Kensington Parkwood Elementary School

Feasibility Study Review and Schematic Design Process

October 7, 2014

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Julie Morris, Planner – Division of Long-range Planning
Welcome and Introduction

- Thank you for this opportunity to provide an overview of the previous feasibility study and the upcoming schematic design processes
The Feasibility Study

- In 2012 a feasibility study for an addition to Kensington Parkwood Elementary School was conducted for Montgomery County Public Schools (MCPS) by the architectural firm of GWWO, Inc. under the direction of the MCPS Department of Facilities Management, Division of Construction.

- Public work-sessions to gather input were held during the months of May and June of 2012.

- A presentation to the PTA was made in the Fall of 2012.

- The feasibility report was finalized and published in October of 2013.

- Notes from the public work-sessions can be found at: http://www.montgomeryschoolsmd.org/departments/construction/projects/kpes.shtm
The purpose of the feasibility study was to explore options for a classroom addition to the school to:

- Accommodate educational specification requirements
- Determine constructability
- Develop budget cost estimates

The feasibility study can be found on the MCPS Division of Construction website:


Three options for the addition were developed and explored.
The 83,474 square foot revitalized and expanded school opened in 2006.
The current student capacity is 471
Upon completion of the addition, the student capacity will be 740
The property size is 9.8 acres
The existing school is a two-story, split-level structure
The site slopes 20 feet from east to west
There are 50 on-site parking spaces, including handicap spaces
Existing Conditions Plan
IV.EXISTING CONDITIONS CONTINUED

EXISTING- FIRST FLOOR PLAN

PROGRAM KEY
- SUPPORT
- CIRCULATION
- CLASSROOM
- KINDERGARTEN

UNEXCAVATED
IV. EXISTING CONDITIONS CONTINUED

EXISTING- SECOND FLOOR PLAN
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 1- SITE PLAN

PROGRAM KEY
- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 1- FIRST FLOOR PLAN

PROGRAM KEY
- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN

UNEXCAVATED
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 1- SECOND FLOOR PLAN

PROGRAM KEY
- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 1- PERSPECTIVES

- View from Saul Road
- Birds eye view
- View from Franklin Street
- View from the intersection of Saul Road and Franklin Street
- View of retaining wall from parking lot
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 2- SITE PLAN

PROGRAM KEY
- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 2- FIRST FLOOR PLAN

PROGRAM KEY

- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN

COURTYARD

UNEXCAVATED
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 2- SECOND FLOOR PLAN

PROGRAM KEY
- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN

COURTYARD
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 2- PERSPECTIVES

View from the intersection of Saul Road and Franklin Street

View from Franklin Street

Birds eye view

View from the soccer field

View from the Kindergarten classrooms
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 3- SITE PLAN

PROGRAM KEY
- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 3- FIRST FLOOR PLAN

PROGRAM KEY

- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN

UNEXCAVATED
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 3- SECOND FLOOR PLAN

PROGRAM KEY

- ADMINISTRATION
- CIRCULATION
- CLASSROOM
- KINDERGARTEN
- MULTIPURPOSE
- SUPPORT
- RENOVATED
- EXISTING TO REMAIN
V. DESCRIPTION OF OPTIONS CONTINUED

OPTION 3 - PERSPECTIVES

View from the intersection of Saul Road and Franklin Street

View from Saul Road

Birds eye view

View from Franklin Street
V. PROJECT IMPLEMENTATION SCHEDULE

GENERAL

In evaluating the time required to fully execute the addition to Kensington Parkwood Elementary School, the A/E evaluation team has developed the following schedule of activities and time durations.

### SCHEDULE

<table>
<thead>
<tr>
<th>TASK DESCRIPTION</th>
<th>DURATION</th>
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</thead>
<tbody>
<tr>
<td>A/E SELECTION</td>
<td>1 MOS.</td>
</tr>
<tr>
<td>SCHEMATIC DESIGN PHASE</td>
<td>4 MOS.</td>
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<tr>
<td>COMMITTEE MEETINGS</td>
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<tr>
<td>BOE APPROVAL</td>
<td>X</td>
</tr>
<tr>
<td>DESIGN DEVELOPMENT PHASE</td>
<td>4 MOS.</td>
</tr>
<tr>
<td>CONSTRUCTION DOCUMENTS PHASE</td>
<td>4 MOS.</td>
</tr>
<tr>
<td>BID PHASE</td>
<td>3 MOS.</td>
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<tr>
<td>ADVERTISE FOR BID</td>
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</tr>
<tr>
<td>ISSUE NOTICE TO PROCEED</td>
<td>X</td>
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<tr>
<td>CONSTRUCTION PHASE</td>
<td>18 MOS.</td>
</tr>
<tr>
<td>FACULTY/STAFF OCCUPANCY</td>
<td>3 MOS.</td>
</tr>
<tr>
<td>STUDENT OCCUPANCY</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48</td>
</tr>
</tbody>
</table>
**APPENDIX A- SPACE ALLOCATION SUMMARY**

Kensington-Parkwood Elementary School Addition

Square Foot Summary

When this project is complete, the following spaces are to be provided:

Capacity after the addition will be 746 with a 740 core capacity.

