



COOPER CARRY

Memorandum

To: Holli McKinley

From: Maureen Wiechert

Date: October 4, 2022

Re: FCPS Herndon ES Renovation & Additions
Project No. 20210381

Subject: Design Feedback and Engagement Committee Meeting #2

Attendees: Vince Santmyer, FCPS
Holli McKinley, FCPS
Candace Hunstad, Herndon ES, Principal
Elizabeth Baxter, Herndon ES, Assistant Principal
Harrison Jones, Herndon ES, 5th Grade Teacher
Alysia Troiano, Herndon ES, Parent/Special Ed Teacher
Sara Murphy, Herndon ES, Hunters Creek, PTA President
Greg Brotemarkle, Herndon ES, Assistant Principal
Carmen Arrieta, Herndon ES, Office Assistant
Coach Michelle Rogue, Softball Representative
Saeed Dornajafi, Cooper Carry
Maureen Wiechert, Cooper Carry

Copies: Attendees
Heidi Leinbach, Cooper Carry

A meeting was held at 4:30 pm on October 4, 2022. The following reflects the memory of the writer with regard to issues discussed, decisions made, and the direction given. Any corrections and/or additions should be forwarded to COOPER CARRY within seven (7) days, as these notes shall serve as the basis on which the Project will proceed.

Item No.	Description	Action
1.	FCPS and Cooper Carry met with the Design Feedback and Engagement Committee to discuss the updates to the design of the Herndon Elementary School Renovation and Additions project.	
2.	The presentation included the introduction of the FCPS and design team, the Design Committee's role, project timeline, the existing site challenges, as well as diagrams, plans, and preliminary perspectives of the proposed design.	
3.	A representative from the youth softball league inquired into use of the softball fields and access to the two sheds during construction. The sheds store equipment	

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	<p>for the entire league. The existing fields will be removed and relocated as part of the scope of project work. The fields will likely not be available throughout the construction period. FCPS D&C team will work with the softball league to identify and relocate the sheds to accommodate access during construction. It was noted that the proposed field to the south may pose a safety hazard to the players on the soccer field. The softball players consistently hit the ball over the fence in the current configuration of the south field (existing 180' outfield). It was also noted that the existing field to the north cannot be used for competition as the ball could be hit into adjacent neighbor's houses. The design team will study an alternative layout for the fields. The field orientation is not a priority or concern to the league's representative.</p>	
4.	<p>Site plan comments/discussions:</p> <ul style="list-style-type: none"> - There is a sidewalk between the and fence the proposed modular playground and the extended parking lot. - The existing modular classrooms will remain on site until the end of the project. New modular classrooms may be added to the site during construction. - Proposed size of modular playground is similar to existing footprint. - A pre-k playground is currently being planned and installed on site. FCPS D&C and Herndon ES to coordinate this new program use. 	
5.	<p>Floor plan comments/discussions:</p> <ul style="list-style-type: none"> - The locations of the Cat B special education classrooms are too close to the exit. The Cat B classrooms should be located next to each other as they collaborate often. - Concern was expressed by Herndon ES representatives that the proposed program does not accommodate the amount of primary grade classes and Title I support personnel (ESOL/ SPED, counselors, front office assistants, resource teachers, parent liaisons) that school may need in the future. - Design team confirmed programs spaces provided: <ul style="list-style-type: none"> o 6 classrooms/grade level (including 1 self-contained per grade level) o 2 pre-k classrooms o 2 Cat B classrooms o 8 itinerant/conference rooms – 4 large and 4 small o 4 resource rooms (equivalent to classroom size) - Herndon ES representatives requested a copy of the plan. 	
6.	<p>Phasing was discussed and is currently in the planning stage. The goal is to limit relocation of the Pre-K, K, 1 and 2 grades. Modular classrooms will be limited to higher grade levels. The addition will be part of the first phase. The intent will be to start construction in the rear of the site and have the contractor work out.</p>	