

PROJECT SPATIAL PROGRAM SUMMARY Option 1A Revised

New District Administrative Center

Del Mar Union School District

September 21, 2009

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	250	1	218	250	
	As't Superintendent, Business Services	250	1	158	250	
	Administrative Assistant	144	1	0	144	
	Business Services Offices	120	5	457	600	
	Business Services Staff Area	64	5	72	320	
	Business Services Vault Room	100	1	0	100	
	Business Services Work Room	100	1	94	100	
	As't Superintendent, Instructional Services	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		
						3808
Pupil Services						
	Director	250	1	154	250	
	Program Assistant	144	1	158	144	
	Program Specialist	144	1	60	144	
	Administrative Assistant (shared w/HR)	144	1	104	144	
	Nurse Area	200	1	0	200	
	Secured Storage	100	1	0	100	
	Existing Total:			476		
						982

Human Resources				
Ass't Superintendent, Human Resources	250	1	121	250
Personnel Technician	144	1	109	144
Confidential File Storage Area	144	1	0	144
Testing Area	100	1	0	100
Waiting Area	150	1	47	150
Existing Total:			277	
				788

Technology				
Director	250	1	0	250
Offices	750	1	750	750
Training/Badging/Repair	1000	1	1600	1000
Existing Total:			2350	
				2000

Support				
Large Conference Rooms	750	1	216	750
Small Conference Rooms	175	2	150	350
Staff Lounge	800	1	210	800
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/Flexible Space	1500	1	0	1500
Existing Total:			822	
				6200

Existing Total Area: 6,062

Total Net Area (square feet) 14828

Total Gross Area @ 85% Efficiency (square feet) 17,445

After School Programs/Child Care Administration

Reception/Parent Area	500	1	482	500
Director	250	1	245	250
Administrative Assistant	144	1	144	144
Accounting	144	1	193	144
As't Directors	144	4	144	576
Storage	386	1	160	386
Existing Total:			1368	

2000

Maintenance & Operations

Director	200	1	36	200
Offices/Meeting Room	800	1	0	800
Restroom & Shower Locker Area	300	1	100	300
Warehouse/Equipment Work Room	3000	1	700	3000
Existing Total:			836	

4300

Existing Area: 2,204

Total Net Area (square feet)

6,300

Total Gross Area @ 85% Efficiency (square feet)

7412