

Garrison School Improvement Team

October 8, 2015



Outline

- Introductions
- DCPS School Improvement Team Process Overview
- Scope Review
 - Ed Spec Introduction
- Schedule
- Next Steps

There are 3 key objectives that are guiding how we are improving and modifying the School Modernization and SIT process



Improved Communication and Transparency is key to an effective SIT

Having clear communications plans for each SIT will ensure information flows in a two-way direction during the School Modernization Process.

Dedicated Point of Contact

- Dedicated DCPS SIT Coordinator for each project who will serve as the SIT co-chair.
- The SIT Coordinator will organize and facilitate the SIT meetings and liaise between school leadership, DCPS Central Office, and DGS.

Meeting Notifications

- Meeting dates will be set and posted at least 3 weeks in advance.

Dedicated Website

- Webpage managed by the SIT Coordinator for each project to include project details, materials from previous meetings, and notifications.

Meeting Minutes

- DCPS will circulate and post meeting minutes after every SIT meeting

Bi-Weekly Email Updates

- To include design and construction updates, follow-up responses to unanswered questions during the SIT meeting and responses to email questions sent to the SIT Coordinator.

Improved accountability for all stakeholders through clear roles and responsibilities



Key Stakeholders and Activities

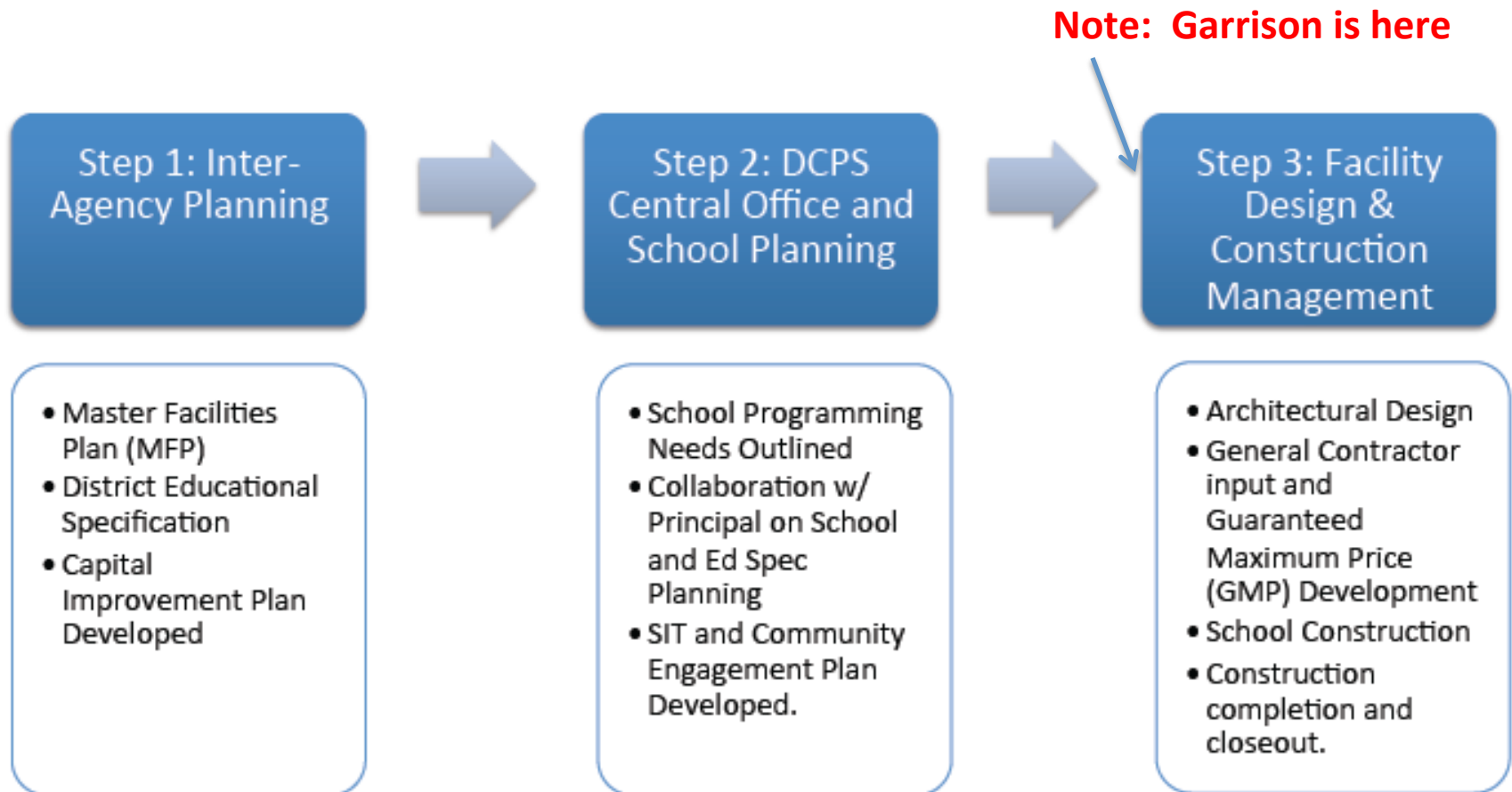
Activity	DCPS	DGS	SIT
District Ed Specs	Lead	Support	N/A
SIT Facilitation	Lead	Support	N/A
Program Planning and School Ed Specifications	Lead	Support	Support
Architectural Design	Support	Lead	Support
Design Approval	Lead	Support	Support
Construction	Support	Lead	N/A
Community Engagement	Lead	Support	Support

