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RECEIVED
OFFICE OF PUBLIC ACCOUNTABILITY
PROCUREMENT APPEALS
DATE: 09.12.16
TIME: 2:35 ☐AM ☑PM BY: JM
FILE NO OPA-PA: 16-007, 16-011

THE OFFICE OF PUBLIC ACCOUNTABILITY
HAGÅTÑA, GUAM

In the Appeal of: **CORE TECH INTERNATIONAL CORP.,** Appellant, and **GUAM DEPARTMENT OF PUBLIC WORKS,** Purchasing Agency.	CONSOLIDATED APPEALS NOS. **OPA-PA-16-007 AND OPA-PA-16-011** **DEPARTMENT OF PUBLIC WORKS SUPPLEMENTAL TO PROCUREMENT RECORD**

Comes now, Department of Public Work ("DPW"), and through its undersigned counsel, herein files the Guam Department of Education Supplemental Filings.

Dated this 12th day of September, 2016.

OFFICE OF THE ATTORNEY GENERAL
Elizabeth Barrett-Anderson, Attorney General

By: _____
SHANNON TAITANO
Assistant Attorney General

Shannon Taitano

From: Randy Romero <rpromero@gdoe.net>
Sent: Tuesday, September 06, 2016 11:45 AM
To: Tom Keeler; Shannon Taitano
Cc: Jon Fernandez (Superintendent)
Subject: RE: New school considerations 2 of 2
Attachments: MATH DEPT TEACHER INPUT COLL EQUIP.DOCX; New SSHS JROTC Equipment.docx; NEWHIGHSCHOOLCONSIDERATIONS.DOCX; NURSE.PDF; Proposed Library Bldg. Specs & Collateral Equipment.pdf; Proposed SSHS JROTC New School.pdf; PROSTART.PDF; SCIENCE DEPARTMENT INPUT.XLSX; SCIENCE DEPT. CLASSROOM SPECS.DOCX; Social Studies CollEquipBldgSpec List.xlsx; Specifications for the Gym-1.docx; STUDIO_ART.PDF; 2-24-15 email SSHS Input 2.pdf; BAND EQUIPMENT.DOCX; COLLATERAL EQUIP-BLDG SPECS.XLSX; HEALTH.PDF; Marketing Floorplan.pdf; MARKETING INPUT.DOCX

2 of 2

Randy Romero
Department of Education
CIP Special Projects
Office of the Deputy Superintendent of Finance and Administrative Services
500 Mariner Avenue
Barrigada, Guam 96913
Tel: 671.300.1577

From: Randy Romero [mailto:rpromero@gdoe.net]
Sent: Tuesday, September 06, 2016 11:44 AM
To: 'Tom Keeler'; Shannon Taitano
Cc: Jon Fernandez (Superintendent)
Subject: RE: New school considerations 1 of 2

As discussed.

Randy Romero
Department of Education
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From: Randy Romero [mailto:rpromero@gdoe.net]
Sent: Friday, September 02, 2016 4:05 PM
To: 'Tom Keeler'; Shannon Taitano
Subject: New school considerations

The revisions I mentioned to the New School considerations I made does not impact the considerations submitted by Simon Sanchez High School. The attached is what was emailed to me 3/16/15 by Principal Masnayon (attached). Compared to what was in the RFP, a few items were removed from the considerations that are architectural and will be addressed through design.

All other communications prior to the 3-16-15 email are immaterial due to the fact this was the final coms regarding considerations.

Randy Romero
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To better understand the needs of building science facilities, information was obtained from the book written by LaMoine L. Motz, James T. Biehle, and Sandra S. West, entitled: NSTA Guide to Planning School Science Facilities Second Edition. Excerpts from chapter three: *Safety Guidelines* were quoted to understand the scope of work needed to provide a safe environment for building science facilities.

I am providing information for a SSHS campus with maximum enrollment of 2,200 students--focusing on safety. I considered safety guidelines for planning school science facilities as recommended by the National Science Teachers Association--NSTA. NSTA Safety guidelines include--but is not limited to adequate space, electricity, heat sources, hot water, eyewash and safety shower, storage, ventilation, fume hoods, and fire protection. This is an effort to minimize litigation. It is important that GDOE planning teams and designers be well informed about the research with respect to accidents in the laboratory/classroom and limit the risks. Fortunately, there is a multitude of information available on the subject from research and guidance from records of tort law cases that they may pull from…

Chapter 3 Safety Guidelines

Building for Safety

"School laboratory design can support safety in many ways, such as providing an adequate number of laboratory/classrooms (West 2006), ample work space, facilitating the supervision of students, incorporating safety features, and avoiding hazards (Biehle, Motz, and West 1999)." Page 29

Adequate Space

"The single most critically important factor in designing safe science facilities is adequate space. Research shows that overcrowding due to lack of space is the factor that correlates most closely to an increased rate of accidents in a classroom (West et al. 2003). This guideline is distinct from parallel lines of research on links between increased student performance and the teacher/student ratios. A significant increase in science accidents occurs in the science laboratory/classroom when space is inadequate." Page 29

