

TEAM MEETING MINUTES

FCPS BUS FACILITY FEASIBILITY STUDY

OCTOBER 27, 2016

Attendees:

Brad Ahalt
Ruth Biser
Holly Nelson
Tiana Haile
Todd Eudy
Mark Maggitti
Steve Boling
Heather Clabaugh
Beth Pasierb

1. Chamber of Commerce focus group

Holly reported on the meeting with the Chamber of Commerce focus group. The group consisted of Rick Weldon, Rocky Mackintosh, Dave Esworthy, Matt Holbrook and Eric Soter. Holly attended with Beth, Heather and Mark. We were given a lot of ideas and outside the box solutions. In their opinion, a cost-benefit analysis is essential. There is also a cost to do nothing. We need to identify current inefficiencies. They suggested a pre-engineered structure can be adjusted to changes in the industry and in our needs. They also suggested partnerships with other local entities with similar needs. The Hayward Road property is very valuable and we would have to spend a lot to get anything similar.

MAJOR FINDINGS



- Decision-making
 - A cost-benefit analysis is going to be absolutely essential. We need to show the difference in cost between doing nothing and our solutions.
 - It may be preferable to build a lower-cost building that isn't intended to last forever because we don't know how school transportation may change in the future.
- Partnerships
 - The group affirmed our exploration of partnerships with the County at the Public Safety site.
 - A build-lease agreement with a private organization for either the garage or wash bay would be a great way to fund our facility needs
- Real Estate Market
 - Warehouse and office space are cheap and plentiful. We may want to consider abandoning the warehouse and using that land to build a new bus garage.
 - Many high-bay buildings exist throughout the County that could be leased for a garage but parking will be a challenge.
 - The Hayward Road/Thomas Johnson Drive properties are very valuable and we should maximize their use before looking elsewhere.

2. Real estate analysis RFP

We have sent out our request for proposals for a cost benefit analysis. MacRo responded. They were also on the Chamber focus group.



REAL ESTATE RFP



- Market Analysis
 - Assess the availability of vacant land and vacant built-space that could meet all or a portion of our needs that is located in the I-70 or I-270 corridor and is zoned appropriately. Provide information regarding existing infrastructure, zoning, land prices and potential restrictions and/or limitations to constructing proposed facilities.
- Cost/Benefit Analysis
 - Provide a cost/benefit analysis of the available options for meeting the facility needs either immediately or over a phased period of time.
- Sent to five firms on 9/28/16 and proposals were due 10/14/16



MACRO LTD. PROPOSAL



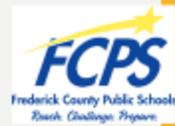
- Only one proposal was submitted from Dave Wilkinson, Rocky Mackintosh, and Sherri Mercer of MacRo Ltd. Commercial Real Estate
- Market Analysis
 - Identify properties currently for sale or known to be available and inventory characteristics such as initial price/cost, location, development and/or construction attributes; long term operational cost considerations
 - Can be completed within 30 days
- Cost/Benefit Analysis
 - We will discuss the scope of the analysis during our interview with the firm next week
 - Will take 90-120 days
- Fees proposed are hourly, with FCPS setting "not to exceed" limits for each part of the study

3. Steering Committee feedback

Holly updated the committee on the status of the project.

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

QUESTIONS FOR DISCUSSION



- We currently use schools as parking locations. Many schools complain about the buses taking up parking lot space, especially with regards to extracurricular events. Sometimes bus drivers are asked to come move their buses at various times to accommodate an event. Is it desirable to park our buses on school campuses? Can we mandate where to park if it is a logistically convenient location, even if the school community does not want buses there?
- Would it be possible to consolidate some Middle and High School routes to save on operating costs (e.g. Middletown feeder)?
- If there's nothing we can do to get an expanded facility built within the next 5-10 years, would we consider contracting in the interim?

The use of school parking sites is acceptable. The conflicts don't happen too often. However, Mark's concern is that these sites are not fenced or secure. He would prefer a lot specifically for bus parking that is secured with fencing. If we were to consolidate routes would we save on salaries. Mark says not really in the short term. Maybe over 10 years there would be savings. However, if you look at the whole picture there really would not be any savings. Holly presented her location analysis criteria and data. The Urbana/New Market/Oakdale area is where a facility would be needed for handling student population growth. In this analysis weight was given to access to highways based on ramps, crossings and roadways leading to highway access.

