

PROJECT SPATIAL PROGRAM SUMMARY Option 1

New District Administrative Center

Del Mar Union School District

September 2, 2008

Westberg + White
Architects•Planners

Dept	Space	New (N) Area (SF)	Quantity	Existing Area (SF)	Total (N) Area	Dept Total
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Administration Reception						
	Lobby Area	400	1	195	400	
	Reception Administrative Assistant	75	1	79	75	
	Mail Room	225	1	124	225	
	Restroom (Public)	250	1	48	250	
	Storage (Supplies)	100	1	39	100	
	Existing Total:			485		
						1050

Administration						
	Superintendent's Office	425	1	241	425	
	Executive Assistant to Superintendent	252	1	218	252	
	As't Superintendent of Business Services	320	1	158	320	
	Administrative Assistant	150	1	0	150	
	Business Services Offices	120	2	457	240	
	Business Services Staff Area	64	3	72	192	
	Business Services Vault Room	100	1	0	100	
	Business Services Work Room	100	1	94	100	
	As't Superintendent of Curriculum & Instruction	320	1	150	320	
	Program Assistant	252	1	123	252	
	Curriculum Storage	1000	1	75	1000	
	Coordinator of State & Federal Projects	300	1	64	300	
	Secured Storage	100	1	0	100	
	Existing Total:			1652		
						3751

Pupil Services						
	Director	300	1	154	300	
	Assistant to Director	280	1	158	280	
	Administrative Offices	280	1	60	280	
	Administrative Assistant (shared w/HR)	144	1	104	144	
	Library Area	100	1	0	100	
	Existing Total:			476		
						1104

Human Resources				
Director	300	1	121	300
Personnel Technician	144	1	109	144
Confidential File Storage Area	144	1	0	144
Waiting Area	150	1	47	150
Testing Area	252	1	0	252
Existing Total:			277	
				990

Technology				
Director	300	1	0	300
Offices	144	4	132	576
Administrative Assistant	144	1	0	144
Training Room	1000	1	640	1000
Repair Area	1000	1	960	1000
Badging & Conference Room	1000	1	320	1000
Hub Room	500	1	0	500
Network & Video Production	500	1	0	500
E-waste Storage	500	1	0	500
Existing Total:			2052	
				5520

Support				
Board Room/On-Site Training	2500	1	0	2500
Large Conference Rooms	500	2	216	1000
Small Conference Rooms	175	4	150	700
Staff Lounge (Kitchen, Dining, Rest)	600	1	210	600
Work Room	500	1	72	500
Restrooms (Shower & Lockers)	1200	1	0	1200
Storage	1000	1	114	1000
File Rooms	100	3	0	300
Equipment Rooms	400	1	60	400
Growth Allocation	1500	1	0	1500
Existing Total:			822	
				9700

After School Programs/Child Care				
Reception/Parent Area	500	1	482	500
Director	300	1	245	300
Accounting	250	1	193	250
As't Directors	250	1	144	250
MUR Room (Kitchen, Dining, Health Area)	1800	1	0	1800
Infant Room	1100	1	1100	1100
Pre-K	1000	1	1100	1000
Preschool	1300	1	1100	1300
Classrooms	1000	3	0	3000
Restrooms	200	4	200	800
Restrooms - Staff	80	3	0	240
Quiet Rooms	80	3	0	240
Storage	300	1	480	300
Existing Total:			5044	
				11080

Maintenance & Operations				
Director	150	1	36	150
Administrative Assistant	100	1	0	100
Offices	64	9	0	576
Meeting Room	200	1	0	200
Kitchen and Lounge	400	1	0	400
Restroom & Shower Locker Area	1200	1	100	1200
Equipment Work Room	500	1	0	500
Warehouse	2500	1	700	2500
Existing Total:			836	
				5626

Existing Total Area: 11644

Total Net Area (square feet) 38821

Total Gross Area @ 80% Efficiency (square feet) 48152

PROJECT SPATIAL PROGRAM SUMMARY Option 1 A

New District Administrative Center

Del Mar Union School District

September 11, 2008

Westberg + White

Architects•Planners

Dept	Space	New (N) Area (SF)	Quantity	Existing Area (SF)	Total (N) Area	Dept Total
Administration Reception						
	Lobby Area	400	1	195	400	
	Reception Administrative Assistant	75	1	79	75	
	Mail Room	225	1	124	225	
	Restroom (Public)	250	1	48	250	
	Storage (Supplies)	100	1	39	100	
		Existing Total:		485		
						1050
Administration						
	Superintendent's Office	300	1	241	300	
	Executive Assistant to Superintendent	200	1	218	200	
	As't Superintendent of Business Services	250	1	158	250	
	Administrative Assistant	144	1	0	144	
	Business Services Offices	120	2	457	240	
	Business Services Staff Area	64	3	72	192	
	Business Services Vault Room	100	1	0	100	
	Business Services Work Room	100	1	94	100	
	As't Superintendent of Curriculum & Instruction	250	1	150	250	
	Program Assistant	144	1	123	144	
	Curriculum Storage	1000	1	75	1000	
	Coordinator of State & Federal Projects	250	1	64	250	
	Secured Storage	100	1	0	100	
		Existing Total:		1652		
						3270
Pupil Services						
	Director	250	1	154	250	
	Assistant to Director	144	1	158	144	
	Administrative Offices	280	1	60	280	
	Administrative Assistant (shared w/HR)	144	1	104	144	
	Library Area	100	1	0	100	
		Existing Total:		476		
						918

