

MEETING NOTES

Design Development Meeting 08 (DD 08)

Project:
FCPS – ES Prototype: Waverley ES (WAVES)
 GWWO Project #18045

Meeting Date: September 5, 2019
 Report Date: September 10, 2019

In Attendance:

| Name | Initials | Organization | Email |
|---------------------|----------|-----------------|--|
| Brian Staiger | BS | FCPS | Brian.staiger@fcps.org |
| Scott Blundell | SB | FCPS | Scott.blundell@fcps.org |
| Paul Lebo | PL | FCPS | Paul.lebo@fcps.org |
| Adnan Mamoon | AM | FCPS | Adnan.mamoon@fcps.org |
| Holly Nelson | HN | FCPS | Holly.nelson@fcps.org |
| Dave Toth | DT | Oak Contracting | dtoth@oakcontracting.com |
| Bob Wilkinson | RW | FCPS | Robert.wilkinson@fcps.org |
| Curtis Orndorff | CO | FCPS | Curtis.orndorff@fcps.org |
| Michelle Concepcion | MC | FCPS | michelle.concepcion@fcps.org |
| Jason Hearn | JH | GWWO | jhearn@gwwoinc.com |
| Eric Feiss | EF | GWWO | efeiss@gwwoinc.com |
| Jess Dancer | JD | GWWO | jdancer@gwwoinc.com |

The purpose of this meeting was to discuss fencing requirements for the new facility and review a draft of the proposed DD Board of Education presentation.

- JH reviewed the current site plan and outlined the extents of site fencing.
 - There is existing fence along some portions of the north and west boundaries of the site. The runs are documented in the Alta survey but there is uncertainty as to who owns all or portions of the fence and whether it is on FCPS property.
 - DT recommends a follow-up survey and stakeout focused directly on the perimeter fences. FCPS can then evaluate the condition of each run and decide whether it can and should be replaced. BS agreed and will look to schedule a survey ASAP.

- Perimeter fence was a request by the neighborhood.
- If replaced or if a second run is installed by FCPS, SB recommends staggered openings in lieu of gates. Ideally, openings would be placed approximately 50' apart. The height of each fence is open for discussion but a minimum of 6' is preferred.
- RW prefers square or rectangular posts as gate hinges do not sit appropriately on round posts. JH/EF recommended an aluminum picket fence with square posts and a top rail for stability. BS mentioned the FCPS standard is black, vinyl coated chainlink.
- BS would like to look bidding fence not required at substantial completion separately through an established FCPS contractor, which may reduce costs.
- After the initial discussion, PL asked to limit fencing as much as possible. JH recommended maintaining fence around the Pre-K and K playgrounds and in open play areas adjacent to traffic lanes. BS and PL agreed; BS to speak with SB about a reduction in height at the Pre-K and K playgrounds.
- SB acknowledged that fencing around stormwater management facilities is under the purview of Risk Management. The goal is to prevent a child from traversing a facility during an emergency. BS to pose the question to Risk Management; the Design Team will carefully evaluate locations.
- JH reviewed the working draft of the BoE presentation. BS will need the finalized presentation file for submission by 12PM on Wednesday, 9/11.
 - The following revisions were requested:
 - The titleblock at the bottom of each slide should read “Division of Operations,” not “Facilities Services Division.”
 - Phase I will need to begin earlier; the start date should be moved up to July 2020. This will allow enough time to clear the City-owned lot and construct temporary parking before site work and construction begins in Fall (October) 2020.
 - The schedule is contingent upon relocating Rock Creek School operations by March 2021. The beginning of Phase II (demolition of existing Rock Creek School) should follow immediately after operations are relocated.
 - Identify July 2022 as the point of substantial completion for the new Waverley facility.
 - Utilize seasonal timeframes for Phase III: Fall 2022 for transition of students, Winter-Spring 2023 to complete site improvements.
 - PL would like to identify student circulation patterns on the diagrams for each Phase.
 - EF recommended a key or dedicated label for the construction boundary.

- DT and BS requested additional linework representative of the new parking lots be added to the Phase II diagrams.
- DT requested an earlier bid date to accommodate the work on the City-owned property. JH recommended moving it to Spring 2020, which would conclude Construction Documents in March 2020.
- Student occupancy is projected to be August 2022.
- RW asked clarification on how building efficiency is calculated. MC asked if the collaboration spaces are included in the calculation; JH confirmed.
- A post meeting aside with PL focused on materiality at both the exterior and interior.
 - JH reviewed the breadth of metal panel products available and clarified that finishes could be powder-coated or baked on like curtain wall and/or storefront framing. PL and BS are fine with pursuing metal panel through DD with an ultimate decision to be made in early CD.
 - PL asked about the variety of brick. JH confirmed that the brick samples shown were through-color and could be mixed conservatively to meet the design intent.
 - JH recognizes PL’s reservations with color and reiterated that the intent was to utilize color in ways that would be easily modified in the future. The Design Team intends to largely introduce color via paint but with some accents in the VCT flooring; color accents will be used strategically. PL understood and was “on board.”
- JH will confirm that civil/site submissions are on-schedule and report back to the group.

The foregoing represents the writer’s interpretations of what transpired at the meeting. Please forward any changes or corrections within five (5) days to jhearn@gwwoinc.com. Otherwise these notes will stand as the final record of the meeting.

Respectfully submitted,
GWWO, Inc./Architects



Jason T. Hearn, AIA, LEED AP BD+C
Project Manager

CC: All Attendees
Tammie Smith
Paul Hume
Scott Moir