

## Waverley Elementary School – Feasibility Study

Project No.: 17261.00

Meeting #5

January 8, 2018

### Attendees

<u>Name</u>	<u>Company</u>	<u>Email</u>	<u>Present</u>
Jan Hollenbeck	Principal, Waverley Elementary School	<a href="mailto:jan.hollenbeck@fcps.org">jan.hollenbeck@fcps.org</a>	Y
Kathy Prichard	Elementary School Director, FCPS	<a href="mailto:kathy.prichard@fcps.org">kathy.prichard@fcps.org</a>	Y
Dawn Worrell	Construction Accountant, FCPS	<a href="mailto:dawn.worrell@fcps.org">dawn.worrell@fcps.org</a>	Y
Eric Phillips	Supervisor of AAE, Accelerating Achievement & Equity, FCPS	<a href="mailto:eric.phillips@fcps.org">eric.phillips@fcps.org</a>	Y
Ana Mejia	Community Liason at Waverley ES	<a href="mailto:ana.mejia@fcps.org">ana.mejia@fcps.org</a>	Y
Mary Jo Richmond	Supervisor of Media Services, FCPS	<a href="mailto:maryjo.richmond@fcps.org">maryjo.richmond@fcps.org</a>	Y
Brian Staiger	Senior PM, FCPS Construction	<a href="mailto:brian.staiger@fcps.org">brian.staiger@fcps.org</a>	Y
Scott Blundell	Supervisor of Security & Emergency Management	<a href="mailto:scott.blundell@fcps.org">scott.blundell@fcps.org</a>	Y
Beth Paseirb	Supervisor of Facilities Planning, FCPS	<a href="mailto:beth.pasierb@fcps.org">beth.pasierb@fcps.org</a>	Y
Holly Nelson	Facilities Planner, FCPS	<a href="mailto:holly.nelson@fcps.org">holly.nelson@fcps.org</a>	Y
Michael Blake	Principal, Marks Thomas	<a href="mailto:michaelb@marks-thomas.com">michaelb@marks-thomas.com</a>	Y
Jennifer Lyon	Senior Associate, Marks Thomas	<a href="mailto:jenniferl@marks-thomas.com">jenniferl@marks-thomas.com</a>	Y

### Meeting Notes

Meeting #5 was held to discuss refinement of the 725 student options, review initial 1,019 student options and plan for the 1/11 Community Meeting. Attached are the Power Point slides which provide additional context to the meeting discussion and should be viewed in accompaniment to the Meeting Notes outlined below.

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|-------------------|--|
| <b>Action</b>     | <p><b>I. <u>General Project Overview / Misc. Items</u></b></p> <ol style="list-style-type: none"> <li>1. All documents, comments, questions and Survey responses from the Community Meeting #1 will be posted to the district website for review.</li> <li>2. ALTA Survey – per Adtek Engineers, the Survey is about 3 weeks out for completion. It will have all major site elements, structure, landscape elements, boundary information, etc.</li> </ol>  |
| <b>MT</b>         | <ol style="list-style-type: none"> <li>3. Narratives have been collected from all Consultants for the existing conditions assessment. Marks Thomas will be reviewing and highlight everything needed for publishing of the Existing Conditions Report. Information will also be incorporated into the Feasibility Study report itself.</li> </ol>  |
| <b>MT / Adtek</b> | <ol style="list-style-type: none"> <li>4. Site Requirements documents (existing and proposed) will include information on ground floor square footages, parking counts, play areas and play fields (quantity &amp; sizes).</li> </ol>  |
|                   | <p><b>II. <u>Refinement to the 725 Student Options</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Renovation / Addition to Waverley Building – Option 1 (Revised Floor &amp; Site Plans):</u> <ul style="list-style-type: none"> <li>- Support services are more defined in the concept plans; integrating support services and specials more throughout the building.</li> <li>- There is a more defined connection to the Gym addition which is aligned with other Specials classrooms.</li> <li>- More parking was added to get count closer to what is being provided at Butterfly Ridge (130).</li> <li>- There are two different entrances – in terms of security the recommendation is two entrances - community access should be separate</li> </ul> </li> </ol> |



from the classroom entrance. A secure point (or two) would be needed at the interior corridor.

