally 25% to 30% more expensive than most commercial construction. That is primarily due to two factors. First, because they house children, school buildings are designated as "Essential Facilities" by law and require a greater level of structural safety and engineering. Second, because public school construction involves government contracting, workers are required to be paid "prevailing wage" [the hourly wage and benefit paid to most workers in a trade in that region as established by state agencies). This tends to keep labor costs higher than the private sector.

PORTABLE CLASSROOMS

HCSD, like most school districts in California possess several prefabricated relocatable classrooms (portables). These are standalone classrooms that are manufactured and delivered to the school sites on trucks. They are typically installed on non-permanent foundations with metal ramps. They are inexpensive and are a quick way to provide classroom space.

The portables in Hillsborough vary in age and are in a variety of conditions. The life span of a portable classroom is about 25 years. Some of the portables in the District are getting close to that age and reaching the end of their useable life.

Since portables are inexpensive and not designed to be permanent, it does not generally make sense to renovate existing portables classrooms. Therefore, the FMP does not include any renovation of portables. In general, one of the goals of the Facilities Master Plan is to remove all portables from the campuses and replace with new permanent buildings where the education program requires them.

ENERGY EFFICIENCY AND PHOTOVOLTAICS

Hillsborough City School District is committed to energy efficiency and minimizing it's carbon footprint. To that end, each of the improvement projects will seek to take advantage of available energy and cost saving measures whenever possible. During programming and schematic design of each project, photovoltaic systems will be evaluated for their long-term cost saving potential.

WEST HILLSBOROUGH ELEMENTARY SCHOOL

History

When the Historical Carolands property was subdivided, there was a population growth in western Hillsborough that lead the building of the "Carolands School" now known as West Hillsborough Elementary School in 1954. The original campus had 4 classrooms and a small administration office. The campus expanded quickly over the next several years with two more classrooms, what is now the preschool, along with the multi-use building in 1955. Four additional classrooms were added in 1956 and four more in 1957. A library was built in the central courtyard in 1967. Two portable classrooms were added in 2000 and 2001. Four additional classrooms were added to the campus in 2008 just north of the existing classroom wing. In 2014, four additional Gen 7 modular classrooms were added to the western playground area to replace 4 modular classrooms obtained from Pacific Bell in 1997. The School was modernized in 2005 and 2007. Refer to the Facilities Assessments for a description of the current state of the facilities.

Master Plan Concepts

The Development of the Master Plan for West Hillsborough Elementary School focused on several main concepts. The first is the site's stakeholders desire to have a new larger multi-purpose building. The second was to create a central space in the campus for students to gather. The last was to give the school a new front door and improve the drop-off/pick-up at the front of the school.

The first priority for the site to create a new multi-purpose room is addressed by locating a new multi-purpose building directly east of the current Multi-purpose room. This space would be large enough to have a basketball court that is the same size as North Elementary and South Elementary, a stage, a kitchen, related toilet rooms and support spaces. Two portables are currently located where the proposed new multi-purpose building is to be located. These buildings will be relocated to a different part of the site until the programs/class can be relocated to their new space where the existing administration currently resides.

The second priority is to have a central outdoor space for the campus. This is achieved by relocating the library into the existing vacated multi-purpose building and demolishing the existing library building, to create an open courtyard. It was the desire of the staff to have a portion of this courtyard covered so students could eat lunch in the space when weather permits and so it could be used as an outdoor classroom

space. The stage and staff break rooms in the existing multi-purpose room can be converted into innovation hubs or support spaces.

The third priority of adding a new front door to the campus is addressed by adding a new administration building at the front of the campus and creating a new parking lot which separates the drop-off and parking. The revised drop off adds a large entry place that students can gather while waiting to be picked up. It also extends the total curb length of drop off by converting the parking spaces by the trash enclosure to a covered pick-up area. The new administration building at the front of the school will be increased in size compared to the existing space so that it can accommodate a staff workroom, staff breakroom, staff toilet rooms, as well as some specialist offices. The existing administration space would be converted into classroom space to replace the two portable classrooms that were displaced by the new multi-purpose room.

Other items included in the Facilities Master Plan of West Hillsborough Elementary School include:

- New Staff Toilet rooms at the north side of the campus.
- Modernization of the existing classrooms, this would include new finishes and technology throughout the classrooms (with exception of northern wing).
- Outdoor classroom space north of the northern wing.
- Create operable glass wall opening between classrooms, with added small group learning rooms between classrooms. This will need to be examined by structural engineers as part of future projects to determine the size of opening.
- Improvements to the current field with an option to have it converted to artificial turf (including underground storm water storage).
- Playground improvements including adding shade at both playgrounds.
- Deferred Maintenance projects including, HVAC replacement, roofing replacement and painting.



WEST HILLSBOROUGH ELEMENTARY SCHOOL - BARBARA WAY

HILLSBOROUGH CITY SCHOOL DISTRICT MASTER PLAN



2. NEW PARKING LOT

3. ENTRY PLAZA

4. NEW ADMINISTRATION

5. NEW MULTI-PURPOSE BUILDING

6. POSSIBLE GARDEN

7. REPURPOSE EXISTING

MULTI-PURPOSE TO LIBRARY AND INNOVATION HUB

8. CONVERT. ADMINISTRATION TO CLASSROOMS

9. REMOVE LIBRARY AND CREATE CENTRAL COURTYARD WITH COVERED STRUCTURE

10. MODERNIZE EXISTING

CLASSROOMS

11. COVERED PICK-UP STRUCTURES

12. EXISTING CLASSROOMS WITH MINOR MODERNIZATION

13. EXISTING STAFF PARKING LOT

14. PLAYGROUND IMPROVEMENTS

15. OUTDOOR CLASSROOM

16. IMPROVE FIELD DRAINAGE -

ARTIFICAL TURF OPTION 17. EXISTING PLAYGROUND

18. NEW STAFF RESTROOMS





SOUTH HILLSBOROUGH ELEMENTARY SCHOOL

History

The South Hillsborough Elementary School campus is the oldest campus in the District. It is located on the site of the original Hillsborough School, which was built in 1914. There is still one original building on campus. This building was used as the cafeteria until the new multi-use building was constructed during the Measure B bond program. It currently houses the Music, Art and STEM programs. The other original buildings were replaced with the construction of the main building in 1971. The main building was designed as an open pod layout. There are three pods located around a central MPR/Library. Each pod has 4 non separated/open plan classrooms with a central shared space in the middle. The Administration makes up the fourth pod which extends and bridges San Mateo Creek. The site has had several modernization projects throughout the years including two modernizations in 2005 and 2007.

The school is located at the corner of El Cerrito and Stonehenge across from the District Office. The site is flat with San Mateo Creek crossing through the campus. Refer to the Facilities Assessments for a description of the current state of the facility.