MAPPING SOFTWARE ANALYSIS



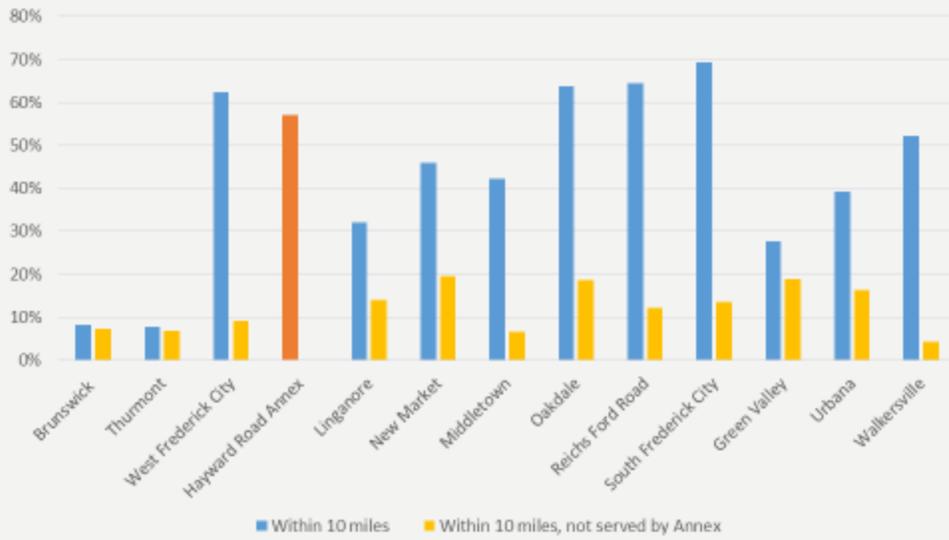
CONSIDERATION OF CANDIDATE SITES AS PRIMARY FACILITY

- Examined characteristics within a 10-mile radius of each site
 - Number of bus eligible students
 - Number of projected future students
 - Number of schools
- Number of bus routes within the candidate site's feeder

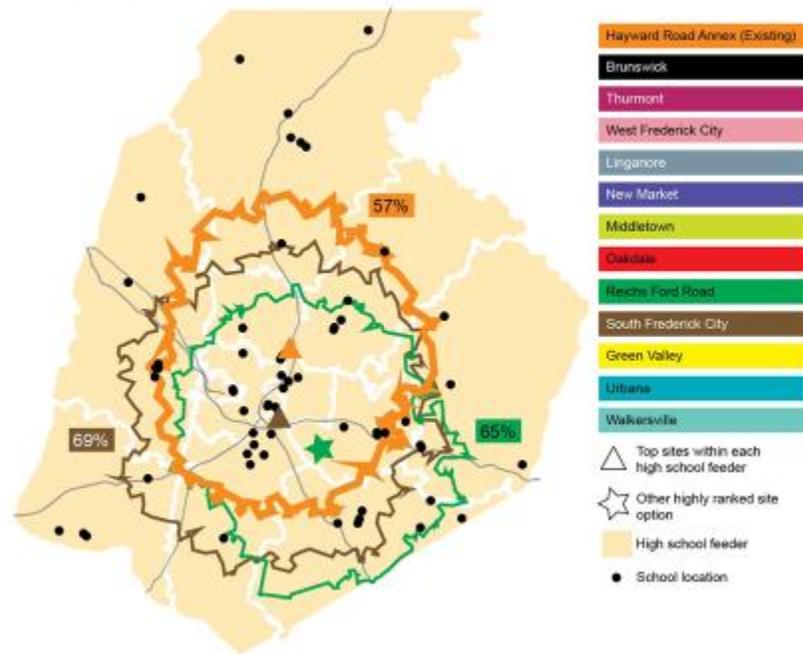
CONSIDERATION OF CANDIDATE SITES AS COMPLEMENTARY FACILITIES

- Examined characteristics within a 10-mile radius of each site that are not currently well served by the Hayward Road Annex
 - Number of bus eligible students
 - Number of projected future students
 - Number of schools
- Number of bus routes within the candidate site's feeder

