



# Magnolia Science Academy - 1

## New High School Classroom Project

### Monthly Status Report – September 2017

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#### **Project Overview**

This project will move the current high school into a new classroom building and then create a new middle school in the existing building. Construction scope now consists of multiple parts: demolition of the existing gymnasium building; construction of a new 2-story high 15-classroom building with rooftop athletics; construction of site drainage system; re-construction of site parking lot; construction of parking lot landscaping; and façade and minor internal improvements to the existing building.

#### **Activities This Month**

The new building design was submitted to LADBS for permitting last summer. Correction comments have been received and are being addressed by the design team. An RFP for Construction Management services was issued, and PrimeSource Project Management selected and is now under contract. Weekly coordination meetings are underway; this month's minutes are attached.

The demolition procurement was concluded and a demolition contract finalized. An RFP for zoning consultant services has been issued and proposals are due 9/29. A change order to Franco Architects for additional services is being prepared for Facilities Committee review.

#### **Current Issues**

The project scope and direction has changed several times over the course of design. Prolonged negotiations related to the LA Kings skating rink and the potential variations of site sharing or property exchange negatively impacted the parking lot design. The current design does not reflect long term campus needs or the resolution of various zoning variance requirements. The design also does not consider long term master planning requirements. The current zoning variance that controls site use imposes conditions that cannot be met and which are inappropriate to the planned high school and middle school campus. These issues must be resolved in order to obtain a building permit. Resolution includes the following:

1. Discussion has begun with staff on master planning issues. The Board shortly will be asked for guidance.
2. A zoning consultant will be tasked with: (a) modifying the current zoning variance to reconcile conflicts between the zoning variance requirements and the changed school size and composition; (b) obtaining zoning permission for the long term master plan.
3. The design team will submit parking lot plans sufficient to obtain the building permit, but which will require revision after the zoning variance changes are obtained and prior to construction.
4. School administration will document compliance with the various operating criteria specified in the zoning variance.



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#### **Schedule**

Abatement and demolition will begin on October 5<sup>th</sup> and be completed the first week in November.

Building permit issues will be resolved by the end of October if zoning issues can be resolved quickly.

The project cannot be bid until the building permit and zoning issues are resolved. Normal construction would require 10 months. At best, main building construction will not begin until November.

The goal is to complete the new classroom building for occupancy by August 2018. This may not be possible without significant mitigation steps.

#### **Cost and Budget**

A comprehensive budget and cost to date is being assembled.



# Magnolia Science Academy - 1 New High School Classroom Project Coordination Meeting Minutes



## Coordination Meeting Minutes – September 8, 2017

### Attendees

Mustafa Sahin, Tim Buresh, Etmny Cornejo, Stephanie Liu

### Discussion & Issues

1. Introductions and communications
2. Project directory – need missing information/confirmation of information from all parties
3. Project design classroom building – walk through of design concept and evolution – consensus that building concept is OK and no major changes required – rooftop athletic area definitely remains – provided prints of LADBS submittal package
4. Project design master plan - discussed evolution – aborted Kings hockey facility – leftover ripple on design concept – confirmed intent to add third structure to campus – need to develop a master plan concept including third building size and placement before parking design can be finalized/rationalized – master plan required before CUP/zoning variances can be finalized/rationalized – preliminary impression 3<sup>rd</sup> building should be placed away from alley toward residential side – would allow parking to be consolidated for entire campus – would release portion of existing parking lot space to be converted to open space/landscape area – need to pin down concepts
5. Project design parking lot - current parking lot design concept expensive and does not take into account master plan buildout of site – parking design assumed that traffic through flow required between adjacent parking lots – outmoded design concept from the 1950's – instead MSA campus may/should be isolated from adjacent lots – may make more sense to regrade lot to drain toward alley gutter – could have French drains service lot, but under pavement, avoiding permeable paving – grade separation/retaining wall between parcels ok – mount fence on top to define MSA campus site – need to develop parking concept for entire campus using 1/500 sf ratio for high school, 1/classroom for middle school – note that residential properties are at higher elevation than adjacent portion of MSA parcels (12-18") which kept flooding on MSA parcels – problem of sheet flow from parcels adjacent to MSA parcels – no obligation to accept runoff



