

DECEMBER 16, 2008

MARIEMONT CITY SCHOOL DISTRICT

FACILITIES ASSESSMENT SUMMARY

PART 2A



PREPARED BY:

SFA ARCHITECTS, INC.



TURNER CONSTRUCTION

Turner ≡ K-12 Education

OHIO SCHOOL FACILITIES COMMISSION



Facilities Report
Assessment Phase
December 16, 2008

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Information contained in these Building Reports reflects an April 2008 assessment based on Ohio School Facilities Commission standards, and a subsequent review by SFA Architects and Turner Construction. This assessment will be used as one determining factor in the development of the Mariemont City Schools Facilities Master Plan.

For more information on the Mariemont City Schools Facilities Planning Process to date, visit our district website, www.mariemontschools.org, and click on the Facilities Planning Process link. All presentations, reports and upcoming news can be found there.

INTRODUCTION

In December of 2007, the Mariemont Board of Education passed a resolution to allow the Ohio School Facilities Commission (OSFC) to perform a District-wide facilities assessment. The OSFC provides the District with their Enrollment Projections and Facilities Assessment at no cost to the District. An independent facility assessment of this scope and magnitude could cost the District approximately \$33,000. The OSFC is an excellent baseline for determining the state of the District's facilities, as their standards were developed to provide flexible guidelines for facility design to assure a state-wide standard of quality.

This assessment summary report represents the conclusion of Phase One of the process (the assessment phase) of a year-long masterplanning process. This phase included the facility assessment as well as a needs assessment determining critical educational needs. The needs assessment consisted of a series of "storyboarding" exercises with staff, parents and administration to determine the educational and facilities needs at each existing building.

The information gathered during the needs assessment along with the OSFC report and other historical data, have been consolidated into a single study. The information gathered during this assessment phase will be used in the next phase of the process, the Master Planning phase, to develop a comprehensive District Master Plan.

ENROLLMENT PROJECTIONS SUMMARY

An Enrollment Projections report was provided in conjunction with the Facilities Assessment report. This report contains ten-year enrollment projections for the District. The enrollment projections were developed by analyzing the following data:

- Live birth data
- Historical enrollment
- Community school enrollment
- Open enrollment
- Acceptance information
- Housing information
- District questionnaire
- November 2000 enrollment report

The enrollment projection report indicated that the District would experience a decrease of 28 students in grades K-12 from the 2007-08 school year to the 2017-18 school year.

FACTS AND VOCABULARY:

OSFC

The Ohio School Facilities Commission (OSFC) administers the State's comprehensive Pre-Kindergarten through 12th Grade public school construction program.

The OSFC helps school Districts fund, plan, design and build or renovate their facilities. The Mariemont City School District may choose to participate in one of the OSFC programs, or may complete a facilities improvement program without OSFC assistance.

OSDM

The Ohio School Design Manual (OSDM) is a comprehensive set of standard guidelines for the design of school facilities. The manual was developed by OSFC staff, in cooperation with architects and nationally recognized educational planners. The design manual sets necessary minimum standards of quality for the State's educational facilities and provides a flexible set of guidelines to serve the diverse needs of local school communities and the

children they serve. The OSDM is updated on a yearly basis to reflect changes in educational needs, materials cost and availability and other factors.

LOCAL SHARE

The OSFC co-funds a percentage of school construction projects based on the District's equity ranking. The local share is the percentage of the total project budget that the District is responsible for securing. Mariemont's local share of the project is currently 88%, meaning that Mariemont is eligible for 12% of the total project cost to be funded by the State.

SEGMENTING PROJECTS

Upon notification of their eligibility for state funding under the CFAP, a District may opt to divide its entire classroom facilities needs into discrete segments. With this option, the District can raise the local share of the segment instead of the larger local share of the entire facility needs, and still obtain state matching funds. Segmenting is simply an option for Districts that have been notified of their eligibility for funding under CFAP. Districts choosing to segment their project do not get to move ahead of another District. Districts are served when their number comes up on the equity list. Credit established by a District under the ELPP may be applied to a segmented project under CFAP.