Master Plan Concepts

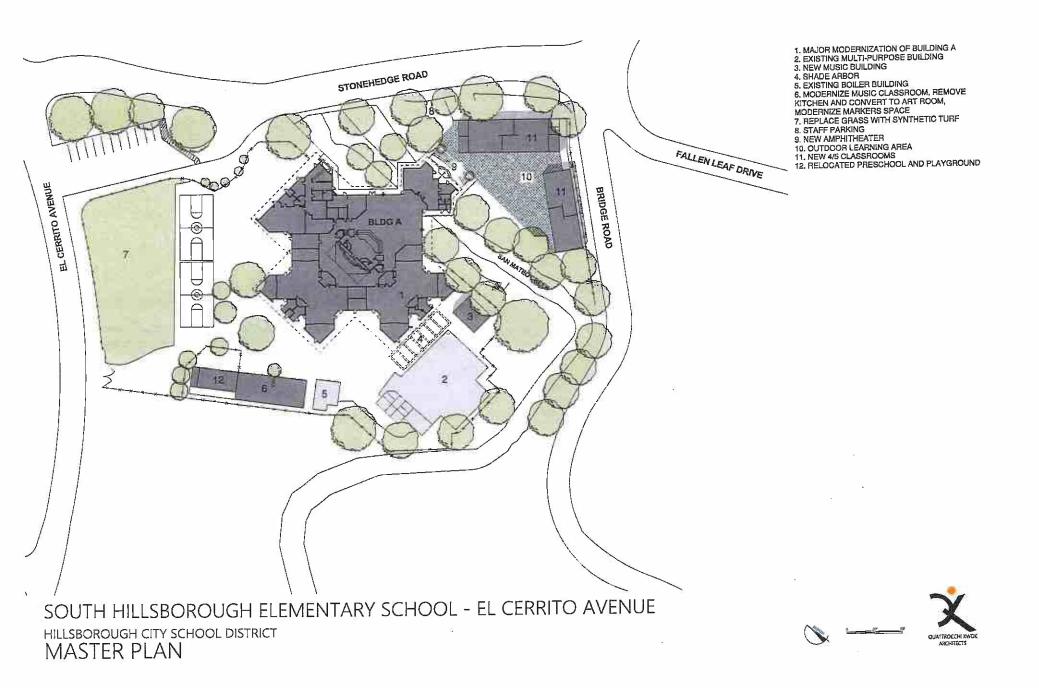
There were several priorities that helped to develop the Facilities Master Plan for South Hillsborough Elementary School. The first was to replace the portable classrooms with new classroom buildings. The second priority was to move the Preschool onto the South Campus and out of the District Office. The third was to organize the main building by moving the administration to the front of the building, creating more useable classrooms with large and small group instruction rooms.

The priority is to remove the aging portable classrooms and replace them with new site-built classrooms or with Gen7 modular, similar to those placed at West Hillsborough Elementary School. The replacement classrooms would be built as two buildings, with two classrooms in each building. The classrooms would have small group learning spaces in between the classrooms. The buildings would also include new student and staff toilet rooms. Outside, adjacent to the classroom buildings, the site would be developed to create an outdoor classroom space. The new

work would limit the removal of existing trees and would look to develop the site around the existing trees, as much as possible.

The second priority is to relocate the pre-school to the South Hillsborough Elementary School site and out of the District office. After meeting with the site, their desired location for the pre-school is in the existing music classroom. A small separated playground would be provided outside of the classroom space, for use by the pre-school kids only. This will require the music classroom to be relocated. Due to the amount of noise that is produced in a music classroom, it is ideal to have it in a separate building. It was the desire of the site to have a new music building built between the multi-purpose room and the main building. The staff at the school noted that this portion of the site is underutilized. If funding does not allow for a new music building, the music classroom could be in the flexible classroom space in the main building. Acoustic treatments and walls would have to be added between it and the Library.

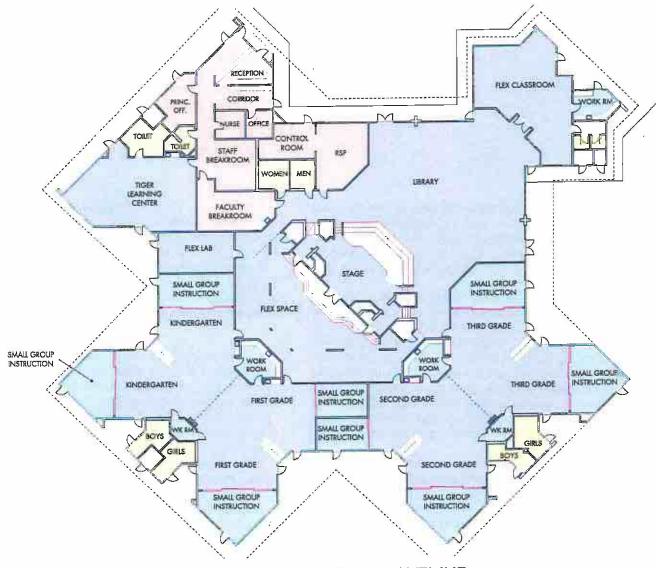
The third priority was to reorganize the main building. The Administration is currently located in the area of the main building that bridges San Mateo Creek. This location is problematic as it requires visitors to walk far into the campus and past numerous entrances to the building to access the Administration. The current accessible path requires visitors to enter the Library before they ever get to the Administration so they can avoid the stairs that are on the exterior of the building. The Facilities Master Plan for this building relocates the Administration to the portion of the building that is closest to the parking lot and drop-off. The existing administration space would be converted into a flexible classroom to handle the occasional increased enrollment that would necessitate and additional classroom. The open pods would be split into two open classroom spaces with an operable glass partition separating them from the other two classrooms. This leaves two classrooms that are open with no walls between them. The walls of the small group instruction space would be moved into the main classroom space increase their size and allow for larger groups of students to be in them comfortability. The open courtyard in the center of the building would be closed in to create a flexible space.



Other items included in the Facilities Master Plan of South Hillsborough Elementary include:

- Covered shade arbor outside of the Multi-Purpose Room building.
- Modernization of the existing classrooms; this would include new finishes and technology throughout the classrooms (with exception of northern wing).
- Outdoor amphitheater between the main building and the new classrooms.
- Convert existing field to artificial turf (including underground storm water storage) to allow for year-round play.
- Playground improvements including adding shade at the playgrounds.
- Adding skylights to the existing main building.
- Removing old kitchen at the makers space building and create new art room.
- Accessible upgrades to the walkways.
- Deferred Maintenance projects including, HVAC replacement, roofing replacement and painting.
- Addition of fire sprinklers in the main building





SOUTH HILLSBOROUGH ELEMENTARY SCHOOL - EL CERRITO AVENUE

HILLSBOROUGH CITY SCHOOL DISTRICT BUILDING A





NORTH HILLSBOROUGH ELEMENTARY SCHOOL

History

Building A was originally designed as the multi-purpose room. After the completion of the new multi-purpose room in 2009, Building A was modernized to become the Library and Computer Lab. Building B is at the front of the drop off for the school and is home to the Administration.

