

Proposal: This proposal identifies a contingency plan for the District office/maintenance move.
 If a location is not identified to move/relocate the District office/maintenance this proposal provides suggestions for a temporary location.
This plan should be activated no later than September 2010. District office/maintenance move should be completed by December 2010.

Details; Create temporary district office at Torrey Hills. Office to be temporary trailers sized and spaced to accommodate needs of the following departments; Superintendent, Business Services, Human Resources, Pupil Services & Curriculum/Instructions.
 M&O to be located temporarily at Del Mar Hills or other location to be determined. Provide temporary storage containers and office trailer.
 Employee Child Care to be relocated to current childcare facilities at Sycamore. After school program to be moved to vacant rooms onsite.
 Technology to remain at current location at Del Mar Hills. Provide for rental of off-site storage for District records and excess furniture.
 Preschool would remain at current location.

Revision;

Based on following assumptions:

Anticipated Outcomes in Accepting School

<i>Total En Yr 1</i>	<i>Total Enr Yr 2</i>	<i>MOD Capacity Vs Enr</i>	<i># of students Moving</i>	<i>Program Modification needed</i>	<i>building mods needed</i>	<i>adnl relos needed</i>	<i>Parking spaces - existing</i>
					yes	No	yes

Anticipated Outcomes in closed school

NO SCHOOL CLOSURE

<i># of clsrms - Pres</i>	<i>Sq Ft avail for DO</i>	<i>Spec Ed services</i>	<i># of existing relos used</i>	<i>Additional relos needed</i>	<i>Parking spaces</i>
	TBD			TBD	25-30 @ Torrey 10 @ Sycamore 18 for M&O

Why this proposal works well when considered against criteria:

1. This proposal only identifies possible contingency move.
2. Need to provide for move of District Office to temporary location.
3. Considering this move will provide for needed year end closeout for Business Services.
4. No students or families impacted.
5. Provides for short term solution.
6. Costs associated with proposal are; moving company, storage facilities, rental trailers, temporary power and communications. Unknown at this time.

Areas where proposal is weak when considered against criteria

1. None. This proposal considers the needs of the District Office if tasked with a temporary move.

Any unknowns to be considered

1. Cost of rental trailer and temporary power for rental trailers.