

The image shows the exterior of a modern, multi-story building with large glass windows and light-colored horizontal siding. A Chase logo is visible on the upper left, and the address '7600' is partially visible. The building's name, 'CHABOT - LAS POSITAS COMMUNITY COLLEGE DISTRICT', is inscribed on the facade. A large tree with autumn-colored leaves is on the right. The image is overlaid with a semi-transparent blue and yellow graphic design.

CHABOT LAS POSITAS

COMMUNITY
COLLEGE
DISTRICT

**2018 DISTRICT OFFICE
FACILITIES MASTER PLAN**

7600

CHABOT - LAS POSITAS
COMMUNITY COLLEGE DISTRICT

CHASE 

COUNTY OF ALAMEDA

AUDITOR-CONTROLLER
CLERK-RECORDER'S OFFICE
STEVE MANNING

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DUBLIN DISTANCE CENTER

FLOOR 1	FLOOR 2	FLOOR 3
Admission Center	Administrative Services	Administrative Services
Bookstore	Bookstore	Bookstore
Campus Security	Campus Security	Campus Security
Chabot Las Positas Center	Chabot Las Positas Center	Chabot Las Positas Center
Computer Lab	Computer Lab	Computer Lab
Conferences	Conferences	Conferences
Financial Aid	Financial Aid	Financial Aid
Health Services	Health Services	Health Services
Human Resources	Human Resources	Human Resources
IT Services	IT Services	IT Services
Jordan Center	Jordan Center	Jordan Center
Library	Library	Library
Physical Therapy	Physical Therapy	Physical Therapy
Student Services	Student Services	Student Services
Tutoring Center	Tutoring Center	Tutoring Center
Workshops	Workshops	Workshops



FACILITY MASTER PLANNING PROCESS

The Chabot-Las Positas Community College District (District) has provided quality, affordable and accessible higher education for Alameda County residents and beyond for nearly 60 years. Together Chabot College, Las Positas College and the District Office serve over 22,000 students annually. Students take a variety of occupational, transfer and professional development courses while they prepare for transfer to four-year institutions, participate in continued education or specialized training, and prepare for career opportunities.

The District Office administrative site, located at 7600 Dublin Boulevard in Dublin, houses several major administrative functions in one location that serves both Colleges. This includes the Office of the Chancellor and offices for major divisions, including Business Services, Educational Services, Economic Development & Contract Education, OSHA Training Center (OTC), Facilities/Bond Programs, Human Resources, Information Technology Services, and Public Relations.

On March 2, 2004, Alameda County voters approved Measure B, which authorized the sale of \$498 million of capital improvement bonds that enabled the District to repair, renovate, acquire, construct and equip college buildings, site and infrastructure on all sites. The District successfully completed numerous projects at each campus and established education centers in the communities of Dublin and San Leandro.

On June 7, 2016, Alameda County voters passed Measure A, which authorized the sale of an additional \$950 million of capital improvement bonds to help the District fund additional major projects. Within the District-wide budget priorities, Measure A allocates funding for technology, security, and other upgrades that could apply to the existing District Office site.

Project Purpose and Goals

The purpose of the 2018 Facilities Master Plan Update (FMP) is to identify a future District Office site plan and pre-programming, phasing, and action steps necessary to enhance and better utilize the existing building. This will include adding new uses, enhancing connectivity, and meeting anticipated future administrative space needs over the next 15 years and beyond. Bond measure funding provided inspiration, and urgency, to examine current site conditions and consider a preferred future site plan in light of evolving needs and opportunities. This document is grounded in technical analyses, builds on stakeholder comments and ideas, and draws on goals from previous facility and strategic plans. In concert with several planning documents approved by the District, the Facilities Master Plan will guide decisions related to renovation of the existing building, construction of a potential new building, and overall site improvements (see **Table 1.2**).

The Facilities Master Plan is designed as a living document that will be reviewed and updated by the District periodically. While the document identifies the approximate location, sizing, and design guidance for future improvements, as well as mid-term programming options, the final detailed designs of new projects will take place as they are funded, comprehensively programmed and executed. This Facilities Master Plan is intentionally flexible to accommodate future academic and community needs, resource allocations and phasing considerations.

The Facilities Master Plan identifies principles for the renovation, development, functionality of building(s) and connectivity throughout the site. Most importantly, it outlines a clear path for creating new and improved facilities for the District that support academic goals and administrative functions in order to advance its mission.

Table 1.2: Current and Previous Plans

Document Name	Date
Five-Year Capital Outlay Plan	2020 – 2024 2017 – 2021
Chabot-Las Positas Community College District-wide Strategic Plan	2015 – 2020
Facilities Master Plan	2012
Information Technology Master Plan	2014
Design Standards Manual	2006
District Design Guidelines	2006
Facilities Master Plan	2012

THE PRIMARY GOALS OF THE DISTRICT OFFICE 2018 FACILITIES MASTER PLAN UPDATE ARE TO:

- **Enhance productivity and functionality** through strategic adjacencies and provide a vibrant and healthy workplace.
- **Construct efficient, sustainable and flexible building spaces** that meet current and future needs.
- **Improve the utilization, functionality, and revenue potential** of the District Office site.
- **Modernize infrastructure and technology** to support renovations and potential new development.

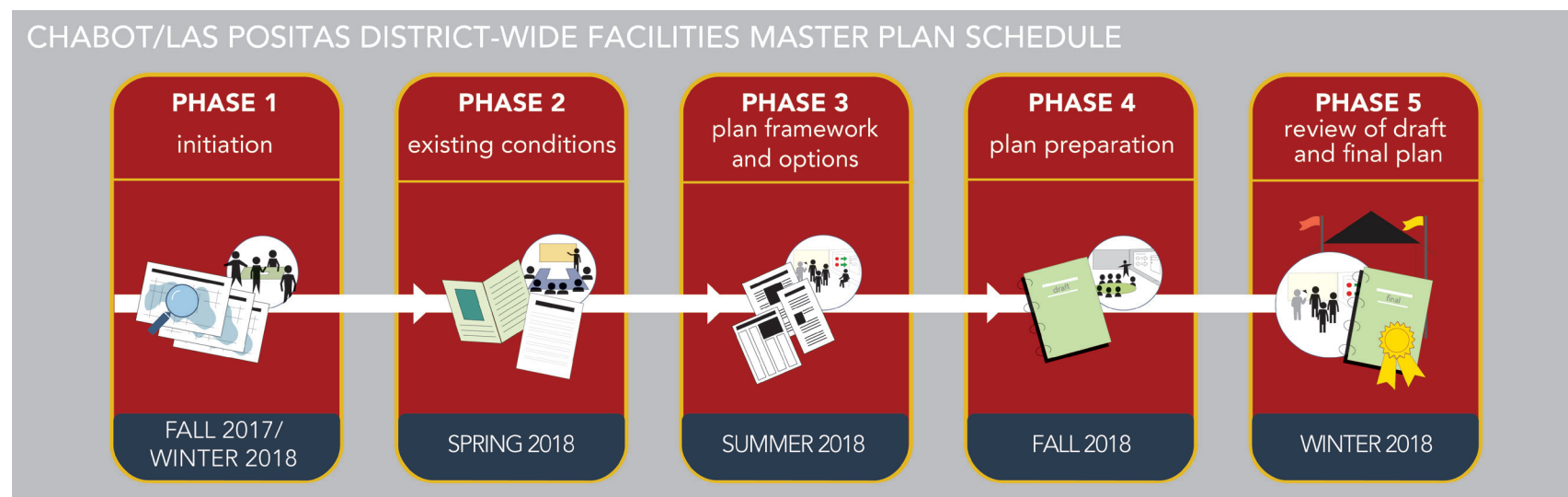
Planning Process

This Facilities Master Plan is the result of a process that involved technical analyses of current and future space needs, as well as District Office stakeholder engagement. In October 2017, the District initiated a collaborative approach to updating the Facilities Master Plan, engaging professional consultants and District administration stakeholders. The District Office Facilities Master Plan was developed concurrently with Facilities Master Plans for both Chabot College and Las Positas College, ensuring a coordinated approach and understanding of all future space needs.

Through a facilitated planning process, District staff and administrators reviewed existing building conditions and identified a range of future opportunities. Key issues for enhancement of the District Office building and site that emerged included:

- Increasing the quantity of space available at the District Office to accommodate future District growth.
- Improving departmental adjacencies and enhancing office layouts to improve the overall functionality of the existing building.
- Establishing preferred security and entry systems.
- Ensuring parking will be adequate for a range of future uses.
- Providing strong connections to transit (BART) and between buildings.

The process included multiple meetings that shaped the future site plan and will inform future decisions and investments. Detailed engagement results are documented in separate summaries.



Document Organization

The Facilities Master Plan document is organized into the following four chapters:



1

Facility Master Planning Process

Presents the project purpose and goals and describes the technical analyses and broad campus community engagement that formed the basis of the Facilities Master Plan.



2

Existing Conditions

Provides an overview of District Office site conditions today, including program demands and physical conditions, as well as recommendations for addressing challenges.



3

Overall Site Improvements

Presents District Office site design goals, the future site plan, improvements, and design principles that will guide all new projects.



Individual Projects

Identifies near-term and long-term projects for the District Office site and initial pre-programming concepts.

 **CHABOT - LAS POSTAS**
COMMUNITY COLLEGE DISTRICT

DUBLIN
PROFESSIONAL
CENTER

7600

7600

CHASE

7600

NO
PARKING

EXISTING CONDITIONS

The Chabot-Las Positas Community College District serves nearly 22,000 students in the San Francisco East Bay Area, particularly within Alameda County, through its two colleges: Chabot College in Hayward and Las Positas College in Livermore. The Colleges specialize in university transfer preparation, technical training, continuing education, workforce development, contract education with local businesses and cultural enrichment. The District also serves and employs more than 2,000 faculty, staff and administrators.

This chapter describes the District Office's building and site conditions, uses, and programming. The overview of physical conditions covers the existing building condition; site access, parking and connectivity; sustainability; open space; and utilities and technology. The chapter concludes with a series of recommendations for ways the District can address challenges and future needs on the site.