Buildings C, D E, F G, & H are the classroom wings at North Hillsborough Elementary. These wings were built over three phases. The C, E & F where part of the original 1950 campus designed by Ernest J. Kump. At the same time, buildings A was {original MPR} the Library, and building B which has the administration, were built. Building D was a three-classroom addition completed in 1952 by Falk and Booth. Building D was designed as an extension of the Buildings A, B, and C. Buildings G and H were part of the third phase of the campus that opened in 1955. The buildings where designed by the original architect, Ernest Kump. Buildings G & H were a new wing located south of buildings E & F. The design of these two buildings matched the design of the original construction to create a cohesive campus. The campus steps up in elevation between each of the wings which are connected by a covered walkway with stairs. Covered ramps were added as part of the 2005 modernization.

Building I is the new Multi-use building. It opened in 2009 and is located south of buildings G and H. The design of building I is different than the original campus. Designed by WRNS, the building has a modern design. With stucco and vertical cedar siding, it is similar to building D at Crocker Middle School, which was also designed by WRNS. The building is built partly into the hill to allow for the building to be at the same grade as buildings G &H. Refer to the Facilities Assessments for a description of the current state of the facility.

Master Plan Concepts

There are several priorities that shaped the Facilities Master Plan at North Hillsborough Elementary School. The first was to relocate the preschool from the middle of the campus to the front of the school. The second being an enlargement of the Administration. The third is the replacement of the Bridge School and the relocation of the music classroom.

The Preschool is currently located in the center of the North campus. The location on the campus is not ideal as parents who are visiting the preschool must walk through the middle of campus and often don't check in at the main office. By relocating the pre-school to the front of the campus parents can drop-off and pick up their kids without having to walk through the elementary school campus. The location of the Pre-school would be where the current music portable is located. This portable would be replaced with a new modular Gen7 like the kindergarten modular at West Hillsborough Elementary. The preschool would also include its own restrooms and playground as required for their licensing.

The second priority is to expand the current administration space. The Administration office is very small for a school the size of North Hillsborough Elementary. The expanded administration space would include the addition of staff toilet rooms, staff break rooms, staff workrooms and offices for specialists.

The third priority is to relocate the music class and replace the bridge school buildings. With the Preschool moving to the front of the campus the music program needs to be relocated. The ideal location for a new music building is at the south end of the campus next to the Multi-Purpose Building. This would be a site-built building that would blend in with the architecture of the Multi-Purpose building. By placing the music building next to the Multi-Purpose building it allows instruments to be moved from the music room to the stage at the multi-purpose room very easily. There is space next to the music classroom that is allocated to be space for the addition of another classroom if desired in the future.

The Bridge School buildings have served the needs of the Bridge School students and staff since 1995. The buildings are approaching the end of their useful life and need replacement. Detailed programming needs to occur with the Bridge School to verify that any potential new/replacement buildings would meet their educational program.



NORTH HILLSBOROUGH ELEMENTARY SCHOOL - EUCALYPTUS AVENUE

HILLSBOROUGH CITY SCHOOL DISTRICT MASTER PLAN



2. EXISTING FIELD

2. EXISTING FIELD
3. EXISTING MULTI-PURPOSE ROOM
4. NEW MUSIC CLASSROOM & FUTURE EXPANSION
5. EXISTING CLASSROOMS TO BE MODERNIZED
6. EXISTING CLASSROOMS TO BE MODERNIZED
7. EXISTING CLASSROOMS TO BE MODERNIZED
8. EXISTING CLASSROOMS TO BE MODERNIZED
8. EXISTING CLASSROOMS TO BE MODERNIZED
7. EXISTING PRESCHOOL TO BE CONVERTED TO INNOVATION CENTER
9. EXISTING LIBRARY
10. MODERNIZED ADMINISTRATION
11. EXPAND ADMINISTRATION
12. EXISTING CLASSROOMS TO BE MODERNIZED

12. EXISTING CLASSROOMS TO BE MODERNIZED
13. EXISTING CLASSROOMS TO BE MODERNIZED

14. PLAYGROUND MODIFICATIONS

15, NEW PRESCHOOL

16. REPLACE BRIDGE SCHOOL

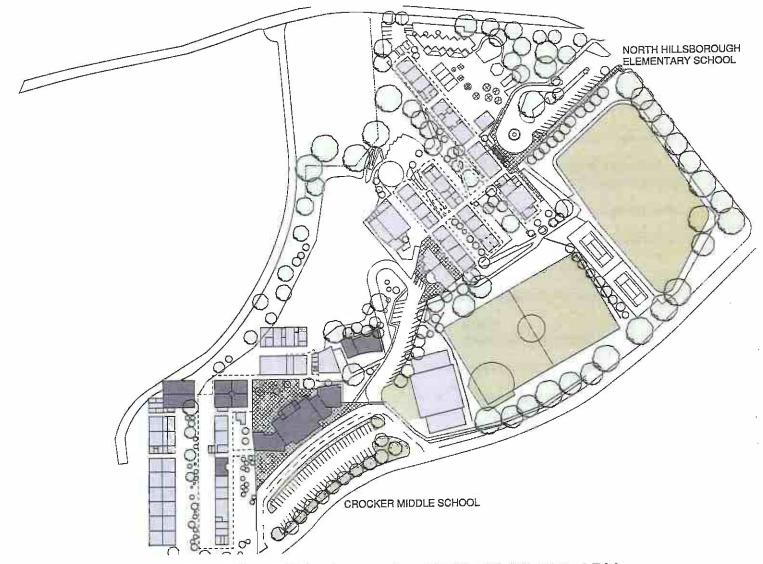
16. REPLACE SCHOOL
17. NEW SCHOOL ENTRY
18. EXPANDED PARKING
19. AREA FOR GARDEN OR NEW PLAYGROUND
20. NEW TOLLET ROOM BUILDING
21. SOLAR SHADE STRUCUTRE





Other items included in the Facilities Master Plan of North Hillsborough Elementary include:

- New toilet rooms by the tennis courts.
- Modernization of the existing classrooms; this would include new finishes and technology throughout the classrooms.
- Outdoor classroom space on the north side of the classrooms.
- Create folding glass wall opening between classrooms with the addition of small group learning rooms. This will be examined by structural engineers as part of future projects to determine how much of the wall can be opened.
- New solar shade structure next to the Crocker field.
- Playground improvements adding playgrounds where the two portables are currently located.
- Create shaded outdoor space by the Multi-use room.
- Improve ADA at the entry to the school.
- Deferred Maintenance projects including, HVAC replacement, roofing replacement and painting.



