



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 10.3

Meeting Date: October 21, 2021

Subject: Facilities Master Plan

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference
- Conference/Action
- Action
- Public Hearing

Division: Facility Support Services

Recommendation: Approve Facilities Master Plan

Background/Rationale: DLR Group (DLR) was selected to prepare the District's 5-year Facilities Master Plan (FMP) in June 2019. The District's FMP is defined as a collection of data that serves as a basis for planning future facility improvements, providing a rationale to the school community and public for the use of capital project funds.

Over a period of two years, DLR has completed a series of meetings and workshops with District Leaders and the Core Planning Group, a committee of District employees and Community Leaders. The meetings concluded this June. Additionally, DLR performed site assessments for 93 District sites, assessing them for safety and security, technological adequacy, current utilization rate and growth potential, facilities condition, energy use, and most importantly, educational adequacy.

Additionally, an "equity index" was developed to assist in identifying funding priorities based on neighborhood and student data. The index was developed with the help of RSS Consulting, a specialist in equity issues. The site assessments and the equity index are combined to create the criteria used to prioritize projects.

Finally, a series of Community Forums were held in mid-August and input was received from the community and that input is included in the facilities plan. The District's Facilities Master Plan (FMP) website is now available to the public.

The FMP website is a web-accessible database and long-term artifact that outlines the methodology for identifying future capital projects within the District. The website highlights various project types and examples and includes the findings and recommendations for each school site.

The website can also be accessed from the District's Facilities webpage.

<https://scusd-fmp.webflow.io/>.

The website is organized into an overview and seven subsequent "steps," including:

1. **Step 1 – Communication and Participation.** Stakeholder engagement artifacts can be found here. These artifacts outline the backbone structure of the FMP methodology.
2. **Step 2 – Campus Assessments.** This section is linked to individual schools where one can find the site scores of the six educational petals, neighborhood opportunity level, LCAP Student Priority Group level of need, and Facility Condition Index ranking. One can also dive deeper into the data by looking into the Assessment Documents section of each school if more information is desired related to the facilities condition assessment, zero net energy assessment, educational specifications assessment, safety & security, technology readiness & kitchen assessments, and a demographic capacity and utilization analysis. These reports form the basis for upgrading and improving each campus.
3. **Step 3 – Educational Specifications.** This section allows individuals to learn more about the research-based background behind each of the educational petals, and how each of the petals addresses LCAP goals community-specific challenges.
4. **Step 4 – Equity Indicators.** This section outlines the equity components utilized—Neighborhood Opportunity and LCAP Student Priority – to identify larger vision projects throughout the District.
5. **Step 5 – Project Priority Methodology.** This section outlines the methodology for identifying capital projects based on the level of need. Staff will use this framework to bring forward future projects that fit into this methodology. This section also further outlines the two types of projects: those based on the equity index and those that are based on the Facility Condition Index.
6. **Step 6 – Vision Projects.** This section outlines recommended projects based on the equity index that has been developed, in accordance to Board Resolution 3113 that was passed on November 21, 2019. Again, these are only recommended projects. The Board will approve specific projects at a later date.
7. **Step 7 – Facilities Master Plan.** This section lists out the school sites that fall under each of the two project types outlined in Step 5—Project Priority Methodology.

These seven sections of the website can also be found by navigating the Menu button on the top right corner of the website.

Lastly, additional updates to the website may occur throughout the life of the Facilities Master Plan. For example, Facilities staff is currently working with the New Buildings Institute to develop energy use targets for each kind of capital project. Those targets will eventually be added to the website once they are finalized and shared with the Board.

Financial Considerations: The District's Facilities Master Plan (FMP) provides the assessments, educational planning assessment, vision, and criteria to develop the capital project priority list.