GENERAL ASSESSMENT RULES:

There are several categories which are almost always given a dollar amount regardless of the age of the building. For instance, Technology, General Finishes and Loose Furnishings are always listed with a dollar amount attributed because the Assessment is projecting out 10 years, and the useful life of the items listed is relatively short. These items most certainly will be affected and need monies budgeted to them during that time span. There are other rules to follow when interpreting the Assessment dollars, for instance: All OSFC facilities require fire suppression systems (sprinklers). When an existing facility has a sprinkler system installed, it affects other items such as existing ceiling tiles, grids and existing lighting. Therefore, as a rule, dollars are budgeted for those items automatically if a sprinkler system is to be installed. Also, if a building does not currently have a ducted heating system, or air conditioning, the dollar amount for adding a combined system falls under the "A) Heating" category as a complete new replacement system. This explains why a zero dollar amount is often associated with item "C) Air Conditioning", even if the building is currently without it.

THE OSFC ASSESSMENT, OSDM GUIDELINES AND STANDARD ASSUMPTIONS

The OSFC uses the Ohio School Design Manual (OSDM) as a guideline for their assessments; the OSDM is the basis for all new OSFC co-funded school facility construction in the state of Ohio. This document illustrates the 'best of the best' with regard to school facilities. The OSFC Assessment and Master Planning process projects out 10 years for a 40 to 50-year building life. Many items appear in the Assessment report as needing repair or replacement because they do not meet the current standard for new facility construction according to the OSDM, or they have reached their useful life. As an example, even if a building has had all of the windows replaced in the last five years, the Assessment still calls for total window replacement if those windows are not the type recommended by the OSDM. This does *not necessarily* mean the existing windows are inferior, simply that the guidelines for new facility construction have surpassed what is existing. The Assessment also assumes an 80% building capacity to ensure future program flexibility. While the OSFC assumes all-day Kindergarten will be in place in the District, additional LFI space is required to meet these criteria.

The OSFC Facility Assessment Report is made up of **two parts**;

1. The **Council for Educational Facility Planners International (or CEFPI) Appraisal Summary** portion of the report and;
2. The **Facility Assessment** portion (with associated dollar amounts)

THE CEFPI APPRAISAL SUMMARY

The CEFPI Appraisal Summary is an instrument that yields information about the ability of the building to support the educational program. It is the more subjective half of the OSFC report, evaluating the educational environment

and attributing a number of percentage points for each of six categories. These six categories are the types of concerns that daily users of the facility understand about the way the school functions. For example:

- “We need more/less storage space.”
- “The parking lot is a traffic jam during morning/afternoon drop off.”
- “The playground/gym/cafeteria/classrooms/restrooms are too small/large/far away.”
- “The delivery area is too close to the playground.”
- “The building entry and administration location are not ideal for security.”

1.0 The School Site

- Site is large enough.
- Site is easily accessible.
- Site is well located.
- Site is well landscaped and developed.
- Playgrounds and athletic areas are separated from the street.
- Site is stable and free of erosion.
- Site is suitable for special instructional needs.
- Pedestrian services are adequately provided.
- Sufficient parking is provided.

2.0 Structural and Mechanical Features

- Structure, roofs, foundations, and walls are sound.
- Adequate mechanical, electrical, plumbing, drainage, fire protection systems and communication systems are installed.

3.0 Plant Maintainability

- Windows, doors, walls, floor surfaces and built-in equipment are of material, finish and condition to require minimum maintenance.
- Finishes and hardware are of durable quality
- Custodial space is adequately provided throughout the building.
- Adequate electrical outlets and power are provided to allow for routine cleaning.
- Outdoor lights, outlets and equipment are accessible for repair and replacement.