CROCKER MIDDLE SCHOOL & NORTH HILLSBOROUGH ELEMENTRARY

HILLSBOROUGH CITY SCHOOL DISTRICT



WILLIAM CROCKER MIDDLE SCHOOL

History

Crocker School was first constructed in 1959 on land donated by the Crocker family. The original campus included the Multi-use building and a two-story classroom building. Due to an increase in the student population, an addition to the two-story classroom was completed in 1964. The school expanded to include 6th graders in 1971 to reduce student populations at the three elementary schools. To accommodate the additional students, a two-story addition was added to the north end of the existing classroom building, as well as a new gym. The addition to the classroom building included science classrooms on the first floor and a library on the second floor. As part of the improvements from the 2002 Measure B, the classrooms and the gym had some modernization and seismic upgrades completed. A new building was built just north of the Multi-use building. This new building included a band room, large lecture classroom, classroom, and digital media/television studio.

Master Plan Concepts

The Facilities Master Plan for Crocker Middle School is based around a couple of main concepts. The first is to replace the existing Multi-Purpose Building and to improve parking and drop-off. The second concept is to relocate the administration to the front of the school.

The existing Multi-Purpose Building does not meet the needs of the campus and is in need of repairs and modifications to make the building fit the needs of the campus. The high costs of doing the upgrades to the existing building justifies a full replacement. The new Multi-Purpose Building will be part of a new student center building. It will house the Administration, a new Multi-Purpose Room with a stage, a new Library and a Café. The layout of the building allows for a reconfiguration of the front of the campus. This will include a new parking lot with 60 parking spaces, double from what is currently available. The layout also allows for over 200' of three lanes (2 drop-off and one drive lane) drop-off at the front of the school. The goal of the extended drop off lane is to eliminate the drop off and pick-up that occurs on the basketball courts right now.

The existing Administration is difficult for visitors to find. It is located on the first floor of the main classroom building. However, to access the first-floor visitors must use a set of stairs or go into the campus to use the elevator. The covered walkway over the stairs make the office almost invisible from the parking lot. By moving the administration to the front

of the campus visitors can easily find the office and people in the office can see who is accessing the campus. The other advantage of moving the administration is to make it larger. The current administration office has two small offices, a small work room and reception counter. The new administration would have conference rooms, staff break rooms, larger work rooms, toilet rooms and additional offices for specialists.

Other items included in the Facilities Master Plan of Crocker Middle School include:

- Replace natural turf sports field with synthetic turf field.
- Modernization of the existing classrooms; this would include new finishes, more natural light and ventilation, and technology throughout the classrooms.
- New Wellness Center which includes offices for Hillsborough Recreation, new fitness center and a quiet wellness room.
- Synthetic Physical Education lawn in front of the gym.
- Conversion of the existing administration to new student restroom.
- Converting the existing library to new Art and STEAM classrooms.
- New central courtyard.
- Modernized locker rooms.
- Modernized science classrooms.
- Improve ADA throughout the campus.
- Deferred maintenance projects including, HVAC replacement, roofing replacement, and painting.
- New photovoltaic array at the front of the school over the new parking lot area.



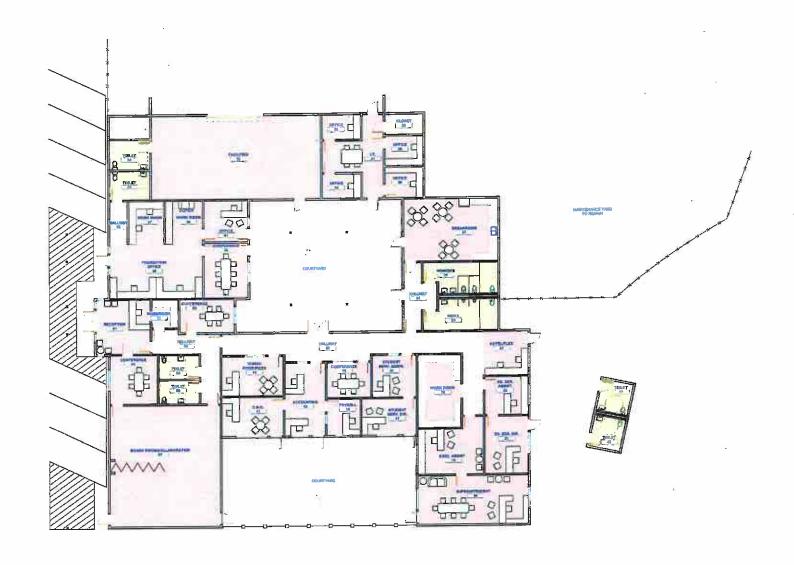
DISTRICT OFFICE

History

The District Office is located across the street from South Hillsborough Elementary School on El Cerrito Avenue. The building was originally part of the South Hillsborough Elementary School campus. The two buildings were constructed at different times. The building on the west currently houses the maintenance facility, Hillsborough Foundation, and staff restrooms. It was built in 1948 and included two classrooms. The second wing of the district office was built in 1963. It had four classrooms, a library, and support spaces. In 1972, the new south campus (main building) was completed, the District Office was relocated from North Hillsborough Elementary to its current location. Today all the existing facilities have been converted from classrooms to administrative offices except for the pre-school which still occupies one of the old classroom spaces.

Master Plan Concepts

The Facilities Master Plan for the District Office is to expand the facility and provided adequate meeting spaces and offices. In order to expand the space, the Pre-school will be relocated across the street at South Hillsborough Elementary and the courtyard between the two wings will be enclosed. The Foundation will be relocated into the addition at the front of the school. The Information Technology Department will take over part of the existing Foundation space. This will free up additional space for maintenance. The layout of the building allows for a public frontage that is easily identified as the front door to the District Office with private offices separated by a set of doors. The public space would consist of a larger conference/collaboration room, a smaller conference room, toilet rooms, and the reception. The office space is divided up to allow for departments to have private offices for confidential conversations. There are a couple of conference rooms and a large work room. The addition on the north end of the courtyard would have a large staff breakroom and toilet rooms. Since the toilet rooms at the District office are now located within the building, new toilet rooms would be added out at the little league fields for the public to use.



DISTRICT OFFICE MASTER PLAN
HILLSBOROUGH CITY SCHOOL DISTRICT
MASTER PLAN



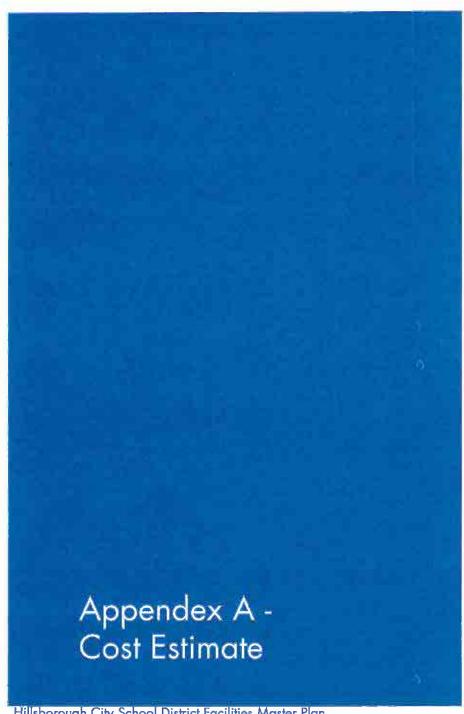
IMPLEMENTING THE MASTER PLAN

The Facilities Master Plan is a planning guide for facilities work now and, in the future, rather than a short-term action plan. It is intended to help the District set priorities for improvements in identifying issues that should be addressed. The preliminary estimate developed by the District is intended as a guide as well.

