

# ZERVAS

## AGENDA

Bellingham School District  
Bus Maintenance Facility Upgrades  
March 10, 2017

### ADVISORY COMMITTEE MEETING #1

1. Welcome and Introductions
2. Advisory Committee Charge, Roles & Responsibilities
  - Purpose
  - Basis
  - Decision-Making Process
3. Plan of Work
  - Work together to design the necessary improvements
  - Help communicate and gather input as needed
  - Meet 3-5 Times 3/10, 3/17, 3/24, 3/31, 4/14 10 a.m. to Noon
    - Schedule conflicts and possible alternate meeting dates/times?
  - Tours similar facilities?
4. Schedule
  - Recommendation to Superintendent by May 1
  - Ideally fall 2018 project completion; could be later
5. Project Givens
  - Site (See Attached)
  - Budget
  - Existing Building
6. What Do We Have and What Do We Need?
  - Building Envelope (Roof, Walls, Doors, Structure, Floor Slab)
  - Spaces Needed/Space Available
  - Equipment Needs
  - Phasing
  - Maintaining Operations
    - Onsite/Offsite
  - Code/Zoning/Environmental Considerations

**Next Meeting**  
**10 a.m. March 17, 2017**  
**District Office Room 212**