West Bend School District

Introduction to Long-Range Facilities Planning





1 Team Introductions







Your Planning Partners



KIT DAILEY
Client Executive +
Engagement Specialist



JACKIE MICHAELS Senior Project Manager



BOB MORRIS Senior Design Architect



KATIE LaCOURT Senior Design Architect





KYLE LOEST
Project Executive



RYAN TREICHEL Project Manager



JORDAN LANDREMAN Preconstruction Manager



ERIKA FREEMAN
Communications Lead



EUA + Findorff Experience





















WORK IN

37

BUILDINGS







2 Long-Range Facility Planning







Long-Range Facility Planning | Goals & Vision

Facilities Vision Statement

The West Bend School District, with our vision to provide Excellence For All in the forefront, is committed to facilities that are:

- Safe, secure, and accessible
- Welcoming, well maintained, and operationally efficient
- Adaptable to meet evolving student needs







Long-Range Facility Planning | Process



- How does Continuous Improvement work inform your long-range facilities planning goals?
- When, where, and how should significant capital maintenance needs be addressed?
- How can we maximize operational efficiency and available space to meet evolving student needs?







- Major capital facility projects (too significant to be included in the annual capital improvement plan) most likely need to be addressed by proposing a facility referendum question(s) to voters.
- Even calendar years provide two General Election (spring & fall) and two Primary Election (spring & fall) opportunities.
- Odd calendar years only provide spring General and Primary Election opportunities.

	2024	2025	2026	2027
Spring Primary	02/20/2024	02/18/2025	02/17/2026	02/16/2027
Adopt and file resolution(s):	12/12/2023	12/10/2024	12/09/2025	12/08/2026
Spring General	04/02/2024	04/01/2025	04/07/2026	04/06/2027
Adopt and file resolution(s):	01/23/2024	01/21/2025	01/27/2026	01/26/2027
Fall Primary	08/13/2024		08/11/2026	
Adopt and file resolution(s):	06/04/2024		06/02/2026	
Fall General	11/05/2024		11/03/2026	
Adopt and file resolution(s):	08/27/2024		08/25/2026	







^{*}The governing board is required to file adopted referendum ballot resolutions with their municipal clerks at least 70 days prior to the election indicating the amount and purpose.

 Based on where we are in the Long-Range Facility Planning process, the next practical General Election to plan for is November 5, 2024.

	2024	2025	2026	2027
Spring Primary	02/20/2024	02/18/2025	02/17/2026	02/16/2027
Adopt and file resolution(s):	12/12/2023	12/10/2024	12/09/2025	12/08/2026
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Fall Primary	08/13/2024		08/11/2026	
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Fall General	11/05/2024	Z	11/03/2026	
Adopt and file resolution(s):	08/27/2024		08/25/2026	

*The governing board is required to file adopted referendum ballot resolutions with their municipal clerks at least 70 days prior to the election indicating the amount and purpose.







- Based on where we are in the Long-Range Facility Planning process, the next practical General Election to plan for is November 5, 2024.
- This means the School Board would need to act on a proposed referendum question(s) no later than August 27, 2024.

	2024	2025	2026	2027
Spring Primary	02/20/2024	02/18/2025	02/17/2026	02/16/2027
Adopt and file resolution(s):	12/12/2023	12/10/2024	12/09/2025	12/08/2026
Spring General	04/02/2024	04/01/2025	04/07/2026	04/06/2027
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Fall General	11/05/2024		11/03/2026	
Adopt and file resolution(s):	08/27/2024	7	08/25/2026	

*The governing board is required to file adopted referendum ballot resolutions with their municipal clerks **at least 70 days prior** to the election indicating the amount and purpose.







- If the School Board doesn't feel the community is ready for referendum question(s) fall 2024, the next General Election date is Tuesday, April 1, 2025.
- This means the School Board would need to act on a proposed referendum question(s) no later than January 21, 2025.

	2024	2025	2026	2027
Spring Primary	02/20/2024	02/18/2025	02/17/2026	02/16/2027
Adopt and file resolution(s):	12/12/2023	12/10/2024	12/09/2025	12/08/2026
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^{*}The governing board is required to file adopted referendum ballot resolutions with their municipal clerks **at least 70 days prior** to the election indicating the amount and purpose.

