

DHS CAFETERIA BUILDING COMMITTEE

DESIGN KICK OFF MEETING

By the end of this meeting, we would like to committee to understand and agree to:

1. Guiding principles
2. The next set of workproducts
3. Roles & responsibilities
4. High level design requirements
5. Next Steps

THE PURPOSE OF THIS MEETING

1. Expand the use from 302 to 420 students per lunch period
2. Improve the acoustics and lighting of the space
3. Allow for flexible use of the space

GOALS FOR THE CAFETERIA

This committee is looking for a project design that will

1. Meet the specified goals for the cafeteria,
2. Be completed on time, and
3. Be delivered on budget.

OUR EXPECTATIONS FOR THE PROJECT

1. Decisions should be based on good, forward-thinking design
2. Decisions should be based on good educational practice

OUR GUIDING PRINCIPLES

THE PROCESS

Phase 1 and Phase 2

The Board of Education and its Facilities subcommittee completed the following steps:

- ▶ Needs Analysis
- ▶ Budget with preliminary breakdown
- ▶ General design specifications
- ▶ P&Z Approval

INPUTS FROM PHASE 1: ANALYSIS

The DHSCBC will oversee the creation of the following in this next phase:

- ▶ Design Requirements
- ▶ Design
- ▶ Final Budget Breakdown
- ▶ Architectural & Engineering Drawings
- ▶ Schedule

NEXT STEPS – PHASE 2: DESIGN

HIGH LEVEL DESIGN REQUIREMENTS:

- ▶ P&Z has approved an extension of up to 1500 ft
- ▶ With the extension, the cafeteria should be able to fit 420 students

CAPACITY

Acoustical upgrades should:

- ▶ Lower the overall noise level in the cafeteria
- ▶ Enable students to eat/socialize and study simultaneously

ACOUSTICS

The updated space:

- ▶ Is well lit across the space
- ▶ Accommodates changes in natural light conditions throughout the day
- ▶ Meets any educational requirements for lighting levels
- ▶ Can house multiple lighting zones (e.g. house lights versus special lights)

LIGHTING

Flexibility means the cafeteria's design and configuration should enable the following to be reasonably accommodated:

- ▶ Individual students
- ▶ Small informal groups of students
- ▶ Larger formal groups of students such as club meetings
- ▶ Large formal events such as presentations

Furniture should support this by providing flexibility itself and being reasonably comfortable and appropriate.

FLEXIBILITY

Additional ways to improve the overall function of the space include:

- ▶ Maintenance
 - ▶ Proper location of a sink for mopping floors
 - ▶ Storage for maintenance equipment
- ▶ Storage for cafeteria gear

FUNCTIONAL EFFICIENCIES

The cafeteria space should be set up to handle:

- ▶ The technological requirements of a school with a 1:1 environment.

TECHNOLOGICAL

From the outside

- ▶ P&Z has approved a façade that matches the rest of the building
- ▶ Outdoor seating should be accommodated
- ▶ Roof should be considered

EXTERNAL SPACE

ADDITIONAL HIGH LEVEL REQUIREMENTS?

DRAFT

10/11/2017

Phase	DHSCBC	KG&D	Owner's Rep	Educational Experts	BoE	BoS
Design	Accountable	Responsible	Consulted	Consulted	Informed	Informed

RESPONSIBILITY CHART

Workproduct	Next Steps	DHSCBC Sign-off Timing
Design Requirements		
Design		
Final Budget Breakdown		
Architectural & Engineering Drawings		
Schedule		

DESIGN PROCESS & TIMING

DISCUSS PROCESS FOR SELECTING OWNER'S REP

DRAFT

10/11/2017

At next BoE meeting, Building Committee to formally communicate that construction will start before the end of the school year so administration can make plans for impact on school function and events such as graduation.

ADDITIONAL NOTES