



MEETING MINUTES

Helms Elementary School Construction Progress Meeting # 3

Date	Time	Purpose	Location
April 18, 2012	9:30am	Weekly Update	Helms ES, T Building
Prepared By – Tim Beally			
See Attached Attendee List			

1) CMPA/Owner Issues

- a) Marquee Conduits
 - i) HIG checked the existing electrical line to the marquee. It is functional but terminates at the base of the existing marquee in a box.
 - ii) HIG needs to run one conduit for a line for additional electrical service. The sign manufacturer says HISD requires two electrical lines.
 - iii) HIG also needs to run a conduit for the fiber optic line. There was discussion on the size of the conduit – 1" or 2". AECOM will check with Atlas Signs.
- b) Starting Work
 - i) AECOM restated it is important HIG be careful when starting work. They need to make sure the replacement parts / equipment are available or are clearly on the way before demolishing existing equipment.
 - ii) HIG said the delivery date for the unit ventilators is seven weeks from 04/12/12 – about the end of May 2012.
- c) T Buildings FA, PA Systems
 - i) Last week AECOM asked all to review the package to see what the documents require concerning the fire alarm and public address (PA) system in the T Buildings.
 - ii) The review shows the FA and PA systems have to be connected to the T buildings.
 - iii) HIG expressed concern about the compatibility of the existing components with the new systems.
 - iv) AECOM said we will address it at that time.
- d) Moving
 - i) Same as last week - the work to be done in the classrooms will be limited to areas necessary to install the unit ventilators.
 - (1) Furniture can be moved away from the unit ventilators to provide access. Furniture and equipment which needs to be moved out of work areas can be re-located into the cafeteria.
 - ii) Teachers need to remove personal items before the summer break and consolidate items. AECOM discussed with the Principal about the possibility of supporting the move of equipment and furniture into the cafeteria.
 - iii) AECOM will get with the school to discuss moving items into the cafeteria.

2) Architect / Consultants

- a) JE expressed concern about receiving the electrical materials submittals. See comments below.
- b) FGC is issuing ASIs concerning changes.

3) Contractor

- a) The field office is set up in the T Building and is being used by the superintendent.

- b) OAHUs Clearance From Building – HIG does not yet have an approved OAHU so they do not know the size of the approved unit nor the size of the concrete pad.
 - c) CAD Drawings
 - i) HIG received CADs from JE. HIG has forwarded documents to their subs.
 - ii) If HIG needs from FGC, they need to list the documents they want.
- 4) HAZMAT**
- a) No report or activity
- 5) Safety**
- a) AECOM mentioned:
 - i) Importance of keeping gates and fences closed / secure during the project.
 - ii) Use PPE and keeping tools and equipment away from student areas.
 - iii) Isolating work areas from student areas
 - iv) Discussed fencing and isolation of the interior courtyard during the dirt / site work.
 - b) Walked the site after the meeting with HIG and the principal to discuss fencing around the contractors work area.
 - i) HIG will install temporary gates and fencing to keep the work trailer away from the park / playground area.
 - ii) Principal was satisfied.
- 6) Schedule**
- a) See attached schedule
 - b) Two week look ahead is attached. Work consists of mainly exterior site work and preparing for the pads to support the OAHUs.
 - c) Work in Classroom 6
 - i) Tentatively planned to start mid-May (Per schedule) but HIG would like to start sooner, if possible. The work will take four to six weeks, including curing time.
 - ii) The current plan is to start at the end of April
 - iii) Classes have been relocated and the instructor is packing up to move out.
 - iv) STAAR testing will occur from 04/24/12 until 04/27/12. Testing will start in the morning and continue until midafternoon. HIG needs to check with the school to insure testing is complete before doing any work.
- 7) Change Proposals Request (CPRs) and Change Orders**
- a) See CPR log (attached).
 - b) CPR 5 – Remove, reinstall casework in Classroom 6.
 - i) The Principal said reinstalling the casework is not necessary although she would like to remove the casework and store it elsewhere in the school.
 - ii) FGC will clarify with an ASI.
 - c) CPR 7 – FGC issued ASI clarifying restroom hardware. HIG will develop a CPR.
 - d) FGC needs to issue information concerning CPRs 1, 2, 3, 8, 10, and 11
 - e) AECOM asked JE to develop scope for CPR 9 – Isolation Values for CW System.
- 8) Submittals**
- a) The submittal log is attached.
 - b) HIG has submitted forty two products. Last week forty two items had been submitted.
 - c) Discussion on specific items:
 - i) JE is concerned about the electrical submittals. There is not much time before work is to start in the summer.
 - ii) AECOM expressed concern about the submittals for the fire alarm and public address systems. HIG said the submissions are being prepared.
 - iii) HIG asked FGC to re-send responses to the geoform submittal.

