

## MEETING RECORD

Perkins Eastman  
Architects DPC

Date Prepared	6/3/2022		
Project Name	FCPS: Bren Mar Park Elementary School		
Project Number	92630		
Subject	Bren Mar Park E.S. Design Committee Meeting w/ FCPS and School		
Meeting Location	In-person, Bren Mar Park Elementary School and Virtual, Teams Meeting		
Meeting Date	6/1/2022		
Prepared By	Monica Prakash	m.prakash@perkinseastman.com	
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Participants	<u>Initials</u>	<u>Name</u>	<u>Company</u>
	EW	Elizabeth Williams	BMPES
	KK	Krisitn Kurtz	BMPES
	JR	Josh Ruccio	BMPES
	MC	Megan Chu	BMPES
	ST	Selamawit Tesfaye	BMPES
	PP	Peaches Pearson	BMPES
	KM	Kristin Melita	BMPES
	BM	Brendan Menuey	FCPS
	VS	Vince Santmyer	FCPS
	JH	Jeff Haidacher	FCPS
	SD	Sean O'Donnell	PEA
	OC	Omar Calderon	PEA
	MP	Michael Parker	PEA
	DH	Danielle Haas	PEA
	MP	Monica Prakash	PEA
AM	Anta Miranda	PEA	

NEW BUSINESS NOTES		ACTION BY
1.1	<u>Agenda:</u> <ul style="list-style-type: none"> <li>PEA presented 3 design schemes along with a brief existing condition analysis of Bren Mar Park Elementary School.</li> <li>PEA presented a comprehensive introduction to the design principles which guided the</li> </ul>	

	three schemes.	
1.2	<p><u>Project Timeline:</u></p> <ul style="list-style-type: none"> <li>• Schematic Design (SD) due to FCPS 06/06</li> <li>• Design Development (DD) due to FCPS 09/07</li> <li>• Final CD documents due to FCPS 04/05/2023</li> <li>• Bid Opening – March 01 2023</li> <li>• Construction Start – March 2024</li> <li>• Completion of Project – July 2026</li> </ul>	
2.0	<b>SITE</b>	
2.1	<p><u>School Outdoor Comments:</u></p> <ul style="list-style-type: none"> <li>• <b>Perimeter Fence:</b> EW pointed school currently has access to street from multiple locations and providing fencing around the school would be helpful to increase security.           <ul style="list-style-type: none"> <li>○ The design solution should have a balance between security and welcoming entrance.</li> <li>○ The county codes to be looked into, to understand fencing and barrier codes and provide appropriate solution for the same.</li> </ul> </li> <li>• <b>Outdoor Fields:</b> <ul style="list-style-type: none"> <li>○ KM proposed adding a designated outdoor running track around one of the fields would be a useful addition for the school.</li> <li>○ EW noted an outdoor space large enough to host events like field day would add value.</li> <li>○ EW noted if play area is proposed in front (accessible from road directly) fencing needs to be provided to prevent trespassing. PEA proposed using passive strategy design to secure the place.</li> <li>○ The school requires basketball court and smaller playground to be fenced off.</li> </ul> </li> </ul> <p><b>Parking:</b> Existing parking count (76 spaces) will be increased to 120 spaces in proposed design.</p>	PEA
2.2	<p><u>Site Circulation:</u></p> <ul style="list-style-type: none"> <li>• <b>Kiss &amp; Ride:</b> EW concerned about the traffic circulation of kiss and ride drop-off and bus drop off in one loop.           <ul style="list-style-type: none"> <li>○ PEA clarified that due to restricted site opportunity a traffic management plan will have to be in place even after the re-design.</li> <li>○ Potentially provide a dedicated drop-off loop/ location for buses.</li> <li>○ Special attention to be paid while designing the traffic circulation to avoid any overlap between kids and traffic at any point.</li> </ul> </li> <li>• EW noted special ed students are currently walking to the buses.</li> <li>• EW mentioned to explore the possibility of etching out a bus drop-off from Beryl road to avoid single loop for car &amp; buses which is a big concern to the school. PEA to look into if this is a possibility.</li> <li>• Currently the school has 7 buses and a separate bus pick up and drop off from special</li> </ul>	

	<p>ed students. With the current traffic circulation, a maximum of 5 buses can queue up side by side.</p> <ul style="list-style-type: none"> <li>• The staging of buses currently happens on Sheldon road.</li> <li>• PP suggested if the driveway could loop around the school. PEA believed the natural topography of the site might pose a challenge to achieve this but will explore the option.</li> </ul>	
<b>3.0</b>	<b>SCHOOL BUILDING</b>	
3.1	<ul style="list-style-type: none"> <li>• BM noted that a clear vestibule at the school main entry is required. PEA confirmed that has been addressed on all the schemes.</li> <li>• KM recommended special care be taken to not have outdoor kids spaces close to the road.</li> <li>• EW appreciated the library location in front and the cafeteria on the rear in the Connecting Courtyard scheme.</li> <li>• EW noted library in the front allows better accessibility to the community as the space is used for public uses.</li> <li>• EW also noted the Cafeteria on the rear allows for a possibility of an outdoor extension of the space in form of outdoor seating or outdoor tents.</li> <li>• EW noted to explore expansion opportunities on the second floor level to avoid a third floor addition. The third with a single elevator provides circulation concerns for intellectually disabled students.</li> <li>• PEA noted that proposing an addition on the existing building poses phasing concerns.</li> <li>• EW noted spaces like music, art, physical education and counseling spaces need to be accessible to all students (including intellectually disabled students). PEA to carefully consider location of these spaces and make it accessible to all.</li> <li>• FCPS confirmed that the school will be functional throughout the construction phase. Safety and security of students and spaces will be addressed during phasing.</li> </ul>	
3.3	<p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>• PEA to present the three schemes to FCPS on 06/06.</li> </ul> <p>Based on the review and feedback from FCPS PEA will start developing the preferred scheme.</p>	

Next Meeting: 6/6/2022; Design review meeting with FCPS.

cc: File, Participants

Attachments:

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.