

# TEAM MEETING MINUTES

## FCPS BUS FACILITY FEASIBILITY STUDY

JULY 21, 2016

### Attendees:

Brad Ahalt  
Ruth Biser  
Holly Nelson  
Tom Buckley  
Todd Eudy  
Tiana Haile  
Heather Clabaugh  
Mark Maggitti

### 1. Feedback from Phase 1 BOE Presentation on July 13

The presentation to the Board of Education will be on Wednesday, July 13, 2016 during their work session. We were asked to look at partnerships and consider outsourcing shop needs. They asked the group to consider cost/student/mile for the other LEAs. They also asked the group to consider what facility needs might be addressed until a new facility can be built. Mark suggested we also consider a partnership with an outside group. Brad pointed out we need to provide a comparison of costs which will give us data justification to support our proposals. We need to explore all options. Holly and Heather will examine the cost comparison data.

### 2. Plan bus driver outreach at In-Service Trainings Aug 9-10

Holly will make a 15 minute presentation to the drivers. We will set up a table of information to be available before the training sessions. Should we provide a survey? Holly will provide the Executive Summary of her Phase I presentation as a status update. The group discussed whether or not to have a survey. It was suggested 3 or 4 questions would be more acceptable. Maybe ask for parking location suggestions or facility location suggestions. Heather suggested we present the challenges following the BOE presentation and update information. What needs to be targeted, offer options and request feedback. It was agreed we will update the group on the process instead of a survey. Mark asked will the presentation be the same as for the BOE? Holly said it will, and she will also provide the answers to the surveys. She will have a draft presentation at the next meeting. Tom and Mark will help.

3. Discuss rubric for evaluation of candidate sites



## LEGAL ASPECTS

Measurement	Evaluation Criteria
Ownership	Higher ranking for FCPS owned
Jurisdiction	
Zoning	
Cost of site	Lower cost ranks higher
Neighboring residential land uses	



## EFFICIENCY AND COST EFFECTIVENESS

Priority	How to measure/compare sites
FCPS bus maintenance facilities will have adequate space for vehicle maintenance and tool storage.	Will be the same from site to site (bay size has been determined).
FCPS will have the capacity to complete routine maintenance and repairs in a cost-effective manner.	Must have a total of 13.5 acres. Individual site must be at least 3.5 acres.
The FCPS bus garage will have adequate capacity for storage of vehicle parts.	Must have total specified in space summary.
FCPS will provide bus facilities and services in geographically efficient locations.	Number of students within a certain radius Access to highways – distance to on ramps, drive time to centroid of feeders Number of bus routes by feeder area (with and without special needs)

# STEWARDSHIP OF RESOURCES



Priority	How to measure/compare sites
FCPS will provide adequate facilities for vehicle washing to prolong the life of the vehicles.	Would like to have wash bay at each site but if not possible, drive time from each feeder area to the site.
FCPS strives to maintain its building stock and evaluate facilities for replacement on a regular basis.	Same for each site. May evaluate current facility for renovation or replacement.
FCPS plans for facilities to operate at an efficient capacity by monitoring student populations and planning for new facility capacity where necessary.	Additional acreage for expansion in the future.

# SECURITY



Priority	How to measure/compare sites
FCPS will minimize security risks.	Ability to have a fence? Ability to have security cameras? Ability to provide lighting? Number of currently unsecured buses that could be secured.
FCPS will provide adequate fleet vehicle parking.	Provide minimum acreage.

# OTHER CRITERIA



## Other criteria to evaluate

- Zoned appropriately, not near too much residential zoning, cost to get zoning changed
- Access to large roads with capacity for additional traffic
- Cost of land, cost to develop (grading, infrastructure, etc)
- Cost of one site vs. multiple sites
- Funding from other sources or partnership with other entities

The next meeting of the group will be Thursday, August 18, 2016. We will continue our discussion of FCPS and other sites.