

# TEAM MEETING MINUTES

## FCPS BUS FACILITY FEASIBILITY STUDY

SEPTEMBER 29, 2016

### Attendees:

Brad Ahalt  
Ruth Biser  
Holly Nelson  
Tiana Haile  
Todd Eudy  
Mark Maggitti  
Steve Boling  
Tom Buckley

### 1. Real estate analysis RFP

Review of short term goals and long term goals.



The slide features a dark blue wavy border on the left and a yellow vertical bar on the right. The FCPS logo is in the top right corner. The main content is divided into two columns: 'SHORT TERM (1-5 YEARS)' and 'LONG TERM (6-10 YEARS)'. The short-term goals include finding alternate parking, creating secure regional parking areas, finding additional shop space, and finding a place to wash buses. The long-term goals include building a larger new facility, considering satellite facilities, constructing a bus wash, and including parking.

## PHASE 2 GOALS

**FCPS**  
Frederick County Public Schools  
Reach. Challenge. Progress.

### SHORT TERM (1-5 YEARS)

- Find alternate parking location to replace gravel lot
- Create secure regional parking areas
- Find additional shop space or contract with private company to do the work
- Find a place to wash the buses

### LONG TERM (6-10 YEARS)

- Build a larger new facility for bus maintenance and other transportation needs
  - Consider satellite facilities or centralized
  - Construct a bus wash
  - Include parking

We will putting out a real estate analysis RFP to help us with an analysis of the market. A request for proposals was sent out on September 28 to five firms. It is due back on October 14. We would like an assessment of the availability of vacant land and vacant built-space that could meet all or a portion of our needs that are located in the I-10 or I-270 corridor with appropriate zoning. We expect a cost/benefit analysis along with the market analysis. Steve suggested a lease option should be considered.

### 2. Chamber of Commerce Focus Group

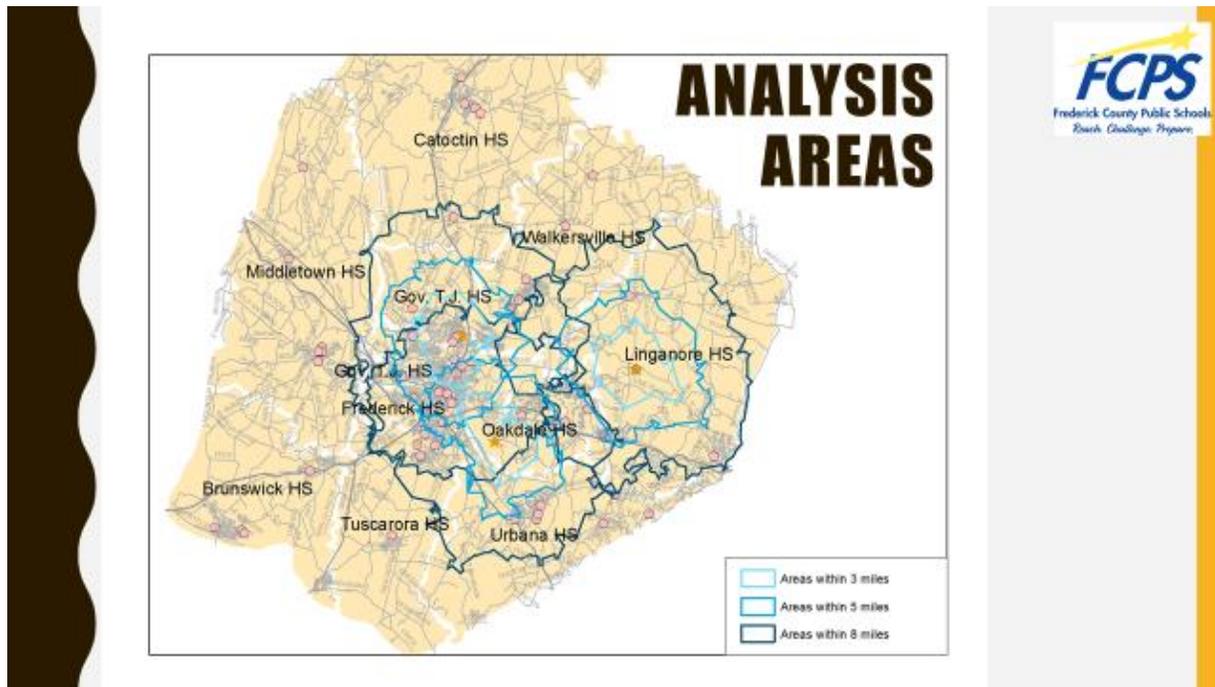
This is an opportunity to brainstorm solutions with local businesses. We hope to schedule this in mid October.