"NSTA guidelines recommend 60 square feet/occupant for a combined laboratory/classroom. These guidelines assume that the learning space will be used for both classroom instruction and laboratory investigations—a model we recommend. Often the most effective learning occurs in an environment where there are regular transitions between laboratory and classroom activities…." Page 30

Minimum Recommended Floor Space per High School Student, in Square Feet

Classroom Type	**per High School Student in Square Feet**
Combination Lab/Classroom	60

Minimum High School Room Size for a Class of 24, in Square Feet

Classroom Type	Class size of 24 Students in Square Feet
Combination Lab/Classroom	1440

Calculation of Laboratory/Classrooms for an enrollment of 2,200 students

80% students taking four years of science

2,200 × .8 = 1760 students taking four year science classes

1760 ÷ 24 students/class =73.3 sections

73.3 sections ÷ 5 classes/teacher =14.6 teachers/laboratory/classroom

20% taking three years of science

20% students taking three years of science

2,200 × .2 = 440 students taking three year science classes

440 ÷ 24 students/class = 18.3 sections

18.3 sections ÷ 5 classes/science teacher = 3.6 teachers/laboratory/classroom

Total Number of Teachers and Laboratory/Classrooms Needed

14.6 science teachers/laboratory/classroom + 3.6 science teachers/laboratory/classroom =

18.2 science teachers/laboratory/classrooms

For a school with an enrollment of 2,200 students, **18.2 science teachers/laboratory/classrooms will be needed**

Class Size

"Class size is another critical safety issue because two safety factors are at work: lack of adequate space per student and too many students for a teacher to properly supervise. Teachers report overcrowding is their primary safety concern. West et al. (2003) reported that 61% of the accidents occurred when classes were larger than 24 students. NSTA recommends that every science class size (**not average**) be limited to 24 if there is adequate space (1,440 square feet for a combination laboratory/classroom)." Page 32

Space for Technology

"…Planning for exemplary science facilities must include space not only for traditional technology such as those previously listed, but also for technology not yet known…" Page 32

Space for Accessibility

"Requirements for compliance with the Americans with Disabilities Act (ADA) and Individuals with Disabilities in Education Act (IDEA) have increased the amount of space required for a safe science environment. In addition to the normal amount of floor space allotted per student, additional space may be needed to comply with ADA guidelines for an adapted student workstation. One ADA workstation requires the same amount of space as two non-ADA stations. Extra space may be needed when some students with disabilities have aides to assist them…." Page 32

"The Occupational Safety and Health Administration (OSHA), CFR 1910 defines the term "laboratory" as "a facility where the laboratory use of hazardous chemicals occurs. It is a workplace where relatively small quantities of hazardous chemicals are used in a nonproduction basis." Science classrooms fit both of these definitions." Page 32

Emergency Exits

"…For any building, two or more exits are recommended for every laboratory *and* preparation room. These should be at opposite ends of the room, with doors opening outward. In some schools, ground floor windows can be designated as emergency exits…" page 33

Electricity

"…Ground-fault interrupters (GFI) protect people against major shock and electrical fires by preventing short circuits, and should be installed on all circuits in the laboratory/classroom. Even with this protection, outlets should not be located within several feet of water sources…" page 33

"…it is essential that a science laboratory/classroom have several 20-amp circuits. Water can be heated in *microwave ovens* or *hot pots*. Small bottle butane gas units might also be used in place of a central gas system to feed Bunsen burners; safe and secure storage of the gas cylinders must be addressed…" page 33

"…If gas is required, the manual control valve for shutting off the gas in the laboratory when the teacher is not present or when lessons do not require gas should be accessible only to the teacher. If a preparation room has shutoffs for several laboratory/classrooms, these must be clearly labeled to indicate which lines they control.

The clearly labeled emergency gas shut-off valve should be activated by pushing a highly visible button, with a keyed reset mechanism to turn the gas supply back on when the emergency is over. This keyed reset feature can also be used by the teacher to shut off the

gas when it is not needed in lieu of the control valve mentioned above. Models that have red shut-off buttons recessed into a metal frame minimize the possibility of an inadvertent shutoff. All emergency controls in the laboratory/classroom should be in a location that is readily accessible by the teacher, but not too easily reached by students." Page 34

Hot Water

"For sanitary reasons, hot water is needed in all science laboratory/classrooms and general elementary classrooms where science is taught.

Schools need to be mindful of the maximum temperature of the hot water and keep it well below the scalding point. Sanitizing chemical splash goggles, washing glassware, washing hands after working with chemicals or living specimens, and cleaning equipment for reuse all rely on the use of hot water…" Page 34-35

Eyewash and Safety Shower

"The American National Standards Institute (ANSI) sets the standards for eyewash and shower equipment. An eyewash and a shower that can be accessed within 10 seconds (ANSI Z-358.1-1998 or newer), both clearly marked, must be installed in every science laboratory/classroom and preparation room where hazardous chemicals are used. They must have sufficient water pressure to operate properly, tepid water temperature (78–93^{O}F) to avoid scalding, and be kept free from obstructions at all times. Although not necessarily required, the floor should have a drain and a trap with a trap primer so that the eyewash can be flushed weekly to wash out physical and biological contaminants. The eye/face wash and shower should be separated sufficiently so that both can be used at the same time. The shower should be activated weekly to verify proper operation (ANSI Z358.1)…" page 35