When considering future needs for the District Office site, the District mission (shown to the right) is relevant for ensuring the core purposes of the site are maintained, as well as the current site conditions.

DISTRICT MISSION

The Chabot-Las Positas College District (CLPCCD) prepares students to succeed in a global society by challenging them to think critically, to engage socially, and to acquire workplace knowledge and educational skills.

Existing Site Plan and Building

The District Office site is a 3.1 acre property at the intersection of Dublin Boulevard and Golden Gate Drive, in Dublin. The site is physically separated and located nearly equidistant between the two college campuses of Chabot and Las Positas. This physical separation reinforces the function of the District Office, which houses coordinated administrative functions that serve both campuses.

The District Office site currently hosts a single three-story office building and a surface parking lot (see **Figure 2.1**). The 66,248 square-foot building was constructed in 1987 and currently houses several core administrative departments, including the Chancellor's Office, Technology Services, Facilities Planning, Marketing and Public Relations, Human Resources, Educational Support Services, Economic Development and Contract Education, Accounting, and Purchasing. The District occupies 25,393 assignable square feet (asf), about 48% of the current building. Additional space in the building is leased to other office and retail tenants, providing a consistent revenue stream for the District while meeting the terms of the financing agreement that is tied to the original acquisition of the building.

The current building is in good condition overall and is ADA compliant, but it requires upgrades to enhance office functionality, increase entry security, and accommodate programmatic and administrative growth.

Site Access, Parking and Transportation

The District Office site has two points of vehicular access from Golden Gate Drive, one located in the middle of the site near the existing building and the second located at the southern portion of the site. These entries feed into a surface parking lot that covers more than half of the site. A total of 230 on-site parking spaces meet usual current programming needs and Dublin land use standards, including for handicapped-accessible spaces (see **Figure 2.2**). The current mix of uses creates occasional demand for parking on the site that exceeds the available spaces. There are two Electric Vehicle charging stations in the parking lot, adjacent to the main entrance.

The site is well served by a range of transportation modes, including vehicle, pedestrian, bicycle, bus transit, and BART. There are five-foot wide sidewalks along Golden Gate Drive and St. Patrick Way, and eight-foot wide sidewalks along Dublin Boulevard (see **Figure 2.3**). Bus Route 503 runs along Dublin Boulevard and includes stops in both directions on Dublin Boulevard in front of and adjacent to the existing District Office building (see **Figure 2.4**). Class II bicycle lanes serve the site on Golden Gate Drive and St Patrick Way, and Class II lanes are proposed for Dublin Boulevard in the future (see **Figure 2.5**).

Both on-site parking and multi-modal connectivity are important to providing choices for how staff, faculty, visitors, students and tenants reach the District Office. The use of the District Office will intensify as this plan gets implemented, which will increase the need for a range of viable travel options, including public transit, pedestrian, bicycle and automobile accessibility and connections.

**Figure 2.1:
Existing Site Plan**

Legend

- Site Boundary
- Existing Building
- Planters
- Paved Surface
- Surface Parking



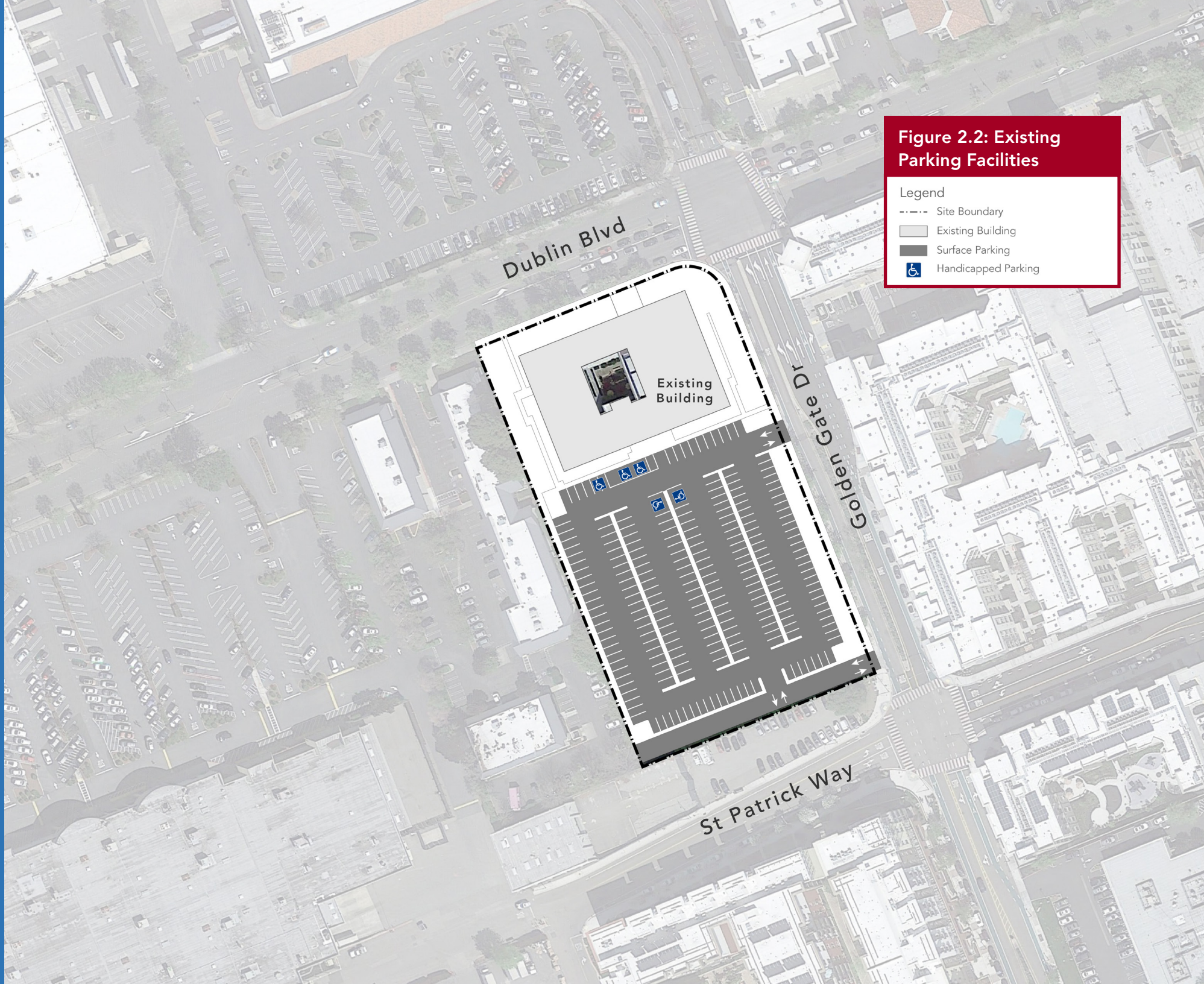


Figure 2.2: Existing Parking Facilities

Legend

- Site Boundary
- Existing Building
- Surface Parking
- Handicapped Parking

Figure 2.3: Existing Pedestrian Circulation

Legend

- Site Boundary
- Existing Building
- Planters
- Paved Surface
- Surface Parking
- 5 Feet Sidewalk
- 8 Feet or more Sidewalk
- Internal Circulation



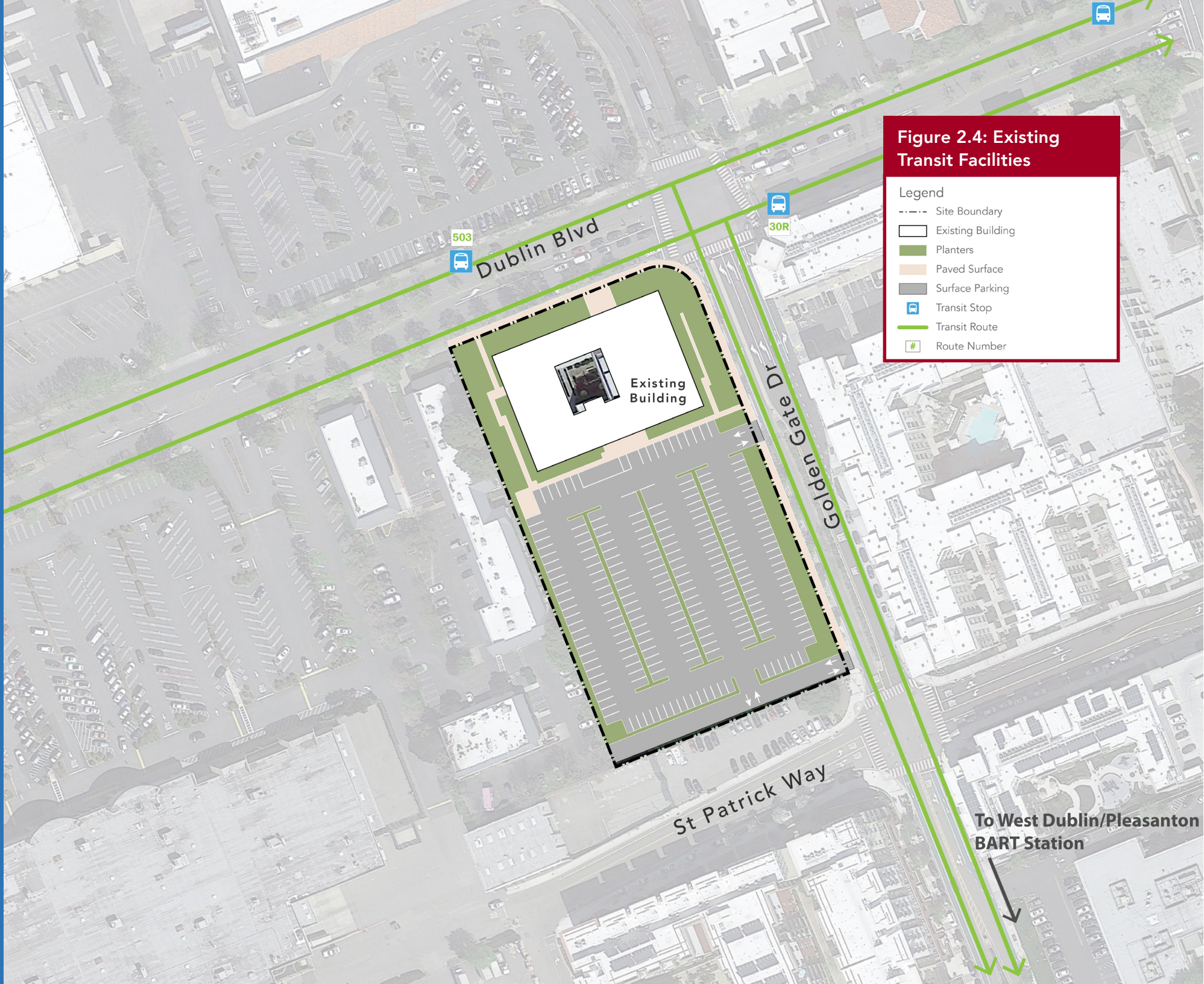


Figure 2.4: Existing Transit Facilities

Legend

- Site Boundary
- Existing Building
- Planters
- Paved Surface
- Surface Parking
- Transit Stop
- Transit Route
- Route Number