WEST BEND —school district— EXCELLENCE FOR ALL				2023									2024					
Long-Range Facilties Planning Timeline	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
1 Kickoff project & establish regular Core Team planning meetings	\$																	
2 Conduct facilities building condition assessments	88.53			ee 30		g 8		8 8		<u>ء</u> ع		& 8		2 8		e e		
3 Identify community engagement purpose and strategy				A						S 2		G 2	,	s k		os z		
4 Conduct Construction Manager (CM) selection process				W						į l								
5 Establish key messages and launch communication efforts																		
Perform building capacity and utilization analysis after 3rd Friday count														Î Î				
7 Study educational adequacy and space needs		Y Y								· ·				Ÿ.		0. 1		
8 Compile data and draft Facilities Assessment Report		·6 - 8				. A		10 6		5 8		8 8		9		5 5		5
9 Team & process introductions to the School Board (11/13)				8				1 8								1 1		
Develop preliminary capital maintenance cost summary (Findorff)		la la		8 8						e 8						8 8		
11 Review draft Facility Assessment Report with Core Team								4: 2				o		S .		S 20		es:
Present Facility Assessment summary to School Board, community (12)	/11)						5.5											
3 Communicate key findings of facility assessment																		
4 Establish and understand financial benchmarks (RW Baird)																		
Present Preliminary Cost Estimates on Building Conditions Only (1/22)		9. P		C N		Ø. 9		W	7/4	(); W		0. 10		S 10		O. N		
6 Promote and host staff & community conversations/ tours (needs / priorities)		6 6		8 8		* *			T	6 6		6 6		6 1		8 8		6
7 Process feedback; Confirm LRFP Priorities & Goals				8 3		0 1						8 8				8 8		
B Develop long-range facilities planning scenarios with phasing		a e		e - e		E 8		.8				8- 8		£ 8		e 8		
9 Cost long-range facilities planning scenarios with phasing (Findorff)		L L		Į.		Į.								l.				OX.
0 Establish preliminary financial impacts (RW Baird)											10.814							
Promote and host staff & community conversations/ tours (LRFP scenarios)						î j					23							
2 Develop + Distribute Stakeholder Survey (TBD)				î î							1000		14	î î				
3 Present Survey Results to School Board; Determine Next Steps		1		O 1		Ŷ		1		0			M.	Y		0. 10		
4 If Board decides to proceed with November referendum, then		5 5		8 8				18 E		5 5			737	8 8		5 5		6
5 Confirm and finalize LRFP Phase 1 project scope, costs for Nov. election		8		8		8		1 8		8		ğ 8				8		
6 Confirm final financial impacts for Phase 1 for Nov. election (RW Baird)		la e		e =				.a .e		e 8					- 4	E 8		
7 Board action to authorize ballot resolutions (no later than Aug 27, 2024)				Į, j		Į.				Į.		is l			7.3			
8 Develop communications and engagement plan and key messages																		
9 Implement communications and engagement plan																		
D Mail balloting begins (mid-Sept, 2024)																		i i
A D. J. J. J. J. D. W. F. COO.		Ø 9		Ø 37		Ø. 8				Ø. 37		Ø 7		0: 30				100

Key Milestones & Critical Board Engagement	723
Facilities Assessment	
Financial Planning	
Prioritization & Solution Development	
Community Involvement and Communications	

WEST DEND







31 Potential Vote: Election Day (Nov 5, 2024)

3 The Facilities Assessment







Perform building capabity and u Study educational adequaby ar Compile data and draft Facilities Long Pange Facilities			~ <u>~~</u> ~~						1	Question i	W 828		NEW NYS	20	23		S 1938	ov
Establish key messages and la		100				M-1								0.007/07	7223			
Conduct Construction Manager (CM) selection process				25														
Identify dommunity engagement purpose and strategy	2															68 8		
Conduct facilities building condition assessments	a 85 23			(c - 2)		i 8		0		<u>ء</u> ع		a a		2 2		8 8		E 5
Kickoff project & establish regular Core Team planning meetings	*																	
Long-Range Facilties Planning Timeline	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
WEST BEND — SCHOOL DISTRICT EXCELLENCE FOR ALL				2023									2024					