9) Requests for Information (RFIs)

- a) The RFI log is attached.
- b) FGC answered RFI 1 and 2 this past week.

10) Record Drawing Review

- a) FGC says the revised drawings are at COH for re-permitting. Expect up to another ten days for COH approval.

11) Pay Application

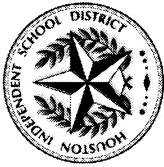
- a) AECOM asked to see the revised draft schedule of values prior to submission of a pay application. HIG needs to break out the cost of the mechanical, electrical and plumbing sections.

12) Site Observations

- a) No physical work yet

Next Meeting – Wednesday, April 25, 2012 at 9:30 AM

These minutes were prepared to accurately report the discussions, issues and decisions made at the above referenced meeting. If any attendee does not agree with the statements made above, please provide corrections in writing within three (3) days of receipt; otherwise, it is deemed all meeting participants are in agreement with the contents.



HOUSTON INDEPENDENT SCHOOL DISTRICT
Construction Services (Bond Program)
3500 Tampa Street • Houston, Texas 77021-1244



SIGN-IN SHEET
HISD BOND PROGRAM

Project: Helms Elementary School Renovation

Meeting Date / Time: April 18, 2012, 9:30 AM

Meeting Purpose: Construction Meeting 3

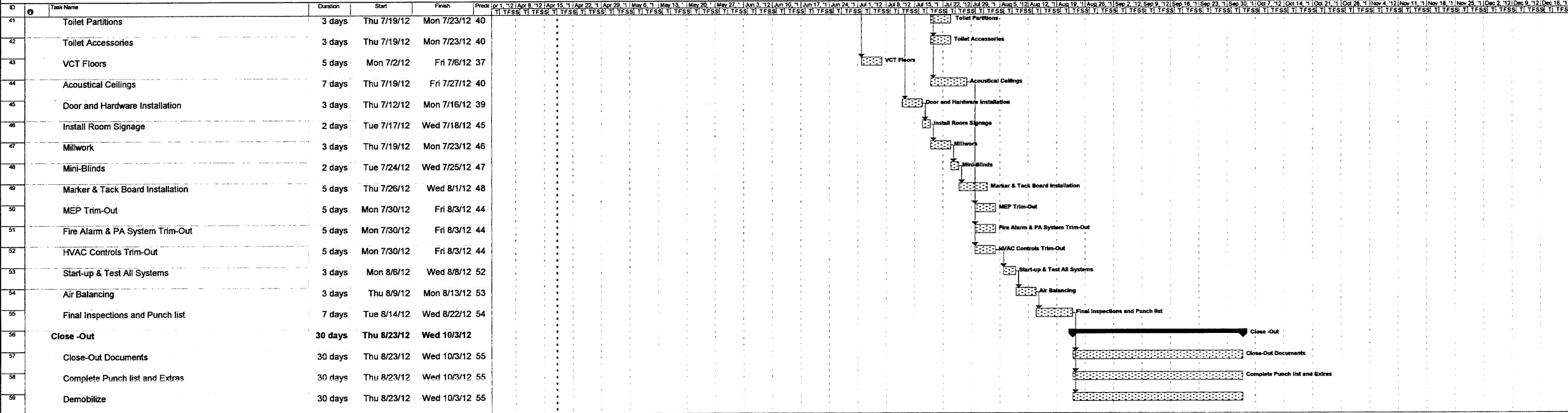
Location: Helms ES

Name	Initial	Title	Company	Phone	Email Address
Tim Beally		PM	AECOM	713-267-3223	Tim.beally@aecom.com
Diana Del Pilar		Principal	HISD – Helms ES	713-867-5130	ddelpila@houstonisd.org
Brian Cox		Principal	Fehr Grossman Cox	713.797.0404	bcox@fgca.cc
Ron Hughes		Project Manager	Jones Engineers	713-222-7766	rhuhges@jonesengineers.com
Wes Geyer		Project Manager	Horizon Intl. Group	832-347-7204	wgeyer@hgiusa.com
Russell McCown		Project Manager	Horizon Intl. Group	832-752-0066	rmccown@hgiusa.com
Gary McMaster		Superintendent	Horizon Intl. Group	281-413-8112	gmcmaster@hgiusa.com
Mike Afshar		PM	ERC	713-290-9444	mafshar@erc-tx.com