An Implementation Plan must now be developed by the HCSD Board which balances priorities in phasing, funding, and educational goals.

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APPENDIX A - COST ESTIMATES

Overview

The purpose of the cost estimate is to give the District an understanding of probable fair construction value for the project as shown on the Master Plan. It should not be construed as a prediction of a low bid cost for each of the projects. Additional cost estimating will need to be completed as the building programming is completed and the design documents are developed to create a more accurate construction cost for each project. Prices are based on local prevailing wage construction costs at the time the estimate was prepared (March 2020)

All costs are based on a design-bid-build delivery method, with at least 3 bidders. If fewer bids are received, prices can be expected to be higher. Conversely in a competitive bid market, should a larger number of bids be received (6 or more), pricing can be expected to be lower. If a project is broken up into multiple phases or milestones, the pricing can be expected to be higher. Additionally, if the project has a short duration and requires overtime and/or shift premiums, the costs would be higher. No overtime, shift premiums and construction phasing are included in the cost of the projects.

General and Subcontractor's markups have been included in each of the project cost. These mark-ups cover the cost of field overhead, home office overhead and subcontractor and general contractor profits. These markups typically range from 15% to 25% depending on the market conditions and includes the following:

Site Requirements: 5%

Jobsite Management: 10%

Phasing: N/A (none assumed during master planning)

Insurance and bonding: 2.5%

Fee (G.C. Profit) 5%

Since the Master plan is a high-level view of the campuses used to determine the location of buildings and programs, detailed programming of existing and new buildings hasn't been done. To account for scope changes based on detailed programming, a programming contingency is included the estimates. Additionally, a Design Contingency is carried to cover the scope that lacks definition and the scope that

is anticipated to be added to the Design. As the Design becomes more complete the Design Contingency will reduce. Lastly, in the current bidding climate, there is a lot of bidding fluctuation. To account for this fluctuation, a bidding contingency has been added to cover current volatile bidding market. These percentages are as follows:

Programming Contingency 30%

Design Contingency 20%

Bidding Contingency 10%

All the above cost and contingencies go into the total construction cost of the project. Construction cost is the total cost that the District can expect to pay to a contractor for a project.

In addition to the construction cost, there soft costs related to each project. These costs include DSA and CGS fees, fees to the city for water and sewer utilities connections, PG&E engineering and construction fees, project and bond management, design fees, surveys, hazmat testing, soils investigations, LEED/CHPS certification fees (if desired), commissioning and California Environmental Quality Act (CEQA). These fees are roughly 25-30% of the Construction cost.

The total construction cost plus the soft cost create the total project cost. In the following summary of project cost for each site, all costs are shown as total project cost. These costs are based on projected November 2020 cost. These costs will increase over time due to construction escalation. Escalation in the Bay Area has fluctuated over the last several years and has been as high as 10%. On average, escalation can be expected to be at least 5% for each year for the next 5 years.

There are several items that are not part of the total construction cost. These include, land acquisition, financing and bond and all other owner costs, temporary interim housing, furniture and equipment (FF&E), and overtime.

COVID-19 POSTSCRIPT: In the final days of the preparation of this Master Plan the outbreak of the COVID-19 Pandemic emerged. The effects of this pandemic on the cost and deleterious effects on the building design and construction industry are as of this time unknown. This additional factor will increase the variability of the cost of construction presented in this Master Plan reinforcing the intent that these estimates be viewed as costs relative to each project at this time and not a predictor of project costs in the future.

WEST HILLSBOROUGH ELEMENTARY SCHOOL

1.	Reconfigured Drop Off	Included in Item 19
2.	New Parking Lot	Included in Item 19
3.	Entry Plaza	Included in Item 19
4.	New Administration	\$4,622,105
5.	New Multi-Purpose Building	\$13,352,362
6.	New Garden	Included in Item 19
7.	Repurpose Existing MPR to Library	\$ <i>7,5</i> 05 <i>,</i> 583
8.	Convert Administration into Classrooms	\$1,668,519
9.	Remove Library and Develop Courtyard	\$2,254,962
10.	Modernize Existing Classrooms	\$18,905,463
11.	Covered Pick-up Structures	Included in item 19
12.	Existing Classrooms with Minor Modernization	\$4,456,994
13.	Existing Staff Parking Lot	No Work Anticipated
14.	Playground Improvements	\$426,100
15.	Outdoor Classroom	\$960,074
16.	Convert Field to Synthetic Turf	\$5,919,555
17.	Existing Playground	No Work Anticipated
18.	New Toilet Rooms	\$931,838
19.	General Site Work	\$ 4,464,63 <u>6</u>
	Total for West Hillsborough	\$65,468,191