503



Dublin Blvd



30R

Golden Gate Dr



Existing Building

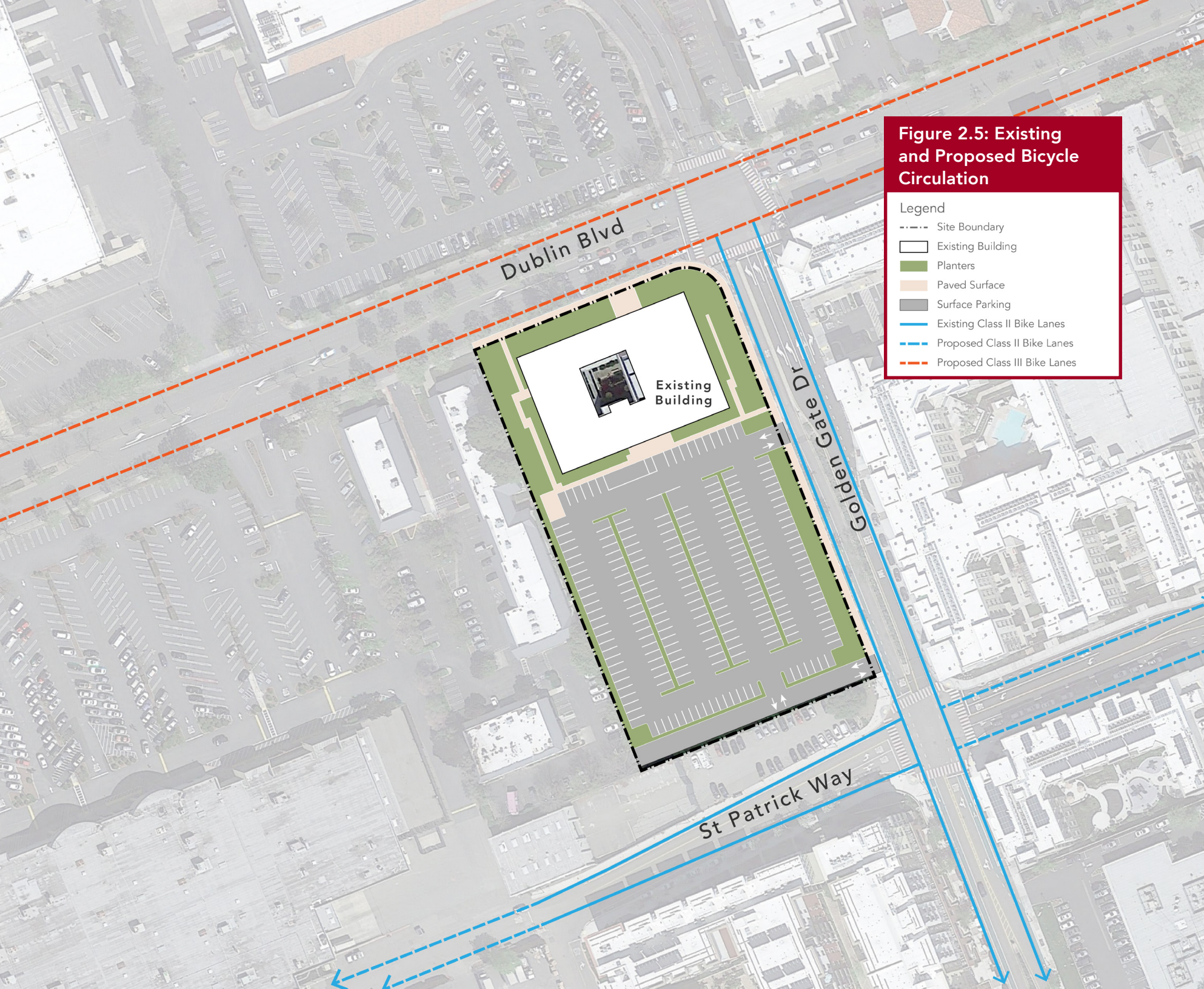
St Patrick Way

To West Dublin/Pleasanton BART Station

Figure 2.5: Existing and Proposed Bicycle Circulation

Legend

- Site Boundary
- Existing Building
- Planters
- Paved Surface
- Surface Parking
- Existing Class II Bike Lanes
- Proposed Class II Bike Lanes
- Proposed Class III Bike Lanes



Sustainability

The District is committed to improving the sustainability of both the existing building and the site. If a second building were to be constructed on the site (see **Chapter 3**), the District would require that it achieve a minimum LEED Silver standard, which improves the energy and water efficiency of the building and also impacts the types of materials that can be used in its construction. In addition, water conservation, stormwater management, heat island effect reduction and light pollution prevention are District-wide objectives. This Facilities Master Plan proposes upgrades to the existing building and development of a new building. These upgrades will help enhance the sustainability of the site and further District goals.

The District will also continue to provide charging stations for Electric Vehicles.

Open Space

The site currently has linear landscaping buffers within the building setback along Dublin Way and Golden Gate Drive. The parking lot features mature trees planted between rows of parking that provide ample shade during summer months. There is an attractive entryway plaza between the existing building and the parking lot. Outdoor gathering occurs in the internal courtyard of the building. The courtyard accommodates approximately 16 people at four tables. The tables are located in shaded areas and/or have umbrellas to provide shade. There are also five concrete benches provided in landscaped areas.

Utilities and Technology

The existing utilities and technology on the District Office site are generally adequate. Upgrades to technology and security systems in the existing building, and the addition of modern technology and systems in proposed new building could enhance site functionality and provide a more secure and desirable workplace. A key consideration for any remodeling is ensuring that the main server room, located on the third floor, remains in place. The room includes critical systems and data infrastructure that supports all divisions of the District, including the two Colleges. A second server room on the first floor to supports Economic Development, Contract Education and the OSHA Training Center.

Key Needs and Recommendations

The District is committed to providing a desirable, modern workplace; accommodating anticipated future growth needs; and developing a connected and sustainable District Office site. In order to achieve this, improvements need to be made to existing and new buildings, site parking, and connectivity.

The following recommendations address key site needs and challenges:

- **Enhance utilization of the site** by adding buildings and uses that serve the district and community.
- **Cluster District offices within one building** to allow for coordination and synergy.
- **Create flexible building interiors** that can adapt to accommodate a range of uses as District needs change.
- **Upgrade infrastructure to support connectivity** within the site and to the surrounding area and multi-modal transportation.
- **Use climate appropriate, drought-tolerant and low-maintenance vegetation**, reduce high-water use plants and pursue opportunities for Low Impact Design (LID).
- **Design all new and remodeled buildings to** meet current standards for safety, accessibility and energy efficiency.
- **Address needs of individual departments** within the District organizational structure to adapt to changing needs for staffing and organizational structures.





OVERALL SITE IMPROVEMENTS

This chapter includes core components of the Facilities Master Plan, including: design goals, the future site plan, proposed improvements related to building adjacencies, wayfinding, access, circulation, and infrastructure. Guiding design principles presented in the second part of the chapter provide more specific design direction to ensure the desired character for buildings, landscaping, pedestrian/bicycle amenities and signage, as well as practices that support long-term sustainability and health. As the site is reprogrammed and/or redevelops over time, changes should occur in accordance with the future design goals and principles. The next chapter (**Chapter 4**) details the individual projects that comprise the overall site plan.

Site Design Goals

The following design goals should guide future renovation and/or expansion of District Office site:

- **Enhance Accessibility:** The site should allow safe and convenient access to/from site and comfortable circulation within the site via clearly delineated pedestrian paths.
- **Preserve Existing Assets:** Facility assets should be preserved based on objective criteria for establishing their value, including safety, efficiency, seismic analysis and pedagogy.
- **Incorporate Sustainability:** New projects must achieve a minimum LEED Silver rating and all site improvements should demonstrate the District's commitment to becoming carbon neutral and advancing the goals of adopted climate action plans (American College and University Presidents Climate Commitment, 2007; Chabot and Las Positas Colleges Climate Action Plans for the American College & University Presidents Climate Commitment, 2010).
- **Support Human Interaction:** Site design should encourage interaction in a variety of spaces, from indoor and outdoor work areas to lively gathering spots. Thoughtful program adjacencies can create synergy and strengthen social cohesion.
- **Accommodate Projected Growth:** Facilities should be designed to have the flexibility to accommodate growth and programmatic change.
- **Reinforce Community Identity:** The site should provide a strong and recognizable visual presence to welcome visitors and serve as a source of community pride.



Future Site Plan

The future site plan for District Office site draws on staff input, the existing conditions analysis, space need projections, and goals set forth in previous facility and strategic master plans. The site plan includes the following major components to create a more functional, modern, and multi-use site (see **Figure 3.1**):

- Renovate the existing building so it can more efficiently serve District administrative functions
- Provide more modern, flexible office and gathering spaces
- Enhance security and safety on the site
- Add a new state-of-the-art building in the current parking lot
- Add more uses, while also maintaining lease revenues
- Enhance connectivity between buildings, improve landscaping and make parking more efficient
- Improve infrastructure to support state-of-the-art buildings and meet rigorous efficiency standards

The design principles presented later in this chapter will further guide future detailed designs for new projects.