5 Establish key messages and la 6 Perform building capacity and u 7 Study educational adequacy ar					2023				
8 Compile data and draft Facilitie	Long-Range Facilties Planning Timeline	June	July	Aug	Sept	Oct	Nov	Dec	Jan
9 Team & process introductio 0 Develop preliminary capital ma	1 Kickoff project & establish regular Core Team planning meetings	5							9
Review draft Facility Assessme	2 Conduct facilities building condition assessments	Sec. 1			W 3		22 52		-10
Present Facility Assessment Communicate key findings of fa	3 Identify community engagement purpose and strategy								II.
Establish and understand finance	4 Conduct Construction Manager (CM) selection process				7.3				Ü
Present Preliminary Cost Es	5 Establish key messages and launch communication efforts								
Process feedback; Confirm LR	6 Perform building capacity and utilization analysis after 3rd Friday count								Î
Dev Jop long-range facilities pla Cost long-range facilities planni	7 Study educational adequacy and space needs								
Establish preliminary financial i	8 Compile data and draft Facilities Assessment Report						1		-,9
Promote and host staff & commoved bevelop + Distribute Stakeholde	9 Team & process introductions to the School Board (11/13)		8 8				5		
Present Survey Results to Sch	10 Develop preliminary capital maintenance cost summary (Findorff)		2 9				9 8		
If Board decides to proceed Confirm and finalize LRFP Pha	11 Review draft Facility Assessment Report with Core Team				J. J.				
Confirm final financial impacts f	2 Present Facility Assessment summary to School Board, community (12	2/11)						5.5	Ĺ
Board action to authorize ballot Develop communications and e	13 Communicate key findings of facility assessment								
Implement communications and	14 Establish and understand financial benchmarks (RW Baird)								1
Mail balloting begins (mid-Sept, Potential Vote: Election Day	15 Present Preliminary Cost Estimates on Building Conditions Only (1/22)		e):		č V		0. 9		73

Key Milestones & Critical Board Engagement Facilities Assessment Financial Planning Prioritization & Solution Development Community Involvement and Communications







Key Components of Facilities Assessments

Building & Site Conditions

What are the current conditions of existing building systems and school sites?

Educational Adequacy (Space)

How well do facilities support current and future educational objectives, programs and delivery methods?

Building Capacity & Utilization

How many students can your facilities accommodate today?

How are your facilities currently being used?







Building & Site Conditions

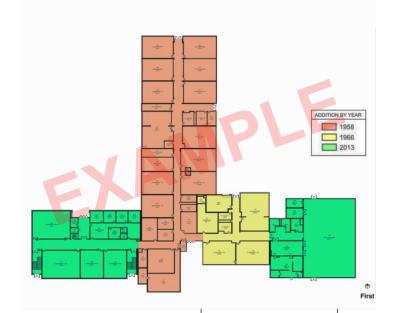
Visual assessment of current conditions, documentation of observations, and general recommendations for repair and/or replacement of building components or systems where necessary.

Building & Site Conditions Introduction

SITE ANALYSIS DIAGRAM



BUILDING ADDITIONS PLAN









Building & Site Conditions Scoring

5

NEW: Brand New, Great Condition, Do Not Foresee A Need For Replacement

4

GOOD: Not Brand New, Functional And Does Not Need To Be Replaced

3

FAIR: Functional, Average Wear For Building Age

2

POOR: Functional, But Worn From Use

1

CRITICAL: Critical Condition, Extremely Worn / Damaged, Needs Replacement Immediately

N/A

NOT APPLICABLE: Category Or Criteria Does Not Apply To Spaces







Individual Building Scorecard

3.00





McNeel Exterior Door Frame Damage



McNeel - Synthetic Stucco Degradation and Fascia Damage



McNeel - Synthetic Stucco Moisture Damage







Building & Site Conditions Summary Scorecard

CATEGORY	Building Name	Building Name	Building Name	Building Name
Civil / Site	3.83	3.13	3.00	2.75
ADA	3.83	1.17	3.33	4.00
Foundation	3.00	3.00	3.00	3.00
Structural System	3.00	3.00	3.00	3.00
Roofing	4.00	3.00	2.67	3.00
Exterior Enclosure	3.14	2.38	3.57	3.25
Interior	3.23	2.85	3.55	2.77
Miscellaneous	3.57	3.00	3.67	3.00
Electrical	3.64	2.79	3.31	3.08
Mechanical	5.00	2.09	2.75	2.00
Plumbing	3.45	2.92	3.20	3.09
Average	3.61	2.66	3.19	2.99