1. RECONFIGURED PARKING AND DROP OFF

2. NEW PARKING LOT

3. ENTRY PLAZA

4. NEW ADMINISTRATION

5. NEW MULTI-PURPOSE BUILDING

6. POSSIBLE GARDEN

7. REPURPOSE EXISTING

MULTI-PURPOSE TO LIBRARY AND

INNOVATION HUB

8. CONVERT ADMINISTRATION TO

CLASSROOMS

9. REMOVE LIBRARY AND CREATE CENTRAL COURTYARD WITH COVERED STRUCTURE

10. MODERNIZE EXISTING

CLASSROOMS

11. COVERED PICK-UP STRUCTURES

12. EXISTING CLASSROOMS WITH

MINOR MODERNIZATION

13. EXISTING STAFF PARKING LOT

14. PLAYGROUND IMPROVEMENTS

15. OUTDOOR CLASSROOM

16. IMPROVE FIELD DRAINAGE -ARTIFICAL TURF OPTION

17. EXISTING PLAYGROUND

18. NEW STAFF RESTROOMS

WEST HILLSBOROUGH ELEMENTARY SCHOOL - BARBARA WAY

HILLSBOROUGH CITY SCHOOL DISTRICT MASTER PLAN

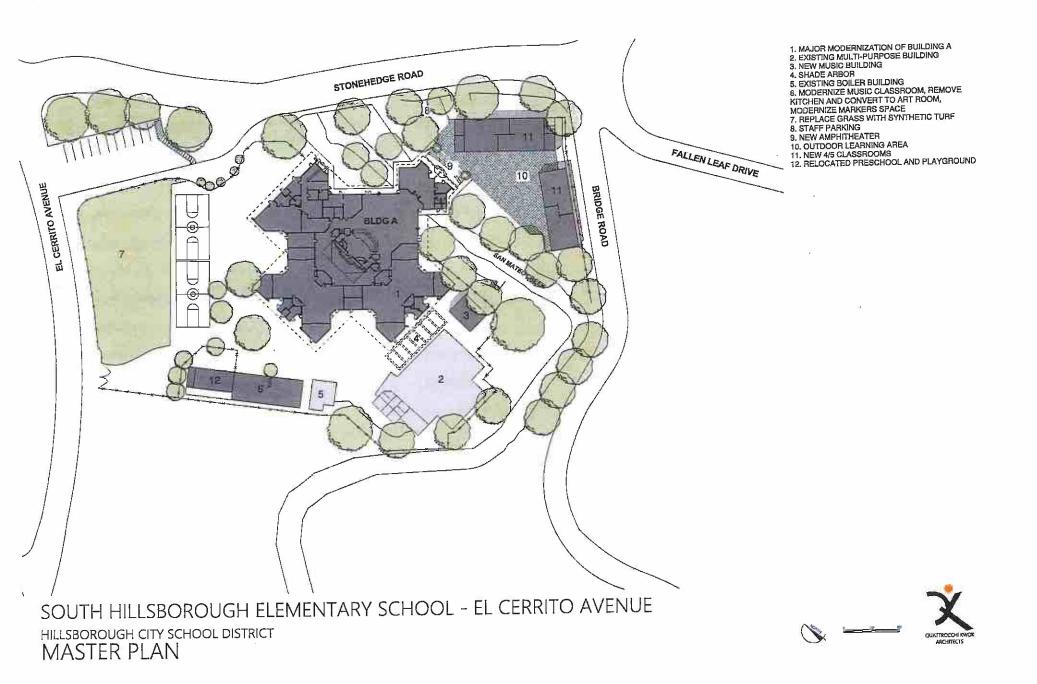




SOUTH HILLSBOROUGH ELEMENTARY SCHOOL

1	L. Major Modernization of Build	ding A	\$33,503, 7 33
2	2. Exiting Multi-Purpose Modern	nization	\$3,919,3 <i>7</i> 1
3	3. New Music Building		\$2,540,228
4	1. Shade Arbor		\$673,130
5	5. Existing Boiler Room		Included in Item 2
6	5. STEAM mod., Remove Kitche	n, New Art Classroom	\$2,243,010
7	7. Replace Grass with Synthetic	Turf	\$1,064,846
8	3. Staff Parking		Included in Items 13
9	. New Amphitheater		\$731,684
1	.0. Outdoor Learning Area		\$1,531,803
1	1. New 4/5 Classrooms (Site B	uilt)	\$10,633, <i>7</i> 06
1	2. Preschool Conversion and Sit	re	\$1,346,530
1	3. General Site Improvements		\$2,009,143
	Total for South Hillsborough		\$60,197,184





NORTH HILLSBOROUGH ELEMENTARY SCHOOL

1.	New Synthetic Turf Soccer Field	See Crocker Middle School
2.	Existing Field	No Work Anticipated
3.	Existing Multi-Purpose Room Modernization	\$3,993,796
4.	New Music Classroom	\$3,768,017
5.	Modernization of Classrooms	\$21,526,955
6.	Modernization of Classrooms	Included in Item 5
7.	Modernization of Classrooms	Included in Item 5
8.	Conversion of Preschool to Innovation Center	\$2,048,921
9.	Light Modernization of Library and Office & Toilet	\$5,438,321
10.	Modernization of Administration	\$2,225,577
11.	Expansion of Administration	Included in Item 10
12.	Modernization of Classrooms	Included in Item 5
13,	Modernization of Classrooms	Included in Item 5
14.	Playground Modifications	\$377,557
15.	New Preschool	\$2,615,481 (Site Built)
16.	Bridge School Replacement	\$6,560,580 (Site Built)
17.	New School Entry	\$1,065,250
18.	Expanded Parking	Included in Item 21
19.	Area for Garden or New Playground	Included in Item 21
20.	Prefabricated Toilet Rooms	\$685,431
21.	General Site Improvements	<u>\$4,714,070</u>
	Total for North Hillsborough	\$56,408,825



NORTH HILLSBOROUGH ELEMENTARY SCHOOL - EUCALYPTUS AVENUE

HILLSBOROUGH CITY SCHOOL DISTRICT MASTER PLAN

NEW SOCCER FIELD (CRÖCKER)
 EXISTING FIELD
 SEXISTING MULTI-PURPOSE ROOM
 NEW MUSIC CLASSROOM & FUTURE EXPANSION
 EXISTING CLASSROOMS TO BE MODERNIZED
 MODERNIZED SEXEROMS TO BE MODERNIZED

B. EXISTING CLASSROOMS TO BE MODERNIZED
 EXISTING CLASSROOMS TO BE MODERNIZED
 EXISTING CLASSROOMS TO BE MODERNIZED.
 EXISTING CLASSROOMS TO BE MODERNIZED.
 EXISTING PLASSROOMS TO BE MODERNIZED.
 EXISTING PRESCHOOL TO BE CONVERTED TO

INNOVATION CENTER 9. EXISTING LIBRARY

9. EXISTING LIBRARY
10. MODERNIZED ADMINISTRATION
11. EXPAND ADMINISTRATION
12. EXISTING CLASSROOMS TO BE MODERNIZED
13. EXISTING CLASSROOMS TO BE MODERNIZED
14. PLAYGROUND MODIFICATIONS
15. NEW PRESCHOOL
16. REPLACE BRIDGE SCHOOL
17. NEW SCHOOL ENTRY

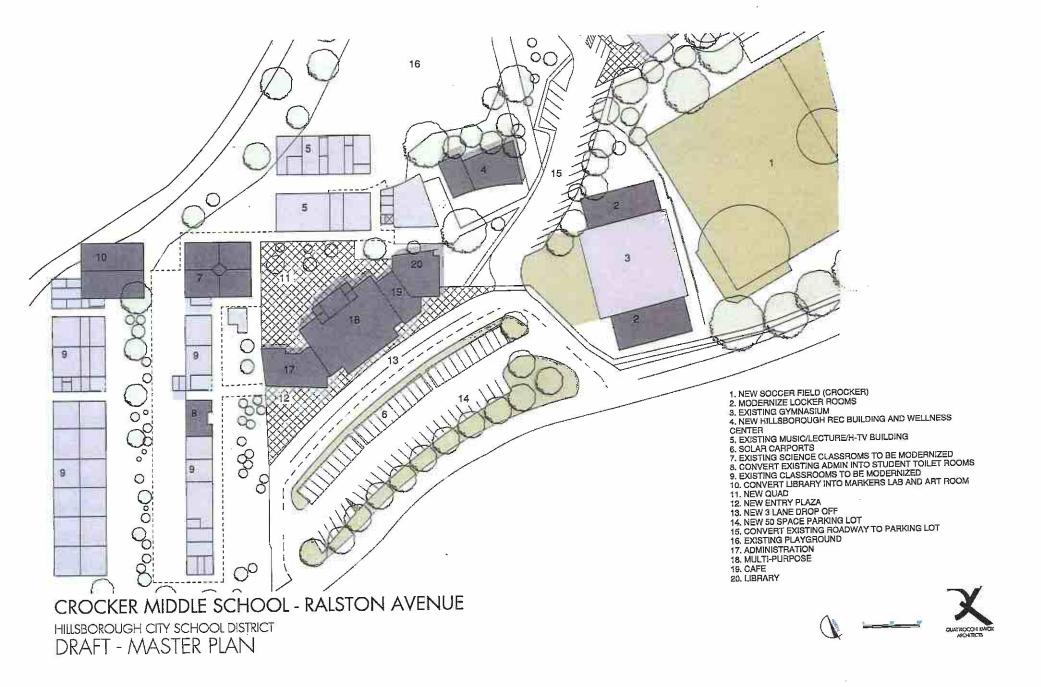
16. REPLACE SHIDGE SCHOOL
17. NEW SCHOOL ENTRY
18. EXPANDED PARKING
19. AREA FOR GARDEN OR NEW PLAYGROUND
20. NEW TOILET ROOM BUILDING
21. SOLAR SHADE STRUCUTRE