Helms Elementary School

ID	Task Name	Duration	Start	Finish	Predecessors	Task Name
0	Preconstruction Activities	31 days	Mon 4/2/12	Mon 5/14/12		Preconstruction Activities
1	Receive Notice to Proceed	1 day	Mon 4/2/12	Mon 4/2/12		1 Receive Notice to Proceed
2	Submittal Approval & Ordering Equipment	30 days	Tue 4/3/12	Mon 5/14/12	1	2 Submittal Approval & Ordering Equipment
3	Temporary Fencing	1 day	Tue 4/3/12	Tue 4/3/12	2	3 Temporary Fencing
4	SWPPP	2 days	Tue 4/3/12	Wed 4/4/12	2	4 SWPPP
5	Set-Up Trailer & Lay down Area	2 days	Thu 4/5/12	Fri 4/6/12	5	5 Set-Up Trailer & Lay down Area
6	Install Construction Signage	2 days	Mon 4/9/12	Tue 4/10/12	6	6 Install Construction Signage
7	Site Work	29 days	Fri 4/20/12	Wed 5/30/12		7 Site Work
8	Clean Inlets and Lines	2 days	Fri 4/20/12	Mon 4/23/12		8 Clean Inlets and Lines
9	Adjust Top of Existing Grates for Proper Drainage	2 days	Tue 4/24/12	Wed 4/25/12	9	9 Adjust Top of Existing Grates for Proper Drainage
10	Remove Concrete Sidewalk	2 days	Thu 4/26/12	Fri 4/27/12	10	10 Remove Concrete Sidewalk
11	Re-Grade Areas and Add Fill for Proper Drainage	3 days	Mon 4/30/12	Wed 5/2/12	11	11 Re-Grade Areas and Add Fill for Proper Drainage
12	Demo Exterior Stairs and Landings (incl. Railings)	3 days	Thu 5/3/12	Mon 5/7/12	12	12 Demo Exterior Stairs and Landings (incl. Railings)
13	Install New Exterior Concrete Stairs and Landings	5 days	Tue 5/8/12	Mon 5/14/12	13	13 Install New Exterior Concrete Stairs and Landings
14	Install New Railings and Angle Edging	3 days	Tue 5/15/12	Thu 5/17/12	14	14 Install New Railings and Angle Edging
15	Install New Sod at Disturbed Areas	2 days	Fri 5/18/12	Mon 5/21/12	15	15 Install New Sod at Disturbed Areas
16	Re-Stripe Handicap Parking Spaces	1 day	Tue 5/22/12	Tue 5/22/12	16	16 Re-Stripe Handicap Parking Spaces
17	Install New Handicap Signage & Poles	1 day	Wed 5/23/12	Wed 5/23/12	17	17 Install New Handicap Signage & Poles
18	Demo Existing Marquee Sign	2 days	Thu 5/24/12	Fri 5/25/12	18	18 Demo Existing Marquee Sign