Educational Adequacy Assessment (EAA)

Visual assessment of how effectively the spaces support student learning and program delivery:

- Observations made during walkthroughs and analysis of floor plans
- Interviews with building principals, facility directors, and staff

Educational Adequacy Adequacy (EAA) Scoring

5

EXCELLENT: All Spaces Meet or Exceed Criteria

4

GOOD: Most Spaces Meet Most Criteria

3

FAIR: Some Spaces Meet Criteria, Some Spaces Do Not

2

POOR: Few Spaces Meet Criteria, Or Criteria Is Minimally Met

1

VERY POOR: Spaces Do Not Meet Criteria

N/A

NOT APPLICABLE: Category Or Criteria Does Not Apply To Spaces







EAA Individual Building Scorecard

SITE

	Average	3.33
SI.7	Pedestrian / Bike Access	4
SI.6	Outdoor Learning	4
SI.5	Playgrounds	2
SI.4	Athletic Fields	N/A
SI.3	Parking	4
SI.2	Traffic Flow	3
SI.1	Site Size	3

CORE LEARNING: GRADED CLASSROOMS INTERVENTION / RESOURCE AREAS

CL.1	Size and Proportion	4
CL.2	Appropriate Adjacencies	4
CL.3	Technology & Equipment	4
CL.4	Daylighting / Views	5
CL.5	Power / Lighting / Plumbing	3
CL.6	Storage	3
CL.7	Furniture	3
CL.8	Finishes	3
	Average	3.63
		12-11-11-11

	Average	3.00
IR.8	Finishes	3
IR.7	Furniture	3
IR.6	Storage	2
IR.5	Power / Lighting / Plumbing	3
IR.4	Daylighting / Views	4
IR.3	Technology & Equipment	3
IR.2	Appropriate Adjacencies	3
IR.1	Size and Proportion	3

COMMON AREAS: GYM, CAFETERIA, AUDITORIUM, LMC

	Average	3.50
CA.8	Finishes	3
CA.7	Furniture	3
CA.6	Storage	3
CA.5	Power / Lighting / Plumbing	3
CA.4	Daylighting / Views	4
CA.3	Technology & Equipment	3
CA.2	Appropriate Adjacencies	4
CA.1	Size and Proportion	5

SAFETY

	Average	2.71
SA.7	Restroom / Locker Room Safety	4
SA.6	Student Cubbies / Lockers	4
SA.5	Corridors / Circulation	3
SA.4	Passive Supervision / Transparency	1
SA.3	Compartmentalization	1
SA.2	Secure Entry	3
SA.1	Perimeter Security	3

SPECIALTY LEARNING: ART, MUSIC

SL.1 SL.2	Size and Proportion Appropriate Adjacencies	4
SL.3	Technology & Equipment	4
SL.4	Daylighting / Views	1
SL.5	Power / Lighting / Plumbing	3
SL.6	Storage	2
SL.7	Furniture	3
SL.8	Finishes	3
-	Average	2.75

BREAKOUT / COLLABORATION AREAS

	Average	1.00
BC.8	Finishes	1
BC.7	Furniture	1
BC.6	Storage	1
BC.5	Power / Lighting / Plumbing	1
BC.4	Daylighting / Views	1
BC.3	Technology & Equipment	1
BC.2	Appropriate Adjacencies	1
BC.1	Size and Proportion	1

OFFICE / ADMINISTRATIVE AREAS

	Average	2.63
8.AO	Finishes	3
OA.7	Furniture	3
OA.6	Storage	3
OA.5	Power / Lighting / Plumbing	3
OA.4	Daylighting / Views	2
OA.3	Technology & Equipment	3
OA.2	Appropriate Adjacencies	2
OA.1	Size and Proportion	2







EAA Summary Scorecard

CATEGORY	Building Name	Building Name	Building Name	Building Name
Site	3.33	2.50	3.33	2.83
Safety	2.71	2.14	2.71	2.29
Core Learning Areas	3.88	3.50	3.63	3.00
Specialty Learning Areas	4.00	2.88	2.75	3.25
Intervention / Resource Areas	3.38	3.13	3.00	2.75
Breakout / Collaboration Areas	1.75	1.00	1.00	1.00
Common Areas	3.00	2.75	3.50	2.50
Office / Administrative Areas	3.50	2.75	2.63	2.63
Average	3.19	2.58	2.82	2.53







