



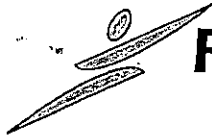
**AGENDA**  
**FREDERICK COUNTY BOARD OF SUPERVISORS**  
**JOINT WORK SESSION WITH FREDERICK COUNTY PUBLIC SCHOOLS**  
**WEDNESDAY, MARCH 28, 2018**  
**5:30 P.M.**  
**BOARD ROOM, COUNTY ADMINISTRATION BUILDING**  
**107 NORTH KENT STREET, WINCHESTER, VIRGINIA**

**Call To Order**

**Discussion -** School Board's funding request for the Robert E. Aylor Middle School replacement project.

(Attachment: School Board's Buildings & Grounds Committee meeting minutes from September 19, 2017 and May 15, 2017 with highlighted information.)

**Adjourn**



# Frederick County Public Schools


... to ensure all students an excellent education

Superintendent  
of Schools

David T. Sovine, Ed.D.  
[sovined@fcpsk12.net](mailto:sovined@fcpsk12.net)

## *Memorandum*

TO: Kris Tierney, Interim County Administrator, County of Frederick, VA  
Frederick County Board of Supervisors

FROM: Dr. David T. Sovine, Superintendent   
Frederick County Public Schools

RE: Frederick County School Board  
Buildings & Grounds Committee Summit Meeting

DATE: August 31, 2017

On Tuesday, September 19, 2017, at 12:30 p.m., the Buildings & Grounds Committee of the Frederick County School Board will meet at Sherando High School in the community room. The purpose of this meeting will be to conduct a summit on growth projections for Frederick County, VA. Key participants will be Mike Ruddy, Director of Planning and Development, Frederick County Government; Patrick Barker, Director of Frederick County Economic Development Authority; Eric Lawrence, Frederick Water; and Frederick County Public Schools administrative staff.

You are invited to attend this meeting to hear what the projected growth trends for our community are expected to be over the next five years and beyond. An agenda is attached for your reference. A light lunch will be served for participants and invited guests.

Attachment

**FREDERICK COUNTY SCHOOL BOARD  
Buildings and Grounds Committee  
Minutes**

**September 19, 2017**

A meeting of the Buildings and Grounds Committee of the Frederick County School Board was held at Sherando High School on September 19, 2017, with the following persons present:

Mr. Frank E. Wright, School Board; Chairman, Buildings and Grounds Committee  
Mr. Michael A. Lake, School Board; Buildings and Grounds Committee  
Mr. Seth T. Thatcher, School Board; Buildings and Grounds Committee  
Dr. John J. Lamanna, School Board Chairman  
Mr. Jay W. Foreman, School Board  
Mrs. Peggy Clark, School Board  
Dr. David Sovine, Superintendent of Schools  
Dr. Al Orndorff, Assistant Superintendent for Administration  
Dr. Jim Angelo, Assistant Superintendent for Instruction  
Mr. Tim Crisman, Director of Facilities Services  
Mr. John Lee, Assistant Director of Facilities Services  
Mr. Wayne Lee, Coordinator of Planning and Development  
Mr. Kevin Kenney, Clerk of the Works  
Mr. Steve Edwards, Coordinator of Policy and Communications

Mr. Wright called the meeting to order at 12:30 p.m.

Motioned by Mr. Thatcher, seconded by Mr. Lake, the agenda was approved.

Heard those in attendance introduce themselves. In addition to Board members and school staff, Frederick County Director of Planning and Development Mike Ruddy, Frederick County Economic Development Authority Director Patrick Barker and Frederick Water Director Eric Lawrence were in attendance.

Heard Dr. Orndorff and Mr. Wayne Lee present information regarding student growth projections. Dr. Orndorff and Mr. Ruddy reviewed some of the planning documents that are utilized in the development of enrollment projections including the 2035 Comprehensive Plan, population projections, the Urban Development Area (UDA) Report and building permits.