3. Recap small group discussion of FCPS sites for regional parking and bus garage locations.

In our small groups we decided locations in the central and south areas as the most likely. Considerations should be given to parking areas and the ability to fence some or all of them. Also consider availability of excess land that could be paved and fenced.

4. Summary of location analysis and our site selection rubric to date

Holly presented her analysis of the three example possible locations – Hayward Annex, the county’s fire safety training property, and the Linganore HS fueling location. She identified a 3, 5 and 8 mile radius areas to consider.



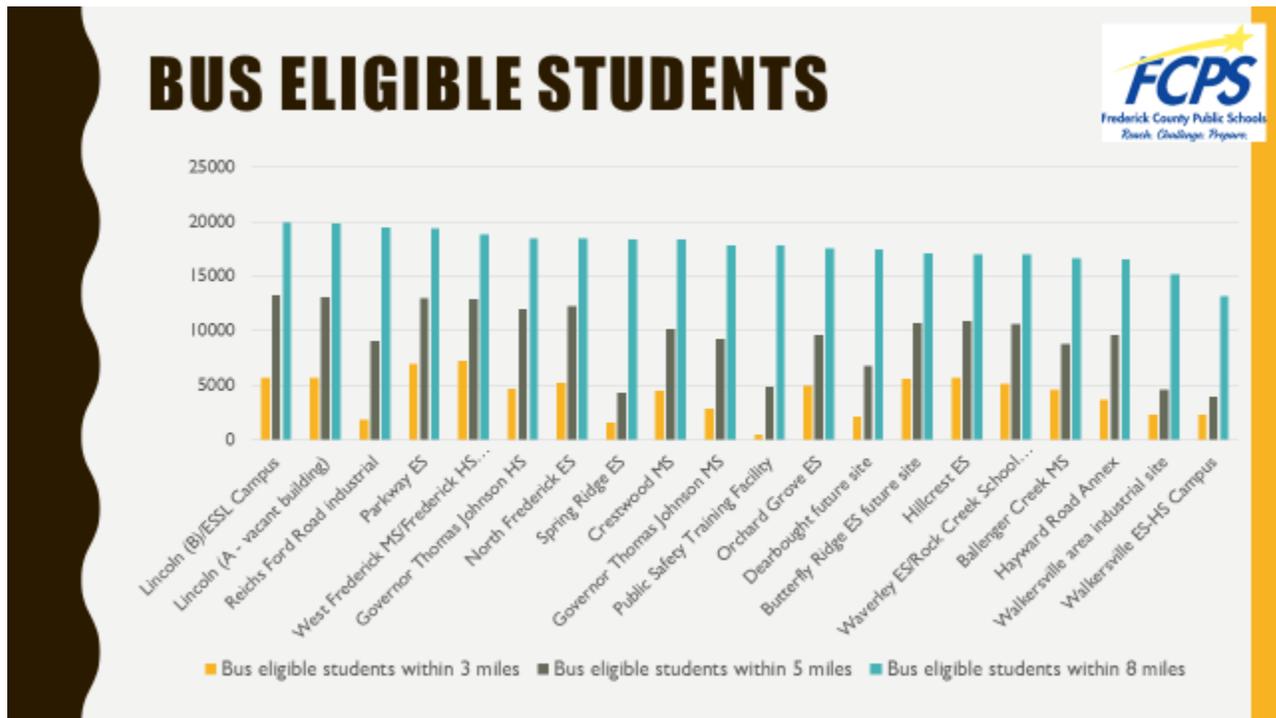
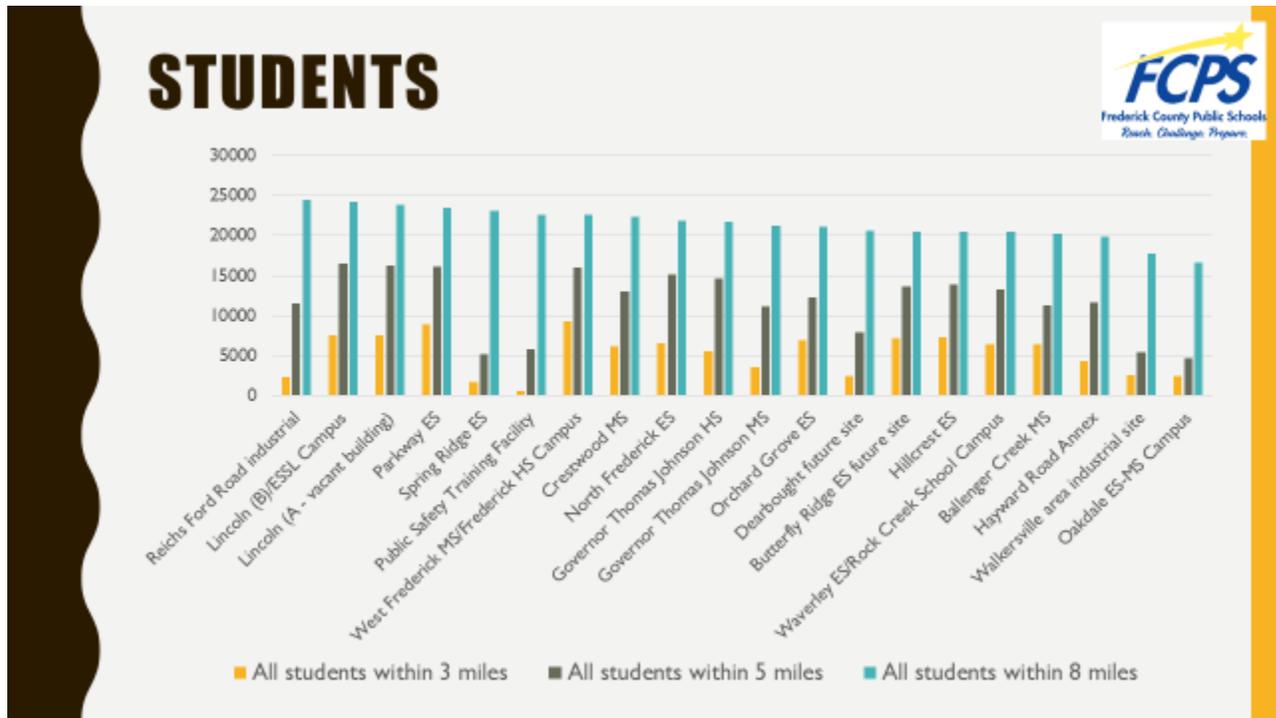
The preliminary location analysis included the parameters listed on the slide below:

## MAPPING SOFTWARE ANALYSIS

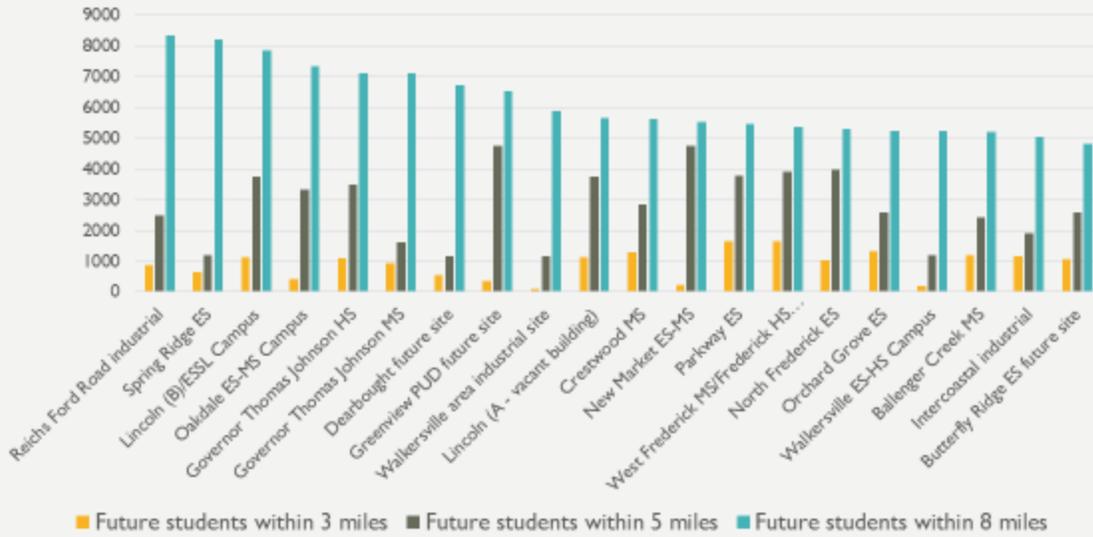
- Measured at three distances from each potential site – 3, 5, and 8 miles
- ~~Number of all students~~
- **Number of bus eligible students**
- Number of projected future students
- **Number of schools**
- **Number of bus routes within the candidate site’s feeder**
- Number of schools that are not within 8 miles of the Annex that are within 8 miles of the candidate site

The FCPS logo is visible in the top right corner of the slide.