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6. Project design permits – project currently in for 3 separate building permits (high school building, high school parking, middle school parking/food service) – very close to full approval of high school building and parking – only way to break ground quickly on high school building is to complete permit process with existing designs and concepts – then defer parking lot and go back with revised design that deals with entire MSA campus + new building per master plan
7. Project design gymnasium – need to have design programming session to determine functions, size, location for gymnasium – big question whether single multi-purpose room or multiple broad use rooms (athletics +food service/library) – agreed to have program meeting next week (Wednesday) to develop building program
8. Design – zoning issues – this is a mess – two-step process required – (1) need to deal with current outstanding variances to consolidate campus parcels and requirements, rationalize parking count, accommodate future building space, temporary food service in future building location – (2) CUP process for new building – need to retain zoning consultant ASAP and get working on current variance issues so that it does not hold up current building permit applications, then go for revised design of parking lot and site
9. Cost – we need to assemble cost to date and remaining funds to determine what is available for project and for third building

#### Action Items

##### (Person Responsible/Description/Due Date)

1. Etmny – Franco to complete plan comment responses ASAP and submit to Building Dept – Franco to have conversation with Planning on resolution process for variances/ need completion schedule by 9/15
2. Etmny/revise Franco design proposal with breakdown for (1) façade (2) master planning (3) parking lot redesign/by 9/15
3. Etmny/ prepare site concepts and materials for master planning workshop/by Wednesday 9/13
4. Tim/ revise zoning consultant RFP to add scope based on today's discussion/ by 9/12
5. Mustafa/ post RFP and contact 3 firms requesting proposals/ by 9/15
6. Etmny/ send Tim copy of architectural program for high school, geotechnical report and ALTA survey/by 9/15
7. Frank/Forward demolition package – bid, contact information, Board action /due 9/8
8. Frank/forward Franco contract and invoice file to Tim/ by 9/15



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9. Mustafa/Contact City to gain construction staging access to former CRS parcel/ by 9/15/17
10. Suat & Frank – clarify remaining budget for new classroom building and site development/ was due 9/8
11. Frank/get ROM cost estimate from friendly GC/by 9/15
12. Frank/ forward contractor names/ by 9/15



# Magnolia Science Academy - 1 New High School Classroom Project Coordination Meeting Agenda



## Coordination Meeting Agenda – September 15, 2017

### Attendees

Suat Acar, Mustafa Sahin, Tim Buresh

### Discussion & Issues

1. Site master plan – need to pin down master plan so that current parking lot design and zoning variances can be cleaned up – consensus is to place third building on middle school parking lot, with building against west side and close to alley – (see attached sketch) - building to be considered support space for middle school so will require minimal parking spaces - building needs to be set back from alley far enough to accommodate fire department turning zone, and far enough back to allow student pedestrian grouping outside of the alley traffic lanes, and far enough back to avoid claustrophobic feeling – rest of west edge of parcel will be fenced/green landscape barrier, south edge will need 8' block wall/green landscape barrier separating school from adjacent residential parcels - balance of middle school parcel will be devoted to outdoor recreation – probably have to use artificial turf because of level of activity, grass will be had to maintain – can use area covered with artificial turf to cover French drain that will accommodate all runoff for entire site – all parking to be concentrated on high school parcel, think that reduced/correct parking demand can be fit on site – MSA not required to allow neighbors to drive over MSA parking lot, allows fencing/separation between MSA and neighbors – allows more parking to fit inside MSA boundaries – concern over drop off/pickup volume of cars - will use traffic lanes in MSA parking lot to stage cars – will also set up unofficial car pool loading zone on Sherman Way in front of schools – could petition City for permanent loading zone status.
2. Third building plan will require Board approval – next Board meeting October 12<sup>th</sup> (TBD) – need adequate plans/estimate/program to brief Board - third building will be multi-purpose and accommodate athletics, dining, and academic activities – building is being sized primarily to accommodate large group (450 student) activity, either middle or high school, but not both at same time - conceptually OK with smaller building footprint/capacity and outdoor seating space with fabric or hard overhead covering – would like building to “open up” to outdoor space – indoor space should be adequate for standard full basketball court (50x83 ft.) with minimal interior clearance on three