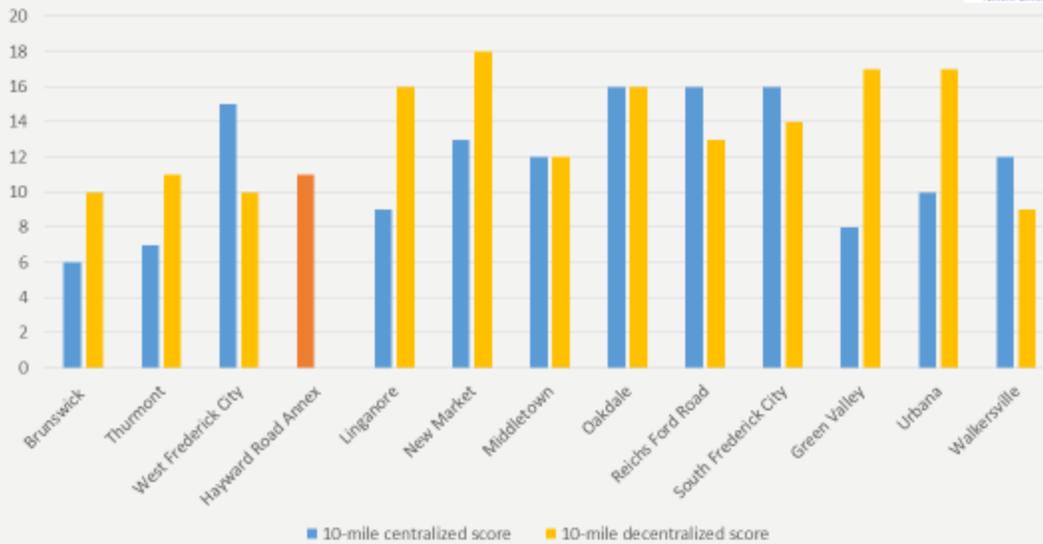
PERCENT OF BUS ELIGIBLE STUDENTS



Highest Percent of Bus Eligible Students Within 10 Miles



LOCATION SCORES



SUMMARY



NEW FACILITY AS PRIMARY FACILITY

- Best site options
 - South Frederick City
 - Oakdale area
 - Reichs Ford Road area
 - West Frederick City
- Many other site options are as good as Hayward Road or better

FACILITY COMPLEMENTARY TO HAYWARD ROAD ANNEX

- Best site options
 - New Market
 - Green Valley
 - Urbana
 - Linganore
- Generally these sites can serve additional areas that Hayward Road doesn't serve well; however they would not serve as well as Hayward Road as the primary facility

SCENARIOS FOR COST-BENEFIT ANALYSIS



One centralized facility	Centralized facility and small satellite facility	Two equivalent facilities
Build new facility at Hayward Road Annex	Build new central facility on County land at the Public Safety Training Facility; Keep Hayward as satellite	Build new facilities at Hayward Road Annex and on County land at Public Safety Training Facility
Build new facility on County land at the Public Safety Training Facility	Build new satellite facility on County land at the Public Safety Training Facility; Keep Hayward as central	Build new facilities at Hayward Road Annex and on land purchased in the I-70 corridor
Buy land in the I-70 corridor and build new facility	Buy land in the I-70 corridor and build new central facility; Keep Hayward as satellite	Build-lease new facilities at Hayward Road Annex and on County land at Public Safety Training Facility
Lease existing facility in the I-70 corridor	Buy land in the I-70 or 270 corridor and build new satellite facility; Keep Hayward as central	Build-lease new facilities at Hayward Road Annex and on land purchased in the I-70 corridor
Build-lease new facility at Hayward Road Annex	Lease existing facility in the I-70 corridor as central facility; Keep Hayward as satellite	
Build-lease new facility on County land at the Public Safety Training Facility	Lease existing facility in the I-70 corridor as satellite facility; Keep Hayward as central	
Buy land in the I-70 corridor and build-lease new facility	Build-lease new facility on County land at the Public Safety Training Facility as central facility; Keep Hayward as satellite	
	Build-lease new facility on County land at the Public Safety Training Facility as satellite facility; Keep Hayward as central	
	Buy land in the I-70 corridor and build-lease new central facility; Keep Hayward as satellite	
	Buy land in the I-70 corridor and build-lease new satellite facility; Keep Hayward as central	

The next meeting is scheduled for November 10 at 10 AM.