The future site plan assumes that the existing building will be retained and renovated to better serve the needs of the District. It also includes a long-term option to build a second building fronting Golden Gate Drive over a portion of the existing parking lot. In order to increase parking supply necessary to support both buildings (consistent with City of Dublin land use and zoning requirements), one floor of underground parking would be created, in addition to potential structured parking on the ground floor of the new building. The underground parking would be likely accessed from the southern entrance road and would be approximately the same size as the existing parking area.

In addition to the new building and underground parking, the future site plan also envisions improved pedestrian circulation and a plaza gathering space between the two buildings that will allow for connectivity and a sense of connection between the two buildings. The overarching goal is to ensure that the site feels like and functions as one integrated project – not as two separate buildings.



**Figure 3.1:
Future Site Plan**

Legend

- Site Boundary
- Existing Building
- Planters
- Paved Surface
- Surface Parking
- Proposed Building
- Underground Parking Deck Limit

Dublin Blvd

Golden Gate Dr

Existing Building

Proposed Mixed-use Building

Underground Parking Deck Limit

Parking Entrance

St Patrick Way

Guiding Design Principles: Buildings

The following guiding design principles support the District's overarching goals. They provide high-level design direction and build upon successful elements from past plans while focusing on new ways to create a more sustainable, dynamic and beautiful District Office site. In addition to the goals and principles outlined in this Facilities Master Plan, other technical resources approved by the District provide critical direction.

BUILDING AND FACILITY SITING

Intent: Ensure that the placement of a new building on the site provides easy and safe access, supports program adjacencies, activates open space areas and supports site-wide sustainability.

- Consider aligning final building footprint similar to the footprints outlined on the conceptual future site plan to provide the most **efficient use of space**. Building footprints should conform to the following guidelines:
 - Represent the most **efficient use of space** in order to maximize available outdoor open space.
 - Allow for new **program adjacencies** that consolidate uses and bring Divisions closer together.
 - Allow **flexibility in the interior layout of the building** so the District can use the new building in a multitude of ways in the future, as market conditions and demands change.
 - Enhance the **pedestrian experience**.
 - Support **fiscal health, academic, and sustainability goals** of the District.
 - Create beautiful open spaces on site that are **vibrant and activated**.

- Ensure building footprints allow for maximum **accessibility and connectivity** on site while also promoting **safety**.
- Orient buildings while taking into consideration **existing buildings and neighborhood dynamics**.

BUILDING MASS AND SCALE

Intent: Maintain the sustainability benefits provided by larger buildings while designing them to feel inviting, accessible and human-scale.

- Utilize setbacks and step-backs to reduce the bulk of buildings, reduce shadows cast from a potential new buildings and respect the **human scale** to create inviting open spaces.
- Ensure adequate floor to ceiling heights to ensure **flexible use** in buildings (including offices, retail, classrooms, community gathering, residential, etc.)
- **Delineate building entrances** with key vertical and horizontal elements, including lighting, vegetation and art elements.
- **Thoughtfully place and size windows** so they respond to solar orientation, provide "eyes" on adjacent spaces, open up views and provide natural ventilation.
- Design buildings with **adequate buffers and fenestration** when fronting open space, parking areas, and sidewalks.
- Ensure buildings have **color and materials palettes** that are harmonious with innovation and technology and respond to sustainability objectives (e.g., low energy construction materials, low radiant heat properties, durability, etc.).
- Seek out building materials that are locally made, and have **minimal adverse environmental impact**.

BUILDING ORIENTATION AND EFFICIENCY

Intent: Orient and design buildings to take advantage of natural lighting as a means of reducing overall building energy demand.

- Orient and shape buildings to **reduce heating and cooling** energy use.
- Provide exterior shading to southern glazing to **minimize unwanted solar heat gains** and allow for natural daylight.
- Provide appropriate exterior shading on east and west glass to **address direct solar gains at low sun angles**.
- **Orient service and utility areas away** from primary gathering and pathways, and screen with landscape elements when possible. Passive uses could face the north side of buildings where natural lighting and heating are not as crucial.
- Utilize **adaptive light layering** for task, accent and ambient lighting. This allows lighting levels to be safely reduced under multiple circumstances.
- Incorporate **high-efficiency domestic hot water (DHW)** systems in buildings.
- Design and install **high-efficiency lighting systems** in and around buildings.
- Optimize the building shell design and space configuration for **daylighting** strategies. Install controls for both primary (directly adjacent to windows) and secondary (adjacent to primary space opposite the windows) daylighted spaces with continuous ramping capability.
- Consider the use of **light shelves** to extend the range of daylighting into the building.
- Use a combination of **low ambient lighting** with the space sub-divided into smaller zones for lighting control purposes, including high-quality task lighting with personalized controls in open office environments.

NATURAL HEATING AND COOLING

Intent: Ensure that all buildings (existing and potential) utilize innovative technology, design approaches, and materials to maximize natural heating and cooling as a method for reducing overall building energy demand.

- Design and construct all buildings to **reduce heating and cooling loads** and subsequently minimize space conditioning energy use.
- Incorporate **high-efficiency heating, ventilation, and air conditioning** (HVAC) systems in buildings.
- Place occupancy controls in all rooms and dimming controls where applicable in order to reduce lighting energy use and act as a part of **high-efficiency lighting** design.
- Use supply ventilation with filtration systems for **fresh air ventilation** in buildings.
- Conduct third-party verification of building envelopes and mechanical measures to ensure **quality installation** that meets design expectations.
- Incorporate miscellaneous load controls and occupant **feedback mechanisms** in buildings.
- Conduct **building-wide commissioning** of buildings prior to occupancy to verify building systems performance and ensure quality installation that meets the design expectations.
- Design building rooftops to allow for photovoltaic to cover up to 75 percent of total **rooftop areas in order to maximize on-site energy production**.
- **Install high-efficiency appliances**, such as energy star appliances, low-water use appliances, and ultra-high-efficiency fixtures (UHEFS) when possible.
- Apply features to roofs that **reduce heat gain** and improve energy efficiency, including “cool roof” materials (e.g. lighter colored, higher albedo materials) that reduce solar reflectance, plants or other materials/colors that minimize urban heat island effect.
- Install **operable windows** to encourage natural air movement.

Guiding Design Principles: Landscapes

The following guiding principles for sustainable landscape practices, site furnishings and materials are intended to support sustainability while also providing a landscape that is beautiful and efficient to maintain.

LANDSCAPE PRACTICES

Intent: Provide landscaping that encourages and enables outdoor meetings, rejuvenating rest periods, and informal gatherings, while also being sustainable and efficient to maintain.

- Include **California native and climate appropriate** native plant species that do not require excessive watering. Decisions about specific plant species will be based on plants listed in the Plant Pallet (Page 26), selected from the locally-appropriate Las Positas College Design Guidelines (2019) and consultation with the Grounds Manager. The Las Positas College Design guidelines are appropriate to refer to as a starting point for developing District Office guidelines because the District Office and Las Positas College are in very similar climates.
- Select plants that are **low-maintenance** and have a clean, compact appearance.
- **Replace non-actively used turf grass** with water conserving drought tolerant plantings that do not require biweekly mowing or other climate appropriate, drought tolerant ground cover.
- Comply with all **Model Water Efficient Landscape Ordinance (MWEL)** requirements to promote the conservation and efficient use of water.
- Group plants with similar **water requirements** to eliminate over-watering and under-watering plants.
- **Increase shade trees** where possible with the goal of enhancing comfort and beauty in seating, walking and gathering areas.
- Install a **weather-based irrigation** system.
- Explore **supplementing potable irrigation** water with reclaimed water or localized rainwater harvesting on-site.
- Consider **Low Impact Development (LID)** design and materials whenever possible.
- Follow an **organic weed and pesticide management** plan.
- Implement **soil management** techniques to promote and maintain healthy soils, such as adequate mulching to slow evaporation and erosion, control weed growth, and add soil nutrient content.
- Provide adequate mow-bands and hardscape around site elements to ensure mowing and **maintenance efficiency**. This includes adequate (12" minimum) hardscape material around signage, light poles and other site furnishings.
- Consider **Crime Prevention Through Environmental Design (CPTED) strategies** for all projects to deter crime and increase safety on site. These include designing buildings, facilities, landscape and lighting that establishes good natural surveillance, access control and maintenance.

LANDSCAPE MATERIALS AND FURNISHINGS

Intent: Thoughtfully select materials and furnishings that are attractive, environmentally friendly and enhance pedestrian comfort.

- Encourage use of **previous materials** whenever possible, especially around tree wells and in parking areas.
- Maximize high albedo or **reflective materials**.
- Place tables, benches and other seating elements in areas with **options for shade** from shade structures or tree canopies.
- Provide **movable site furnishings** in gathering areas to allow for flexible spatial configuration, including group or individual seating and seating in sun or in shade from shade structures or tree canopies.
- Explore the use of special **paving materials**, colors and patterns in primary gathering areas to **demarcate social nodes and areas of interest**.
- Consider **expanding site features** that invite use in **primary gathering areas** such as drinking fountains, wireless connections/charging stations, outdoor dining and art elements.
- Explore the use of special **paving materials**, color and/or patterns in primary circulation and areas to **reinforce a circulation hierarchy**.
- Provide **secure bicycle parking** for workers, residents and visitors. Consider locations that connect to off-site bicycle infrastructure and transit.
- Design **efficient exterior lighting** to minimize glare, prevent light spillover, conserve energy, be Dark Sky compliant and consistent with City of Dublin standards.
 - Use solid-state outdoor light emitting diode (**LED**) **technology** or similar energy efficient light bulbs in all fixtures when possible.
 - Incorporate **smart controls and/or bi-level occupancy controls** on outdoor lighting when possible.
 - Consider installing **lighted pavement modules** (e.g., glow in the dark) or **photovoltaic powered light fixtures** that do not use any electricity when possible.
- Expand **tree planting and pedestrian refuges** in parking lots where possible.
- Ensure that all **internal walkways** have ramps and warning strips that comply with Americans with Disabilities Act (ADA) standards.
- Promote the use of **electric vehicles** and other low-polluting vehicles by providing additional dedicated parking spaces equipped with electric vehicle (EV) charging stations. EV parking spaces with charging stations must meet or exceed CALGreen Tier 1 minimum requirements (four percent of total parking required for non-residential construction).
- Provide clearly identified **separate receptacles for waste, recycling and compost**, and encourage creative and sustainable methods for collecting, treating and/or reusing post-consumer waste and compost when possible.
- Incorporate waste collection and compaction receptacles that use **solar power and smart technology** when possible.