4.0 Building Safety And Security

- Site safety
 - Student loading areas are segregated from vehicular traffic
 - Walkways are available for pedestrian safety
 - Access streets have sufficient signals and signs to permit safe entry to the site
 - Vehicular entrances and exits permit safe traffic flow
 - Location of intramural equipment is free from hazards
 - Athletic field equipment if located free from hazards
- Building safety
 - Heating units are located away from student-occupied areas
 - Multi-story buildings have at least two stairways for egress
 - Exterior doors open outward and are equipped with panic hardware
 - Emergency lighting is provided throughout building
 - Classroom doors are recessed and open outward
 - Building security systems are provided
 - Flooring is non-slip
 - Stair risers do not exceed 7 “ in height
 - Glass is properly located and protected with wire or safety glass
 - Fixed projections do not extend more than 8” into corridors
 - Traffic areas terminate at an area of exit or a stairway leading to an exit

- Emergency safety
 - Adequate fire safety equipment is properly located
 - There are at least two independent exits from any point in the building
 - Fire-resistant materials are used throughout
 - Automatic and manual emergency alarm systems with a flashing light and distinctive sound are provided

5.0 Educational Adequacy

- Academic learning spaces
 - Size of learning areas meet standards
 - Classrooms allow for small group arrangements
 - Location of academic core is away from disruptions
 - Classrooms allow for individual instruction
 - Storage is adequate
- Special Learning Spaces
 - Size of spaces meet standards
 - Design is compatible with instructional need
 - Library provides appropriate space
 - Gym adequately serves PE instruction
 - PreK-K spaces are age-appropriate
 - Science program is provided with sufficient space and equipment
 - Music program is provided with adequate sound treated space
 - Space for art is appropriate for special instruction and equipment
- School facility appraisal
 - Space for technology permits state-of-the art equipment
 - Small group space is provided adjacent to the classrooms
 - Storage for student and teacher material is adequate
- Support spaces
 - Teacher lounge and work areas are professional
 - Cafeteria/Kitchen has sufficient space for dining, delivery, storage and food
 - Administrative offices are consistent with the maturity of the students served
 - Counselor's office allows for privacy and sufficient storage
 - Clinic is near administrative offices and equipped to meet requirements
 - Suitable reception space is provided for students, teachers and visitors
 - Administrative personnel are provided with sufficient work space and privacy

6.0 Environment For Education

- Exterior Environment
 - Overall design is aesthetically pleasing to age of students
 - Site and building are well landscaped
 - Exterior noise or poor environment do not disrupt learning
 - Entrances and walkways are sheltered from inclement weather
 - Building materials provide attractive color and finish
- Interior Environment
 - Color schemes, building materials and décor provide an impetus for learning
 - Year-round comfortable temperature and humidity are provided
 - Ventilating systems provide adequate circulation of clean, fresh air
 - Lighting provides proper intensity, diffusion and distribution of illumination
 - Drinking fountains and restrooms are conveniently located
 - Communication among students is enhanced by common areas for socialization
 - Traffic flow is aided by appropriate foyers and corridors
 - Areas for students to interact are suitable to the age group

- Large group areas are designated for effective management of students
- Acoustical treatment of ceilings, walls and floors provides effective sound control
- Window design contributes to a pleasant environment
- Furniture and equipment provide a pleasing atmosphere

CEFPI APPRAISAL SUMMARY

%	RATING
< 50%	POOR - DOES NOT MEET EDUCATIONAL NEEDS
50%-70%	BORDERLINE
70% <	SATISFACTORY - MEETS EDUCATIONAL NEEDS

FAIRFAX ELEMENTARY SCHOOL BUILDING SUMMARY

CEFPI APPRAISAL SUMMARY		POSSIBLE POINTS	POINTS EARNED	PERCENTAGE	CATEGORY
1.0	THE SCHOOL SITE	100	67	67%	BORDERLINE
2.0	STRUCTURAL AND MECHANICAL FEATURES	200	108	54%	BORDERLINE
3.0	PLANT MAINTAINABILITY	100	54	54%	BORDERLINE
4.0	BUILDING SAFETY AND SECURITY	200	96	48%	POOR
5.0	EDUCATIONAL ADEQUACY	200	101	51%	BORDERLINE
6.0	ENVIRONMENT FOR EDUCATION	200	96	48%	POOR
TOTAL		1000	522	52%	BORDERLINE