Mr. Ruddy presented information from the Weldon Cooper Center for Public Service regarding Frederick County's projected population growth. The information indicated that Frederick County's population in 2016 was 83,998 and is expected to grow to 97,192 by 2020, 119,419 by 2030 and 145,938 by 2040.

Heard Mr. Ruddy review information on the number of vacant lots in Frederick County that are zoned for residential development. In total, there are 16,134 approved, planned or potential residential lots/units in the county. Through August 2017, there have been 348 building permits issued for residences within the county's UDA. Eighty-three percent of all new residences constructed in 2017 were within the UDA.

Mr. Ruddy noted the potential new school locations included in the county's 2035 Comprehensive Plan.

Heard Mr. Ruddy review the Building Permit Report. He noted there were 714 residential building permits issues in 2016. To date, 505 building permits have been issued in 2017 compared to 516 as of the same time in 2016. Most of the permits issued in 2016 were in the Opequon and Stonewall magisterial districts.

Heard Dr. Orndorff outline the methodology that's employed to develop the school division's enrollment projection including the data directly used in developing the projection as well as the data used to verify the projection. He noted that the actual number of students expected to be enrolled on September 15, 2018, including prekindergarten and preschool students is 13,827. The projection is 13,705 if you do not count prekindergarten and preschool students. This represents 1.94 percent growth, or 261 more students than were enrolled on September 15, 2017. Dr. Orndorff also compared the FCPS enrollment projection and the Weldon Cooper Center for Public Service enrollment projection to actual enrollment since 2000.

Dr. Orndorff reviewed aerial photographs showing the growth that has occurred in particular subdivisions over the last several years. He also reviewed population density maps of Frederick County.

Heard Dr. Orndorff review local economic news and the anticipated number of new employees needed to support recent business announcements including those by the Navy Federal Credit Union, Amazon and the F.B.I. It was noted that a total of 3,752 jobs have been announced locally. Information regarding the regional and national economic picture was also shared.

Dr. Orndorff added that the county's three high schools already exceed their capacity by 244 students (based on existing program capacities that will be revised). He noted that by the fall of 2020, which is the earliest an addition at Millbrook High School could be opened, the high schools are projected to exceed capacity by 452 students. From the cohort-based enrollment projection, middle schools are expected to exceed capacity in 2019.

Heard Mr. Lawrence reiterate the figures shared by the school division regarding growth are conservative. He added that over the past 40 years, the county's population has grown at about 2.9 percent each year. Mr. Barker stated economic growth in jurisdictions in the region do impact Frederick County and its growth.

Heard Mr. Wayne Lee share concerns the Gainesboro Volunteer Fire Department has expressed regarding plans to construct a road in the future connecting the Gainesboro Elementary School/Frederick County Middle School campus directly to Gainesboro Road. Mr. Lee and Mr. Lake have met with the chief of the department along with the fire marshal to discuss the matter. The concern is that buses using the intersection of Gainesboro Road and Route 522 could hinder emergency response. After a review of the emergency calls received during school arrival and dismissal times, the concern was deemed to be relatively minor. Mr. Lee stated a solution to the concern is to reiterate to bus drivers the need to yield to emergency vehicles.

Heard Dr. Orndorff introduce J.D. Price from OWPR Architects and Engineers. Mr. Price reviewed the Condition Assessment Report for Robert E. Aylor Middle School. Mr. Price noted the school totals 111,525 square feet and opened in 1969. He added that 50 percent of site elements, 82 percent of plumbing components, 85 percent of HVAC systems, 52 percent of finishes and 73 percent of electrical components have reached their average useful life.

Mr. Price reviewed the conceptual plan for an addition/renovation at Aylor. He noted the plan would increase the size of the school to 139,525 square feet and the program capacity would be 900 students. Construction would be completed in four separate phases over 26 months. The total estimated project cost is \$25,010,000 (2017 dollars). This cost doesn't include renovating the entire building. If the entire building is renovated, the cost would increase to approximately \$30,000,000 (2017 dollars). Renovating the site would be part of the project under this scenario. The revised site plan would segregate bus and vehicular traffic. Mr. Price noted that the cost of the project will escalate by an estimated three percent per year over three years depending upon the design and construction schedule.