Plant Palette

BUILDING ENTRY, PARKING, AND STREETScape

Trees

- 'Aristocrat' Bradford Pear, *Pyrus calleryana* 'Aristocrat'
- 'Brea' Chinese Elm, *Ulmus parvifolia* 'Brea'
- Chitalpa Tree, *Chitalpa tashkentensis*
- Crape Myrtle, *Lagerstroemia* 'Muskogee' or 'Natchez'
- Maidenhair Tree, *Ginkgo biloba* 'Autumn Gold' or 'Saratoga'
- Sawleaf Zelkova, *Zelkova serrata*

Shrubs

- Bird of Paradise, *Strelitzia reginae*
- Coast Rosemary, *Westringia fruticosa*
- Indian Hawthorn, *Rhaphiolepis indica* 'Pink Lady'
- Red Japanese Barberry, *Berberis thunbergii* 'Atropurpurea'
- Shiny Xylosma, *Xylosma congestum*



Maidenhair Tree



'Aristocrat' Bradford Pear



Sawleaf Zelkova



Crape Myrtle 'Muskogee'



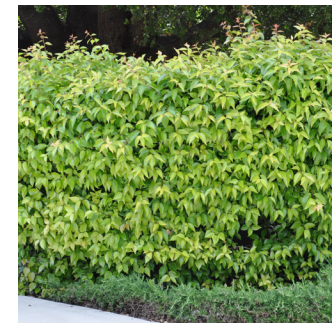
Chinese Elm 'Brea'



Coast Rosemary



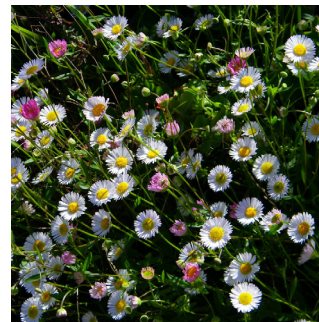
Indian Hawthorn



Shiny Xylosma



Adam's Needle



Santa Barbara Daisy



Red Japanese Barberry



Dwarf Rosemary

Perennials

- Day Lily, *Hemerocallis* sp.
- Santa Barbara Daisy, *Erigeron karvinskianus*
- Lavender, *Lavandula* sp.

Groundcovers, Grasses, and Succulents

- Adam's Needle, *Yucca filamentosa*
- Creeping Red Fescue/No Mow Fescue, *Festuca rubra**
- Dwarf Rosemary, *Rosmarinus officinalis* 'Prostratus'
- Tufted Hairgrass, *Deschampsia cespitosa* 'Northern Lights'

Bioswale Plants

- California Gray Rush, *Juncus patens**
- Golden SEDCE, *Carex elata*
- Mendocino Reed Grass, *Calamagrostis foliosa**
- Santa Barbara SEDCE, *Carex barbaeae**
- Sticky Monkey Flower, *Mimulus aurantiacus**
- Yarrow, *Achillea millefolium**

*denotes a California native species



Note: Plants listed here can be supplemented with plants listed in the 2019 Las Positas College Design Guidelines Plant List.

SIGNAGE AND WAYFINDING

Intent: Establish signage that visually signals that the District Office site is a part of the Chabot-Las Positas Community College District, that is clear and legible, corresponds to building architecture and District values.

- Develop signage at site and **building entrances** that follow or complement District branding (e.g., logo, text, etc.). Use durable materials, graphics, fonts and colors.
- **Ensure visibility** through location of building identification numbers to be visible to pedestrian readers and also emergency vehicle drivers.
- **Maintain trees and shrubs** to provide unobstructed sightlines between primary readers and all signage on site.
- Choose the appropriate method for **signage lighting**.
 - Use **ground-mounted fixtures for up-lighting** that are low profile, can be positioned to avoid glare and can be screened.
 - **Avoid over lighting** and spill that causes light pollution.
 - **Illuminate building-mounted signs** with ambient building lighting and halo lighting.
 - Internally illuminated letters, backlit panels and digital displays are not acceptable.
- **Explore opportunities for educational and interpretive signage** to highlight important features on site, including those that support sustainability or are culturally significant to Chabot-Las Positas Community College District and the surrounding community.
- **Explore opportunities to install public art** that relates to the Chabot-Las Positas Community College District and can enhance site character, wayfinding and/or entry experience.

Guiding Design Principles: Community Health

Intent: Create an environment that supports community health. This includes the physical, emotional, social and ecological aspects of health for all members of the District community.

- Support and connect to options for **active and public forms of transportation** to encourage physical activity and reduce the amount of single occupancy vehicles driving to and from site.
- Encourage the construction of proposed bicycle lanes and provide secure **bicycle parking** on site.
- Provide **healthy food options** at all on-site events.
- Encourage **use of recreation centers at Chabot and Las Positas Colleges** by District staff.
- Protect the existing **tree canopy on the District Office site** to increase opportunities for carbon sequestration and benefits to air and water quality.
- **Reduce use of toxic** cleaning supplies, pesticides, herbicides and fertilizers on site whenever possible.





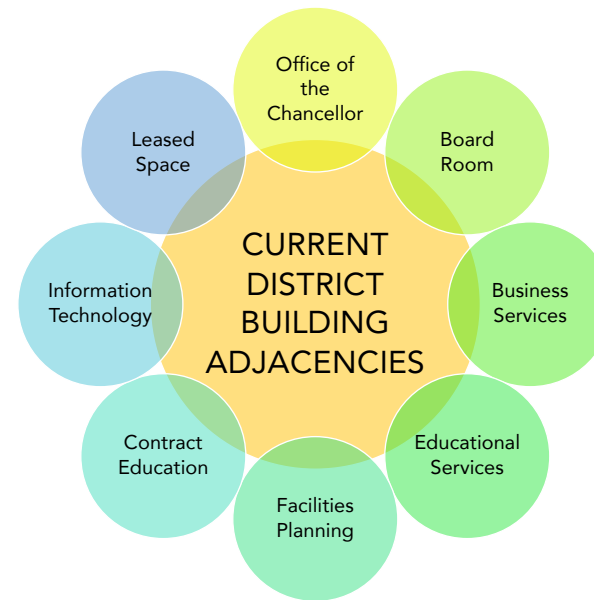
4

DISTRICT OFFICE PROJECTS

The District Office building and site in Dublin will be renovated and reprogrammed to allow District functions and programs to grow and expand, while allowing more uses to locate at the headquarters site. The following chapter provides an overview of the pre-programming approach for the District site, divided into two phases:

NEAR-TERM OPTION – Explore Additional Lease Space within the Local Community: EDCE expansion along with the OSHA Training Center (OTC) growth requires additional spaces to accommodate current and future demand. Due to existing tenant lease terms and projected costs of lease buy-outs the leased space on the second floor of the District Office Building is not a viable option. These programs may be located off site in order to provide them with adequate program space.

MID-TERM OPTION – Reprogram and remodel existing building: The District may choose to explore building reprogramming and remodeling in 2024 and 2025 in response to tenant lease expiration. Reprogramming may include additional District uses within the building. Ground floor lease revenue is critical to maintain as part of the building’s original funding structure.



LONG-TERM OPTION – Consider a Potential Second Building: Explore the possibility of developing a new second building on the site over a portion of the existing parking lot in order to increase leasable space and revenue, while also providing additional space for District uses. This option would require the creation of additional on-site parking to ensure there are adequate spaces provided for both the current and future new buildings.

Pre-Programming Approach

A key component of the District Office Facilities Master Plan process was to engage staff and users of the building to fully-understand the types of uses and spaces desired by different administrators, departments and programs. This process resulted in the pre-programming of the existing building and a potential second building located on the parking lot. All of the options described in the Facilities Master Plan identify ways to better utilize space while also ensuring there is an ongoing revenue stream from lease-holding tenants. This analysis was conducted in two parts:

- **Existing Space Evaluations:** This included evaluations of existing size and functionality of the current building and rooms at the District Office.
- **District Discussions:** This included several meetings with District staff to understand both their current and future space programming needs.

The purpose of this analysis was to ensure that growth in current and future programs located at the District Offices are accommodated in either the current or the potential new building, or identified for potential relocations. Over the long term the District desires to locate more functional uses at the headquarters site. The pre-programming estimates are not intended to represent the final programming for either the current or proposed new building. That level of refinement will take place once each building goes through detailed programming as part of the architectural design for the project. During that process, the District will again reach out to each department/user group to further refine the programming and ensure the existing and potential new building include all desired uses and features.

Near-Term Option Pre-Programming

In the near-term, the District may elect to find leasable space in the community to accommodate the current needs of the EDCE and TVCC programs. The estimated space needs for these programs are summarized in **Table 4.1: EDCE/TVCC Programming Statement.**

In the search for an appropriate space for an EDCE/TVCC program spaces, the District will consider the following:

- Two entrances for two programs
- Proximity to BART
- Parking for employees and students occupying 7 classrooms
- Access to a catering kitchen.