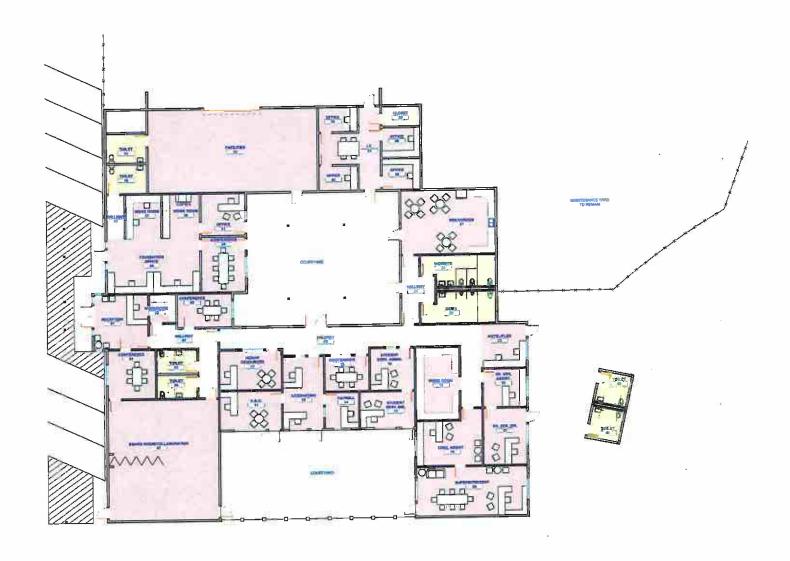
CROCKER MIDDLE SCHOOL

1.	New Synthetic Turf Soccer Field	\$7,133,132
2.	Modernization of Locker Rooms	\$4,821,865
3.	Existing Gymnasium Modernization	\$6,260,244
4.	New Hillsborough Rec Building	\$6,205,404
5.	Minor Modernization Music/H-TV Classrooms	\$4,145,064
6.	Solar Structures	Included in Item 14
7.	Existing Science Classroom to be Modernized	\$3,494,520
8.	Convert Administration into Student Toilet Rooms	\$1,222,071
9.	Modernization of Existing Classrooms	\$17,962,452
10.	Convert Library into Makers Lab and Art Room	\$4,062,533
11.	New Quad	\$5,477,274
12.	New Entry Plaza	Included in Item 21
13.	New 3 Lane Drop-Off	Included in Item 14
14.	New Parking Lot	\$5,477,274
15.	Convert Existing Roadway to Parking Lot	Included in Item 21
16.	Existing Playground	No Work Anticipated
17.	New Administration	\$23,586,396
18.	Multi-Purpose/Library/Café	Included in item 17
19.	Café	Included in item 17
20.	Library	Included in item 17
21.	General Site Improvements	\$4,618,922
	Total for Crocker Middle School	\$92,965,013
	2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19.	 Modernization of Locker Rooms Existing Gymnasium Modernization New Hillsborough Rec Building Minor Modernization Music/H-TV Classrooms Solar Structures Existing Science Classroom to be Modernized Convert Administration into Student Toilet Rooms Modernization of Existing Classrooms Convert Library into Makers Lab and Art Room New Quad New Entry Plaza New 3 Lane Drop-Off New Parking Lot Convert Existing Roadway to Parking Lot Existing Playground New Administration Multi-Purpose/Library/Café Café Library General Site Improvements



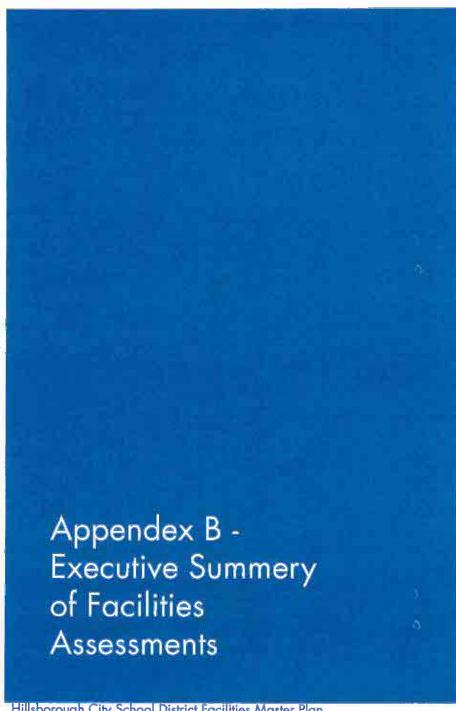
District Office

1.	Expand and Modernize District Office	\$13,503,935
2.	General Site Improvements	\$1,213,576
	Total for District Office	\$1 <i>4,</i> 71 <i>7,</i> 511
District	Summary	
West H	fillsborough	\$65,468,191
South 1	Hillsborough	\$60,197,184
North	Hillsborough Elementary School	\$56,408,825
Willian	m Crocker Middle School	\$92,965,013
District	Office	\$1 <i>4,717,5</i> 11
District	Total	\$289,756,725



DISTRICT OFFICE MASTER PLAN
HILLSBOROUGH CITY SCHOOL DISTRICT
MASTER PLAN





APPENDIX B - EXECUTIVE SUMMERY OF FACILITIES ASSESSMENTS

Very Good (4 - 5): Building is in excellent condition, having few building components in need of attention.

0 5

Specific and targeted improvements only.

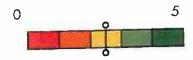
Good (3 4): Building is in good condition, having certain building components in need of repair or replacement.

0 5

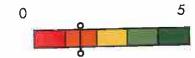
 Minor Renovation / Minor reconfiguration of spaces and selective upgrades of systems or building components.