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sides and limited folding/temporary chair seating on 4<sup>th</sup> sideline (no bleacher seating required) – support spaces required include boys and girls changing/rest rooms (lockers for 30 students each room), minimal food service support area (washup, counter, delivery access, cart storage), indoor and outdoor storage (for athletic equipment, seating, tables), janitor closet, Mech/Elec room – needs A/V/WiFi systems for events and instruction (big screen for movies?) – indoor athletics activities include basketball, volleyball, gymnastics (mat activity only) that all share same court, plus small strength training and conditioning area (free weights, machines) – instruction can use movable instruction cabinets to create/disassemble instruction spaces – must be high ceiling for athletics and claustrophobia. Board decision required: will this be a 1 or 2 story building? One story would have all activities share same space, require daily assembly/disassembly of food service. Two-story building would have first floor be dining/academic activities and 2<sup>nd</sup> floor be gymnasium. Either option will fit on site. Primarily a cost question.

3. LA Kings/CAR development – potential ice/roller rink on parcels adjacent to MSA-1 still a possibility – could offer expanded athletic space – would not reduce MSA need for parking or food service/group activity space – would still be years off – MSA should collaborate to extent possible, but proceed to develop its own space.
4. Zoning and approvals – a zoning consultant is needed ASAP – RFP already posted – proposals expected next week from at least 2 firms – will deal first with modifying zoning variances and conditions already granted (reducing the number of parking slots required, combining parcels, drainage on middle school parcel, food service inot permanent structure) – second task CUP approval for third building.
5. Design – need to submit plan corrections to LADBS ASAP – need Franco to share comments and planned resubmission date to LADBS – there are issues with submitted parking lot design, approach to submit parking as is, then change design after zoning re-work and before construction – need to issue mandatory 30-day excavation notice - need Franco invoice and correspondence file from Frank – Franco has submitted extra work authorization request for parking lot, master planning, and façade – will require tweaking for master planning work.
6. Demolition – MSA ready to release gymnasium – prefer to see demolition work proceed and show that project is moving forward – agreed to October 2<sup>nd</sup> date to begin demolition – received demolition contract – need demolition RFP from Frank – need to execute contract after Tim calls and confirms with demolition contractor.
7. Cost – gathering cost information, have partial reports on expenditures - need project cost report and file from Frank - we need to assemble cost to date and remaining funds



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to determine what is available for project and for third building – Tim to do revised completion estimate

## Action Items

### (Person Responsible/Description/Due Date)

1. Etmny – Franco to complete plan comment responses ASAP and submit to Building Dept – Franco to have conversation with Planning on resolution process for variances/ need completion schedule by 9/15
2. Etmny/revise Franco design proposal with breakdown for (1) façade (2) master planning (3) parking lot redesign – received and under review – further revision needed/by 9/22
3. Mustafa/Forward demolition package – ~~bid, contact information~~, RFP, Board action /by 9/22
4. Frank/forward Franco contract and invoice file to Tim/ by 9/15
5. Mustafa/Contact City to gain construction staging access to former CRS parcel/ by 9/22/17
6. Mustafa/set up introductory meeting at Councilman Blumenfield office/by 9/19
7. Suat & Frank – clarify remaining budget for new classroom building and site development/ was due 9/8
8. Frank/get ROM cost estimate from friendly GC/by 9/15
9. Frank/ forward contractor names/ by 9/15
10. Tim/issue 30-day excavation notice/by 9/19
11. Tim/revise estimate to complete/by 9/22
12. Tim/contact demolition contractor initiate start date, finalize contract/by 9/22
13. Tim/brief Caprice on Master plan and get guidance for going forward/by 9/22



2017-09-15 Site Master Plan and Third Building discussion

Fence/green barrier

Outdoor recreation or landscaping - artificial turf

Cafegymaterium about 7,000 sf

Fire department turning zone

Middle school 26,251 sf

Student gathering

Area under artificial turf used for on-site drainage and percolation

Outdoor covered area - dining and gathering

Block wall/green barrier next tom residential properties

Parking lot to be simple asphalt so that can be used for recreation

Carpool drop off at street entrances

Parking for both schools - Fit 51 slots here?