"One accessible eyewash and shower is required in each room and they should also accommodate□ persons without□ disabilities. For example, there must □be enough room for□ a person without □disabilities to bend □over to use the eyewash. This can be □accomplished by□ modifying a stan□dard safety shower/□eyewash so that the□ hanging shower pull□ rod is not more than□ 54 inches above the floor and the nozzles of the eyewash are not more than 34 inches above the floor (Biehle, Motz, and West 1995)…" page 35

"One or more ANSI standard eyewash is required for any laboratory/classroom and preparation room where hazardous chemicals are being used. The device must be able to wash both eyes simultaneously…" page 35

"The shower should be large enough to accommodate both an injured person and the person who is helping to wash the chemicals off the injured person. It should have a fixed valve handle or a chain or rod with a large ring handle. Instruction should be provided for proper use (Texley, Kwan, and Summers 2004, p. 34)." Page 35

"For more information on eyewashes and showers, see the American National Standards Institute (ANSI) standards for eyewash and shower equipment (Z-358.1-1998 or newer) and Appendix B." Page 35

Storage Facilities for□ Students

"…The appropriate place for student backpacks is in the students' lockers. When this is not an option, individual open storage cubbies or wall-mounted hooks near the entrance door should be provided to keep the clutter away from the working areas of a laboratory/classroom (Texley, Kwan, and Summers 2004, pp. 61–62)." Page 35-36

Storage of Hazardous Chemicals

"Secure storage of chemicals is a major safety and legal consideration in science facilities design. Best practice includes having an entirely separate and secure chemical storeroom that is vented to the outside of the building (NFPA 45)." Page 36

Security of Chemicals

"Many serious accidents occur when unauthorized persons steal chemicals. Chemical storage rooms should have lockable, fireproof doors that open outward. Chemicals should never be stored in prep rooms, laboratory/classrooms, or areas where students or other unauthorized persons frequent or have access, even accidentally. Walls surrounding chemical storerooms should extend from the floor to the bottom of the floor or roof structure above for both safety and security reasons. Many accidents in which people are seriously hurt occur after chemicals that were stored in insecure areas were stolen. Tort law tends to hold schools liable for not providing security for chemicals, because it is negligent to fail to provide secure and safe storage for chemicals. Planning safe and secure chemical storage is relatively easy to do during the early phases of the design process." Page 36

Separate Chemical Storeroom

"The chemical storeroom is to be used for chemical storage only and not as an occupied space such as a preparation/equipment storeroom (West 1991).

…Chemical□ store rooms□ should never □be used as□ preparation□ rooms…" page 36

"…each laboratory/classroom designed for 24 students should have approximately 240 square feet of support area, including at least 50 square feet for a separate chemical storeroom to meet the minimum wheelchair turning radius required for any room." Page 36

"…A dedicated and properly designed store room is the best way for hazardous chemicals to be secure. Chemicals should also not be stored in the preparation room or in the equipment storage room or where sensitive equipment or electrical shutoffs are located…" page 36

"The chemical storeroom must have enough space to allow the storage of chemicals in compatible groups and with sufficient distance between incompatible chemicals…" page 36

"Storerooms should be sited as close to point of use as possible. Chemicals should never be taken through the halls during change of classes. Newer school designs have created back or private hallways in order to create safe pathways for the transport of chemicals. Storage rooms should have separate key systems. Keypad systems, with codes that can be invalidated when substitutes or other staff no longer have a need to enter, are recommended. Temporary codes are also valuable for maintenance persons and contractors who might have a temporary need to enter a storeroom. It should be rare that a custodial, maintenance or contract person should need to enter a chemical storeroom." Page 37

Specialized Cabinets

"Commercial companies have developed storage systems designated for proper chemical storage. Secure, specialized storage units for acids, flammables, and corrosives are available for purchase and are to be placed in the chemical storeroom, not in the prep or equipment storeroom. An Underwriters Laboratory (UL) approved, grounded, and dedicated flammables cabinet for safety must be provided. Corrosives must not be stored in a metal flammable or any other type of metal cabinet. Any chemicals not kept in a separate chemical storage area must be kept in a dedicated, lockable cabinet that is specially designed for storage of chemicals and not in a general storage cabinet. Storing chemicals alphabetically, instead of by compatibility, is hazardous.

Shelves and cabinets for chemical storage must be attached to the wall for stability. Wooden shelves, plastic shelf supports, and other materials that resist corrosion will prevent the collapse of shelves loaded with chemicals. The supports must be spaced closely enough to prevent the shelves from sagging. The shelves should be no more than 12 inches deep, so that the chemicals will not be stored more than two containers deep. Space chemical containers so that each one can be removed easily without knocking over adjacent containers. *Lips* on the edges of shelves help prevent the containers from falling and any spillages away from a person standing in front of the shelf.

Shelving should be constructed of sturdy materials that will not sag over time. No chemical storage shelf should be more than 60 inches from the floor so that the average person can read the labels on the containers and reach items easily without the risk of an item tipping or falling to the floor (Texley, Kwan, and Summers 2004, p. 56).

