

TEAM MEETING MINUTES

FCPS BUS FACILITY FEASIBILITY STUDY

DECEMBER 15, 2016

Attendees:

Ruth Biser
Holly Nelson
Tiana Haile
Mark Maggitti
Steve Boling

1. Revised Parking Analysis

Holly reviewed the decision to limit the sites selected. Buses were distributed by school service locations, and whether they also served an elementary school, a middle school, Rock Creek or Heather Ridge. She also took into consideration any spare buses within each feeder. The capacity of the parking sites was considered. Each scenario's facilities may be "required".

Scenario A – The cost of doing nothing. All facilities and services remain the same. Parking is efficient but maintenance is inefficient.

Scenario B – Hayward Road is the primary site with the secondary site being Urbana and 5 satellite parking sites.

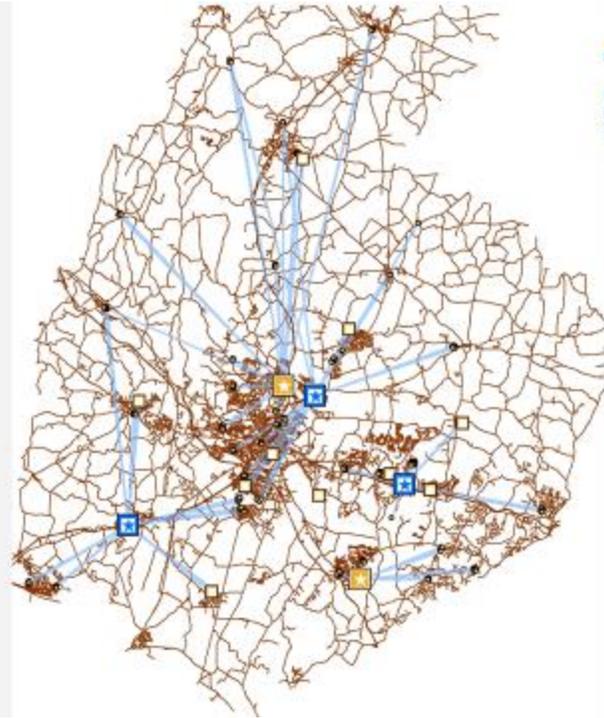
SCENARIO B: MAXIMIZE EXISTING SITE



- Redevelop the existing FCPS land at Hayward Road and Thomas Johnson Drive with a primary facility to handle 75% of the services
 - Consider consolidation of some of the smaller, less-efficient buildings to open up more space
- Build a secondary facility on the Knowledge Farms site in Urbana

SCENARIO B 5 SITES

Hayward Road Annex – 105/105
Knowledge Farms – 43/173
Valley ES – 92/104
Greenview Future Site – 84/277
Dearbought Future Site – 105/207



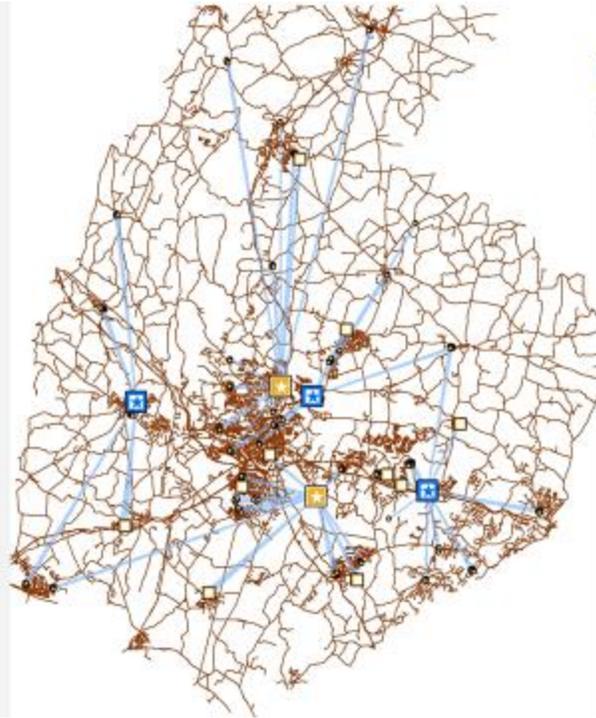
Scenario C – Hayward Road is a satellite site with the Public Safety site as the primary site and 5 satellite parking sites.