19	Install New Foundation, Power and Data	3 days	Mon 5/28/12	Wed 5/30/12	19	19 Install New Foundation, Power and Data
20	Buildings	60 days	Thu 5/31/12	Wed 8/22/12		20 Buildings
21	Install Geo Forms and Pour 4" Topping Slab	3 days	Thu 5/31/12	Mon 6/4/12	20	21 Install Geo Forms and Pour 4" Topping Slab
22	Asbestos Abatement	3 days	Mon 6/4/12	Wed 6/6/12	22	22 Asbestos Abatement
23	Plumbing Demolition @ Restrooms	4 days	Thu 6/7/12	Tue 6/12/12	23	23 Plumbing Demolition @ Restrooms
24	Wall, Partitions, Doors, & Frames Demolition @ Restrooms	4 days	Thu 6/7/12	Tue 6/12/12	24	24 Wall, Partitions, Doors, & Frames Demolition @ Restrooms
25	Ceiling Demolition	4 days	Thu 6/7/12	Tue 6/12/12	25	25 Ceiling Demolition
26	Flooring Demolition	2 days	Thu 6/7/12	Fri 6/8/12	26	26 Flooring Demolition
27	HVAC Demolition	5 days	Thu 6/7/12	Wed 6/13/12	27	27 HVAC Demolition
28	Electrical Demolition	5 days	Thu 6/7/12	Wed 6/13/12	28	28 Electrical Demolition
29	Fire Alarm & PA System Demolition	5 days	Thu 6/7/12	Wed 6/13/12	29	29 Fire Alarm & PA System Demolition
30	Plumbing Rough-in @ Restrooms	10 days	Wed 6/13/12	Tue 6/26/12	30	30 Plumbing Rough-in @ Restrooms
31	Electrical Rough-in Through-Out Building	25 days	Thu 6/7/12	Wed 7/11/12	31	31 Electrical Rough-in Through-Out Building
32	HVAC Rough-in Through-Out Building	25 days	Thu 6/7/12	Wed 7/11/12	32	32 HVAC Rough-in Through-Out Building
33	Fire Alarm & PA System Rough-in Through-Out Building	14 days	Thu 6/7/12	Tue 6/26/12	33	33 Fire Alarm & PA System Rough-in Through-Out Building
34	HVAC Controls Rough-in	14 days	Thu 6/14/12	Tue 7/3/12	34	34 HVAC Controls Rough-in
35	Glass & Glazing (including demolition)	5 days	Wed 7/4/12	Tue 7/10/12	35	35 Glass & Glazing (including demolition)
36	Drywall Work @ Restrooms	3 days	Wed 6/27/12	Fri 6/29/12	36	36 Drywall Work @ Restrooms
37	Ceramic Tile @ Restrooms	5 days	Mon 7/2/12	Fri 7/6/12	37	37 Ceramic Tile @ Restrooms
38	Paint Walls @ Restrooms	3 days	Mon 7/9/12	Wed 7/11/12	38	38 Paint Walls @ Restrooms
39	Plumbing Fixtures	5 days	Thu 7/12/12	Wed 7/18/12	39	39 Plumbing Fixtures