<table>
<thead>
<tr>
<th>Facility</th>
<th>#</th>
<th>Description</th>
<th>Net Sq. Ft.</th>
<th>Total Net Sq. Ft.</th>
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</thead>
<tbody>
<tr>
<td>Classrooms</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kindergarten</td>
<td>2</td>
<td>Includes 250 s.f. storage</td>
<td>1300</td>
<td>2600</td>
</tr>
<tr>
<td>Grades 1-5</td>
<td>11</td>
<td>Includes 150 s.f. storage</td>
<td>900</td>
<td>9900</td>
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<tr>
<td>Dual purpose Room</td>
<td>1</td>
<td></td>
<td>1000</td>
<td>1000</td>
</tr>
<tr>
<td>Support Rooms</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Large Instructional Support Room</td>
<td>1</td>
<td></td>
<td>600</td>
<td>600</td>
</tr>
<tr>
<td>Small Instructional Support Room</td>
<td>1</td>
<td></td>
<td>450</td>
<td>450</td>
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<tr>
<td>Itinerant Staff Office</td>
<td>1</td>
<td></td>
<td>150</td>
<td>150</td>
</tr>
<tr>
<td>Multipurpose Room</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multipurpose Room (expand)</td>
<td>1</td>
<td></td>
<td>1300</td>
<td>1300</td>
</tr>
<tr>
<td>Administration</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant Principal's Office</td>
<td>1</td>
<td></td>
<td>150</td>
<td>150</td>
</tr>
<tr>
<td>Conference</td>
<td>1</td>
<td></td>
<td>300</td>
<td>300</td>
</tr>
<tr>
<td>Total</td>
<td>14</td>
<td></td>
<td></td>
<td>16450</td>
</tr>
</tbody>
</table>

Updated 8/18/14
The Schematic Design Process

- All meetings/work-sessions are open to the public involving the following stakeholders:
  - School Administration and Staff
  - Representatives of the MCPS Division of Construction
  - The Project Architects and Engineers
  - School Neighbors, Property Owners
  - Area Civic and Homeowner’s Associations
  - PTA Members
  - The General Public and anyone who desires to attend the meetings

- Other Invitees Include representatives of:
  - The School’s Associate Superintendent
  - The Maryland State Department of Education
  - The Maryland-National Capital Park and Planning Commission
  - The Montgomery County Department of Transportation
  - The Montgomery County Department of Permitting Services
The Kick-Off Meeting

A project kick-off meeting was held at the school on September 14, 2014. The meeting was attended by:

- The Principal
- The Assistant Principal
- The Administrative Secretary
- The MCPS Architect
- The Project Architect
- The Design Architect
- The MCPS Planner
- The Project Manager

During the kick-off meeting the following were discussed:

- Introduction of Team Members
- Project Scope and Schedule
- Clarification of the program
- Set Dates For Public Meetings
The FAC Notification/Invitation Process

- The MCPS Division of Construction mailed out schematic design process notification/invitation cards to:

  - All adjoining and fronting property **owners**
  - Local community associations, civic associations and homeowner associations.
  - Property ownership information along with contact information for community, civic and homeowner associations was obtained from the most current Montgomery County and Park and Planning databases.
The FAC Notification/Invitation Process

- In addition to the mailed letters, the Division of Construction recommends that the School send copies of the letters home with students, post the information on the School’s website and, if possible, post information on List Serve.

- The postcards included the dates and times of all scheduled meetings and serve as a personal invitation to attend and participate in the schematic design process meetings/work sessions.

- A sign will be posted in a visible location at the site announcing the project and will include the dates and times of all meetings.
Notification/Invitation Map
The FAC Notification/Invitation Process

Please help get the word out........

- The County and M-NCPDC databases reflect only ownership information. It is possible that tenants or renters may not receive a notice.

- It is possible that recipients of the notice who don’t have children at the school may not realize that the notice applies to them and may not read it.

- It is important to remind your homeowner, civic, or community association representatives to check the Association’s post office box regularly.

- Talk with your neighbors and remind them of the importance of attending the schematic design process meetings/work sessions.
FAC Meetings at The School

- Four (4) work sessions have been scheduled at the school:

  October 22, 2014 - 7:00 p.m.
  November 06, 2014 - 4:00 p.m.
  November 19, 2014 - 7:00 p.m.
  December 03, 2014 - 4:00 p.m.

  and

- One (1) evening final public presentation meeting has been scheduled coincidental with the PTA’s February 3, 2015 meeting.

- The work sessions will alternate between afternoons at 4:00 pm and evenings at 7:00 pm to ensure maximum participation by stakeholders.
Communication

- All communication is to be addressed to the Principal who will convey that information to the MCPS Project Manager.

- The architect will provide a sign-in sheet, an agenda and prepare meeting minutes for all meetings held.
What Are the Objectives of the Schematic Design Meetings

- To elicit stakeholder input regarding the building and the site.
- To develop the building and site design incorporating stakeholder input.
How will we accomplish our goal?

- We will share.

**S** – Survey existing conditions and share that information with each other

**H** – Help each other understand our concerns and work to resolve them

**A** – Analyze the pros and cons of various design elements

**R** – Relay that information to the Architects

**E** – Evaluate designs and costs to ensure that the project remains within budget
Some A’s to FAQ’s before we begin the process....

- **Will the school be closed during construction?**
  The school will remain open throughout construction.

- **When will construction of the addition be completed?**
  The addition is scheduled to be completed in August 2018.

- **How will my property be impacted by construction?**
  Potential impacts to neighboring properties will be discussed during the schematic design process meetings/ work sessions. Efforts will be made during the design process to minimize impacts to your property.
Remember……

- The schematic design process is evolutionary. Design progresses forward at each meeting incorporating comments and input from previous meetings.

- Decisions made and ideas proposed at meetings are not final. The best way to stay informed is to attend every meeting.

- Your participation is important to the success of this project.