**Existing Site Summary**

**Neighborhood:**

Sequoia Middle School is located just south of the 101 Ventura Freeway in Newbury Park. The campus’s main entrance is at its south edge from Borchard Road. It is bordered on much of its west side by Mary Health of the Sick Convalescent and Nursing Hospital. Single-family residences abut the campus on its northwest, north and east edges. Sequoia is a half mile southwest of EARTHS Magnet Elementary School. The closest major intersection is Borchard Road and the 101 Freeway.

**Instruction:**

Sequoia Middle School currently serves a total of 1,085 students from 6th through 8th grade. In addition to their general education instruction, the school offers a number of Exploratory/Career classes including Art, ASB, Band, Chorus, Computers, Field Ecology, Horticulture, Music Exploration, Spanish, Strings and Yearbook. Before and after school as well as during lunch many students spend their time at the adjacent Boys and Girls Club with which the school shares an excellent working relationship.

Within Sequoia Middle School the DISCOVER Academy provides a smaller learning community focused on science and technology. DISCOVER stands for Deductive Reasoning, Inquiry Based, Standards Centered, Cross Curricular, Outreach Projects, Varied Modes of Instruction, Environmental Awareness, Relevant Application of Technology. The Academy provides a group of students with “hands-on, innovative, and inquiry-based education to encourage a lifelong love of learning in students.” This program educates 6th, 7th and 8th graders.

6th graders at Sequoia participate in the District’s Outdoor School which is held at Camp Bloomfield in Malibu. At the Outdoor School naturalists teach classes outside on astronomy, geology, oceanography and zoology.

**Summary of Facilities:**

The primary construction of the school was completed from 1970 to 1976 and comprised of 7 wood-framed buildings clad with an exterior insulation and finish system (EIFS) and a masonry wainscot. Additions to the campus followed in 2001, 2003 and 2005 and provided the school with an additional classroom building and lunch shelter as well as a full-size gymnasium. Most buildings appear to be in working condition, though interior and exterior finishes are aging. In particular the ceiling tiles, interior wall finishes and locker rooms for athletic use need repair/maintenance. All roofs on the older buildings have been replaced within the past 12 years, although site personnel did report some issues with loose cedar shingles on the mansard roofs in some places.

The site is organized into four sections; entry, parking and the Boys and Girls Club occupy the south and southeast edges of the site, academic buildings sit just north of the entry area, athletic buildings and hardcourt play space take up the central zone of the campus, and turf play area and play fields complete the northern end. Beyond some established trees at the campus perimeter at the south end of the school and a few smaller trees in the quad, the site has minimal trees for shade.

**Building Systems:**

Mechanical, plumbing and electrical systems across the campus were updated during the 2003 modernization project. The recently completed Facilities Condition Assessment does not report any major problems and only anticipates typical life-cycle replacement.

**Technology:**

Wireless internet access is available in the buildings, though not in exterior spaces where it would benefit physical education teachers as well as general education classes who wish to utilize exterior space for classes. A combination of Promethean boards and Epson BrightLink interactive projectors are used in classrooms. Permanently positioned charging stations are located in classrooms; mobile units would be preferable to increase flexibility.

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<td>Master Planning - Existing Facilities</td>
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<td>Master Planning - Existing Site</td>
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<td>6.0 - 6.3</td>
<td>Master Planning - Projects</td>
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<td>Master Planning - Cost Breakdown</td>
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**Enrollment Summary**

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<td>1133</td>
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Sequoia Middle School | Master Plan & Projects

2855 Borchard Rd, Newbury Park, CA 91320
Conejo Valley Unified School District
April 5, 2017
Energy:

There are currently no renewable energy systems installed on campus. Gas and electricity use across the past 3 years are relatively consistent indicating similar demands and the unlikelihood of gas leaks and/or errant electricity use. Gas usage data does indicate an unusual spike in January 2016 but in February use returned to typical levels. Water use data for the past year indicates an increase from 2015. Previous water use reduction strategies should be re-implemented if possible.

Site Attributes:

Sequoia Middle School is located centrally to the students it serves and parking and student drop-off/pick-up work well given the adequate space and traffic circulation patterns. The school benefits from a symbiotic relationship with the adjacent Boys and Girls Club where each shares resources with one another and supports shared and independent programs. The school site itself is large and has plenty of acreage for play fields and open space.

Site Opportunities:

Cosmetic upgrades that also serve to improve performance within classrooms would be especially beneficial to the school. New clean wall and ceiling finishes needed in classrooms could simultaneously address the poor acoustic qualities seen in most learning spaces.

