



COLUMBUS CITY SCHOOLS
2018 FACILITIES TASK FORCE

Administrative Site Work Group Screening Criteria

Presented May 10, 2018

REMEMBERING OUR ROLES

FACILITIES TASK FORCE

Review data and make recommendations on schools and administrative buildings for closing or changing attendance boundaries and/or grade configurations.

Provide recommendations that have a statement of rationale.

Recommendations will be based on overall balance and objectivity of factors listed in Board Policy 7105.

Issue draft report to the Board of Education by the end of August. Final report by October.

INTERNAL WORK GROUPS

Provide the Facilities Task Force with understanding of current District environment.

Recommend process for screening based on national best-practice, local historical work, and District subject-matter expertise.

Provide qualitative and quantitative data based on criteria listed by Board Policy and requested by Task Force.

Offer opportunities for public input and provide community access to information reviewed by Task Force.

TODAY'S AGENDA

- **PRESENTATION:** Administrative Site Work Group will present the criteria and screening process that can be used to determine potential recommendations by the Facilities Task Force.
- **DISCUSSION:** Facilities Task Force will discuss the initial set of criteria to be used in screening.
- **DIRECTION:** Facilities Task Force will vote on the initial set of criteria, which the Administrative Site Work Group will gather data on, for initial consideration.

PROPOSED TIMELINE

APRIL 12	2018 Facilities Task Force Organizational Meeting	X
APRIL 27	School Work Group proposes and Task Force approves recommended criteria for initial screening of schools.	X
MAY 10	Administrative Site Work Group proposes and Task Force approves recommended criteria for initial screening of administrative sites.	
MAY 25	School Work Group shares school-specific data on initial screening of all schools. Task Force has first opportunity to review Phase 1 data.	
JUNE 14	Administrative Site Work Group shares site-specific data on initial screening of all administrative buildings. School Work Group gives an update on Phases 2 and 3.	
JUNE 29	Continue discussion on the administrative site recommendations and follow up outstanding questions on data for schools.	

ADMINISTRATIVE SITE LOCATIONS



- Office Space
- Service Specific Site
- Mixed Use: Non-Instruction
- Mixed Use: Instruction

OFFICE SPACE



CEC/5th St./6th St.



Central Enrollment

Linmoor Annex



SERVICE SPECIFIC



Frebis/Moler
Transportation
Center



Food Production

Fort Hayes -
Transportation



Morse Road Bus Compound



Smith Road
Landscaping

MIXED USE: NON-INSTRUCTION



Hudson Distribution Center



17th Avenue



Kingswood

MIXED USE: INSTRUCTION



Adult Education

Linmoor Education Center



Beery/Opportunity Center



SCREENING FACTORS FOR ADMINISTRATIVE SITES

PHASE 1

QUANTITATIVE DATA

- Space Utilization
- Market Value vs. Average Replacement Cost
- Facility Condition
- Facility Used for Designed Purpose

PHASE 2

QUALITATIVE DATA

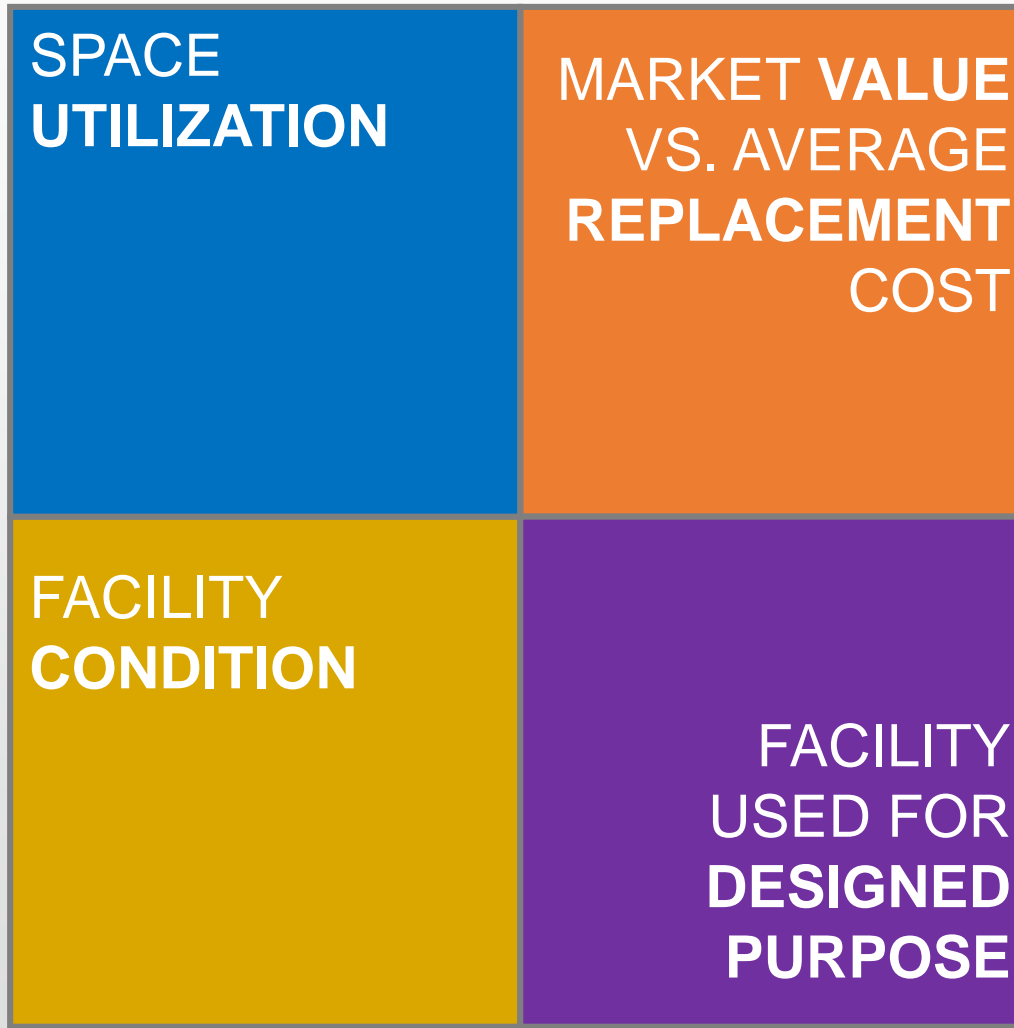
- Functionality
- Future Use
- Continued Need for Services
- Customer Service
- Employee Satisfaction
- Other Variables