Capacity & Utilization

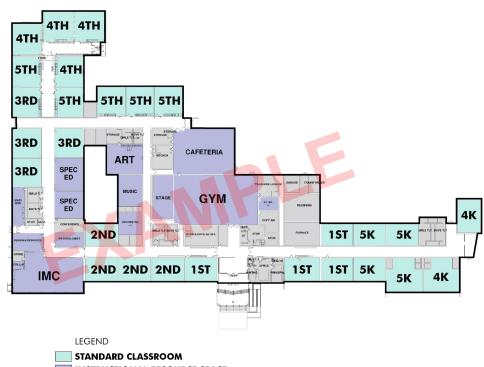
Capacity: comparison of site size and student enrollment to industry standards

Utilization: Analysis of the usage of learning spaces throughout the day

Building Capacity

Room Number	Room Name	Room Area (SF)	Capacity by Desired Class Size	Capacity by Learning Area	Capacity by Gross Building Area of 70,708 sf	
1	4K Classroom (Half Day)	814	18	15		
2	4K Classroom (Half Day)	1096	18	20		
3	5K Classroom	752	24	14		
4	5K Classroom	1091	24	20		
5	5K Classroom	720	24	13		
6	5K Classroom	742	24	13		
7	1st Grade Classroom	725	24	21		
8	1st Grade Classroom	749	24	21		
9	1st Grade Classroom	826	24	24		
17	1st Grade Classroom	756	24	22		
18	2nd Grade Classroom	769	26	22		
19	2nd Grade Classroom	767	26	22		
21	2nd Grade Classroom	732	26	21		
22	2nd Grade Classroom	760	26	22		
28	3rd Grade Classroom	856	26	24		
30	3rd Grade Classroom	860	26	25		
31	3rd Grade Classroom	856	26	24		
32	3rd Grade Classroom	862	26	25		
34	4th Grade Classroom	932	28	27		
35	4th Grade Classroom	930	28	27		
36	4th Grade Classroom	900	28	26		
37	4th Grade Classroom	887	28	25		
33	5th Grade Classroom	867	28	25		
38	5th Grade Classroom	875	28	25		
43	5th Grade Classroom	835	28	24		
44	5th Grade Classroom	828	28	24		
45	5th Grade Classroom	840	28	24		
	Max Capacity		688	592		
	Functional Capacity (90%) Sept 2018 Enrollment	583*	619	533	471	

^{*} Total September 2018 Enrollment of 617 has been adjusted to reflect AM (larger) 4K enrollment only



INSTRUCTIONAL RESOURCE SPACE

SUPPORT SPACE (OFFICES, TOILET ROOMS, MECHANCIAL, GENERAL BLDG SUPPORT)

