



Crabtree, Rohrbaugh & Associates - Architects

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Maryland • Pennsylvania • Virginia • West Virginia

STUDY PROGRESS MEETING REPORT

November 19, 2019 | 12:30PM

Wilson School District | District-Wide Feasibility Study
CRA Project No. 3180

In Attendance:

E-mail

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Wilson School District	
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On November 19, 2019, at 12:30PM a meeting was held at the Wilson School District Administrative Office for the purpose of reviewing the study progress. The below represents the writer’s understanding of the issues and items of discussion at the above Study Progress Meeting.

Study Update:

- Reviewed options with updated cost estimates (including athletic fields work). Options were broken down into more detail, separately identifying costs associated with both FCI (Facility Condition Index) and ESA (Educations Suitability Assessment) components.
- The most significant change to the estimates was for the proposed high school work. CRA presented a revised conceptual floor plan for this building where more of the existing square footage is utilized and renovated, resulting in a significant cost savings compared to the previous design concept.
- In the general review of the revised high school concept, the following items were discussed:
 - Need a designated separate room for orchestra
 - Guidance, administration and health suite should all be located adjacent to one another
 - CRA to provide an estimated seating capacity for the proposed new auditorium
 - When the time comes, CRA to review locker room renovations with regards to gender-neutral consideration.
 - District expressed concern that the proposed main entrance is not directly along Grandview Avenue. CRA indicated the new entrance would be more visible as you enter the site, and included in the proposed scope of work is the re-facing of the exterior of the existing buildings.

- School district reviewed the initial proposed program for the high school and provided CRA with the necessary modifications.
- CRA provided a preliminary proposed timeline for Option 4, which includes a new elementary school. The following items are to be incorporated:
 - Provide proposed timelines for both Option 2 and Option 4.
 - For both options, include the proposed work to the elementary schools and athletic fields.
 - Include estimated costs for each month in the timelines.
 - CRA to review the potential for performing kitchen equipment upgrades/replacement at the elementary schools within the next two years.

Proposed Schedule:

- November 26th @ 10:00 a.m. @ Wilson DAO: meet to review high school natatorium scope of work and athletic fields review
- December 3rd: CRA to provide executive summary and complete feasibility study documents
- December 16th @ 6:00 p.m. – Pre-Board Meeting:
 - Review executive summary
 - Options and costs presentation
- January 13th @ 6:00 p.m. – Board Work Session: Option discussion/selection

Any authorized persons who take exception to any statement in this report shall notify the writer, within five (5) days from the date of receipt of this report, stating in detail the correction or omission. Otherwise, this report shall be considered correct and final.