SIT Member Key Role and Responsibilities

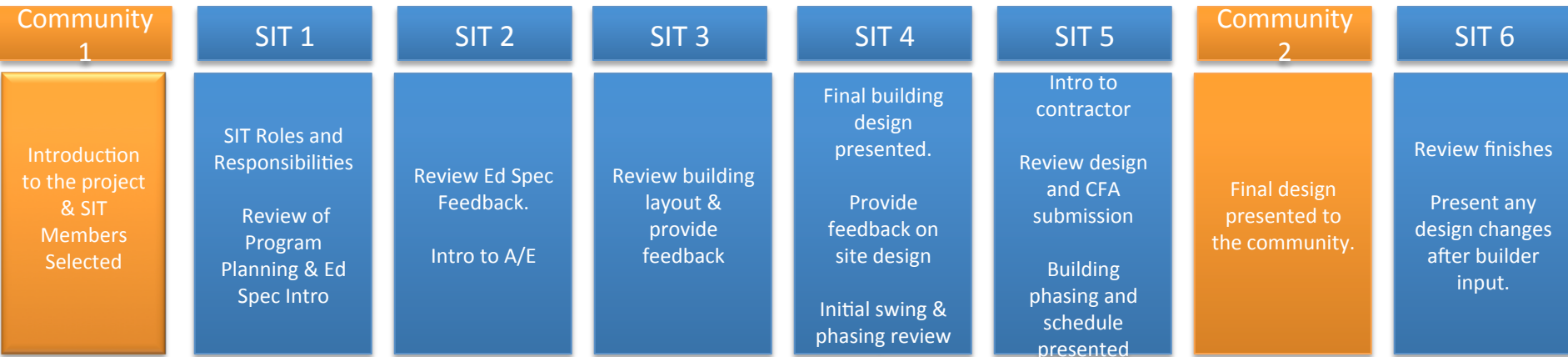
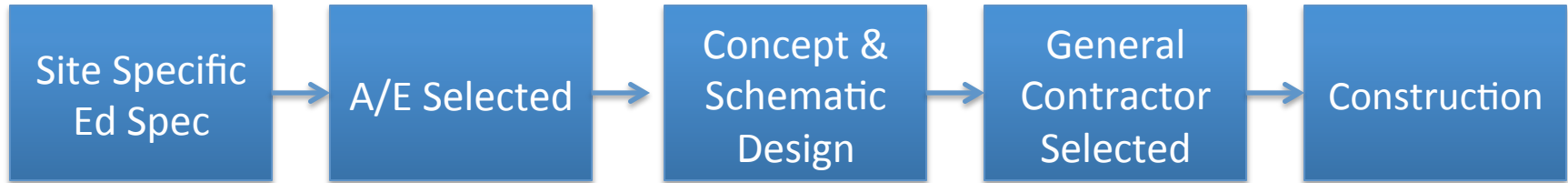
- Relay information to and from constituency/community at-large
- Participate and provide feedback