SCENARIO C: NEW PRIMARY FACILITY, HAYWARD AS SATELLITE

- Build a new primary facility on 10 acres of County land at the Public Safety Training Facility intended to handle about 75% of the bus service needs
- Existing facility would remain with no improvements and serve about 25% of the bus service needs
- Transportation management offices would be relocated to the new site

SCENARIO C 5 SITES

Hayward Road Annex – 105/105
Public Safety Training Facility – 86/197
Middletown Campus – 69/69
New Market Campus – 100/104
Dearbought Future Site – 69/207



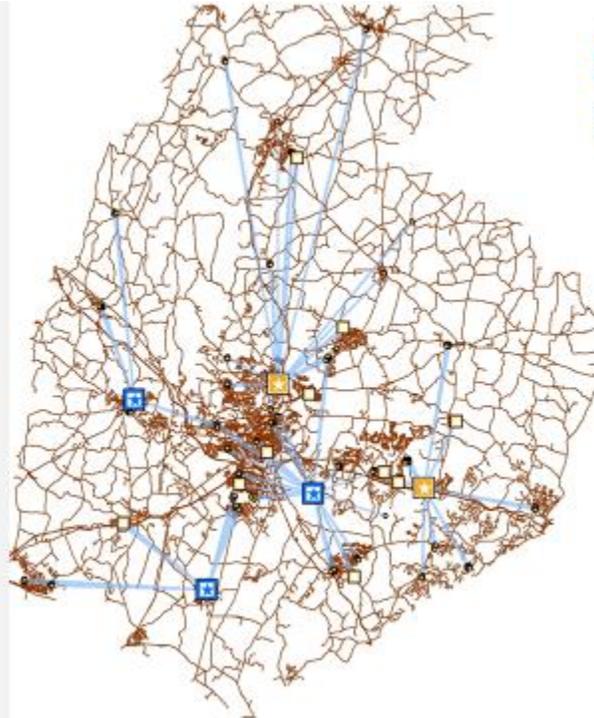
Scenario D – Two equal sites with five satellite parking sites.

SCENARIO D: TWO EQUIVALENT FACILITIES

- Purchase approximately 8 acres of land between I-70 and I-270 and build a new facility to serve about 50% of the bus service needs
 - All of the bus driver training would be at the new site
- Build a new facility at Hayward Road to serve about 50% of the bus service needs
 - Keep the office staff in the current building
- If the market analysis finds that purchasing land in this area is cost-prohibitive or that land is not available, consider this scenario using the Public Safety Training Facility site

SCENARIO D 5 SITES

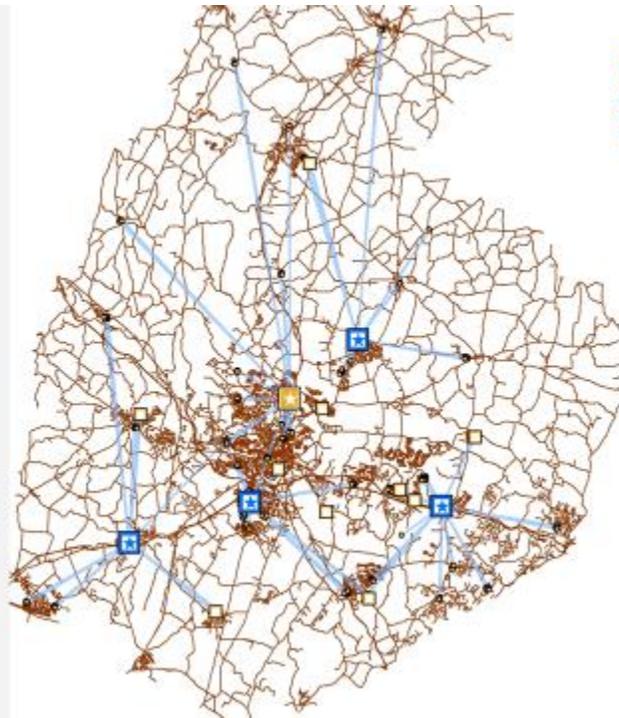
Hayward Road Annex – 105/105
Purchased Site in New Market Area – 104/104
Middletown Campus – 54/69
Public Safety Training Facility – 115/197
Carroll Manor ES – 51/69



