

District Office Design Advisory Committee
 Bellingham Public Schools
 August 25, 2020

Attendees:

Bellingham Public Schools:	Jackie Brawley	Lauri McBeath-Davies
Dr. Greg Baker	Kristi Dominguez	Lisa Gilchrist
Steve Clarke – (Co-chair of DAC)	Kurt Gazow	Cindy Pearson
Curtis Lawyer – (Co-chair of DAC)	Mike Copeland	Charisse Berner
Bob Kuehl	Simone Sangster	Amanda Ingram
Jay Jordan	Julie Denton	Kathryn Weilage
Jeff Tetrick	Deanna Bannerman	Isabel Meaker
Other Participants:		
Ryan Pflueger – Barkley Company	Jeff McClure – RMC Architects	Lori Walker, WGNW
Kim Lund – BPS Foundation	Anna Gunderson– RMC Architects	Anne Cunningham, WGNW
David Webster – Opportunity Council	Jason Williard – RMC Architects	

1. Introductions
 - a. Committee co-chairs Curtis Lawyer, capital projects director, and Steve Clarke, assistant superintendent of teaching and learning, welcomed committee members back.
2. Jason Williard of RMC Architects presented the initial massing models that reflect the preferred site Option 2 from the previous DAC meeting to give context for the upcoming discussion on program adjacencies.
3. Lori Walker and Anne Cunningham from Walker Group Northwest shared two options for program adjacencies within the building. The committee broke into small groups via Zoom to discuss reactions and comments on the proposed layouts. The following feedback is reflective of what each group shared back with the larger committee.
 - Option B was strong preference among all break-out groups. Preferences included:
 - ELC layout is more efficient
 - Less busy
 - More open
 - More connected
 - Approval of location of Foundation + Community space in this one
 - Board room will need sound proofing if in proximity to ELC
 - We wonder about the split in Ed Tech and who is located in each area?
 - Superintendent is far from DTL, why?
 - Finance would like to have closer adjacency with Capital Projects
 - Like the split conference center
 - Proximity of community flex space, foundation and public entry works well
 - Departments are integrated
 - HR, finance and payroll together on the main floor is good for public/staff



- Clusters of small meeting rooms near/in DTL
- Internal bike storage is good; need to consider biking visitors
- Ed Tech allocation needs better clarity.
- Finance does not need to be with payroll, but payroll and HR need to be together
- Can files be converted to electronic format? Perhaps they should not get prime real estate on the main level? And perhaps some kind of touchdown space could be added?
- Flexibility of the board room and conference center works better; like the stacked conference center
- Superintendent is separate from other departments, but it's actually very close to DTL; it's not a big building and they are on the same floor
- Roof top deck attached to conference room is desired
- Like family engagement staff being front and center in this option
- ELC layout is much better in Option B
- We liked the board room on the first floor but want the design team to be aware of noise from the ELC may affect the board room so acoustical mitigation may be needed
- Still some questions about OT/PT and where they will go
- Board Room on the main floor makes sense because of its relationship to the conference center

4. Feedback from Chat

- a. There needs to be more discussion about the ELC layout, inclusive of conversations about sequestered restroom locations, outdoor play area egresses and room sizes. Option B provides the most flexibility on these fronts.
- b. "L" shaped outdoor play area will likely have to be examined/cleared due to lack of line-of-sight supervision issues.
- c. You might consider flexing some of the undesignated future space in the basement of B to the fitness room. Health guidelines for safe spacing in a gym/workout space have gone up considerably in the COVID era.
- d. We like the board room being on the first floor (option B) for access after-hours.