Different courses need specialized storage. Lack of attention to these details can cause safety problems. For example, if thought is not given to where the telescope or skeleton is going to be stored, either can become a trip hazard as well as damaging expensive instructional equipment…." Page 37

Ventilation

The ventilation system is another major design consideration, particularly for a renovation.

"Forced ventilation at a minimum rate of eight changes of air per hour for occupied science laboratory/classrooms and preparation rooms per NFPA 45 and continuous-forced ventilation at 12 changes per hour for chemical storerooms and rooms used to house animals is required. There should be a minimum of four exchanges/hour in unoccupied laboratory/classrooms. Standards including OSHA 29 CFR part 1910, p. 3332, 4 (f) specify outdoor air exchange rates (ASHRAE *Laboratory Design Guide*. 2001, p. 32). All exhausts should be vented to the outside of the building away from an intake duct, not re-circulated in the building's ventilation system." Page 37

"Chemical storerooms need separate systems that vent directly outside, usually to the roof and away from fresh-air intake pipes. Storage cabinets for flammables are generally not ventilated unless local code requires it; however, corrosives cabinets should be ventilated to the outside. Exhaust grilles in chemical storage rooms should be located both at the ceiling and at the floor level to remove vapors that are heavier than air." Page 38

For more information on ventilation, see the ANSI standards for laboratory ventilation (Z- 9.5-2003) and consult the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) standards. See Appendix B for more information.

Fume Hoods

"Fume hoods require make-up air systems to replace the room air that they remove. The systems can be an integral part of the building's ventilation system or part of the installed hood. They should operate automatically when the hood fan is turned on and provide the appropriate amount of make-up air at the right time. The hood must exhaust directly to the outdoors, preferably through a stainless-steel duct that runs to the roof of the building and vents at a sufficient distance from any air intake to prevent the recirculation of exhaust air. The correct separation distance depends on the physical configuration of the building and should be calculated by an HVAC engineer…" Page 38

"…The hood should provide a minimum of 80 linear feet of airflow per minute at its face with the sash open 6 inches above the bench or counter. The sash level should be marked for 100 linear feet of airflow per minute, with the date of the last measurement. A hood with a fixed sash opening height may not provide adequate working space for tall users…." Page 38

"A fume hood is required for every chemistry, physical science, and other science laboratory/classroom or prep room where hazardous or vaporous chemicals are used. Advanced chemistry and biology classes generally need at least two hoods, and they should be separated by several feet, with adjacent counter-top for support area. Best practice places fume hoods away from walkways or doors so that the proper air-flow is maintained." Page 38

"For more information on fume hoods, see sections 5.6.1 and 5.6.2 of the ANSI standards for laboratory ventilation (Z-9.5-2003) and Appendix B. Consult the ASHRAE (ANSI/ASHRAE) 110-1995 standards and be sure that all hoods meet the 4.0 AU 0.10 standard for testing fume hoods. Also refer to the NFPA 45 for further information on fume hood ventilation." Page 39

Fire Protection

"When science facilities are built, walls between the laboratory/classrooms and hallways are usually extended above the ceiling to the bottom of the floor or roof structure above, providing effective fire protection for the hallways for as long as an hour. Fire-rated corridor doors are generally required…" page 39

"Sprinkler systems are recommended for laboratories and for preparation and storage rooms. Fire protection in chemical storage rooms is usually achieved by maintaining careful practices and installing sprinklers, as well as smoke and heat detectors and monitoring systems. If sprinklers are present, separate, protected storage must be planned for water-reactive materials and chemicals. See NFPA Standard 45 (2004 or newer) guidelines…" 39

"…Other safety gear, including personal protection, fire blankets, safety shields, and a first aid kit, should be provided for each laboratory/classroom. Appropriate signage should be posted to alert and guide users in using safety gear..." Page 39

Other Factors

"Additional factors that contribute to safety include adequate lighting, emergency lighting, suitable areas and furniture for dispensing chemicals safely, and the provision of safety guards on equipment. The laboratory layout should be conducive to the supervision of students. Windows in offices, preparation rooms, and student project rooms will facilitate visual supervision of the students. Good communication systems, such as telephones, two-way public address systems, and emergency call systems, are essential for maintaining a safe environment." Page 40

Special Precautions for□ Seismic Areas

"Designing or renovating a facility in an area subject to earthquakes, …" page 40

"…In areas of potential seismic activity, it is particularly important that heavy items not be stored on open shelving or on top of wall cabinets. Expensive equipment such as computers and countertop apparatus should be clamped or bolted down, and tall storage cabinets should be bolted to the walls to prevent their overturning. Cabinet doors should have latching mechanisms that create a positive latch; magnetic catches and roller catches are not sufficient to prevent cabinet doors from opening during an earthquake. Light fixtures and other items that hang from the ceiling must be suspended separately and braced diagonally above the ceiling…" page 40

Problems Specific to Renovations

"When science facilities are being designed or renovated, the three most important elements to consider are safety during science activities, protection from fire, and easy evacuation from the laboratory/classroom…" page 40

