



April 25, 2019

**Brunswick High School Feasibility Study
Frederick County Public Schools**

FS Committee Meeting #06

Meeting Date: Apr. 18, 2019

G+P Project # 21849

ATTENDEES:

Holly Nelson	FCPS – Facilities Planner	Holly.Nelson@fcps.org
Michael Dillman	Principal of Brunswick HS	Michael.Dillman@fcps.org
Kathleen Schlappal	FCPS – High School Director	Kathleen.Schlappal@fcps.org
Dawn Worrell	Construction Accountant, FCPS Construction	Dawn.Worrell@fcps.org
Colleen Beall	FCPS Curriculum Specialist	Colleen.Beall@fcps.org
Adnan Mamoon	FCPS – Director of Capital Programs	Adnan.Mamoon@fcps.org
Brad Ahalt	FCPS – Senior Project Manager, Construction	Brad.Ahalt@fcps.org
Beth Passierb	FCPS – Supervisor of Facilities Planning	Bpassierb@fcps.org
John Roop	FCPS – Maintenance Area Foreman	Jroop@fcps.org
Gloria Mikolajczyk	MSCE – School Facilities Architect Supervisor	Gloria.Mikolajczyk@maryland.gov
Melissa Wilfong	G+P	Mwilfong@gparch.com
Scott Eschbach	G+P	Seschbach@gparch.com

DISTRIBUTION:

Meeting attendees

Gloria Mikolajczyk School Facilities Architect Supervisor, MSDE Gloria.Mikolajczyk@maryland.gov

Items shown in [] provide information obtained after the Committee meeting but prior to the writing of the minutes.

ITEMS DISCUSSED:

1. G+P gave summary of four current scenarios being used as the basis for the feasibility study to include:
 - Scenario 1 Complete modernization with no additional area to the existing footprint
 - Scenario 2 Complete modernization w/ some additional area
 - Scenario 3 Complete modernization w/ additions and selective demolition
 - Scenario 4 Full, on-site, building replacement
2. G+P presented the study cost estimate to the committee and lead a line by line discussion of its contents. G+P will make the following revisions based on the discussion (updated estimate attached):
 - FF&E – the cost for Scenario 1 will be revised as it is a smaller building with fewer spaces to furnish and equip. G+P will revise based on comparing number of teaching spaces to other scenarios.
 - Create more of a visual separation between Total Construction + Project Costs and the informational items below that line whose values are reflected in the construction and project costs.
 - When presenting information to the community, round cost numbers for simplicity/clarity.
3. Community meeting #3 is scheduled for April 24th at 6:00 pm in the Brunswick HS auditorium. G+P proposed the following agenda:
 - Overview of the FS process (for those who couldn't attend previous community meetings)
 - Schedule update
 - Present findings from meeting #2 Workshop
 - Present development of the four scenarios along with corresponding opportunities and challenges
 - Comparison of scenarios relative to building area and costs
 - Next steps (FCPS)

- Q+A

The committee agreed with the overall agenda. G+P will create presentation and send to FCPS for review and comment early in the week of 4/22.

4. The draft final report was electronically submitted to Holly for FCPS review and comment. This draft does not include the Life Cycle Cost Analysis or study recommendations. The agenda for the next Committee meeting on May 2nd will be to review the report and formulate recommendations for the final report to BOE.

END OF MEETING

Next Meeting: Thursday May 2, 2019 @ 2:00pm
FCPS, 191 S. East Street

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.

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