Table 4.1: EDCE/TVCC Programming Statement

Space Description	ASF	Quantity	Total	Description
Executive Director Suite	320	1	320	
Management Offices	100	6	600	Mgrs: OTC, TDS, Grants, IVE, EDCE, shared instructor's offices
OTC Classified TBD	80	12	960	Exec Asst., IV-E Coordinator, IVE Invoice Reviewer, Accounting Asst., TDS Coordinator, OTC Auditor, OTC Outreach Cards 1 and 2, OTC Materials Processor, OTC Receptionist, OTC Registrar, Classified TBD
Sr. Staff Office	160	1	160	
Offices (TVCC)	100	6	600	Prg. Mgr., Job Dev., Case Mgr. 2, Training Mgr.,TVCC Mgr. TBD
TVCC Receptionist and TVCC Classified TBD	80	7	560	Receptionist 2, Admin Asst. 2, DoR & DoL Shared Space, CalWks & DoJ/Jail Shared Space, Program Mgr. Asst., TVCC Classified TBD
Conference Room	380	2	760	
Large Conference Room	570	1	570	
Library and Research Area (TVCC)	800	1	800	Client Work/Study Area
TVCC Dedicated Classroom, with powered tables for laptops	1,000	4	4,000	2 TVCC Dedicated Classrooms, with powered tables in case of need for computer lab space
Computer Lab (40 Students)	1,500	1	1,500	
Large Classroom (70 Students)	1,750	2	3,500	
Multi-Use Room (100)	2,500	1	2,500	Large room with capacity to be split in half with accordion doors
Copy/Work Room	150	1	150	
Storage Room 1	50	1	50	Office Supplies
Storage Room 2	300	1	300	Program supplies, library and classroom materials
Storage Room 3	300	1	300	OTC equipment (e.g. hazmat suits)
Kitchen/Break Room	150	1	150	
Quiet Room	100	1	100	Lactation/rest room
EDCD/TVCC Waiting Room (4 Chairs)	200	2	400	
Total ASF			18,280	
Efficiency Factor		65%	6,398	
Total Program Space			24,678	

Mid Term Options Pre-Programming

In the mid-term, the District has the ability to reprogram the current building to allow expansion of programs and uses, while also maintaining ground floor leasable space (see **Table 4.1**). Portions of both the ground floor and the second floor are currently leased to commercial businesses or non-profit organizations. The District does need to maintain some ground floor commercial uses in order to gain income and meet development agreements set in place when the building was first acquired, however there are many ways in which the District could re-program its currently occupied space. This plan presents two scenarios. In the first scenario, Scenario #1, the Board Room and associated spaces remain on the third floor. In the second scenario, Scenario #2, the Board Room moves to the ground floor to increase ease of access to public spaces and improve security on the third floor by separating public spaces and work areas.

The pre-programming for the Mid-Term Scenario #1 includes the following key strategic moves within the current building:

- **First Floor:** Locate the reception, mail room and the Community Education Open Office for Contract Education on this floor.
- **Second Floor:** Locate Educational Services, Facilities Planning and the Foundation on this floor. Then expand Contract Education facilities, including EDCE/OSHA/TVCC, on this floor (note that there is not enough room to meet all of Contract Planning's desired uses during the near-term option).
- **Third Floor:** Expand the Chancellor's Office, Board Room functions and Business Services on this floor. Retain the MPOE and server infrastructure on this floor.

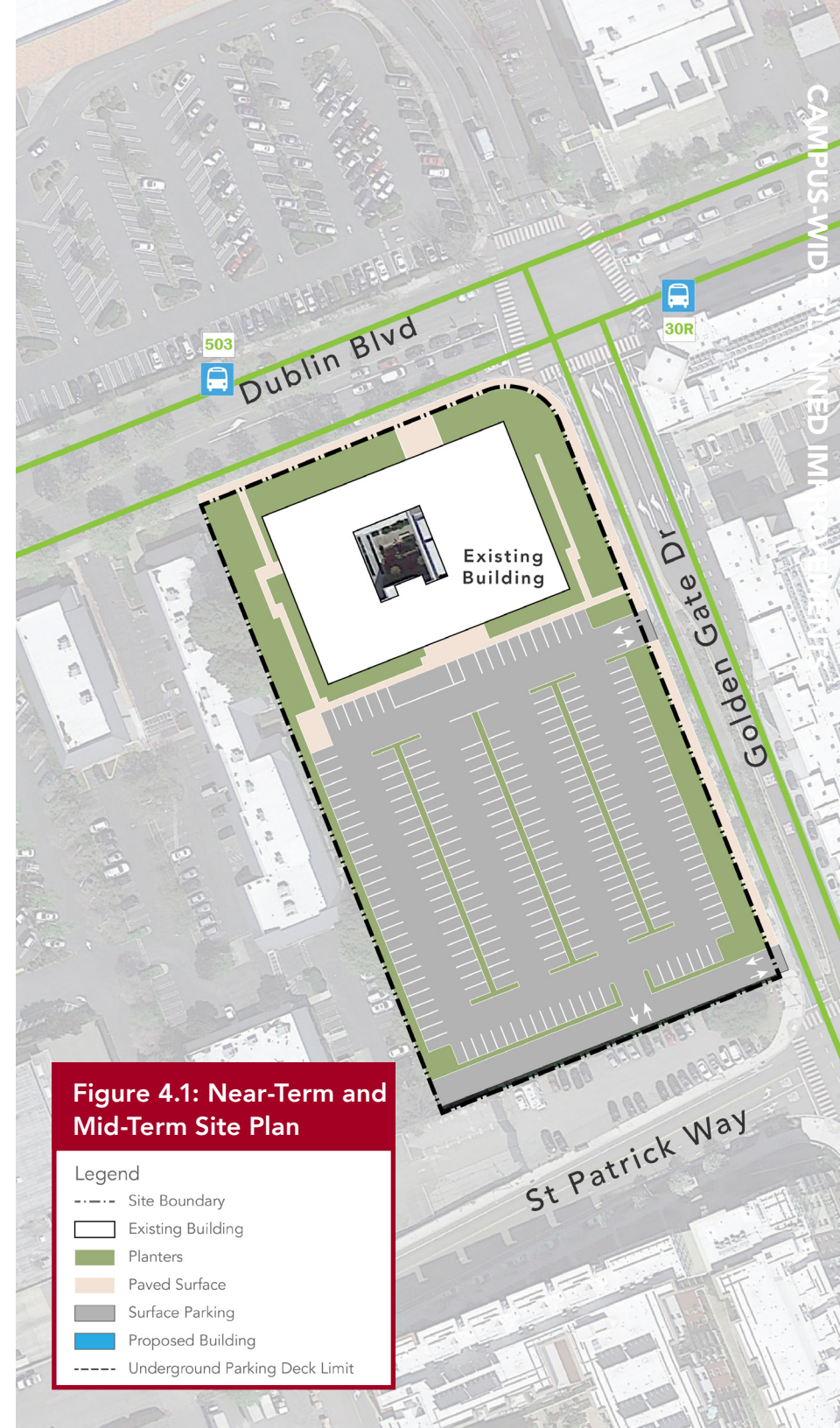


Figure 4.1: Near-Term and Mid-Term Site Plan

- Legend
- Site Boundary
 - Existing Building
 - Planters
 - Paved Surface
 - Surface Parking
 - Proposed Building
 - Underground Parking Deck Limit

MID TERM SCENARIO #1

Table 4.1: Mid-Term Scenario #1

Specific Uses	Existing ASF	Current Location	New ASF
FIRST FLOOR USES			
Contract Education			
Community Education Open Office - 20 stations @ 80 ASF	TBD	TBD	1,600
Other Uses			
Areas Leased to Others	8,807	-	8,807
Room for bid opening - 15-30 occupancy (accessible to public)	-	New	600
Mailroom		-	200
Emergency Generator/Storage			900
Circulation Space (estimate)	2,405		2,405
First Floor Total (17,244 ASF Available)			17,207

Table 4.1: Mid-Term Scenario #1

Specific Uses	Existing ASF	Current Location	New ASF
SECOND FLOOR USES			
Educational Services Offices and Workspace			
Educational Services Offices and Workspace	1,044	304, 305, 306, 307, 322	1,044
Vice Chancellor's Office	357	308	357
Director's Office	-	New	120
Admin/Shared Reception	315	309	315
Facilities Planning			
Vice Chancellor's Office	-	New	300
Executive Assistant, Reception	-	New	150
Facility/Construction Specialist	-	New	100
Energy/Sustainability Manager	-	New	120
Safety Manager	-	New	120
Facilities Team Room	-	New	350
Contract Education			
Contract Ed Computer Lab - 40 seats TVCC & Outside Users	TBD	TBD	1,500
Copy/Workroom (shared)	TBD	TBD	150
Office Storage	-	-	50
OTC Program Storage	-	-	300
General Program Supply Storage	-	-	300

Table 4.1: Mid-Term Scenario #1

Specific Uses	Existing ASF	Current Location	New ASF
Information Technology			
IT Executive Assistant	-	New	100
IT Testing & Team Rooms	277	339, 344	277
Vice Chancellor's Office	-	New	3100
Other Spaces			
Area Leased to Others (several)	16,586	-	0
Quiet/Lactation Room (Common Space)	-	-	100
Kitchen/Break Room (Common Space)	-	-	150
Foundation office and storage space	-	-	350
Circulation Space (estimate)	5,100	-	5,100

Table 4.1: Mid-Term Scenario #1

Specific Uses	Existing ASF	Current Location	New ASF
Second Floor Total (18,976 ASF Available)	18,953		
THIRD FLOOR USES			
Office of the Chancellor			
Chancellor's Office	416	331	-
Chancellor's Office Reception	124	326	-
Chancellor's Staff offices	564	324, 328, 329	-
Chancellor's Office Workroom	163	327	-
Chancellor's Conference Room	515	318	
Public Relations	251	323	-
Public Relations Assistants			
Board Room and Operations			
Board Room - 94 seats	2,058	315	2,058
Board Meeting Room - 15 seats	515	318	515
Board Room Support (Storage, A/V)	122	316, 317	122
Business Services			
Vice Chancellor of Business Services	350	357	-
Purchasing Manager	120	342	-
Contracts Manager	120	354	-
Purchasing Offices and Workroom	311	343	-
Purchasing Open Office (4)	550	352	550
Purchasing Open Office (2 Admin)	-	New	160
Purchasing Office	163	342	163
Business Offices	1,757	354, 355, 356, 357, 358, 359, 361	1,757
Business Services Storage	195	363	195
Payroll Office	164	366	164

Table 4.1: Mid-Term Scenario #1

Specific Uses	Existing Sq. Ft.	Current Location	New Sq. Ft.
Business Services			
Vice Chancellor of Human Resources	350		-
Open Office - Payroll & Human Resources (4 stations)	714	365, 379	714
Open Office - Payroll & Human Resources	-	New	100
Storage - Human Resources (secure)	188	364	100
Reception - Human Resources/ Retiree Area	234	381	234
Human Resources Offices (4)	771	368, 369, 375, 376	771
Human Resources Offices (2)	-	New	200
Human Resources Benefits Manager	-	New	100
Human Resources Team Room - convert to Manager Office	112	374	112
Human Resources Workroom, Storage	223	371, 373	223
Team Room (Increase size - 10 seats)	-	New	300
Investigations	-	New	150

Table 4.1: Mid-Term Scenario #1

Specific Uses	Existing Sq. Ft.	Current Location	New Sq. Ft.
Information Technology			
IT Storage	157	338	157
Server Room	279	337	279
IDF	154	382	154
Other Uses			
Office Area Kitchenette and Lounge	524	377, 386	524
Meeting Rooms	1,114	302, 303, 387	1,114
Circulation Space (35%)	-		-
Third Floor Total (16,501 ASF Available)			19,250*
TOTAL FOR THE BUILDING			52,721

* The team needs to discuss and confirm items to remove from the Third Floor under the Near-Term Option.