He stated the total cost estimate to renovate the entire building and complete the addition would be \$32.7 million using a schedule that would have the project completed in July 2021 and taking the escalation of cost into account. Dr. Orndorff noted an appropriation will need to be made for the Aylor addition/renovation project to proceed any further as no funds have been appropriated at this time.

Heard Dr. Orndorff update the committee on the preliminary assessment of a possible addition at Millbrook High School. He noted the initial plan includes adding 17 classrooms, three labs and three resource rooms. The addition would overlap the math area and block all windows in those classrooms. It would also result in some parking spaces being lost. Mr. Price stated the concept would increase the school's program capacity by 347 students. Mr. Price stated the construction cost estimate for the project as initially conceptualized would be \$7,993,007 and would include renovation to include a secure entrance and renovation of a tech-ed lab. Based upon the \$9.2 million the Board of Supervisors has stated it would be willing to consider for such a project, Mr. Lee noted the construction budget would have to be approximately \$6.9 million. Mr. Lee stated in order to meet a \$9.2 million budget the size of the addition would have to be reduced. In rough and very preliminary terms, Mr. Lee stated that it looks as though the most capacity that can be gained by building an addition at Millbrook with a \$9.2 million budget would be 245 seats.

Heard Dr. Orndorff provide an update on the 12<sup>th</sup> elementary school. He reviewed the revised project budget and schedule. He noted the additional architectural and engineering fees that are necessary due to the building having to be redesigned based on the Board of Supervisors appropriating less for the project than was requested by the School Board. The total project budget remains \$28.5 million and the project is scheduled to be completed in May 2020 and open to students in the fall of 2020. Dr. Orndorff, Mr. Lee and Mr. Kenney reviewed some of the reductions that have been made to the design of the school in order to meet the project budget.

Motioned by Mr. Thatcher, seconded by Mr. Lake, the committee recommended the full Board approve the revised budget and project schedule for the 12<sup>th</sup> elementary school to be built at Snowden Bridge.

Motioned by Mr. Lake, seconded by Mr. Thatcher, the meeting adjourned at 2:57 p.m.

#### **ACTION ITEMS:**

- 1. Recommend approval of the revised budget and project schedule for the 12<sup>th</sup> elementary school to be built at Snowden Bridge.**
- 2. Recommend approval of the minutes from the Buildings and Grounds Committee meeting held on September 19, 2017.**

## FREDERICK COUNTY SCHOOL BOARD

### Buildings and Grounds Committee Minutes

May 15, 2017

A meeting of the Buildings and Grounds Committee of the Frederick County School Board was held at Robert E. Aylor Middle School on May 15, 2017, with the following persons present:

Mr. Frank E. Wright, School Board; Chairman, Buildings and Grounds Committee  
Mr. Michael A. Lake, School Board; Buildings and Grounds Committee  
Mr. Seth T. Thatcher, School Board; Buildings and Grounds Committee  
Dr. John J. Lamanna, School Board Chairman  
Mrs. Peggy Clark, School Board  
Mr. Jay W. Foreman, School Board  
Dr. David Sovine, Superintendent of Schools  
Dr. Al Orndorff, Assistant Superintendent for Administration  
Dr. Jim Angelo, Assistant Superintendent for Instruction  
Mr. Wayne Lee, Coordinator of Planning and Development  
Mr. Tim Crisman, Director of Facilities Services  
Mr. John Lee, Assistant Director of Facilities Services  
Mr. Kevin Kenney, Clerk of the Works  
Mr. David Rudy, Principal, Robert E. Aylor Middle School  
Mr. Rob Yost, Director of Technology  
Mr. Steve Edwards, Coordinator of Policy and Communications

Mr. Wright called the meeting to order at 4:58 p.m.

Motioned by Mr. Lake, seconded by Mr. Thatcher, the agenda was approved.