Minimizing Litigation pages 41-42

"…To avoid litigation, a reasonable effort to provide an environment that is safe for teachers and students is required. This effort must be based on current best practice, not on what has worked in the past… It is our responsibility to ensure that space is adequate to promote safety, that class size is in the desired range, that an adequate number of laboratory/classrooms have been built to prevent teachers from "floating" from room to room and students meeting in nonscience rooms, and to provide for increased state science requirements, and that the architectural design enables teachers to exercise close supervision…"

"…principal assigns a science class to a non-science classroom…

installing a safety shower and forgetting □to turn on the water

…failure to provide safe □science facilities

failure to provide an ad□equate number of science □laboratory/classrooms

failure to use good housekeeping standards

failure to provide proper eye protection

failure to provide a separate secure □chemical storeroom…

…designing science rooms that are too small □

not installing an eyewash in a science room

not turning water on for eyewash or shower□

forcing student or employee to assume an unnecessary risk, use defective equipment or unsafe methods…

…inadequate space/overcrowding

lack of separate, secure chemical storeroom

poor ventilation…

conditions that lead to poor supervision of □students

lack of safety eyewashes or showers, or □alarm systems

lack of adequate number of or unsafe electrical outlets…

…Overcrowding

inadequate or poorly designed working space and too few work/lab stations…"

SSHS Rebuild: Building Specs & Collateral Equip - STUDIO ARTS

General Classroom Furnishings - All Subjects:

- Teachers Desk
- 4 - Drawer File Cabinets (2)
- Tables, folding (4)
- Student Desks (30)
- White Boards, 4x8 ft. (> 4)
- VCR - DVD Player, TV
- SmartBoard or Eqivalent

CERAMICS Building Specs: Exterior Wall Location Only

- Work Benches / Work Tables (Heavy Duty, Thick Wood, Waist-High) Qty: 7 or 8
- Stools for above Tables - Qty: 30 - 32
- Deep Tub Sinks, water connected with drains (Laundry- style) - Qty: 3 or 4
- Additional Wall Faucets - Qty: 3
- Numerous Wall Outlets (for potters wheels)
- Floor Drains
- Plentiful Shelving
- Separate Secure Storage Room, Locked
- Portable Drying Racks on Wheels
- Double-door secured Outside Access (for exterior specialty firing of pottery)
- Kiln Room:
- Outside venting, w. fans
- 240 / 208 volt, 50 Amp, > 9460 watt Outlets - Qty: 3 (for large cap. kilns)
- Storage & Shelving within
- Drying Room:
- Venting

Storage & Shelving within

Art Metal Building Specs: Exterior Wall Location Only

- Work Benches / Work Tables (Heavy Duty, Thick Wood, Waist High) Qty: 5 or 6
- Stools for above Tables - Qty: 24 or 28
- Small Room, attached, with outside venting (for buffing, soldering, etc)
- Secure, Lockable Storage Room
- Generous Shelving

Double deep-tub (Laundry style) Sink with connected water & drain

Photography Building Specs: Exterior Wall Location Only

- Separate 16 x 16 foot (Minimum) attached room with numerous outlets, waist-high counter lined, with outside fanned venting, with 'Double-Blind' entrance door for traditional 'Darkroom'
- Wall Counter - Tables (desk height) with Numerous Outlets (for Computer Stations)
- Double Deep-Tub sink (laundry-style) with connected water & drain
- One large Empty Wall in room for 'Green Screen' use
- Numerous wall outlets for Studio Lights, etc
- Secure, Lockable Storage Room
- Generous Shelving

Collateral Equipment

Ceramics

- Potters Wheels: Kick & Electric combination units (Lockerbie Brand recommended) Qty: 12
- Electric Kilns: High-Capacity, auto-set, with timers (Skutt Brand recommended) with extra shelving, posts - Qty: 3
- Clay Pug Mill: Heavy Duty - Qty: 1
- Clay Extruder - Qty: 1
- Clay Slab Roller - Qty 1

Art Metal

- Bench Vices, Two (2) Per Work Table
- Blacksmith's Anvil, One (1)
- Oxygen-Acetylene Mini Torch Sets, with tanks: Qty - 2
- Buffing / Grinding Wheels, vented: Qty - 2
- Diamond Saws, 10 inch: Qty - 1
- Flex Shafts (Foredom Brand recommended) Qty - 2
- Lapidary Arbor Wheels, with 6-inch expandable Drums - 6 each included (Lortone Brand recommended) Qty - 2

Photography

- Photographic Enlargers, 4 x 5 inch, Motorized Track, with 4x5 Lens (Beseler Brand recommended) Qty - 3
- Photographic Digital Electric Timers: Qty 3

