

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of November 14, 2023**

**ITEM: INDEPENDENT CONTRACTOR SERVICES AGREEMENT WITH  
LCA ARCHITECTS FOR A DISTRICT-WIDE FACILITIES NEEDS  
ASSESSMENT**

**PREPARED BY: SCOT JAFFE, DIRECTOR OF MAINTENANCE & OPERATIONS**

**TYPE OF ITEM: CONSENT**

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**PURPOSE:** The purpose of this item is for the Board of Education to approve the Independent Contractor Services Agreement with LCA Architects for a District-wide Facilities Needs Assessment.

**BACKGROUND INFORMATION:** The Albany Unified School District (AUSD) wishes to update its Facilities Master Plan, which was prepared in 2013 to reflect current facilities needs. AUSD issued a Request for Proposals to five architectural firms on October 13, 2023. Three Proposals were received in response to this RFP on November 3, 2023. The Facilities Needs Assessment will include the following:

- A summary of projects and improvements completed or underway since 2013
- Current facilities needs identified by each school site
- Enrollment/demographic changes
- AUSD's Environmental Action Plan
- Other District priorities

The following sites will be included in this Facilities Needs Assessment:

- Cornell Elementary School
- Ocean View Elementary School (Rebuilt in 2021)
- Marin Elementary School (Rebuilt in 2023)
- Albany Middle School

- Albany High School
- Albany Children's Center

Following receipt of the proposals, AUSD conducted interviews with the three respondents. Based on criteria published in the RFP, AUSD staff is recommending the project be awarded to LCA Architect based on the attached agreement.

If this item is approved by the Board of Education, due diligence and stakeholder meetings will begin immediately with an anticipated completion date of March 31, 2023.

**FINANCIAL INFORMATION:** the not-to-exceed cost for the proposed Facilities Needs Assessment services is \$45,000.

#### **STRATEGIC GOALS ADDRESSED:**



**Objective #1:** *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



**Objective #2:** *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



**Objective #3:** *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

<p><b>RECOMMENDATION:</b> Approve the Independent Contractor Services Agreement with LCA Architects for a District-wide Facilities Needs Assessment</p>
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