

To: John Douglas, City Manager
CC: Bart Hinkle, Assistant City Manager; Jordan Nelson, Assistant City Manager
From: Nathan Duval, Capital Facilities Director
RE: Consideration of the VCS District Office for a Child Care Facility
Date: Jan. 10, 2025

Mr. Douglas,

At the Valdez City Schools school board work session on 12/9/24 the School Board, with agreement from school administration, requested that the City Council consider the district office as an alternative location to the west wing of the elementary school for a child care facility. Prior District administration considered the site unavailable and when it was proposed for consideration by the Child Care Task Force; as such, it was removed from the list of potential sites. The initial task force rankings of the facilities had HHES listed first and the district office ranked third.

The district office can still accommodate a program similar to the program outlined in the RFQ. Generally, the building is workable as a childcare facility and can be licensed per State regulations. The capacity of building is as follows;

- Infants: 10 w/ 2 staff
- Toddler: 12 w/ 2 staff
- Pre-K: 15-20 w/ 2 staff
- Additional classroom as Pre-K (15-20 w/ 2 staff) or Activity Room.
- Outdoor play area potential on lawn to north of building.
- Some of the spaces are on the smaller side; Break Area and Teacher Workroom for example.

Additional “pros” for consideration include first, a much smaller disruption for the operations of the school. Relocating program from the west wing to the east side of the elementary school would impact every single classroom in the building. Utilizing the district office will primarily impact administrative staff and minimal classrooms.

Second, the cost of the renovation at the district office (grant funds) will more closely align with the grant funding amount \$2.75M-3.25M and the displacement costs will likely be considerably less than renovating the entire east wing of HHES.

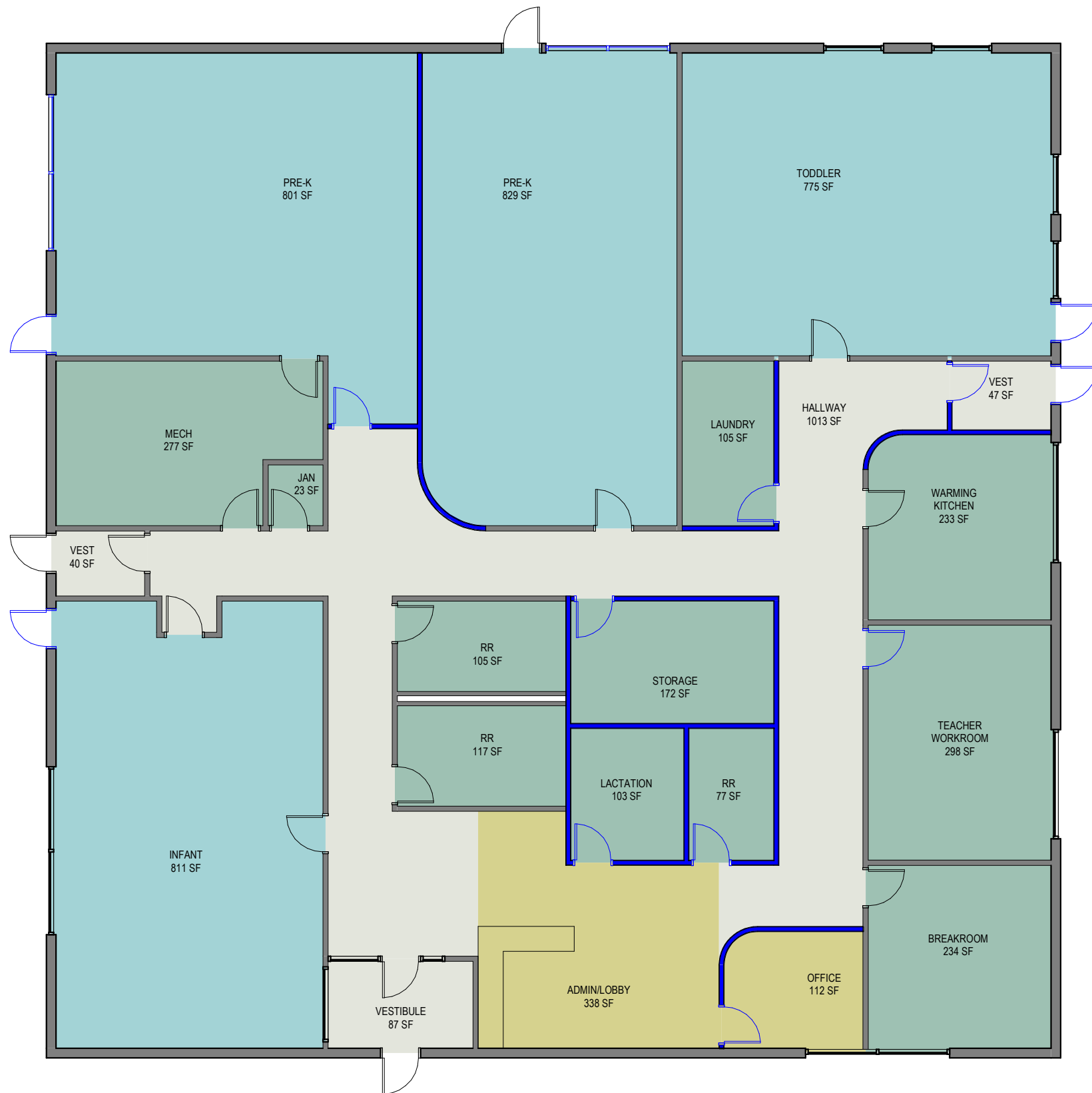
Third, a separate facility will help with traffic flow, the concerns about shared spaces, and overlapping or competing programs

Attached I have included a concept prepared by the architect identifying potential spaces within the facility.

After evaluating the test fit for the elementary school and considering the opinion of the district, it is my professional opinion that the City Council should consider the district office.

Presently, the design process is on hold until there is clarity and alignment from both political stakeholders. The next step, once consensus is achieved, will be to progress to a 50% design and solicit a contractor for preconstruction services including value engineering, cost estimates, and scheduling.

Please advise on any next steps that I need to be involved with relating to Council approval. As always, feel free to reach out with any questions or needed clarifications.

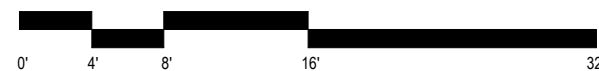


PLAN LEGEND

- ADMIN
- CIRCULATION
- CLASSROOM
- SUPPORT SPACE

TOTAL BUILDING AREA = 7140 SF

- NEW CONSTRUCTION ELEMENTS
- EXISTING CONSTRUCTION ELEMENTS



DISTRICT OFFICE TEST FIT OPTION B

CHILDCARE FACILITY : VALDEZ, ALASKA