Reconfiguration of the athletic locker rooms could address issues with failing equipment and provide additional restrooms for use by P.E. classes utilizing the fields at the north end of campus farthest away from the closest toilet facilities.

Opportunity exists to enhance the central quad space and the perimeter of the school grounds with additional shade trees. Not only will the trees beautify the campus, they will also serve to provide separation from neighboring properties and shelter from the sun.
**Master Planning Process Summary**

**Master Plan Goals**
- Update interior finishes throughout existing buildings to address acoustic challenges and aging finishes
- Refresh and repair exterior building cladding
- Provide new specialized classrooms for the music programs
- Revitalize library and consolidate science program spaces
- Improve athletic facilities with updated locker rooms, and shade planting along the perimeters of the play fields
- Provide additional shaded dining areas

**Process**

The Sequoia Middle School was included in the Measure I master planning effort and was studied with the Newbury Park Cluster family of schools.

**ITEM 1 - Survey**

The Sequoia Middle School Campus Survey was completed in December of 2016. The survey was done by NAC Architecture.

The survey found that the campus housed 1,085 students in the 2015-2016 school year, with enrollment projected to increase to 1,106 students by 2017. The CVUSD Planning Capacity for the campus is 1,319 students. Overall the size and quantity of classrooms serve the school’s needs adequately. The quality of the spaces could be improved with strategic modernization to address interior and exterior finishes as well as combat poor acoustics. An assessment of the core facilities follows:

- The food prep and serving areas are currently smaller than the district standards for new construction. School staff note that circulation can be challenging.
- There is no dedicated indoor dining area. All students eat outside at the picnic tables located adjacent to the serving areas. 75-100 students per day walk to the adjacent Boys and Girls Club for lunch which alleviates some space issues. On inclement weather days the MPR and classrooms are used for lunch.
- Only a portion of the available picnic tables for lunch are shaded. These lunch shelters are significantly undersized when compared to the District standards for new construction projects. Means of shading the non-sheltered dining areas should be investigated.
- The Multi-Purpose space is undersized per district standards, but functions well for the campus.
- The library is undersized per the district standards. School staff noted the space primarily functions as book storage and there is a desire to develop a more communal gathering space for students.
- The administrative suite underwent a recent modernization which greatly improved functionality although acoustics continue to be a challenge, as is the case across the campus. The administration area is appropriately sized for the current student population and staff needs.
- The size of the school's gym is approximately 80% of the District’s new construction standard.
- The playground area at Sequoia exceeds district standards. There are three fields, ample turf area and a hardcourt play zone.
- The existing parking count exceeds the standard for new construction and the school staff report that the number and distribution of stalls serves their needs.

**Charrette #1**

Following the Survey, a summary of findings and draft survey were presented to the school Principal on December 15, 2016. Specific input clarifying the existing campus concerns and top priorities for improvement were discussed, and included the following:

- A set of restrooms for use by students using the fields would be helpful for PE classes. Those restrooms should be located near the buildings on the campus, not at the north end of the site by the fields though as the school does not want the restrooms to be available to the public for use.
- Sound transmission between rooms (both classrooms and core facility spaces) causes significant distractions for both students and staff.
- Dedicated specialty classrooms for the band, choral, and strings programs are needed.

The feedback was captured in the final survey.

**ITEM 2 - Site Analysis**

The Site Analysis was completed in January of 2017.

This report analyzed the site from multiple viewpoints, including campus circulation, the functionality of facilities and programmatic requirements. Preliminary suggestions for improvements geared towards supporting the school’s educational mission were presented.

- Shade trees along the east, west and south perimeters of the large hardcourt and field athletic areas may offer respite from the sun as well as added privacy from neighboring streets.
- Landscape improvements along the main Borchard Road frontage may add curb appeal to the campus.
Increasing the space available for exterior sheltered dining may provide needed flexibility for shaded lunch locations on days of high temperatures and inclement weather.

Supervision challenges arise from locker placement along the walls of classroom buildings that do not face the central courtyard. Relocation of some lockers to areas of higher visibility could alleviate observation issues.

The addition of restrooms and hydration stations to either the north or west side of the gymnasium building would permit students on the fields or hardcourts to access these facilities easily and would facilitate better supervision by staff.

Repair and replacement of the roof shingles and new paint to the building exteriors may provide a fresh facelift to the campus.

Replacement of the existing equipment in the gymnasium’s lockers rooms is recommended due to its poor condition. Re-imagining the layout of these athletic support spaces may improve their efficiency for today’s students.