LCAP Goal(s): College, Career and Life Ready Graduates; Safe, Emotionally Healthy and Engaged Students; Family and Community Empowerment; Operational Excellence

Documents Attached:

1. Executive Summary

<p>Estimated Time of Presentation: 10 minutes Submitted by: Rose F. Ramos, Chief Business Officer Approved by: Jorge A. Aguilar, Superintendent</p>
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Board of Education Executive Summary

Facilities Support Services

Facilities Master Plan Update

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I. OVERVIEW / HISTORY

The District issued a Request for Proposal on February 15, 2019. After a competitive selection process, DLR Group was selected as the planning team most qualified to perform the work. On June 20, 2019, The Board approved a contract with the DLR Group (DLR) to prepare the District's 5-year Facilities Master Plan (FMP). The District's FMP is defined as a collection of data that serves as a basis for planning future facility improvements, providing a rationale to the school community and public for the use of capital project funds and facility initiatives. DLR was asked to assess all District sites in the areas of energy, HVAC systems, technology, security, and educational adequacy. These assessments form the basis for the Facilities Condition Index (FCI). DLR was also asked to prepare an equity index and project priority methodology, to help prioritize capital improvement projects.

Over the last two years, the DLR team walked all District sites with Facilities Staff and met with site leadership. The Facilities condition assessments and the energy audits for each site are complete. These assessments have been placed in "School Dude," the District's maintenance software program.

DLR has conducted several meetings with District Leaders and led several workshops with the Core Planning Group (CPG) and the Steering Committee, which concluded in June 2021. DLR has created a web-accessible database showing the potential improvements to each school site, the underlying project costs, and the combined costs for the overall program. An "equity index" and four guiding principles were developed in three workshops with the Core Planning Group, conducted by RSS Consulting. The index includes information about District neighborhoods, student need, and the FCI. The resulting product is a set of three criteria which will be used to prioritize projects.

In August of 2021, five online Community Forums were held to share the progress of the FMP and obtain stakeholder feedback. At the September 8, 2021 Special Board Meeting staff conducted a FMP workshop and shared stakeholder feedback. The September 8, 2021 FMP workshop provided additional information with a focus on the Facilities Condition Index, equity index, project priority criteria, and next steps for the program. At the October 7, 2021 Board Meeting, staff shared additional information on the FMP.

At the October 21, 2021 Board Meeting, the FMP will be presented for the Board's approval.

II. DRIVING GOVERNANCE

Board Policy 7110 states:

The Superintendent or designee shall develop and maintain a master plan for district facilities. This plan shall describe the district's anticipated school facilities needs and priorities. It shall also identify funding sources and timelines for building. The plan shall be reviewed at regular intervals specified within the plan.

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The plan shall be based on an assessment of the district's short and long-term facility needs, considering:

1. The District's educational goals
2. Current and projected educational program requirements
3. Student safety and welfare
4. An evaluation of existing buildings and needs for modernization, renovation, and new construction
5. Estimated costs associated with meeting the district's facility needs
6. The community's social, economic, and political characteristics
7. State planning standards and local zoning requirements
8. Current and projected school enrollments for each grade level, based on residential housing growth patterns in accordance with city/county general plans and other demographic factors

III. BUDGET

The Facilities Master Plan will help the District prioritize capital improvement projects.

IV. GOALS, OBJECTIVES, AND MEASURES

To provide safe, environmentally adaptable, modern schools and playfields.

V. MAJOR INITIATIVES

The Facilities Condition Assessment and equity index are complete. The equity index includes demographic data from District neighborhoods and student data from the Local Control and Accountability Plan (LCAP). Three criteria have been developed to guide the District in prioritizing facility projects.

VI. RESULTS

District Staff has completed the facilities plan, a data-driven approach to prioritizing projects for implementation that includes the condition of existing buildings and/or infrastructure, student needs as identified in the LCAP, need for adequate space to accommodate programs, demographic data, and an analysis of capacity needed to serve the future student population.

The District's Facilities Master Plan (FMP) website is now available to the public. The FMP website is a web-accessible database and long-term artifact that outlines the methodology for identifying future capital projects within the District. The website highlights various project types and examples and includes the findings and recommendations for each school site.

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VII. LESSONS LEARNED / NEXT STEPS

1. Incorporate input from the Community Forums, which concluded in August 2021;
2. Share the facilities planning website, which includes facilities assessments, a detailed educational plan for each site, and the project priority methodology;
3. Present and seek input from the Board in the second sharing of the master planning process;
4. Seek Board approval of the District’s Facilities Plan in the Fall, 2021;
5. Initiate a first set of projects for the Board’s consideration