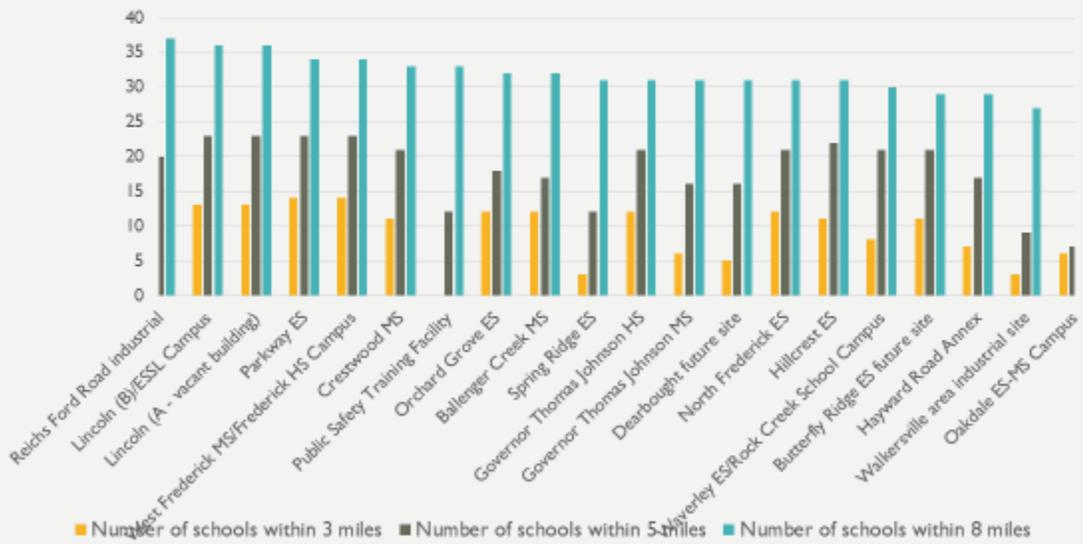
The group preferred the chart of bus eligible students as being more indicative of the weight to be given to the locations. The group would also like to prioritize the number of schools within a given distance and the number of bus routes within a candidate site's feeder pattern.



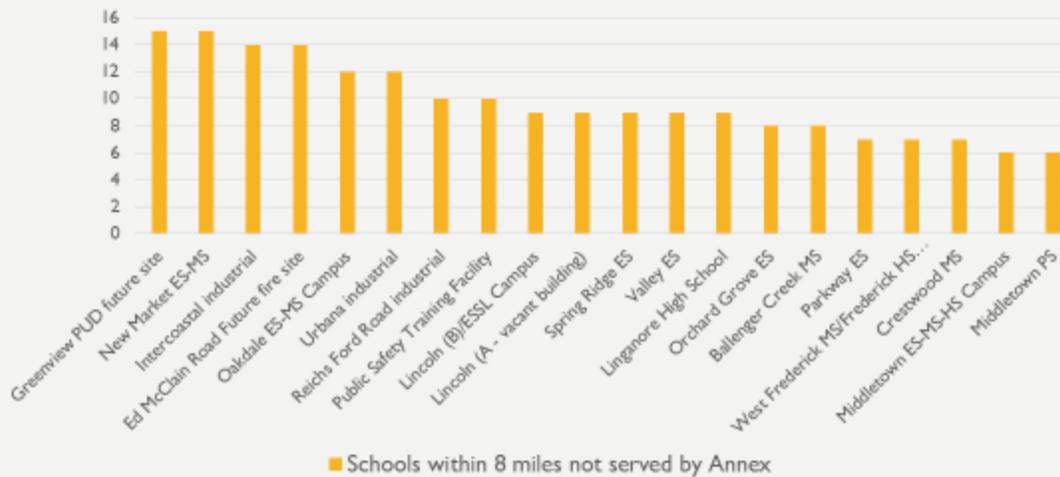
# FUTURE STUDENTS



# SCHOOLS



# SCHOOLS SERVED THAT ARE NOT SERVED BY ANNEX



Steve suggested combining the high school and middle school buses would result in better ridership and fewer buses. These savings could be put toward the new facility. The group preferred the 6, 8 and 10 mile radius for possible sites.

The next meeting will be Thursday, October 27, 2016 at 10:00 a.m.