Dated interior finishes and poor acoustical performance in the original campus buildings may be addressed with new wall and ceiling finishes that provide increased sound isolation properties while simultaneously improving the appearance of the spaces.

The current school library has a traditional stacks layout for book storage along the walls with tables and chairs at the center of the room. Re-imagining this space to host a less formal and more casual structure would permit students to use it more flexibly.

Charrette #2
The Site Analysis was presented to various stakeholders at a community meeting located in the library at Newbury Park High School on January 10, 2017. Campus users had the following input:

- Dedicated classrooms for each of the music programs (band, chorus, strings) is a top priority
- Redesign of the library is desired to create a more open informal setting. Re-locating the textbook storage room elsewhere would offer more space for the library.

The stakeholders supported these findings and requested that the Project Team integrate their feedback in the eventual conceptual master plan.

ITEM 3 - Alternate Concepts
Following the Charrette, NAC Architecture developed a series of projects for the campus which included new facilities, modernization of buildings and sitework to address the points raised by the campus user groups.

2 Alternate layouts were developed which included the same scope of work in each, but deployed parts of that scope of work in different ways.

The scope of work for these alternates was as follows, with differences in approach noted when applicable:
- Upgrade locker rooms
- Construct addition to house field restrooms
- Complete DSA certification for Building 9
- Expand and redesign the library
- Create Science Program cluster
- Landscape and shade trees, typ.
- Install exterior Wi-Fi
- Remove non-certified lunch shelter (building 11)
- Provide additional shaded exterior dining area (different locations and building types)
- New Performing Arts Building (different locations)

Charrette #3
Following development of the Alternate Concepts, NAC Architecture presented draft master plans to stakeholders in a Charrette Review Meeting. The Charrette included the Newbury Park Cluster and took place at Newbury Park High School’s library in February 1, 2017. NAC Architecture presented several potential projects to a Stakeholder Group consisting of the school principal and representatives of the teachers and parents who were nominated by the campus administration to participate.

The stakeholders supported the scope of work shown in the two Alternate Concepts and provided feedback on the location options for the new Performing Arts Building. The location in Alternate 1 was preferred due to its adjacency to the parking lot since that would facilitate easy instrument drop-off and to the gymnasium since that is where most performances take place. This location also preserves the planted area to the north of Building 5 which is a common gathering and walking area for the students. The location in Alternate 1 also would be beneficial acoustically since it is somewhat removed from the primary classroom buildings.

This stakeholder input was used to develop the next phase of work - the Conceptual Master Plan.

ITEM 4 - Conceptual Master Plan
The Conceptual Master Plan was developed based on the presentation and feedback from the Alternate Concepts and the stakeholder feedback from the charrettes. The Conceptual Master Plan was developed primarily from Alternate Concept 1. In this phase of the process, the solution was narrowed down to one plan for every site to include long-term and short-term plans. Projects were developed in this step with draft cost estimates.

The potential projects in the Conceptual Master Plan were presented to include the following:
- Athletics
- New Construction
- Building Modernization
- Site Improvements
Charrette #4

The Conceptual Master Plan was presented at a Charrette Meeting held on February 27, 2017 in Newbury Park High School's library. The plan included projects and draft cost estimates. NAC Architecture revised the earlier studies to reflect stakeholder input. The various stakeholders confirmed the scope of work shown in the Conceptual Master Plan and the split of that work into four project groups.

ITEM 5 - Final Master Plan and Projects

This document is the Final Master Plan based on the presentations and feedback from the Conceptual Master Plan and earlier reviews. This document includes a single short-term and long-term Master Plan vision which is shown in a series of projects to be completed under the current Measure I Bond and future Bond measures. Each project group is accompanied by a cost estimate.

Documentation of the process and identification of the stakeholders who participated ensure that the master plan addresses the need for each site in an objective way.

Projects will be prioritized by CVUSD based on the criticality, functionality and adequacy of facility needs.
1. Update interior finishes throughout existing buildings to address acoustic challenges and aging finishes

2. Refresh and repair exterior building cladding

3. Provide new specialized classrooms for the music programs

4. Revitalize library and consolidate science program spaces

5. Improve athletic facilities with updated locker rooms, and shade planting along the perimeters of the play fields

6. Provide additional shaded dining areas
## Existing Facilities:

6 buildings over 40 years old
0 buildings between 30 and 40 years old

### Analysis Summary:

The buildings on the campus were between 11 and 46 years old at the time this survey was taken with roofing systems between 8 and 13 years old. Note that the lunch shelter added to the site in 2005 is not listed in the insurance data above. The building finishes show signs of age and use. Major building systems of all buildings were updated in 2003.
Challenges Summary:

- Scarce shade and planting throughout campus
- Aging original buildings in need of finish updates and acoustic improvements
- Lack of specialty rooms
- Core Facility spaces in need of updates and expansion
- Typical Accessibility challenges

Core Facilities Summary

- **Current facilities meet school’s needs**
  - Playground (+4.95 Acres)
  - Administration (+207 SF)
  - Gymnasium (+6,281 SF)
  - Parking (-7 Stalls)

- **Current facilities DO NOT meet school’s needs**
  - Food Prep (-1,789 SF)
  - Lunch Shelter (-987 SF)
  - Multi-Purpose Room (-3,199 SF)
  - Library (-3,027 SF)

Enrollment Summary

Total Current Classes 44
Total Based on Projected Enrollment Classes 44
Project Groups

Project Group 1: Athletics
Project Group 2: New Construction
Project Group 3: Building Modernization
Project Group 4: Site Improvements

Classrooms Counts
- Current classroom count: 44
- Classroom count based on projected enrollment: 44
- Master plan classroom count: 46
# Project Group 1: Athletics

- High modernization for Building 4
- Landscape and shade trees along field perimeters

Total Construction (Direct) Cost ..................................................... $2,570,660  
Total Project (Direct & Indirect) Cost ............................................ $3,598,924  

Estimates are based on cost per square foot, with a 60/40 percent split between direct and indirect costs.

---

## Project Scoring Criteria

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<th>Project Cost</th>
<th>Project Score</th>
<th>Notes</th>
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- P-100 High Score indicates the criticality of the project.

---

## BUILDING KEY

1. ADMINISTRATION / MULTI-PURPOSE
2. LIBRARY / CLASSROOM E
3. NUMBER NOT USED
4. SHOWER / LOCKER
5. CLASSROOM C
6. CLASSROOM B

## LEGEND

- PERMANENT BUILDING
- PORTABLE BUILDING
- HIGH MODERNIZATION
- MEDIUM MODERNIZATION
- LOW MODERNIZATION
- UNCERTIFIED
Project Group 2: New Construction

- New Permanent Building to house Performing Arts Classrooms/Support, Textbook Storage and Field Restrooms/Support

Total Construction (Direct) Cost ................................................................. $3,855,000
Total Project (Direct & Indirect) Cost .......................................................... $5,397,000

Estimates are based on cost per square foot, with a 60/40 percent split between direct and indirect costs.
Project Group 3: Building Modernization

- Low modernization for Buildings 8 and 9
- Medium modernization for the entirety of Buildings 1, 5, and 6, and partial areas in Buildings 2 and 7
- High modernization to Science Classroom in Building 7
- High modernization in Building 2 to create Science cluster and renovate the Library

Total Construction (Direct) Cost ................................................................. $8,648,942
Total Project (Direct & Indirect) Cost .................................................. $12,108,518

Estimates are based on cost per square foot, with a 60/40 percent split between direct and indirect costs.
Project Group 3: Site Improvements

- Remove existing lunch shelter
- Permanent custom lunch shelter
- Landscape and shade trees along school frontage
- Install exterior Wi-Fi

Total Construction (Direct) Cost .......................................................... $499,830
Total Project (Direct & Indirect) Cost ......................................................... $699,762

Estimates are based on cost per square foot, with a 60/40 percent split between direct and indirect costs.

BUILDING KEY
- ADMINISTRATION/MULTI-PURPOSE
- LIBRARY/CLASSROOM E
- NUMBER NOT USED
- SHOWER/Locker
- CLASSROOM C
- CLASSROOM B
- CLASSROOM A
- GYMNASIUM
- CLASSROOM G
- NUMBER NOT USED
- LUNCH SHELTER
- WORKS AREA
- TEXTBOOK STORAGE

LEGEND
- PERMANENT BUILDING (NO WORK)
- PORTABLE BUILDING (NO WORK)
- STRUCTURE ABOVE
- MEDIUM MODERNIZATION
- LOW MODERNIZATION
- UNCERTIFIED

---

CVUSD FACILITIES SCORE CARD

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<td>1</td>
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<td>$75,000.00</td>
<td>$75,000.00</td>
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<tr>
<td>New Trees/Landscaping</td>
<td>30 EA</td>
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<td>30</td>
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<td>$13,500.00</td>
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<td>Existing Lunch Shelter Removal</td>
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<tr>
<td><strong>Total Construction Cost</strong></td>
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<tr>
<td><strong>Total Project Cost</strong></td>
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