Randy Romero

From: Carla Benita Masnayon
Sent: Tuesday, February 24, 2015 4:24 PM
To: Randy Romero; Rodrigo Traya
Cc: Jon Fernandez (Superintendent)
Subject: SCHOOL INPUT
Attachments: NEWHIGHSCHOOLCONSIDERATIONS.docx; COLLATERAL EQUIP-BLDG SPECS.xlsx; Proposed Library Bldg. Specs & Collateral Equipment.pdf; SCIENCE DEPT. CLASSROOM SPECS.docx; Social Studies CollEquipBldgSpec List.xlsx; MATH DEPT TEACHER INPUT COLL EQUIP.docx; BAND EQUIPMENT.docx; HEALTH.pdf; STUDIO_ART.pdf; PROSTART.pdf; NURSE.pdf; MARKETING INPUT.docx; Marketing Floorplan.pdf; SCIENCE DEPARTMENT INPUT.xlsx; Specifications for the Gym-1.docx; New SSHS JROTC Equipment.docx; Proposed SSHS JROTC New School.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

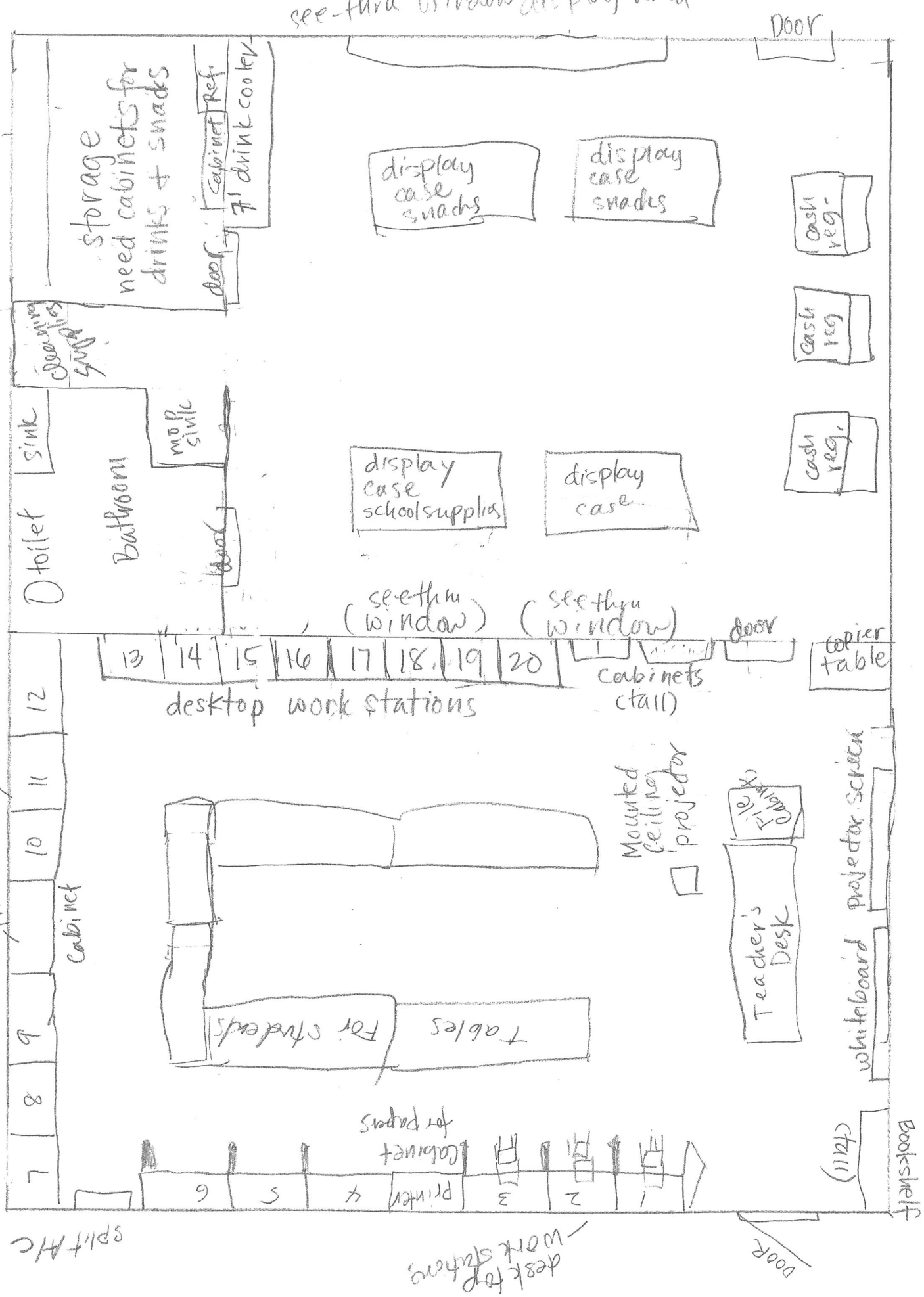
Good afternoon Mr. Romero and Mr. Traya,

Attached are items we collected from the SSHS community. I hope it helps, many teachers gave me paper copies and I simply ran out of time to transcribe it all.

Thank you for the opportunity for being part of the planning process. Please continue to include us in the planning stages.

Have a great day!

