

MEETING RECORD

Perkins Eastman
Architects DPC

Date Prepared	4/20/2021		
Project Name	FCPS: Mosaic Elementary School Renovation		
Project Number	85760		
Subject	Schematic Design: Mosaic ES Design Committee Meeting		
Meeting Location	MS Teams		
Meeting Date	4/19/2021		
Prepared By	Monica Prakash	m.prakash@perkinseastman.com	
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Participants	<u>Initials</u>	<u>Name</u>	<u>Company</u>
	JG	Jessica Gillis	FCPS D&C
	HD	Heather Diez	FCPS D&C
	GN	Godson Nwosu	FCPS D&C
	HM	Holli McKinley	FCPS D&C
	MA	Dr. Mahri Aste - Principal	MES
	RC	Ruth Calendine – Administrative Assistant	MES
	JR	Jeannie Suarez Reyes – ESOL Teacher	MES
	CS	Courtney Stevens – Reading Specialist	MES
	DJ	David James – Music Teacher	MES
	NH	Nikki Hutson – Spec Ed Teacher	MES
	JMa	Jennifer Marinovich – PTSA Co-President	MES
	DK	Diane Kwon	MES
	ES	Eliza Selander – Parent of 4 kids	MES
	PA	Peyton Avery	MES
	JM	John Morris	PEA
	AS	Andrea Shaw	PEA
DH	Danielle Haas	PEA	
MP	Monica Prakash	PEA	

NEW BUSINESS NOTES		ACTION BY
1.0	AGENDA	
1.1	PEA presented existing building analysis and Schematic Design for renovation of Mosaic Elementary School (MES). See attached agenda for items discussed.	

1.2	<p><u>Project Timeline:</u></p> <ul style="list-style-type: none"> • Schematic Design (SD) submitted to FCPS 03/29. • Design Development (DD) due to FCPS 06/23. <ul style="list-style-type: none"> ○ Drawings will be reviewed with the school after submission to D&C. It is important to capture the Design Committee’s feedback/comments during SD and DD as the interaction is limited after DD phase. <ul style="list-style-type: none"> ▪ FCPS/PEA will review all school comments and make appropriate adjustments. Revised drawings will be reviewed again with school. • Bid Opening – Early Spring 2023 • Project Award – Early Spring 2023 • Construction Start – Spring 2023 • Completion of Project – Winter 2024 	
2.0	SITE	
2.1	<p><u>School Outdoor Comments:</u></p> <ul style="list-style-type: none"> • South side green space: Dr. Aste recommended maximizing green space on the south side. Modular play area to nudge closer to the paved play area. • North side green space: After construction the modular will be removed and this area will be green space. The open area in the North will be bigger than existing to accommodate the soccer field and kindergarten play area. • Perimeter Fence: Dr. Aste pointed out that a perimeter fence is a must to prevent children from running into the woods from the play area. GN noted that a perimeter fence will be added because zoning requires it. • Parking: Existing parking count (91 spaces) will be increased to 150 spaces in proposed design. Additional overflow parking will be provided in paved play area similar to current conditions. 	FCPS PEA
2.2	<p><u>Site Circulation:</u></p> <ul style="list-style-type: none"> • Kiss & Ride: DJ noted that kiss and ride drop off has two scenarios: <ul style="list-style-type: none"> ○ Morning: Cars arrive in single file to drop off near school. A double lane is needed so a car that has already dropped their child off can pass a car that may be having issues getting the students out. ○ Afternoon: Cars queue single file, but a passing lane is needed so that the line is not held up by a single car still waiting for their child. • PE noted the proposed kiss & ride lane is a single lane and FCPS recommended to provide (2) lanes to allow for a passing lane. • Dedicated sidewalk space is needed at K&R to give students a place to wait for their parents. 	PEA

	<ul style="list-style-type: none"> • There is a dirt path coming in from apartments to East and Kingsbridge Dr to the south that will be blocked off by fencing to ensure students enter from the designated sidewalk areas. <ul style="list-style-type: none"> ○ HM noted that during the Safety and Security meeting this week the issue was discussed and the area will be fenced off. The design will provide for a designated entry for students to reduce the risk. 	
3.0	SCHOOL BUILDING	
3.1	<p><u>Admin:</u></p> <ul style="list-style-type: none"> • Admin Conf. Room: PEA confirmed there is conference room as part of the suite. • Wellness Room: FCPS clarified the Wellness room is intended to be a lactation room and will be located close to the Clinic. 	PEA
3.2	<p><u>Special Ed:</u></p> <ul style="list-style-type: none"> • NH noted there should be dedicated classrooms for Special Ed. to be provided for each grade. <ul style="list-style-type: none"> ○ FCPS to provide requirements for the Special ED programs, which includes CAT A & CAT B and non-categorical Elem (NCE), for PEA to address the required rooms in the plans. 	FCPS
3.3	<p><u>Storage:</u></p> <ul style="list-style-type: none"> • Stage Storage Area: <ul style="list-style-type: none"> ○ Stage items requiring storage are shown below. DJ noted that storage space is needed directly off the stage: <ul style="list-style-type: none"> ▪ (6) metal risers that are 50lbs each ▪ 5 plastic risers for music ▪ Lots of folding chairs ○ GN to provide further direction to PEA. The Ed Spec has no requirement for such a room. • Music storage rooms: The two general storage rooms between classrooms to be connected internally by an opening. 	FCPS
3.4	<p><u>Gym and Stage Area:</u></p> <ul style="list-style-type: none"> • DJ noted double door access to the gym is required. • Basketball hoop on the multipurpose stage side to be retractable (so it can be lowered for athletics and raised during performances). • DJ noted that apart from the gym and café there is no room large enough to conduct rehearsals for 300 students. Rehearsals are conducted weekly and if possible requested to find a solution for a space which could hold these rehearsals. FCPS to review. • GN noted the ramp access to the stage to be designed to minimize space lost in the gym. 	FCPS

4.0	Schedule	
4.1	<u>Next Steps:</u> <ul style="list-style-type: none">• PEA to submit Design Development (DD) package to FCPS on 06/23.• GN will schedule a Design Committee meeting after the DD submission.• After the DD meeting, the next Design Committee meeting will be when construction begins.	FCPS

Next Meeting: to be scheduled by FCPS

cc: Sean O'Donnell, PEA; File

Attachments: none

Notice: This Meeting Report is our understanding of the items as they were discussed. Please report any discrepancies to Perkins Eastman. If there are not any discrepancies reported within five (5) working days, this Meeting Record will stand as published.