PHASE 3

IMPACT DATA

- Relocation
- Continuity of Operations
- Other Variables

PHASE 1 SCREENING CRITERIA



IMPORTANT NOTE:
ALL BUILDINGS
WILL BE
SCREENED
THROUGH
ALL CRITERIA

PHASE 1 SCREENING CRITERIA

Each screening has a set threshold.

**Threshold Not Met:
CONSIDERED**

**Threshold Met:
NOT CONSIDERED**

At the end of Phase 1, each building will have a **DATA COMPOSITE** which will be used by the Administrative Site Work Group to recommend the need for additional screening before action by the Facilities Task Force.

SPACE
UTILIZATION

MARKET VALUE
VS. AVERAGE
REPLACEMENT
COST

FACILITY
CONDITION

FACILITY
USED FOR
DESIGNED
PURPOSE

SPACE UTILIZATION

Recommended thresholds of square feet per employee compared to nationally-set benchmark.

Sites that do not meet the minimum threshold would be **CONSIDERED** for this criteria.

Government Services Administration, *Workspace Utilization and Allocation Benchmark*.

SPACE
UTILIZATION

MARKET VALUE VS. REPLACEMENT COST

MARKET VALUE:

Appraisal of property OR comparison to similar property sales in the area (“comps”).

AVERAGE REPLACEMENT COST:

Lesser of average cost per square foot to lease space **OR** cost per square foot to renovate or build.

Sites where market value is greater than average replacement cost would be **CONSIDERED** for this criteria.

*Comps and average lease/s.f. to be provided by Continental Realty. Average cost to renovate to be calculated by Capital Improvements.

MARKET VALUE
VS. AVERAGE
REPLACEMENT
COST

FACILITY CONDITION

Whether the facility has major anticipated life-cycle replacement costs.

If the cost of replacing major components that are at the end of their useful life exceeds two-thirds ($\frac{2}{3}$) or more of the replacement cost, the site would be **CONSIDERED** for this criteria.

*Ohio School Design Manual (2018)

FACILITY
CONDITION

FACILITY USED FOR DESIGNED PURPOSE

Many functions are currently housed in former schools or in spaces originally designed for a different purpose and that have not been redesigned effectively (e.g., adding offices to warehouse space).

Sites that are not used for their designed purpose would be **CONSIDERED** for this criteria.

FACILITY
USED FOR
DESIGNED
PURPOSE

PHASE 1 DATA COMPOSITE

All buildings will be screened through all criteria, with data provided on each of the four criteria, to create a **DATA COMPOSITE**.

CONSIDERED: Data Composite supports the need for additional screening before action by the Facilities Task Force.

NOT CONSIDERED: Data Composite does not support any action by the Facilities Task Force at this time.

SPACE UTILIZATION	MARKET VALUE VS. AVERAGE REPLACEMENT COST
FACILITY CONDITION	FACILITY USED FOR DESIGNED PURPOSE

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SPACE UTILIZATION	MARKET VALUE VS. AVERAGE REPLACEMENT COST
FACILITY CONDITION	FACILITY USED FOR DESIGNED PURPOSE

EXAMPLE

LOCATION	Space Utilization	Market Value vs. Average Replacement Cost	Facility Condition	Facility Used for Designed Purpose
Example A	Yes	No	No	No
Example B	Yes	Yes	No	Yes
Example C	No	No	No	No
Example D	No	Yes	No	Yes
Example E	Yes	Yes	Yes	Yes

TASK FORCE DISCUSSION

Potential questions to consider:

- Do you need more information about any of the criteria?
- Are you clear on how the Administrative Site Work Group will use the Data Composite to provide the Task Force with buildings to **CONSIDER** and **NOT CONSIDER** (at this time)?
- Other thoughts?

SPACE
UTILIZATION

MARKET VALUE
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