Helms Elementary School



Submittal Log and Schedule - Helms Elementary School



Submittal Log and Schedule - Helms Elementary School															
		Log of Required Submittals				Schedule		Submittal Distribution			Disposition of Submittal				
		Total Open Submittals													
		Total Submittals in HGI's Office													
Spec Section		Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required	Notes	
													Y	N	
Division 02 Site Work															
024119 Selective Demolition															
		1.6C		Schedule of Demolition Activities											
		1.6D		Inventory of Demolition Items											
		1.6E		Predemolition Photographs											
029200 Lawns and Grasses															
		1.4A		Product Data											
029500 Fences & Gates															
		1.4A	Approved	Product Data & Shop Drawings	National Fence	04/09/12	04/09/12	04/09/12	04/10/12	Arch.	4/10/12	4/11/12	N		
Division 03 Concrete															
033000 Cast-In-Place-Concrete															
		1.2C		Design Mixes	Elite	03/30/12	03/30/12	04/02/12	04/02/12	Arch.					
		1.2D	As Noted	Reinforcement Shop Drawings	Elite	03/30/12	03/30/12	04/03/12	04/03/12	Arch.	4/5/12	4/6/12	N		
		1.2E		Expanded Polystyrene (EPS) Geofoam	Elite	04/03/12	04/03/12	04/03/12	04/03/12	Arch.					
Division 05 Metals															
055213 Pipe and Tube Railings															
		1.4A		Product Data	Gulf Coast										
		1.4B		Shop Drawings	Gulf Coast										
		1.5A		Paint Compatability	Gulf Coast										
Division 06 Wood and Plastics															
061053 Miscellaneous Rough Carpentry															
		1.4A		Product Data	Xtreme Const										
064023 Interior Architectural Woodwork															
		1.4A		Product Data	Xtreme Const										
		1.4C		Shop Drawings	Xtreme Const										
		1.4D		Samples	Xtreme Const										
		1.4E		Product Certificates	Xtreme Const										
Division 07 Thermal And Moisture Protection															
079200 Joint Sealants															
		D.1		Product Data											
		D.2		Samples											
		D.4		Product Certificates											
Division 08 Doors And Windows															
081113 Hollow Metal Doors and Frames															
		1.4A		Product Data	Xtreme Const										
		1.4B		Shop Drawings	Xtreme Const										
		1.4C		Samples	Xtreme Const										
082120 Solid Core Plastic Laminate Faced Doors															

Submittal Log and Schedule - Helms Elementary School



Spec Section		Log of Required Submittals			Subcontractor	Schedule		Submittal Distribution			Disposition of Submittal				Notes
		Total Open Submittals													
		Total Submittals in HGI's Office													
Spec Section		Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required		
		C.1		Product Data	Xtreme Const										
		C.2		Shop Drawings	Xtreme Const										
		C.3		Samples	Xtreme Const										
084113 Aluminum Storefront															
		D.1		Product Data	Mares Glass										
		D.2		Manufacturer Certification	Mares Glass										
		D.3		Shop Drawings	Mares Glass										
		D.4		Samples for Color Selection	Mares Glass										
		D.5		Samples for verification of Finishes	Mares Glass										
087100 Door Hardware															
		1.4A		Product Data	Xtreme Const										
		1.4B		Hardware Schedule	Xtreme Const										
		1.4C		Keying Information	?										
088000 Glazing															
		1.5A		Product Data	Mares Glass										
		1.5B		Samples of Glass	Mares Glass										
		1.5C		Samples of Gaskets	Mares Glass										
		1.5D		Manufacturer Certificate	Mares Glass										
		1.5F		Sealant Test Reports	Mares Glass										
Division 09 - Finishes															
092200 Portland Cement Plaster															
		1.3A		Product Data											
		1.3B		Shop Drawings											
		1.3C		Samples for Initial Selection											
		1.3D		Samples for Verification											
092210 Non-Structural Metal Framing															
		1.3A		Product Data	ABC Const.										
092900 Gypsum Board															
		1.3A		Product Data	ABC Const.										
		1.3B		Samples	ABC Const.										
093100 Ceramic Tile															
		1.5A		Product Data	Bus. Floor Sol,	03/30/12	03/30/12	04/02/12	04/02/12	Arch					
		1.5C		Samples for Initial Selection	Bus. Floor Sol,										
		1.5D		Samples for Verification	Bus. Floor Sol,										
095113 Acoustical Panel Ceilings															
		1.5A		Product Data	ABC Const.										
		1.5C		Samples	ABC Const.										
096516 Resilient Sheet Flooring															
		1.3A		Product Data	Bus. Floor Sol,	03/30/12	03/30/12	04/02/12	04/02/12	Arch					
		1.3C		Samples	Bus. Floor Sol,										
096519 Resilient Tile Flooring															
		1.3A		Product Data	Bus. Floor Sol,	03/30/12	03/30/12	04/02/12	04/02/12	Arch					

