



MEMORANDUM FOR RECORD

DATE: April 2, 2015, 3:30pm
RE: Downcounty Consortium ES Capacity Study – New Hampshire Estates #1 (13331)
ATTENDING: Zoraida Brown Acting Principal
Veronica Matthews Assistant Principal
Janel Frazier Teacher
Verzinia Bumblis Paraeducator
Rachael Phillips Teacher
Dreama Rosenkrans Reading Specialist
Paula Bailey Smith ESOL Teacher
Debbie White Teacher
Zach Larnard MCPS
James Tokar MCPS
Greg Lukmire TLP

REMARKS:

The first meeting at New Hampshire Estates ES for the Downcounty Consortium Elementary School Capacity Study was held on this date. The following is a record of issues discussed:

1. Zach Larnard briefly discussed the purpose of the study and the process. See attached PowerPoint presentation.
2. Greg Lukmire presented the existing school and the proposed addition design options. See attached PowerPoint presentation.
3. Following the presentation, the following questions were asked and answered:
 - Q: Will additional parking be provided if the school is expanded? There is insufficient parking now.
 - A: If the addition is included in the CIP program, a comprehensive site investigation will be conducted. It appears that the only location for additional parking is in front of the kindergarten wing.

 - Q: Will there be sufficient exits for the children to exit during a fire drill, etc?
 - A: Yes, additional exits will be provided.

 - Q: Can you make the lowest level waterproof? Currently, the lowest level which is in the hillside is humid.
 - A: Yes, the technology exists to make the part of the school which will back up to a retaining wall a dry space.

 - Q: Will the Principal be able to rename rooms and will existing spaces be lost if the plan is funded?
 - A: Yes, the design is conceptual at this point and simply illustrates a circulation concept and a proposed labeling of rooms. If the project is funded the design process will start all over again and a detailed layout will be developed together with the Principal and others at the school.

 - Q: The existing HVAC system is terrible. Will it be fixed? How will the new areas be conditioned?
 - A: The entire HVAC system will be evaluated if the project is funded. The new areas will either be conditioned through an extension of the existing system if capacity is there, or if not, a separate system will be added.



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- Q: Will the Courtyard receive sun light?
- A: Yes, a small portion of the southern courtyard will be shaded, but the rest will receive sunlight.

- Q: Will the finishes and colors of the addition match those of the existing school?
- A. The finish and color concept will be developed with the input of the Principal.

- Q: How will emergency vehicles get around the school?
- A: Currently they cannot, but it may be possible for MCPS & MNCPPC to investigate the possibility of obtaining an easement through the edge of the “forest” for access. Another option would be for an easement to be granted using the drive at the adjacent church.

- Q: What kind of trees are in the forest?
- A: This site has an on-site forest. It has been classified as such because the density of and the area covered by the trees is sufficient to support wildlife.

The next meeting will be held on 04/02/15 at 7pm at New Hampshire Estates ES.

Submitted by:
Gregory Lukmire , AIA
Project Manager

Attachments: PowerPoint Presentation
cc: Shpur, Szyfer, Larnard, Tokar, Puttock, File 13331