--
Carla D. Masnayon
Simon Sanchez High School
Principal
(T) 653-2313
(C) 483-5400


see-thru window display area
DOOR
storage need cabinets for drinks + snacks
Cabinet
Ref.
door
7' drink cooler
cleaning supplies
display case snacks
display case snacks
cash reg.
cash reg.
cash reg.
MARKETING
sink
toilet
Bathroom
mop sink
door
display case school supplies
display case
see-thru (window)
see-thru window
door
copier table
13
14
15
16
17
18
19
20
desktop work stations
cabinets (tall)
desktops
12
11
10
9
8
7
printer
cabinet
Mounted ceiling projector
Tables
for students
Teacher's Desk
Projector screen
whiteboard
Bookshelf
(tall)
Cabinet for papers
6
5
4
printer
3
2
1
split AC
desk for work stations
DOOR

DEPARTMENT/OFFICE	FACILITIES SPECIFICATIONS	NOTES
ESL OFFICE	Located near Student Cummulative Folders	
ESL OFFICE	Office size: 320 sq ft **	
ESL OFFICE	Outlets on every wall	
ESL OFFICE	Internet access	
ESL OFFICE	Phone line	
ESL MATH, LA, SOCIAL STUDIES	Located near Content Area DEPTs	
ESL MATH, LA, SOCIAL STUDIES	Class Size: 380 sq ft	
ESL MATH, LA, SOCIAL STUDIES	Outlets on every wall	
ESL MATH, LA, SOCIAL STUDIES	Internet access	
ESL MATH, LA, SOCIAL STUDIES	Phone line	
ESL MATH, LA, SOCIAL STUDIES	High windows for light	
ESL MATH, LA, SOCIAL STUDIES	Built in storage closet	
ESL MATH, LA, SOCIAL STUDIES	Door with small window glass	
ESL MATH, LA, SOCIAL STUDIES	Door handles locks	
ESL MATH, LA, SOCIAL STUDIES	Classroom restroom	
ESL MATH, LA, SOCIAL STUDIES	Intercom	
ESL SCIENCE	Located near Content Area DEPTs	
ESL SCIENCE	Class Size: 660 sq ft	
ESL SCIENCE	Outlets on every wall	
ESL SCIENCE	Internet access	
ESL SCIENCE	Phone line	
ESL SCIENCE	Sink	
ESL SCIENCE	High windows for light	
ESL SCIENCE	Built in storage closet	
ESL SCIENCE	Door with small window glass	
ESL SCIENCE	Door handle locks	
ESL SCIENCE	Classroom restroom	
ESL SCIENCE	Intercom	

PROSTART CLASSROOM AND KITCHEN

No. of Spaces Required	Description of Areas
1	Lab/Kitchen
1	Instructional Room
1	Combination of Laundry, Linen, Utility, Chemical Room Washdown Station & Custodial Service Closet
1	Dry Storage Room
1	Equipment Storage Room
1	Male/Femaile Restroom
1	Teacher Planning Room

Note: The layout of the equipment is importa nt and must be coordinated with the program instruct tor, Mrs. Schrage. Classroom and Kitchen spaces will be a combined use area and should be SQUARE in shape and NOT A RECTANGLE for optimum placement of tables.

Kitchen square footage should include space **for existing ice machine, two refrigerators, one freezer convection oven, three stainless steel storage cage, one stainless steel shelf, 21 DESKTOP**

COMPUTERS AND TABLES

SPECIAL CONSIDERATIONS

(1) Heating/Cooling/Ventilation	Climate controled for all areas. Special low humidity environment for dry goods storage area ALL COOKING EQUIOPMENT SHOULD BE UNDER A FORCED VENTILATING SYSTEM. FIRE EXTINGUISHING SYSTEM SHOULD BE A PART OF THE HOOD WITH AN ADEQUATE EXHAUST FAN Provide VENTILATION for DRYER
(2) Floor	Floors should be floating/poured solid non-skid surface with continuous sides that go 5" up the outer walls. Floors shoud be SCRUBBABLE, NO-WAX, & GREASE PROOF. FLOOR DRAINS placed for ease of cleaning. Floor surface desinged to allowe for easy washing & flow of water shen cleaning. All floor drains should contain A GREASE TRAP-SEPA RATOR. Restrooms - Non-skid floors and walls for easy cleaning stain proof materials Classroom, Storage, and Teacher Planning - commercial grade rubberized non-skid vinyl
(3)Walls	Kitchen and all related areas: Should be ceramic tiles not less than 6' from floor to top with bull nose coping. Classroom should be of impervious materials easily cleanable and scrubbable. WALLS BETWEEN KITCHEN, CLASSROOM, TEACHER PLANNING SHOULD CONTAIN MAXIMUM ALLOWABLE WINDOW AREA WITH SAFETY GLASS FROM 36" AFF SILL TO STANDARD WINDO HEIGHT.
(4) LIGHTING	Natural and artificial light should supplement each other. All areas should have independent lighting switches to control lighting.
(5) Windows	Windows in walls and doors to be of safety glass to provide FULL VISIBILITY KITCHEN: Provide GLASS BLOCK WINDOW for ambient light. Provide a VISION WINDOW BETWEEN KITCHEN and CLASSROOM for TEACHER SUPERIVSION. TEACHER PLANNING: PROVIDE WINDOWS FOR VIEW ING INTO KITCHEN AND CLASSROOM.
(6) Doors	Doors should be 36" wide, fire rated, commercial grade, lockable. KITCHEN: Door leading to "loading" dock & washdown station Classroom: Provide two doors at least 4" wide opening