Heard Dr. Orndorff review the scope of work and preliminary conceptual design for the Robert E. Aylor Middle School addition/renovation project. He noted the school is 47-years-old and there have been no comprehensive renovations at the school since it opened in 1969. Dr. Orndorff stated Aylor is the only remaining middle school built as a junior high departmentalized concept, and is the smallest middle school facility with a footprint of 111,601 square feet. Dr. Orndorff added that a comprehensive rezoning of the middle school attendance zones is overdue and is needed to relieve current overcrowding at Admiral Richard E. Byrd Middle School and to provide capacity for projected student membership growth in the southeastern portion of the Urban Development Area (UDA).

Dr. Orndorff noted the Aylor addition/renovation project first appeared on the School Board's 2004-2009 Capital Improvement Plan which was adopted in the fall of 2003. Since FY2011, the facilities services department has allocated and spent \$1,040,037.91 on building maintenance repairs at Aylor. The work has ranged from painting to equipment replacement. Dr. Orndorff also reviewed the work orders divisionwide for FY17.

Heard Dr. Orndorff review the scope of the planned addition/renovation project at Aylor Middle School. He stated the work will include fully abating all asbestos floor tile, further investigating and remediating areas where the concrete floor has dropped, further investigating areas in the parking lot where water is pumping through the asphalt, fully replacing the heating and air conditioning system

within the building (the new chiller will remain), fully demolishing and replacing all student restrooms, fully renovating the nutrition services kitchen for efficiency of operation, upgrading and replacing interior surfaces as needed, maintaining compliance with Americans with Disabilities Act requirements, replacing exterior door hardware with a secure access system, fully accommodating instructional support mandates, maintaining compliance with Virginia State Board of Education regulations, adding classrooms as well as low and high intensity laboratories and small/large group collaboration space, and enhancing energy monitoring and performance.

Dr. Orndorff reviewed the conceptual plan to increase the school to approximately 139,525 square feet with a targeted student capacity of 900. He noted the construction would last approximately 26 months and be completed in four separate phases. The project also would include changes to the campus in order to enhance vehicular and pedestrian traffic flow. The estimated total project cost is \$25 million. Dr. Orndorff added the estimated budget is built on what staff knows today relative to current bids received in the last 60 days. He added that estimates of construction inflation by professionals in the field place the lower rate at 5.5 percent with a high rate of 20 percent for 2017. Dr. Orndorff stressed the concept presented to the committee is preliminary and noted the final concept will be developed along with stakeholder groups. He added additional work toward developing a schematic design, design detail, construction design documents and bid specifications will require project appropriation and public procurement through the bidding process.

Dr. Orndorff stated the next step in the process is having the School Board take action to seek an appropriation for the project from the Frederick County Board of Supervisors. He added that any appropriation less than \$25 million will only allow for a renovation of the building, not construction of an addition.

Heard Dr. Orndorff update the committee on the status of the 12<sup>th</sup> elementary school project. He reviewed the information presented at the Buildings and Grounds Committee meeting held on March 21, 2017. During that meeting, the committee reviewed the 50 percent design budget for a planned 600 student school to be built on the 20 acre proffered site at the Snowden Bridge Development as well as several changes that could be made to reduce the total project cost to \$31,485,668. The cost reductions reviewed included: reducing the size of the gym and removing the bleachers; removing preschool classrooms; removing the multipurpose room; converting the standing seam roof to ethylene propylene diene terpolymer (EPDM); converting the ceiling materials to acoustical ceiling tile and grid; selecting a lower quality light fixture package; removing the payment bond from the construction contract; reducing the amount of interior and exterior glazing; converting the exterior to brick, where possible; and various other changes to structure, site and details.

Dr. Orndorff noted the Board of Supervisors approved a motion during its meeting on April 12, 2017, stating its willingness to consider a future appropriation of up to \$27 million to construct a 12<sup>th</sup> elementary school at Snowden Bridge provided the school will be a complete facility including all state standard elementary school programs; there will be no unresolved VDOT comments or issues; the Board of Supervisors will not be asked to appropriate any additional capital funding for the facility for a minimum of 15 years; and if the capacity of the school is reduced below 600, all support areas will be designed and constructed to support the original capacity.