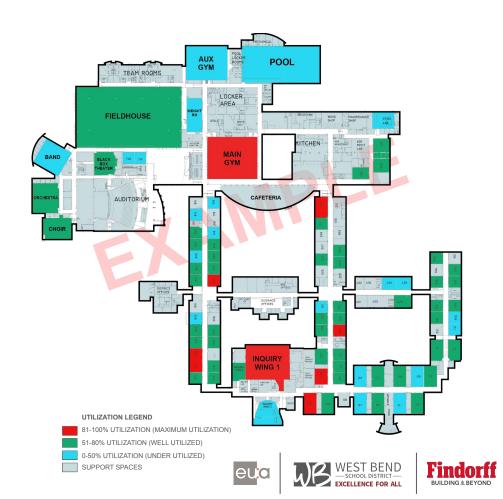






Building Utilization

						Periods								
						Lunch A / Lunch B / 1 2 3A 3B 4 5				1				
Room No.	Primary Use of Room (Subject)	S.F. Area	Capacity by Desired Class Size	Capacity by Learning Area	Capacity by Gross Buillding Area of 490,866 sf	7:25- 8:39	8:45- 10:03	10:09- 11:23	10:45- 11:59	12:05- 1:18	1:24- 2:37	Avrg Class Size	# periods used (X)	% of use (X/5)
101	Science Classroom	1,490	24	30		22	19	26		23	20	22	5	100
102 103	Science Classroom Science Classroom	1,490	24 24	30 30		23	24	19			19	21	4	0 80
104	Science Classroom	1,490	24	30		23	19	19		24	18	21	4	80
105	Undesignated Room	864		- 00		2.0	10			2.7	10		1	- 00
106	Science Classroom	1,490	24	30			24	16		24	15	20	4	80
107	Science Classroom	1,489	24	30									0	0
108	Science Classroom	1,489	24	30								L	0	0
109 110	Science Classroom Science Classroom	1,489	24 24	30 30		21 14	21 23	16 21			17 17	19 19	4	80 80
111	Science Classroom	1,490	24	30		23	23	21			-1/	22	2	40
112	Science Classroom	1,482	24	30		-23	17			19	19	18	3	60
113	Science Classroom	1,489	24	30		22	24	21		- 10	21	22	4	80
115	Science Classroom	1,478	24	30		21		19		15	12	17	4	80
201	Green Room (Computers)	824	30	27									0	0
202	Math Classroom	817	30	27		24			23	20	19	22	4	80
203	Math Classroom	825	30	28		20	17		18	- 00	13	17	4	80
204 205	Math Classroom Math Classroom	825 825	30 30	28 28		24	27		28 13	26	25	26	4	80 80
205	Computer Science	825	30	28		24	23		22	22	18	22	5	100
207	Computer Science	1.124	30	22	_	18	22		20	24	8	17	4	80
208	Math Classroom	825	30	28		24	LL		24	26	25	25	4	80
209	Computer Science	1,078	30	22		13	20		23	19	18	19	5	100
210	Math Classroom	825	30	28		21	28		22		24	24	4	80
212	Math Classroom	817	30	27		29		1	26	30	23	27	4	80
301	Special Ed Conf Room	818												
302 303	Foreign Language	818	30	27		23	26 16	20		19		22	3	60
303	Foreign Language Testing Room	826 836	30	28		1	16	3		3		20	3	60
305	Foreign Language	825	30	28				13		13	24	17	3	60
306	Foreign Language	816	30	27		28	29	23		- 10	18	25	4	80
307	Foreign Language	828	30	28		29	27	23			21	25	4	80
308	Foreign Language	825	30	28		26	30	21			25	26	4	80
309	Foreign Language	820	30	27									0	0
310	Foreign Language	839	30	28			17	17		22	16	18	4	80
311	Foreign Language	824	30	27		_		12		27	18	23	2	40
312 401	Special Education Special Education	802 814						12		/		_	_	
402	Special Education	605										_	1	
403	Special Education	1,453				_					1		 	
404	Special Education	825				- 8								
405	Publications Lab/English	1,237	30	41			12	19		17		16	3	80
406	Business Classroom	1,035	30	35		28	25		25		29	27	4	40
408	Business Classroom	1,028	30	34		29				26		28	2	40
501	Storage	395												
502 503	Storage/District Data Hub	826 826										-	-	
504	Math Support Teacher Math Classroom	826	30	28		30			28	26	26	28	4	80
505	Math Classroom	826	30	28		23	19		20	27	19	22	4	80
506	Math Classroom	825	30	28		22	10		25	29	26	26	4	80
507	Special Education	826												
508	Literacy Specialist	816												
509	Math Specialist	826												
	Academic Success Center	2,028				10	15	10		13	5			
511	English Classroom	826	30	28		22	19 25	27	2	29	26	25 18	3 5	60
513 601	Social Studies Classroom STEM Lab	1,460	30 30	22 39		72	25	-	2	16 23	26 21	18 22	2	100 40
606	Art Classroom	1,965	30	21		24	_	24		28	21	24	4	80
608	Photo Lab	1,248	30	21		24		24		20	- 21			- 00
609	Art Classroom	1,268	30	25		29	23	27			27	27	4	80
611	Art Classroom	1,241	30	25		27	27			28	17	25	4	80
	Pool	16,100	30	54									0	0
	Main Gym	11,396	30	57		28	20	31		29	23	26	5	100



4 Next Steps + Key Dates







Next Steps + Key Dates

December 11, 2023 - EUA Presents Findings of Facilities Assessment

January 22, 2024 - Findorff Presents Preliminary Cost Estimates (Building Conditions/Maintenance Only)

February 2024 - Staff & Community Conversations on Long-Range Facilities Planning

Spring 2024 - Prioritization and Potential Solution(s) Development

Late spring 2024 - Additional Staff & Community Feedback on Long-Range Facilities Planning







Q+A