Fair (2 3): Building is in fair condition, with several building systems in need of repair or replacement.

 Moderate Renovation / This is similar to a major renovation, but the work required would not be as extensive and will primarily include addressing code requirements.



Poor (1 2): Building is in poor condition, with several major building systems requiring complete overhaul. Cost of renovations required to bring building back to full operating condition or meet educational program requirements, may justify complete replacement in lieu of major renovation.



 Major Renovation / Extensive renovation, replacement and reconfiguration of spaces to meet code requirements as well as current and future educational program requirements.

Very Poor (0 1): Building or system is in very poor condition, with compromised structural systems or complete degradation.

0

Replacement recommended.

West Hillsborough Elementary School

CONDITIONS RATINGS

Code Compliance (Accessibility, Fire Life Safety)

Technology Infrastructure

Building Finish Materials

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)

Safety and Security

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CHALLENGES

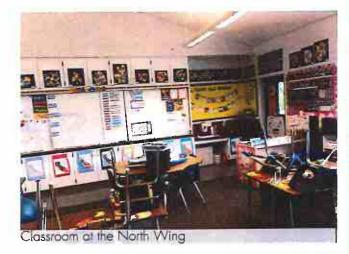
- Aged facilities in need of modernization
- ADA compliance issues throughout
- Multi-Purpose Room to small for student needs
- Undersized Administration
- Small area drop-off and pick-up

OPPORTUNITIES

Open space on campus to accommodate new buildings and site desires



Multi Purpose Room



Library

South Hillsborough Elementary School CONDITIONS RATINGS

Code Compliance (Accessibility, Fire Life Safety)

Technology Infrastructure

Building Finish Materials

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)

Safety and Security

CHALLENGES

- Very small site.
- Open classrooms with undersized small group instruction rooms
- San Mateo Creek separates site
- ADA issues
- Poor location of Administration
- Very limited pick-up and drop off/parking

OPPORTUNITIES

 Large open volumes in Main Building provide opportunities to relocate spaces.







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North Hillsborough Elementary School CONDITIONS RATINGS

Code Compliance (Accessibility, Fire Life Safety)

Technology Infrastructure

Building Finish Materials

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)

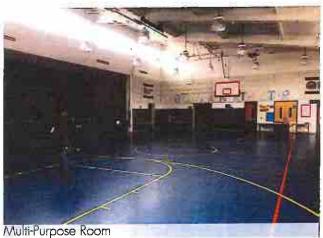
Safety and Security

CHALLENGES

- Lots of elevation change between classroom wings
- ADA compliance issues throughout
- Preschool located in the middle of the campus
- Aging modular buildings
- Undersized administration

OPPORTUNITIES







Open space is available on campus for additional programs

William Crocker Middle School - Site CONDITIONS RATINGS

Code Compliance (Accessibility, Fire Life Safety)

Technology Infrastructure

Building Finish Materials

Lighting and Electrical Systems

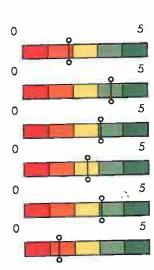
Environmental Quality (Indoor & Outdoor)

Safety and Security

CHALLENGES

- Lots of elevation change between building
- ADA compliance issues throughout
- Drop-off and pick up are located at the center of campus
- Administration is undersized and located in a poor location for visitors and supervision of the campus
- Multi-Purpose Room does not function as needed for campus.
- Lack of student and staff restrooms

OPPORTUNITIES





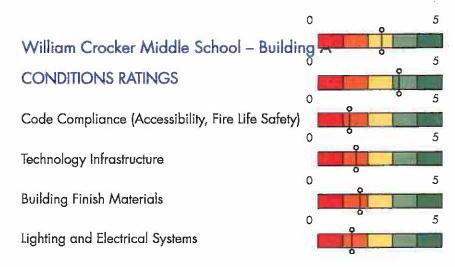
Walkway down to Multi-Pupose Room





Stairs from Administration to Front of School

Open area on campus to accommodate new programs



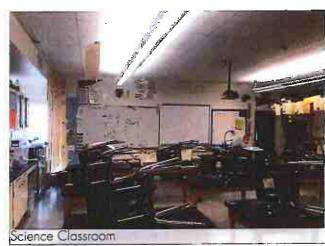
Environmental Quality (Indoor & Outdoor)

Safety and Security

- ADA compliance issues throughout
- Administration is undersized and located in a poor location for visitors and supervision of the campus
- Lack of student and staff restrooms
- Only clerestory windows in the classrooms
- Exterior and interior finishes are warned and in need of replacement.







Structure of school allows for modification of exterior walls

William Crocker Middle School - MPR CONDITIONS RATINGS

Code Compliance (Accessibility, Fire Life Safety)

Technology Infrastructure

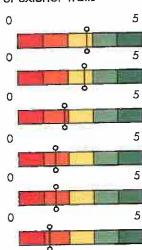
Building Finish Materials

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)

Safety and Security

- ADA compliance issues throughout
- Multi-Purpose Room does not function as needed for campus.
- Warn finishes on interior and exterior that need replacement.
- Kitchen does not need needs of current curriculum and District needs
- Undersized for Physical Education





Multi-Purpose Room



Kitchen

Location on campus is centralized to all other spaces.

William Crocker Middle School – Gymnasium

CONDITIONS RATINGS

Code Compliance (Accessibility, Fire Life Safety)

Technology Infrastructure

Building Finish Materials

Lighting and Electrical Systems

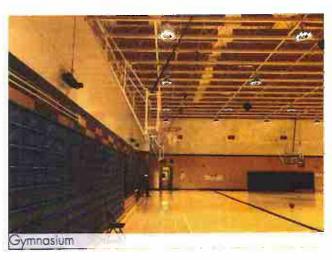
Environmental Quality (Indoor & Outdoor)

Safety and Security

- ADA compliance issues throughout locker rooms and gym
- Warn finishes on interior and exterior that need replacement.
- Location on the site is away from the other buildings the site







Building meets the education programs of the school.

William Crocker Middle School – Building D – Music- H-TV o 5
- Lecture

CONDITIONS RATINGS

Code Compliance (Accessibility, Fire Life Safety)

Technology Infrastructure

Building Finish Materials

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)

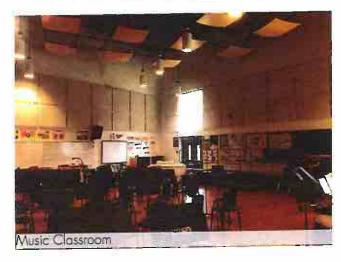
Safety and Security

CHALLENGES

Exterior materials are easily damaged.







Minor modernization is needed to improve

Hillsborough District Office CONDITIONS RATINGS

Code Compliance (Accessibility, Fire Life Safety)

Technology Infrastructure

Building Finish Materials

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)

Safety and Security

- Limited Space to expand offices
- Multiple department need confidential spaces

