



January 24, 2019

Brunswick High School Feasibility Study

Frederick County Public Schools

FS Committee Meeting #02

G+P Project # 21849

ATTENDEES:

Holly Nelson	FCPS – Facilities Planner	Holly.Nelson@fcps.org
Beth Pasierb	FCPS – Supervisor of Facilities Planning	Beth.Pasierb@fcps.org
Paul Lebo	FCPS – Chief Operating Officer	Paul.Lebo@fcps.org
Michael Dillman	Principal of Brunswick HS	Michael.Dillman@fcps.org
Brad Ahalt	Senior Project Manager, FCPS Construction	Brad.Ahalt@fcps.org
Dawn Worrell	Construction Accountant, FCPS Finance	Dawn.Worrell@fcps.org
Melissa Wilfong	G+P	mwilfong@gparch.com
Kieran Wilmes	G+P	kwilmes@gparch.com

DISTRIBUTION:

Kathleen Schlappal	FCPS - High School Director	Kathleen.Schlappal@fcps.org
Colleen Beall	FCPS - Curriculum Specialist	Colleen.Beall@fcps.org
John Roop	FCPS - Maintenance Area Foreman	John.Roop@fcps.org
Gloria Mikolajczyk	School Facilities Architect Supervisor, MSDE	Gloria.Mikolajczyk@maryland.gov
Scott Eschbach	G+P	seschbach@gparch.com

ITEMS DISCUSSED:

1. G+P to meet with Brunswick faculty group at staff meeting on Monday Feb 4th @ 2:30. Questionnaires will be distributed at the meeting to collect responses; FCPS will post questions to project website for those that cannot attend. G+P will be available for a follow up discussion with smaller faculty group over the lunch period (11:00-12:30) on Feb 7th.
2. G+P to meet with student group assembled by the Principal on Thurs Feb 7th. Questionnaires will be distributed at the meeting to collect responses
3. Community meeting will be held in BHS auditorium. Notecards will be distributed to collect audience responses.
4. G+P will forward updated list of questions for stakeholder engagement to FCPS for review.
5. During January 14th site visit, the design team was made aware of potential work and building upgrades to be done to BHS through a Performance Contract. FCPS has confirmed that this work is proceeding and should be considered for the assessments and feasibility study. FCPS will provide the full scope and available information on upgrades to be performed; G+P will distribute to the design team. Scope includes:
 - a. BAS upgrades; Fan Controls
 - b. Lighting Controls, Exterior Lighting, Interior Lighting
 - c. Building Envelope, caulking
6. A full environmental assessment has not been performed as BHS and is not required as part of the feasibility study scope. Any potential materials of environmental concern observed during investigation should be identified in the building assessment.

7. FCPS clarified that the design capacity of the modernized school will be 1300 students. The ed specs do not include additional core space beyond this capacity and future planning for additional classrooms is not required.
8. G+P reviewed initial findings and observations from building and site assessment visits including the following categories:
 - a. Exterior Wall, Roof
 - b. Code + Life Safety, ADA/Accessibility, Toilet Rooms
 - c. Structural, Mechanical and Electrical systems
 - d. Site Issues
9. G+P reviewed each of the five major building wings to note assessment items and discuss potential interventions and upgrades required if these wings are renovated and/or expanded.
10. Due to the age of the building and evidence of thermal and water infiltration issues, G+P recommended investigative testing to better understand the current condition of the building envelope. FCPS would like to see a proposal for this work; G+P will coordinate proposal with envelope consultant.
11. The group discussed the following feasibility study options to be studied:
 - a. Renovation: test the existing building only (no addition) to determine possible capacity
 - b. Renovation/Addition: renovation of existing building with additions to meet SRC 1300
 - c. Replacement (potential): for baseline cost comparison of renovation options
12. Logistics and operations during construction/renovation periods must be considered during evaluation of the feasibility study options. These items will be included in the evaluation criteria.
13. G+P will prepare comparison of existing building spaces and uses vs. the educational specifications for the next meeting.

Next Meeting: Thursday February 7, 2019 @ 2:00pm
Brunswick HS, room TBD

The purpose of these notes is to establish a clear understanding of pertinent discussions held during the meeting by those in attendance. These notes are not a transcript of the meeting. Should anyone in attendance take exception to any portion of these notes, notification must be received by Grimm + Parker Architects within 7 days after issuance. If no exceptions are taken, these minutes will stand as part of the formal project record.

Author: Kieran Wilmes, AIA, LEED AP BD+C