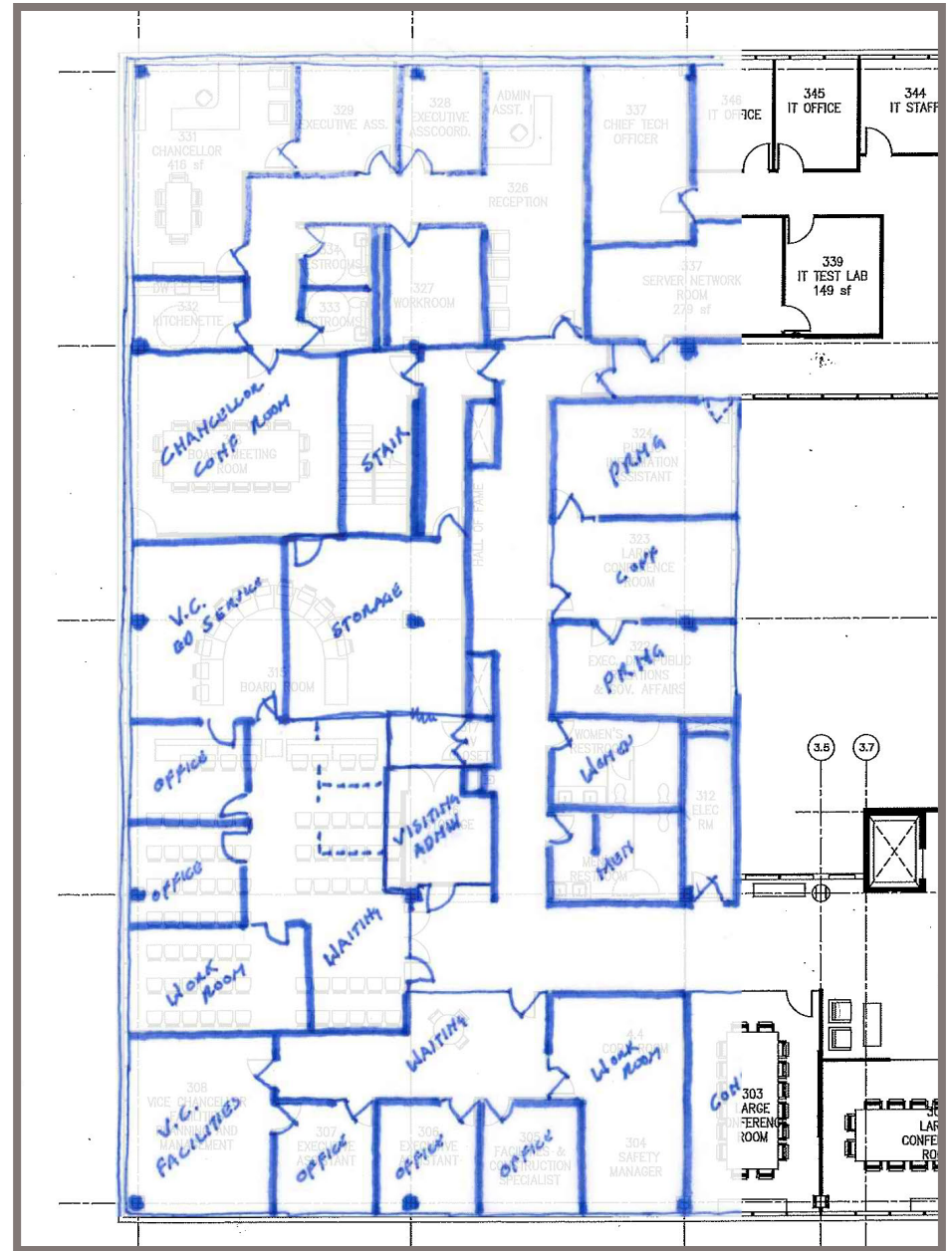
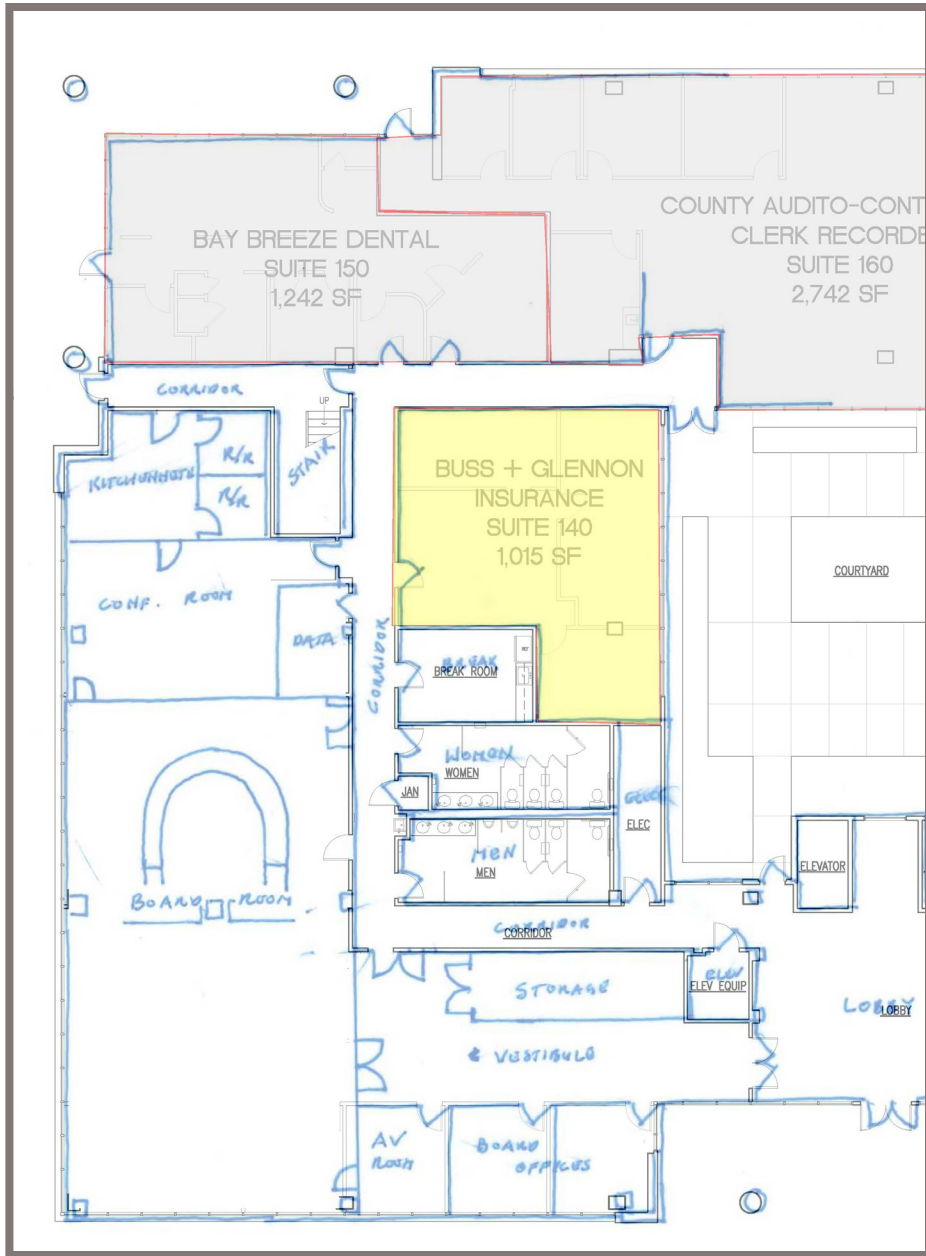
MID TERM SCENARIO #2

The pre-programming for the Mid-Term Scenario #2 includes the following key strategic moves within the current building:

- **First Floor:** Locate reception, the Board Room and associated spaces on this floor.
- **Second Floor:** Locate Educational Services, Facilities Planning and the Foundation on this floor. Then expand Contract Education facilities, including EDCE/OSHA/TVCC, on this floor (note that there is not enough room to meet all of Contract Planning’s desired uses during the near-term option).
- **Third Floor:** Locate the Educational Services offices, work room, storage area and office for the use of visiting administrators in the area previously occupied by the Board Room.