Scenario E – 5 satellite parking sites only.

SCENARIO E 5 SITES

Hayward Road Annex – 105/105
Valley ES – 82/104
New Market Campus – 104/104
Ballenger Creek MS – 69/69
Glade ES – 69/69



Mark pointed out the need to factor in the proximity of fueling points to determine parking sites. Holly presented a summary of mileage increase impacts. The average is approximately 2300 deadhead miles for all 4 scenarios, B thru E.

SUMMARY OF MILEAGE INCREASE IMPACTS



Scenario	Daily Deadhead Miles	Average Miles	Minimum Miles	Maximum Miles
B	2414	6	0	20
C	2332	5	0	20
D	2351	5	0	20
E	2202	5	0	18

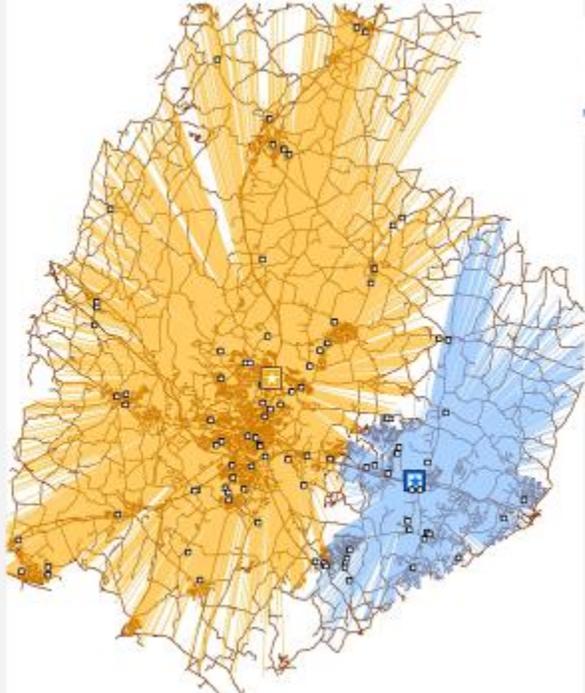
Increased deadhead mileage affects fuel locations, and added wages (time). Limited sites reduces some other expenses. Holly asked should we force choosing the Linganore site since it already has fuel. We also currently park 12 buses there. She will analyze the Linganore HS site as a possibility.

2. First section of the report for review

Phase 2 is the Feasibility Phase. The group reviewed the draft report. It will begin with an introduction and description of the site evaluation criteria. It will also outline the geographic efficiency analysis of the four scenarios. She presented an analysis of student allocation for scenarios B and C. D is incomplete.

SCENARIO B STUDENT ALLOCATION

Selected Site: New Market ES




3. Stakeholder engagement

The group discussed how and when to provide information to the stakeholders. Mark suggested we wait until we have some results before we engage the transportation employees. Tiana stated it is more important to engage the board and key decision makers out to the sites. Also input from the Chamber of Commerce group. The importance of conditions and safety will make it real.

4. Next steps

December 16 is a meeting with the consultants to finalize the scope of work and contract their services. January 5 is the next scheduled meeting of the committee. However, it will be canceled, but additional materials will be sent out for review. January 19 will be our next meeting to discuss the next report sections.