- A secure vestibule should be provided (as in all FCPS schools).
  - It is nice to separate the type of visitors – visitor as a parent vs. visitor of a community member.
- MT
- The Community Space should be up front and adjacent to the other multi-purpose use spaces regardless.
  - It is likely that the community would only use the community space during the day and not the other multi-purpose spaces during the day. The Cafeteria & Gym would be used by the school during the day.
  - The school likes having two entries during the day. After school hours, only one entry is needed for monitoring / security.
- FCPS
- Parks & Recs space at Waverley – FCPS will need to talk to County to see if they would want to fund a space at the building. If it was to be included as part of the Feasibility Study it would have to be an Alternate. Connection to the Gym would be necessary as well as possibly its own entrance.
- MT
- A large Vestibule area can serve as a Waiting Area inside the building and will limit the access to either side of the building until visitors are allowed in or brought inside the building.
  - Drop-off currently occurs so students enter in the Gym and Lobby, then go to the classrooms for breakfast.
- MT
- Parking layouts could still be designed and thought out with access drives and proximity to entrances to offer some parking spaces closer to the building.
2. Replace Waverley Building – Option 1 (Revised Site Plan):
- New location of building allows full use of Waverley building and parking lot during construction.
- MT
- This option moves the building forward towards the entry drive. Assessment of the look / feel of the building to the proximity of the entry drive will be needed.
- MT
- Most of the parking is moved to the rear of the building, which provides a more positive pedestrian feel of the site. This may lead to the need for a back entrance (for Staff), since the parking is farther away.
- MT
- There are still quite a few walkers from the West side of the site – students would have to walk all the way to the front of the building. MT to review.
  - The need to cross the parking lot to get to the Play Field & Play Areas may be an issue.
  - “Reverse Evacuation” need would be difficult if a secure entry point wasn’t provided in the back of the building.
- MT
- When Waverley building gets demolished, additional parking (or relocate the parking in the back) could be placed at the at location.
- MT
- The Play Area close to the driveway may be a security concern – MT to review location.
- MT
- MT to look at different location of parking, and rotate Play Area without rotating the building – it could go in cutout area of building.
3. Additional Option for Renovation / Addition to Rock Creek Building – Option 1 (Revised Site Plan):
- This option includes a reconfiguration of the Rock Creek building, with some areas heavily renovated, other areas minor renovation. Several small additions are added on to the end wings of the building for the additional classroom space.
  - Includes 5,000sf of demolition, 50,500sf of reconfigured / renovated space and 44,500sf of new construction. Data for each option should



include approximate percentages on how much gets “gutted” vs. “cosmetic”. In this option, about 70% is gutted, 30% is cosmetic.

- MT
  - All Options will have to list what will be existing, new, gut, renovated – to figure out the cost.
  - This option allows for the use of Waverley building and the existing parking lot during work goes on at the Rock Creek building.
  - The main entrance faces North (towards Waverley building), with a separate parking lot for Staff on the East.
- MT
  - New classrooms in the reconfigured Rock Creek spaces end up narrow (2 existing classrooms become 1). MT to evaluate if they are appropriately sized dimensionally for a classroom. The teaching direction may not be ideal in either direction – it may be difficult for instruction. This would be a negative to evaluating this option, but it is due to the existing available footprint of the Rock Creek wings.
  - Courtyard in the middle could be hardscaped to avoid maintenance.
  - New addition for 4th Grade classrooms responds to the original comment on walking distance vs. add-ons to each wing as a dead end.

#### 4. General Comments to 725 Student Options:

- MT
  - When comparing which building would be better as a renovation / addition between the two buildings – what would be our guidance in the Report to the Board?
    - A Waverley renovation has a 2-story classroom wing, the Rock Creek renovation would only have a 1-story renovation.
    - Dimensions of reconfigured classrooms in the Rock Creek building may not be ideal for teaching and learning.
    - Etc.
  - International Suite program and square footage (about 2,000sf) should be included in both (and all) 725 and 1,019 options. FCPS to provide feedback on proposed program and square footage write up sent on 12/29/17.
  - If a Waverley building renovation was the option, Rock Creek would be used as swing space, which is feasible, but may also need some reconfiguration.
- MT / FCPS
  - The Report should note that the FCPS ES Prototype does fit on the site as a replacement option (as it is a known cost) – we were asked to explore additional layout options for some of our current replacement options.

### III. Review of Initial 1,019 Student Options

- 1. Renovation / Addition to Waverley Building – Option 1:
  - MT
    - Option becomes very linear – overall lengths of building should be noted on all the plans.
    - Classrooms are all down towards the West of the site. The Gym addition is up towards the East like the 725-enrollment scheme.
  - MT
    - There is not a buffer between the north side of the building and the homes – no access drive back there. This option would probably need a Fire Lane at this side, or consider shifting up the classroom addition towards the South. MT to confirm requirement for Fire Lane (all sides or just three?).
  - MT
    - Service drive would be located where it currently is now (MT to show on plan).
  - MT
    - This plan did not explore an “L” shaped layout to use the Rock Creek building for swing space during construction. Turning the addition 90 degrees would impact that possibility. It may be possible to angle the addition slightly towards the Rock Creek building to follow the site direction and not impede on the Rock Creek footprint. MT to review.