MARIEMONT ELEMENTARY SCHOOL BUILDING SUMMARY

CEFPI APPRAISAL SUMMARY		POSSIBLE POINTS	POINTS EARNED	PERCENTAGE	CATEGORY
1.0	THE SCHOOL SITE	100	59	59%	BORDERLINE
2.0	STRUCTURAL AND MECHANICAL FEATURES	200	122	61%	BORDERLINE
3.0	PLANT MAINTAINABILITY	100	61	61%	BORDERLINE
4.0	BUILDING SAFETY AND SECURITY	200	108	54%	BORDERLINE
5.0	EDUCATIONAL ADEQUACY	200	129	65%	BORDERLINE
6.0	ENVIRONMENT FOR EDUCATION	200	96	48%	POOR
TOTAL		1000	575	58%	BORDERLINE

TERRACE PARK ELEMENTARY SCHOOL BUILDING SUMMARY

CEFPI APPRAISAL SUMMARY		POSSIBLE POINTS	POINTS EARNED	PERCENTAGE	CATEGORY
1.0	THE SCHOOL SITE	100	77	77%	SATISFACTORY
2.0	STRUCTURAL AND MECHANICAL FEATURES	200	124	62%	BORDERLINE
3.0	PLANT MAINTAINABILITY	100	65	65%	BORDERLINE
4.0	BUILDING SAFETY AND SECURITY	200	118	59%	BORDERLINE
5.0	EDUCATIONAL ADEQUACY	200	103	52%	BORDERLINE
6.0	ENVIRONMENT FOR EDUCATION	200	106	53%	BORDERLINE
TOTAL		1000	593	59%	BORDERLINE

MARIEMONT JUNIOR HIGH SCHOOL BUILDING SUMMARY

CEFPI APPRAISAL SUMMARY		POSSIBLE POINTS	POINTS EARNED	PERCENTAGE	CATEGORY
1.0	THE SCHOOL SITE	100	44	44%	POOR
2.0	STRUCTURAL AND MECHANICAL FEATURES	200	126	63%	BORDERLINE
3.0	PLANT MAINTAINABILITY	100	59	59%	BORDERLINE
4.0	BUILDING SAFETY AND SECURITY	200	104	52%	BORDERLINE
5.0	EDUCATIONAL ADEQUACY	200	122	61%	BORDERLINE
6.0	ENVIRONMENT FOR EDUCATION	200	106	53%	BORDERLINE
TOTAL		1000	561	56%	BORDERLINE

MARIEMONT HIGH SCHOOL BUILDING SUMMARY

CEFPI APPRAISAL SUMMARY		POSSIBLE POINTS	POINTS EARNED	PERCENTAGE	CATEGORY
1.0	THE SCHOOL SITE	100	63	63%	BORDERLINE
2.0	STRUCTURAL AND MECHANICAL FEATURES	200	145	73%	SATISFACTORY
3.0	PLANT MAINTAINABILITY	100	72	72%	SATISFACTORY
4.0	BUILDING SAFETY AND SECURITY	200	150	75%	SATISFACTORY
5.0	EDUCATIONAL ADEQUACY	200	146	73%	SATISFACTORY
6.0	ENVIRONMENT FOR EDUCATION	200	150	75%	SATISFACTORY
TOTAL		1000	726	73%	SATISFACTORY

THE FACILITY ASSESSMENT

The Facility Assessment projects out 10 years for a 40 to 50-year building life. The Facility Assessment portion is the objective portion of the report – indicating any deficiencies in the building systems and attributing a unit cost for each item to be repaired or replaced. Each of the District’s facilities is evaluated in the following categories:

A. Heating System

Evaluate the heating system, boilers, piping and controls.

Rules:

- The OSDM requires a ducted, forced-air system.
- Systems not compliant with the OSDM can be acceptable if they meet Ohio Building Code requirements for fresh air.
- Radiators should be removed.
- Rooftop units older than 10 years must be removed.
- Controls older than 1975 must be replaced.
- If a total system replacement is required in this category, no dollar amount is shown for item C (Air conditioning).