Horizon Group
INTERNATIONAL

Submittal Log and Schedule - Helms Elementary School



Spec Section		Log of Required Submittals			Subcontractor	Schedule		Submittal Distribution			Disposition of Submittal				Notes
		Total Open Submittals	Status / Revision	Description		Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required		
		Total Submittals in HGI's Office													
096520		1.3C		Samples	Bus. Floor Sol,										
Resilient Base and Accessories															
		1.3a		Product Data	Bus. Floor Sol,										
		1.3B		Samples	Bus. Floor Sol,										
099113 Exterior Painting															
		1.3A		Product Data											
		1.3B		Samples											
		1.3C		Product List											
99123 Interior Painting															
		1.3A		Product Data											
		1.3B		Samples											
		1.3C		Product List											
Division 10 Specialties															
101000 Marker boards and Tack boards															
		1.10	As Noted	Product Data	Newline	04/03/12	04/10/12	04/10/12	04/10/12	Arch.	4/17/12	4/17/12		N	
		1.10	As Noted	Tack Board Color Chart	Newline	04/03/12	04/10/12	04/10/12	04/10/12	Arch.	4/17/12	4/17/12		N	
101550 Toilet Compartments															
		1.3 A	As Noted	Product Data	PBJ Spec.	03/27/12	03/27/12	03/27/12	03/30/12	Arch	4/3/12	4/4/12		N	
		1.3B	As Noted	Shop Drawings	PBJ Spec.	03/27/12	03/27/12	03/27/12	03/30/12	Arch	4/3/12	4/4/12		N	
		1.3C	As Noted	Color Samples	PBJ Spec.	03/27/12	03/27/12	03/27/12	03/30/12	Arch	4/3/12	4/4/12		N	
102800 Toilet Accessories															
		1.2A	As Noted	Product Data	PBJ Spec.	03/27/12	03/27/12	03/27/12	03/28/12	Arch	4/17/12	4/17/12		N	
104410 Interior Unframed Signs															
		1.3B		Product Data	Nova Graphics										
		1.3C		Shop Drawings	Nova Graphics										
		1.3D		Samples	Nova Graphics										
Division 12 - Furnishings															
122113 Horizontal Louver Blinds															
		1.3A		Product Data	Capitol Blind	03/30/12	04/04/12	04/04/12	04/04/12	Arch					
		1.3B		Shop Drawings	Capitol Blind	03/30/12	04/04/12	04/04/12	04/04/12	Arch					
		1.3C		Samples	Capitol Blind	03/30/12	04/04/12	04/04/12	04/04/12	Arch					
Division 22 - Plumbing															
22 05 23 General Duty Valves for Plumbing Piping															
		1.4A		Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12		N	
22 05 29 Hangers and Supports for Plumbing Piping and Equipment															
		1.5A		Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12		N	
22 07 19 Plumbing Piping Insulation															
		1.3A		Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12		N	
		1.3D		Material Test Reports	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12		N	
22 11 16 Domestic Water Piping															