- From a construction standpoint – getting rid of the Rock Creek building for laydown space, space for contractors, etc. would be difficult to do in this plan. If that is also done then that eliminates the swing space use opportunity.
  - Plan provides for many more classrooms.
  - Probably not the best location for the Community Resource space.
  - This option really puts into perspective how large the building would need to be for the larger enrollment number.
  - Holly noted that she likes the arrangement of the classrooms to allow flexibility in the future.
- MT
- The central wing of the building requires more creative demolition and reconfiguration to make the PreK and Kindergarten fit in – this is probably not as successful as in the 725 enrollment option.
- MT
- Three art classrooms are clustered together – not dispersed through the building. MT to review.
- MT
- Music program is very large in the 1,019 schemes – as well as the Cafeteria so placing adjacencies in the larger footprint is more challenging in the 1,019 scheme.
  - Plan layout disperses Administration and Guidance programs on the larger schemes throughout for supervision.
- MT
2. Replacement of Waverley Building – Option 1:
- North side entrance (supplemental Classroom entry / drop-off) as well as two on the East side entrance (for Community and Main Entry). MT to update this on the Site Plan.
  - In general, there are options for layouts on site for a larger school. Things can be placed where they want to be and the management of the site becomes more purposeful.
  - This option provides more manageable travel distances inside and around the building.
  - Students would stay in the Waverley building while this gets built.
  - The Gym and Media are back to back – two separate structures would be needed to avoid transferred noise. This would be handled during the design process, but is good to note here as a possible concern in the layout of the spaces.
- MT
3. Replacement of Waverley Building – Option 1 (Alternate Site Plan):
- The Play Field would want to be at the front of the site (by the entry drive) as it wouldn't fit in the back of the building (at a standard size). Location near entry drive isn't preferred, and its proximity to Shaffer Drive is also not ideal. MT to explore if classroom wing can shift up to bring the Play Field back to the West behind the building at the standard size given this feedback. However, the classroom wing is sited to use the Waverley building for as long as possible.
- MT
4. Combine Waverley & Rock Creek Building, Renovation / Addition – Option 1:
- Waverley building side – demolition of the Cafeteria & Gym and renovate the two Classroom wings.
  - Rock Creek building side – extensive interior renovation in some portions, not so many in others; several small additions with a large addition in the center to connect the two buildings.
  - Show the outline of both buildings for reference in the graphics.
  - Keep grades in manageable clusters; integrate support services and specials throughout.
  - Dispersion of Admin. Spaces in various locations around the building – benefits and possible challenges.
- MT



MT

- Goal in this arrangement is to minimize travel distance from both sides to the shared spaces in the center.
- About 140,000sf due to the reuse of both buildings – which is over the program number for the 1,019 enrollment. Any renovation / reuse option will have some inefficiencies due to using the existing building footprints, which will lead to the square footage numbers being generally higher than the program requirement.
- From an architectural standpoint, this option will have to mesh two building exteriors and a new building design in the center all together – it can be done creatively, but cost for exterior renovation on the existing buildings may be higher due to need to make one cohesive looking building in the end.
- None of the 1,019 options looked at layouts that organized spaces for a lower and upper elementary with a shared central option. MT can explore; however this may prove to be challenging for entrance and security access control. It would be good to explore to see how and if it can fit on the site, and to show different options. Lower ES could be a single story, Upper ES could be a 2-story wing.

#### IV. 1/11/18 Community Meeting Planning

##### Agenda:

1. Recap of Community Meeting #1 – what was discussed, what survey responses indicated.
2. Discuss Redistricting – what is current plan, timeline, what happens when Butterfly Ridge reaches capacity.
3. Provide Handouts of the Options – big picture attributes, explain what happens in each option.
4. Breakout to Stations – posters with options.

##### Other:

- Define options somehow – renovate, replace, replacement.
- Have someone at each station explaining, answering questions and another person for recording comments.
- Stress that decision won't be made at this meeting but feedback and preference thoughts are being considered.
- Looking for feedback and comments. Give a place to write them down – flip chart or via the recorder at each station (or on page of their Handout).
- Breaks it down with simple Questions to ask Community.
- Include a simple Timeline for understanding.
- Presentation to do the overarching description of each Station's options, then at the Stations it will be more discussion based one on one with answering questions and recording comments.

#### Next Meeting:

The next meeting is scheduled for **January 18, 2018 from 1:30-3:30pm** at the FCPS Central Office Board Room. Meeting topics to include feedback from Community Meeting #2 as well as refinement of presented design options thus far.

The above is our interpretation of discussions held on this date. Anyone wishing to add to or otherwise correct these notes must notify our office in writing within seven (7) days of receipt.

Respectfully submitted,





**Jennifer Lyon, AIA, NCARB**  
**Project Manager**

**Cc: All Attendees**

**Additional FCPS Staff & Admin:**

Randy Connaster, Glenn Fogle, Richard Gue, Rick McTighe, John Veronie, Sandra Fox, Tonya Street, Gloria Mikolajczyk

**Design Team Consultants:**

Shawn Benjaminson – Adtek Engineers; Patty Nyikos – Nyikos Associates; Jeff Teagarden & Rose Rodriguez – Adtek Engineers; Farshad Kassiri, Abbas Lohrasbi, Kevin Matthai, Chris Sachs, Ryan Masters – Kibart M/E/P Engineers; Bill Richardson & Scott Boyd – Educational Systems Planning; Ursula Fernandez del-Castillo – Marks Thomas