B. Roofing

Evaluate age and condition of existing roofs, gutters, downspouts, flashing and coping.

Rules:

- Replace membrane roofs older than 7 years.
- Replace built-up roofs older than 15 years.
- Replace shingle roofs older than 10 years.

C. Ventilation/Air Conditioning

Determine if buildings are equipped with air conditioning and appropriate ventilation and exhaust systems. System must meet Ohio Building Code requirements for fresh air.

Rules:

- Window air conditioning units are not acceptable.
- Provide exhaust systems for restrooms, gymnasium, storage rooms and custodial closets.
- Provide kiln ventilation and paint hoods in art rooms.

D. Electrical System

Verify that the electrical system meets OSDM guidelines, is adequate to meet current electrical loads, future needs and additional loads if adding air conditioning or technology.

Rules:

- If the electrical system is older than 35 years, replace the entire system.
- Includes the addition of an emergency generator.

E. Plumbing And Fixtures

Assess the condition the plumbing system including all supply and waste piping, water treatment systems, water heaters, plumbing fixtures and back-flow preventers.

Rules:

- This category does not include plumbing fixtures required to meet ADA compliance. See item O) Handicapped access for information regarding ADA compliance.
- If the existing system is galvanized piping, it must be replaced.
- Current codes require schools to be equipped with back-flow preventers.

F. Windows

Assess condition of all existing exterior windows, transoms, sidelites and skylights. OSDM requires windows to be insulated (multi-pane), with integral blinds at academic areas.

Rules:

- Replace all single-pane windows.
- Replacement cost of windows includes installation of new operable windows with insect screens.

G. Structure: Foundation

Assess for cracking or movement of building foundations.

Rules:

- This item includes the application of foundation waterproofing.

H. Structure: Walls and Chimneys

Assess for cracking, shifting, spalling or movement at walls and chimneys.

Rules:

- This item includes tuckpointing of existing brick walls, masonry cleaning, caulking, sealing and/or replacement of damaged brick veneer.

I. Structure: Floors and Roofs

Assess condition of slabs, floors and roofs.

Rules:

- Existence of wood floor joists requires replacement of entire structure.

J. General Finishes

Assess the condition of all floor finishes, wall finishes, ceiling finishes, casework (built-in cabinetry), display cases, paint, tackboards, chalkboards, markerboards, lockers, toilet partitions, doors and frames, basketball backboards, bleacher, and kitchen equipment.

Rules:

- Casework should comply with OSDM requirements.
- Replace kitchen equipment over 20 years old.
- If acoustic tile ceilings are being replaced, review the condition of item K.) Interior Lighting.

K. Interior Lighting

Assess interior lighting to determine if the minimum foot-candle levels required by the OSDM are met.

Rules:

- Replace all incandescent pendant fixtures, U-shaped fluorescent lamps and T-12 lamps.
- If Interior Lighting is being replaced, replace acoustic ceilings.
- If sprinklers are added, replace existing ceilings and lights.

L. Security Systems

Determine whether a complete security system is in place.

Rules:

- A complete system includes access control systems, panic alarms, lockdown capabilities, motion detectors, CCTV cameras and exterior site lighting.

M. Emergency/Egress Lighting

Determine if the emergency egress lighting has the following elements in place, illuminated exit signs that meet current code requirements, and emergency egress floodlighting with battery back-up or emergency generator.

Rules:

- A new emergency egress lighting system is required to have a generator back-up.

N. Fire Alarm

Determine whether facilities have a zoned general fire alarm system that includes horns and strobe lights in all rooms and corridors, pull stations at all exits, flow switches, tamper switches, heat sensors, smoke

detectors, and smoke dampers to meet Ohio Building Code, National Fire Protection Association (NFPA) and OSDM requirements.

Rules:

- If there is not an existing system, or if the present system does not meet current code, add a new system.

O. Handicapped Access (ADA Access)

Students and staff who require the use of a wheelchair must have access to all instructional areas of every school. All toilet partitions, plumbing fixtures, drinking fountains and door hardware must be ADA compliant. This category also includes ADA assist door openers, elevators, lifts, ramps and signage.