Heard Dr. Orndorff state the architect estimates that in today's dollars, the school division should be able to construct a 70,000 square foot elementary school for \$27 million (bids expected in the \$280-\$300 per square foot range). Dr. Orndorff shared the current design provided 163 square feet per student while the proposed reduction in the size of the school will result in providing 140 square feet per student. In addition, the program capacity of the school would be reduced from 600 to 500 students.

Specific changes to the project include removing four classrooms, reducing the size of K-1 classrooms by 100 to 200 square feet each, reducing collaboration space to 200 square feet per classroom (originally planned for 200 square feet for K-1, 360 square feet for grades 2-3 and 450 square feet for

grades 4-5) with the possibility that collaboration space may not be provided for K-2, possibly removing one or more special education classrooms, removing the music classroom and either putting music on the stage or on a cart, removing the media center classroom and possibly reducing the square footage of areas like hallways. Dr. Orndorff added the budget includes a \$500,000 increase in the architectural and engineering fee, pending negotiation. The increase is the result of having to redesign the building based on the budget figure provided by the Board of Supervisors. He noted the technology line item is too low and may need to be increased to \$1.2 million. In addition, Dr. Orndorff shared the furniture quantity and quality are being sacrificed and will have to be supplemented with used or refurbished furniture from the school division's warehouse inventory.

Dr. Orndorff reminded the committee to expect a minimum of a 5.5 percent escalation in construction costs this year. He added that a bid delayed a year is expected to increase cost to between \$295 to \$315 per square foot, or an increase of roughly \$1.5 million.

Heard Dr. Orndorff review a draft resolution seeking a supplemental appropriation of \$27 million to the FY2018 School Construction Fund for construction of the 12<sup>th</sup> elementary school subject to action by the Frederick County Board of Supervisors.

The committee discussed some of the proposed cuts, specifically the roof system, the elimination of the music room, and reducing the overall size and program capacity of the school. Mr. Wright suggested the proposed project changes be shared with members of the community who will be served by the 12<sup>th</sup> elementary school.

Heard Dr. Orndorff state that during its meeting on April 12, the Frederick County Board of Supervisors shared that it's unwilling to fund the construction of a fourth high school as presented and requested at this time. However, the Board of Supervisors approved a motion stating its willingness to consider a future appropriation of up to \$9.2 million to create 400 additional, permanent classroom seats at the high school level. Dr. Orndorff noted that any plans to expand an existing high school would require amending the Board's Capital Improvement Plan in the fall to include such a project. He added that a project costing a total of \$9.2 million would likely include an estimated \$7.2 million construction contract.

Heard Dr. Orndorff review the Mid-Atlantic Region Construction Alert issued by Downey & Scott, LLC, on a April 7, 2017. The alert included information about the impact of construction inflation on the cost of construction projects throughout the Mid-Atlantic Region. In the alert, Downey & Scott Managing Principal Bill Downey noted a "rapid and significant" increase in project cost, as much as 15 to 20 percent in some instances.

At approximately 6:40 p.m., Mr. Lake moved that the Buildings and Grounds Committee of the County School Board of Frederick County, Virginia, enter a closed session meeting for the following:

1. To review plans related to school safety and security pursuant to the public safety and security exemption at VA Code Section 2.2-3711, A.19.

Mr. Thatcher seconded the motion which was approved, on a 3-0 vote.

Motioned by Mr. Lake, seconded by Mr. Thatcher, the meeting reconvened at approximately 6:58 p.m.

Mr. Lake moved to certify that, to the best of each committee member's knowledge, only public business matters, lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, were discussed in the closed session, and only such public business matters, as were



identified in the motion by which the closed session was convened, were heard, discussed, or considered by the committee. The motion, seconded by Mr. Thatcher, passed on a 3-0 roll call vote.

Motioned by Mr. Lake, seconded by Mr. Thatcher, the meeting adjourned at 7:09 p.m.

**ACTION ITEMS:**

- 1. Recommend approval of the minutes from the Buildings and Grounds Committee meeting held on May 15, 2017.**