

# **Presentation on Options to Relocate District Office**

**March 27, 2012**

# Main Section Kofman, Classrooms

- Draft Report Expected 3-28-2012
- Analysis and refinement of report April 2012
- Cost permitting initial planning May 2012
- Bid Construction May 2012
- Construction Summer June-August 2012

**Recommendation:** Analyze report and present findings at next regular scheduled closed session meeting 4-24-2012

# Adult School

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- Night School Classroom moved Friday, March, 16, 2012
- Night Classes begin at Alameda High School Monday, March, 19, 2012
- Day classes remain in Adult School Building - (10 Weeks)
  - Continued search for possible location change

# Adult School (cont.)

- All Adult school classes relocated for the 2012-2013 academic year.
  - All Classes moved to Woodstock Education Center (To Be Determined)
  - Portion of Classes at the Woodstock Education Center
    - Portion in close proximity (To Be Determined)
- BASE administration notified of AUSD space needs and beginning talk about leasing space for 2012-2013

# **Adult School (cont.)**

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## **Action Steps taken to relocate Adult School from current facility:**

1. Looked at unused classroom space in existing facilities.
  - a. Sufficient space is not available in a contiguous location, which is needed to conduct instruction. Materials and computer lab space too costly to duplicate for short time span.
  
2. Researched local commercial space for accommodating needed classroom space.
  - a. Sufficient space is not available to suit the needs of classroom instruction. Classroom space could be built to suit, but costly on a short term lease. Would need about a 5 year lease to become cost effective.

# Adult School (cont.)

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3. Old Island High Site (Eagle Avenue).
  - a. Facility is not appropriate for even short term usage.
  - b. Costly investment needed to accommodate lab space.
  - c. Portables need to be replaced at about \$80,000 each, costly for short term use.
  - d. It is recommended we remove portables from this site.

# **Adult School (cont.)**

4. Researched local educational space.
  - a. College of Alameda does not have space available during the day.
  - b. St. Barnabas has 4 classrooms available. Classrooms are small and below our 900 square feet needs.
  - c. Costly and inefficient to separate programs.

**Recommendation:** Plan to move entire Adult School program to the Woodstock campus for 2012-2013.

# District Office

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- Evaluated all current district property for District Office Location
- Spoke with the City of Alameda about existing space available
- Evaluated the staffing space needs (Approximately 22,000 square feet)
- Enlisted the support of local commercial real estate professionals to tour properties



# **District Office (cont.)**

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## **Action Steps taken to relocate District Office completely from current facility:**

1. Toured nine properties on Bay Farm Island (Harbor Bay Industrial Park) and Main Island (Marina Village).
  - a. Of the 9 properties 1 on Atlantic Avenue stood above the others. It is a property that has the lowest lease rate, customizable (Office Configuration) under a lease term of approximately 5 years. (Approximately \$1.40 per sq ft)

## **District Office (cont.)**

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2. Toured two Alameda City leased properties on the Alameda Naval Base. (City Hall West and another building)
  - a. Significant facility work needed. \$200,000 to \$300,000 just to get them habitable. Not seismically retrofitted. (Approximately \$2.00 per sq ft)
3. Initial Space Planning has begun, with architects from property management firm to determine office layout.

**Recommendation:** Lease Property at 1115 Atlantic Avenue at approximately \$1.40 per sq ft. This property is the cheapest, customizable one to suit our needs.

# Next Steps:

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- “Letter of Intent to Lease” is composed- begins initial lease negotiations, planning, construction needs.
- Lease negotiated and signed (April-May 2012)
- Build-out and move planning (May-August 2012)