**Option 1 A is a scaled down version of Option 1

Human Resources				
Director	250	1	121	250
Personnel Technician	144	1	109	144
Confidential File Storage Area	144	1	0	144
Waiting Area	150	1	47	150
Existing Total:			277	
				688

Technology				
Director	250	1	0	250
Offices	144	1	132	144
Training/Badging/Conference Room	1000	1	640	1000
Repair Area	500	1	960	500
Hub Room	500	1	0	500
E-waste Storage	250	1	0	250
Existing Total:			2052	
				2644

Support				
Large Conference Rooms	750	1	216	750
Small Conference Rooms	175	2	150	350
Staff Lounge	400	1	210	400
Work Room	500	1	72	500
Restrooms	600	1	0	600
Storage	1000	1	114	1000
File Rooms	100	3	0	300
Equipment Rooms	400	1	60	400
Growth Allocation	1500	1	0	1500
Existing Total:			822	
				5800

Existing Total Area: 5,764

Total Net Area (square feet) 14370

Total Gross Area @ 85% Efficiency (square feet) 16,906

After School Programs/Child Care

Reception/Parent Area	500	1	482	500
Director	250	1	245	250
Accounting	144	1	193	144
As't Directors	144	1	144	144
MUR Room (Kitchen, Dining, Health Area)	1800	1	0	1800
Infant Room	1100	1	1100	1100
Pre-K	1000	1	1100	1000
Preschool	1300	1	1100	1300
Classrooms	1000	3	0	3000
Restrooms	200	4	200	800
Restrooms - Staff	80	3	0	240
Quiet Rooms	80	3	0	240
Storage	300	1	480	300
Existing Total:			5044	

10818

Maintenance & Operations

Director	150	1	36	150
Administrative Assistant	100	1	0	100
Offices	64	9	0	576
Meeting Room	200	1	0	200
Kitchen and Lounge	400	1	0	400
Restroom & Shower Locker Area	1200	1	100	1200
Equipment Work Room	500	1	0	500
Warehouse	2500	1	700	2500
Existing Total:			836	

5626

Existing Area: 5,880

16,444

PROJECT SPATIAL PROGRAM SUMMARY Option 2

New District Administrative Center

Del Mar Union School District

August 1, 2008

Westberg + White
Architects•Planners

Dept	Space	Area (S.F.)	Quantity	Total Area	Dept Total
Administration Reception					
	Lobby Area	400	1	400	
	Reception Administrative Assistant	75	1	75	
	Mail Room	225	1	225	
	Restroom (Public)	250	1	250	
	Storage (Supplies)	100	1	100	
					1050
Administration					
	Superintendent's Office	425	1	425	
	Executive Assistant to Superintendent	252	1	252	
	As't Superintendent of Business Services	320	1	320	
	Administrative Assistant	150	1	150	
	Business Services Offices	120	2	240	
	Business Services Staff Area	64	3	192	
	Business Services Vault Room	100	1	100	
	Business Services Work Room	100	1	100	
	As't Superintendent of Curriculum & Instruction	320	1	320	
	Program Assistant	252	1	252	
	Curriculum Storage	1000	1	1000	
	Coordinator of State & Federal Projects	300	1	300	
	Secured Storage	100	1	100	
					3751
Pupil Services					
	Director	300	1	300	
	Assistant to Director	280	1	280	
	Administrative Offices	280	1	280	
	Administrative Assistant (shared w/HR)	144	1	144	
	Library Area	100	1	100	
					1104

Human Resources			
Director	300	1	300
Personnel Technician	144	1	144
Confidential File Storage Area	144	1	144
Waiting Area	150	1	150
Testing Area	252	1	252
			990

Technology			
Director	300	1	300
Offices	144	4	576
Administrative Assistant	144	1	144
Training Room	1000	1	1000
Repair Area	1000	1	1000
Badging & Conference Room	1000	1	1000
Hub Room	500	1	500
Network & Video Production	500	1	500
E-waste Storage	500	1	500
			5520

Support			
Board Room/On-Site Training	2500	1	2500
Large Conference Rooms	500	2	1000
Small Conference Rooms	175	4	700
Staff Lounge (Kitchen, Dining, Rest)	600	1	600
Work Room	500	1	500
Restrooms (Shower & Lockers)	1200	1	1200
Storage	1000	1	1000
File Rooms	100	3	300
Equipment Rooms	400	1	400
Growth Allocation	1500	1	1500
			9700

After School Programs/Child Care			
Reception/Parent Area	500	1	500
Director	300	1	300
Accounting	250	1	250
As't Directors	250	1	250
Meeting Room	500	1	500
Storage	300	1	300
			2100

Maintenance & Operations

Director	150	1	150
Administrative Assistant	100	1	100
Offices	64	9	576
Meeting Room	200	1	200
Kitchen and Lounge	400	1	400
Restroom & Shower Locker Area	1200	1	1200
Equipment Work Room	500	1	500
Warehouse	2500	1	2500

5626

Total Net Area (square feet)

29841

Total Gross Area @ 80% Efficiency (square feet)

37302