Pick-up and Drop-off loop, car staging

High School 25,163 SF

MSA Parking lot separated from neighbor parking lots - no drive across

Approximate Parking requirements: High school - 1/500 sf - Middle school 1/classroom - High school 25,123 SF = 51 slots; Middle school 20 classrooms = 20 slots; Cafegymaterium =4 classrooms = 4 slots  
Total slots = 51+20+4 = 75 slots  
30% transit reduction - Net slots = 53 slots.

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# Magnolia Science Academy - 1 New High School Classroom Project Coordination Meeting Minutes



## Coordination Meeting Minutes – September 29, 2017

### Attendees

Suat Acar, Mustafa Sahin, Etmny Cornejo, Tim Buresh

### Discussion & Issues

1. New building and site master plan – discussed agenda items for Facilities Committee - on agenda to discuss – need briefing items ASAP - Franco to have schematic floor plans for 2 alternatives by Wednesday – Tim to have basic package Monday – discussed answers needed: 1. Third building planned for site? 2. Where does new building go? 3. Perimeter treatment? (All 2 impact parking plan and drainage – need answers ASAP.) 4. If a new building, how big and what functions? (Can be finalized later – will require Finance Committee also, and then full Board decision.)
2. Zoning – zoning consultant RFP issued, proposals due today – two are expected – want to make award recommendation Monday – send to Facilities Committee – immediate task will be to adjust zoning variance criteria and issues – secondary task will be to obtain approvals for third building (even if not planned in near term, need to create zoning permission).
3. Zoning – need to prove compliance with Zoning variance conditions – Mustafa gathering documentation for operating issues – Franco gathering documentation for building issues - Tim to address covenant requirement – agreed to use latest Franco striping plan – need letter from Neighborhood Council stating no issues – need letter from Council office stating no issues
4. Design completion – need to submit plan check corrections to LADBS ready to go next week – Franco in with Planning today to discuss treatment of third building and impacts (benefits) on parking – 30-day notice filed – need copy sent to Franco
5. Parking lot design - set up meeting next week with civil engineer to revise parking design – will decide then whether to change plan check submittal, or do port-approval change – final parking lot design changes include: adding landscape zone at residential side – cypress trees along residential border to serve as green screen – add perimeter fence – add block wall at residential side - add trees and night lighting
6. Infiltration – revise infiltration zone at meeting with civil engineer – need to increase capacity to serve both parcels and to capture ponding zone water



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7. Franco change order – need T&M authorizations for striping, zoning compliance presentation, master planning, façade, landscape both parcels, drainage both parcels – to be presented at facilities Committee meeting
8. Demolition – AQMD permit application in – begin asbestos 10/5 – need to clear building by 10/4 – City permit went in last week – could be 30 days to receive – contract in Interior’s hands
9. Cost – need current cost run and invoice status report – need written explanation of revenue sources - gathering cost information, need cost file from Frank –needed to determine what is available for project and for third building – documents being gathered
10. Project status report – draft reviewed and approved
11. Project schedule – 10 month construction schedule standard –cannot start construction until plan check and zoning issues resolved – that date not clear, delaying general contractor bidding earliest construction start date November

#### Action Items

#### (Person Responsible/Description/Due Date)

1. Etmny – Franco to complete plan comment responses ASAP and submit to Building Dept – Franco to have conversation with Planning (today) – goal to submit next round by 10/6
2. Etmny/revise Franco design proposal with breakdown for (1) façade (2) master planning (3) parking lot redesign (4) landscape design (5) zoning support / due 9/2
3. Frank/forward Franco ~~contract~~ and invoice file to Tim/ by 9/15
4. Mustafa/Contact City to gain construction staging access to former CRS parcel/ by 9/22/17
5. Mustafa/set up introductory meeting at Councilman Blumenfield office/by 9/19
6. Suat & Frank – clarify remaining budget for new classroom building and site development/ was due 9/8
7. Frank/get ROM cost estimate from friendly GC/by 9/15
8. Tim/revise estimate to complete/by 9/22 – need cost information
9. Tim to send 30-day notice to Franco /by 10/2
10. Mustafa to send zoning compliance materials by 10/4