Table 4.2: Mid-Term Scenario #2

Specific Uses	New ASF
NEW FIRST FLOOR USES	
Board Room and Operations	
Board Room - 94 seats	2,058
Board Meeting Room - 15 seats	815
Board Room Support (Storage, A/V)	122
First Floor New Uses Total	2,695
NEW THIRD FLOOR USES	
Business Services	
Vice Chancellor of Educational Services	300
Educational Services Offices (2)	300
Work Room	200
Visiting Administrator Office	150
Vice Chancellor of Facilities	300
Facilities Offices (3)	450
Work Room	300
Storage	400
Circulation Space (estimate)	395
Third Floor New Uses Total	2,695



First Floor Conceptual Plans

Third Floor Conceptual Plans

Long Term Option Pre-Programming

In the long-term option, the District can consider further increasing District Office uses in the current building by developing a second building on the site that would be located on the existing surface parking lot, fronting Golden Gate Drive (see **Tables 4.2 and 4.3**). This new building presents many opportunities in its programming, since the primary goal would be to capture revenue from new leasable spaces. This is key because the District could repurpose the current building so it can be fully-used by District administration and academic functions (e.g., no longer contain leasable spaces). Extra District spaces could be moved to the new building if needed as well. The pre-programming for the Long-Term Option includes the following key strategic moves (which build upon, but are different from, the Near-Term Option):

- **Current Building, First Floor:** Remove all leasable spaces and expand Contract Education programming.
- **New Building, First and Second Floors:** Create new leasable retail and offices spaces. Consider options for additional District uses in the new building, including a larger event space and possible additional office space.

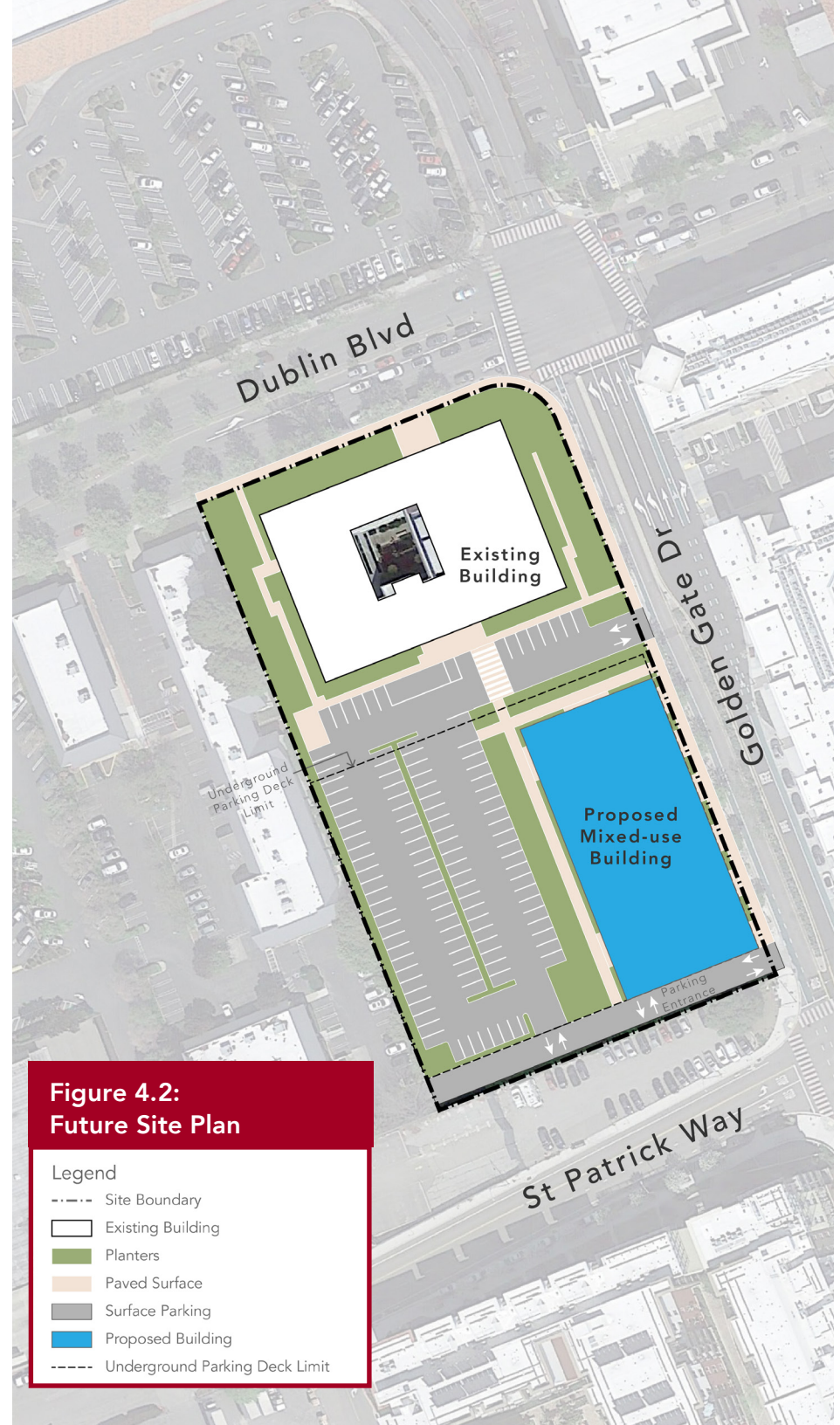


Figure 4.2:
Future Site Plan

Legend

- Site Boundary
- Existing Building
- Planters
- Paved Surface
- Surface Parking
- Proposed Building
- Underground Parking Deck Limit

- **New Building, Third and Fourth Floors:** Create new commercial office units of various sizes that respond to market demands and take advantage of the buildings location near the Dublin BART station. As the desirability of Transit-Oriented Development increases over time, continue to monitor the mix of uses that will provide the most return on investment for the District.
- **Site Connections:** Create clear pedestrian connections between the two buildings supported by outdoor plazas to ensure the site remains an integrated project. Connections could also include skyways, or above-ground walkways.
- **Land Use Analysis:** Monitor the City of Dublin’s land use and zoning requirements for the site to ensure a future new building responds to all development requirements. The pre-programming option identified Table 5.3 reflects current City land use and development standards (allowed uses, building heights, set-backs, stepbacks, required parking, etc.); however, these requirements may change over time.
- **Parking:** Create one level of underground parking and maintain surface parking on the portions of the site not covered by the two buildings. Consider a podium structure with parking at the ground level in the new building.

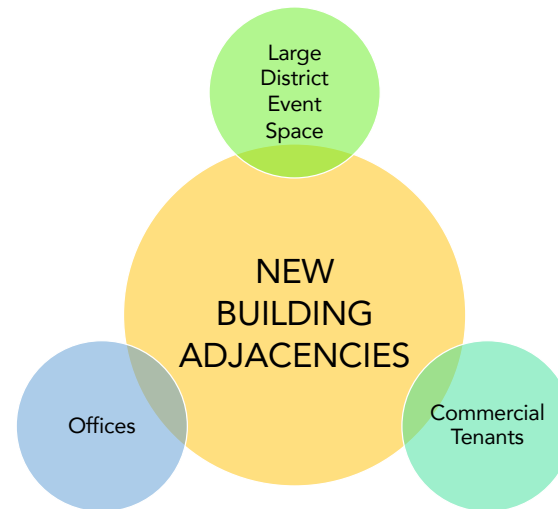
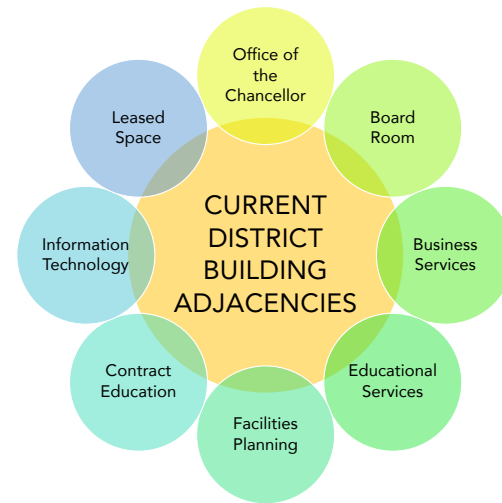


Table 4.2: Long-Term Re-Programming for the Existing Building

Specific Uses	Existing ASF	Current Location	New ASF
FIRST FLOOR USES			
Contract Education			
Contract Education Open Office - 20 stations @ 80 ASF	-	-	1,600
TVCC Library/Research	-	New	800
Waiting Areas (3 @ 200 ASF)	-	New	600
Contract Ed Conference Room (regional partners, etc.)	-	New	570
Contract Ed Conference Rooms (2 @ 380 ASF)	-	New	760
Executive Director Suite	-	New	320
Senior Staff Office	-	New	160
Management Offices (6 @ 100 ASF)	-	New	600
TVCC Privacy Offices (6 @ 100 ASF)	-	New	600
TVCC Library/Research	-	New	800
Waiting Areas (3 @ 200 ASF)	-	New	600
Other Uses			
Areas Leased to Others	8,807	-	0
Interview Room/small conference - SHARED by multiple departments	-	New	150
Document Management Center (Digital Archiving)	-	New	500

Table 4.2: Long-Term Re-Programming for the Existing Building

Specific Uses	Existing ASF	Current Location	New ASF
Interview Room/small conference - SHARED by multiple departments	-	New	150
Room for bid opening - 15-30 occupancy (accessible to public)	-	New	600
Conference rooms (2 @ 300 ASF, 1 @ 800 ASF)	-	New	1,400
Interview Room/small conference - SHARED by multiple departments	-	New	150
Document Management Center (Digital Archiving)	-	New	500
Mailroom	-	-	200
Emergency Generator/Storage	-	-	900
Circulation Space (estimate)	5,100	-	5,100
First Floor Total (17,244 ASF Available)			17,060
SECOND FLOOR USES (remains the same as the Near-Term Option)			
Second Floor Total (18,976 SF Available)			18,953
THIRD FLOOR USES (remains the same as the Near-Term Option)			
Third Floor Total (16,501 ASF Available)			16,501
TOTAL FOR THE BUILDING			52,721

Table 4.3: Long-Term Re-Programming for the New Building

Specific Uses	New Sq. Ft.
FIRST FLOOR USES	
Large Event Space (District)	4,000
Commercial Tenants	10,000
Circulation	6,000
First Floor Total	20,000
SECOND FLOOR USES	
Offices (District or Tenant)	10,000
Circulation	5,000
Second Floor Total	15,000
THIRD FLOOR USES	
Offices (District or Tenant)	10,000
Circulation	5,000
Third Floor Total	15,000
FOURTH FLOOR USES	
Offices (District or Tenant)	10,000
Circulation	5,000
Fourth Floor Total	15,000
TOTAL FOR THE BUILDING	65,000