	Exterior door should be metal. STORAGE: Doors to be KEYED ALIKE BUT SEPARATELY from front entrance door.
(7) Water	KITCHEN: rapid recovery hot water system. 180degree Fahrenheit needed to sanitize dishes and utensils. COLD WATER LINE TO ICE MACHINE, ELECTRIC WATER COOLER. Hot and Cold water to all other areas of the kitchen, including the utility sink and hand sink and Interior and exterior washdown station, laundry. DRAINAGE MUST BE PROVIDED TO ICE MACHINE, & LAUNDRY ROOM/WASHDOWN STATION Hot and cold water for exterior WASHDOWN STATION Hot and cold water to 12" FLOOR SLOP SINK IN THE CUSTODIAL SERVICE CLOSET.
(8) COMMUNICATION	Provide two-way intercom between the front office, teacher planning, classroom, and kitchen.
(9) Electrical	KITCHEN: Provide MASTER CUT-OFFS for all equipment except refrigeration units. Place KEYED RESET SWITCH near teacher planning.LIGHT SWITCHES ADJACENT TO DOORS. PROVIDE RETRACTABLE OVERHEAD OUTLETS TO REACH 6 TABLE TOPS (STATIONS) TO BE SET UP IN THE MIDDLE OF THE KITCHEN. Provide sufficient ELECTRICAL POWER OUTLETS FOR EQUIPMENT LISTED. SUFFICIENT OUTLETS MUST BE PROVIDED FOR PROOFING CABINET, HOT FOOD STATIONS, DISHWASHER, CONVECTION OVEN, ICE MACHINE, RANGE, REFS x2, FREEZERS and all other EQIPMENT. NOTE: ALL MAJOR APPLIANCES SHOULD BE ABLE TO BE IN OPERATION AT THE SAMET IME WITHOUT DIFFICULTY, ALONG WITH VARIOUS SMALL APPLIANCES. RESTROOM: Light switch on inside. EQUIPMENT STORAGE: Light switch next to the door on inside. LANDURY, CHEMICAL, CUSTODIAL SEVICE CLOSET: light switch next to the door on inside. CLASSROOM: Outlet for each DESKTOP COMPUTERS total 21. Provide outlet at ceiling mounted LCD projector. Provide quad outlet at Teacher's demo table. Provide outlet for washer and dryer
(10) GAS AND AIR	AC to all roomds. LPG Gas for gas range and convection oven
(11) SAFETY	Master cut-off must be provided for all equipment except refrigeration units. Utlitiy shut-off devices ad jacent to all equipment. Provide Universal Power Distribution System at Hood. One fire blanket must be located in Kitchen.

	Fire extinguishers in close proximity to all cooking eqipment. Provide GFI receptacles in all areas.
(12)SERVICE DRIVES	Paved access drive for delivery of equipment, supplies, and garbage pick-up.
(13) PARKING	Convenient parking is needed for delivery of food products.
(14) CABINET SHELVING	Lockable storage cabinet 4'Wx15"Dx7'H, located near dishwashing area to store clean dishes.Cabinet must be of sturdy construction and securely attached to wall. Shelves must be reinforced to hold 20 placed setting of commercial china. Wire rack around shelving. DRY STORAGE: Shall accommodate dry food supplies, paper and plastic products. Adjustable metal wire shelves designed to carry the loads placed upon them and located to provide the largest possible shelf area in a given room. Shelves must be metal wire to allow for air circulation and shall provide vertical clearance of one food between floor. LAUNDRY/LINEN/CHEMICAL: wall cabinet units shall be located above the washer/dryer for storage of cleaning supplies.Base cabinets on either side of washer / dryer for storage of cleaning supplies, work space and other storage. Provide linen storage cabine on wall opposite washer dryer 4'Lx24"Dx84"L. Lower portion for storage of uniforms and table skirts. Upper portion for folded table linens. EQUIPMENT STORAGE: Maximum allowable 24" deep solid shelving for the storage of footed equipment. Shelving to be secured to walls. First shelf to be 4" above finishe floor.
OTHER CONSIDERATIONS	
Dry Storage:	Must have temperature and humidity control and be equipped with locks.
Dishwashing Area	Should be near the classroom area to avoid carrying soiled dishes across the kitchen. Paper towel dispensers should be closed tothe dishwashing area.
Outside service area	Should have provisions for cleaning garbage cans under high outside pressure. Area should be paved and equipped with drains to carry off waste water.
Kitchen	Kitchen equipment should be arranged in LOGICAL ORDER by work areas. Group equipment into 1. Convection oven, 6-burner stove, griddle UNDER HOOD and convenient to REF AND FREEZER 2. Oven, mixer, and baker's table convenient to each other and to the three-compartment sink. 3. Vegetable two-compartment sinks and food cutter

	station near each other and convenient to cold storage 4. cold storage convenient to delivery entrance, vegetable, and salad preparation.
Lanudry/Linen/Chemical/Custodial Closet	Should be located away from the food preparation area. The doors should not open directly into the kitchen.