Rules:

- Existing floor-to-floor lifts cannot be used as a substitute for a new elevator.

P. Site Condition

Determine if any deficient site conditions exist. This category includes the following items: playground equipment, asphalt paving, parking areas, bus drop-off, concrete curbs, concrete sidewalks, stabilization of any soil erosion, dumpster pads, exterior handrails, storm drainage and curb cuts.

Rules:

- Playground equipment should be provided only to elementary schools.
- Bus and car separation should be in place at each school site.

Q. Sewage System

Assess the condition and suitability of the existing sewage system.

Rules:

- These items are determined on a case-by-case basis.

R. Water Supply

Verify that there are no problems with the water supply system. This includes water mains, wells and well pumps, water booster pumps and pressure tanks.

Rules:

- Verify that the existing system will be sufficient if a sprinkler system will be added to the building. Funding for this item would be under category U) Life Safety.

S. Exterior Doors

Assess the condition of exterior doors, frames and hardware.

Rules:

- Wood exterior doors require replacement.
- All exterior doors and hardware must be ADA compliant.
- Replace doors with single glazed vision panels with doors that do not comply with current codes.

T. Hazardous Materials

It is the policy of the OSFC to remove all hazardous material from existing buildings. Hazardous materials would include lead paint, asbestos pipe insulation, vinyl asbestos floor tile and mastic and fluorescent lamps and ballasts.

Rules:

- The existence of hazardous materials in an existing building does not constitute an immediate threat to health and safety. However, removal of hazardous materials is recommended due to the possibility of those items being disturbed during a renovation process.

U. Life Safety

Assess the facility for any life safety issues. Items in the assessment of this category include: determine if the building contains an automated sprinkler system, determine if any dead-end corridor conditions exist,

verifying exit stairwells are enclosed in a fire-rated assembly, assessing whether existing stair railing pass the 4" ball test (Current building codes do not allow a 4" sphere to pass between the balusters of a railing).

Rules:

- The OSFC requires all schools to have an automated sprinkler system. When adding a sprinkler system, existing acoustic ceilings and interior lighting should be replaced.
- Verify that the existing water supply will be sufficient for the addition of a sprinkler system. If the existing water supply is from a well, assure an additional well, well pump, storage tank and generator are installed.
- A life safety issue in an existing building does not necessarily constitute an immediate threat to health and safety. It does mean that while the existing building complied with building codes at the time it was constructed, it does not meet current building code requirements.

V. Loose Furnishings

Assess the condition of loose furnishings. Loose furnishings include student desks and chairs, teacher desks and chairs, file cabinets, reading tables, computer desks, bookcases and wastebaskets.

Rules:

- Dollar amounts are always shown in this category due to the useful lifespan of furnishings.
- Dollar amounts are shown on a graduated scale based on the CEFPI rating for the loose furnishings.

W. Technology Infrastructure

Evaluate if the building is equipped with an OSDM compliant technology system. A complete technology system includes: five technology ports in each classroom, one voice port with a digitally based phone system in each classroom, one cable port and monitor per classroom, a two-way PA system, centralized clock system, media distribution system and computer lab space.

Rules:

- This category **DOES NOT** include computers, printers, software or other peripherals; it only provides for the infrastructure for these items.

X. Construction Contingency/Non-Construction Costs

This category includes construction contingency and other non-construction costs such as: land surveys, soil borings, permitting fees, construction testing, printing, bid advertising, builders risk insurance, design professional compensation, construction managers compensation and non-construction contingency.

Rules:

- None

Y. Special Conditions

These areas are items which the professional team felt should be included or removed from the assessment estimate, or were special conditions not accounted for in the Facility Assessment.

Rules:

- None

Z. Sequencing Costs

During renovation projects, appropriate space for student learning must be provided for the duration of the project. This category accounts for any necessary "swing space," trailers, or off-site facility rental costs during the construction phases, allowing for uninterrupted student learning during that time.

Rules:

- None