*DCPS will lead development of the CIP and submit to DME and Mayor

High-Level Modernization Process



Step 3: Facility Design and Construction Management 1-2 Years Before Modernization



Bi-Weekly email updates will be sent to SIT members to keep them updated on the project between SIT meetings.

How to Submit Comments

- Documents are posted on www.engagedcps.org and will be posted for review through October 30th at 5:00pm.
- Comments can be posted on the message board or sent to SIT.INFO@dc.gov
- DCPS will respond to the first batch of comments on October 19th and again on November 4th.

Scope Review

Garrison ES Scope

- Project Budget: \$23,050,000
 - Proposed Program Capacity: 384 students

 - **Anticipated scope will include:**
 - New modernized & ADA compliant entrance, including ramps and glass storefront.
 - Classrooms will be right-sized and will get new flooring, partition walls, acoustical ceiling tile, lighting fixtures and entry doors.
 - New furniture in all classrooms and administrative spaces. Spaces will also get new marker-boards, tack-boards, casework, A/V equipment, and SmartBoards.
 - Modernized main office and welcome center
 - New HVAC system for heating and cooling
 - 1 elevator in each wing (2 total)
 - New restroom fixtures
 - New electrical outlets, data and CATV ports for classrooms
 - Security upgrades: doors, cameras, monitors
 - IT wireless infrastructure
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Garrison ES Scope

- **Anticipated scope will not include:**
 - Work in the multi-purpose room
 - Field or playground improvements*
 - “Right-sizing” of the Media Center (will receive cosmetic improvements).
 - A connector between the two wings

- **Items to be carried as an Add-Alternate:**
 - Window replacement
 - Kitchen equipment upgrades

*Note: DGS is working on a procurement to grout the voids in the field to prevent future sink holes.

Anticipated Program Scope

Grade & Room Type	Quantity	Notes
PK3 & PK4	5	Includes toilet and storage
ECE Special Education	2	Includes toilet and storage
K	2	Includes toilet and storage
1	2	
2	2	
3	2	
4	2	
5	2	
Art	1	Includes sink and kiln
Music	1	
Flexible Classroom	1	Include plumbing & sink for potential science classroom use.
Special Education	3	Autism. Primary room includes toilet.

Ed Spec additional resource rooms, offices & storage areas

Note: program will need to be test-fit against building square footage and budget

Garrison ES Modernization SIT Dates & Milestones

- SIT Comments on Ed Spec: October 22nd
 - **SIT Meeting 2:** Early-November (To be set tonight)
 - Draft Building/Program Layout with architect
 - Review Ed Spec comments
 - **SIT Meeting 3:** Early to Mid-December
 - Final Building/Program Layout
 - Review of initial phasing and swing discussion
 - **SIT Meeting 4:** January/February
 - General Contractor Selected:
 - Review of CFA Submission
 - Finalize construction phasing
 - **SIT Meeting 5:** May/June
 - Review final scope after builder input
 - Review of finishes

 - Construction Starts: June 2016
 - Note: Construction schedule and phasing is TBD
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Wrap-Up

Next SIT Meeting: to be set tonight.

Contact Information: email: Patrick.davis@dc.gov cell: 202-365-4746

SIT Process Comments: SIT.INFO@dc.gov or on www.engagedcps.org