Submittal Log and Schedule - Helms Elementary School



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		Total Open Submittals													
		Total Submittals in HGI's Office													
Spec Section		Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required		Notes
		1.3A		Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12		N	
22 11 19 Domestic Water Piping Specialties															
		1.4A	As Noted	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/13/12	4/16/12		N	
22 13 16 Sanitary Waste and Vent Piping															
		1.4A		Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12		N	
22 40 00 Plumbing Fixtures															
		1.4A	As Noted	Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/13/12	4/16/12	Y		re-submit items requested
22 47 0 Drinking Fountains and Water Coolers															
		1.4A		Product Data	Unique Plumb	03/30/12	04/05/12	04/05/12	04/06/12	Eng.	4/10/12	4/10/12		N	
Division 23 - Mechanical															
23 05 18 Escutcheons for HVAC Piping															
		1.3A		Product Data	LMI										
23 05 19 Meters and Gauges for HVAC Piping															
		1.3A		Product Data	LMI										
23 05 23 General Duty Valves for HVAC Piping															
		1.4A		Product Data	LMI										
23 05 29 Hangers and Supports for HVAC Piping & Equipment															
		1.5A		Product Data	LMI										
23 05 53 Identification for HVAC Piping & Equipment															
		1.3A		Product Data	LMI										
		1.3B		Equipment Label Schedule	LMI										
23 05 93 Testing, Adjusting, and Balancing for HVAC															
		1.4A		Qualification Data	LMI										
		1.4B		Contract Documents Examination Report	LMI										
		1.4D		Certified TAB Reports	LMI										
		1.4F		Instrument Calibration Reports	LMI										
23 07 00 HVAC Insulation															
		1.3A		Product Data	LMI										
		1.3C		Material Test Reports	LMI										
23 07 19 HVAC Piping Insulation															
		1.1		Product Data	LMI										
23 09 00 Instrumentation and Control for HVAC															
		1.1A		Product Data	LMI										
		1.1B		Shop Drawings	LMI										
23 09 01 HVAC Lighting Control Integrated with BAS															
		1.1A		Product Data	LMI										
		1.1B		Shop Drawings	LMI										
23 21 13 Hydronic Piping															
		1.5A		Product Data	LMI										
		1.5B		Shop Drawings	LMI										
		1.5G		Water Analysis	LMI										
23 21 23 Hvdronic Pumps															

Submittal Log and Schedule - Helms Elementary School



		Log of Required Submittals				Schedule		Submittal Distribution			Disposition of Submittal				
		Total Open Submittals													
		Total Submittals in HGT's Office													
Spec Section		Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGT Requested	Date Due	Date Received	Date HGT Sent Out	Engineer / Architect	Date Returned to HGT	Date Returned to Subcontractor	Resubmittal Required	Notes	
23 31 13 Metal Ducts		1.4A	Approved	Product Data	LMI	03/30/12	04/06/12	4-5-12	04/06/12	Eng.	4/10/12	4/10/12		N	
		1.4A	Approved	Product Data	LMI	03/14/12	03/21/12	03/21/12	03/22/12	Eng.	3/27/12	3/29/12		N	
		1.4B		Shop Drawings	LMI										
23 33 00 Air Duct Accessories															
		1.3A	Approved	Product Data	LMI	03/14/12	03/21/12	03/21/12	03/22/12	Eng.	3/27/12	3/29/12		N	
		1.3B		Shop Drawings	LMI										
23 34 23 Power Ventilators															
		1.4A		Product Data	LMI										
23 37 13 Diffusers, Registers, & Grilles															
		1.3A	Approved	Product Data	LMI	03/14/12	03/21/12	03/21/12	03/22/12	Eng.	3/27/12	3/29/12		N	
23 41 00 Particulate Air Filtration															
		1.3A		Product Data	LMI										
23 62 00 Packaged Compressor and Condenser Units															
		1.3A		Product Data	LMI										
		1.3B		Shop Drawings	LMI										
23 73 14 Modular Outdoor Central Station Air-Handling Units															
		1.3A		Product Data	LMI										
23 74 33 Packaged Outdoor Heating and Cooling Make-up Air Conditioners															
		1.4A	R&R	Product Data	LMI	03/14/12	03/29/12	03/30/12	03/30/12	Eng.	3/30/12	4/2/12	Y		
		1.4B		Shop Drawings	LMI										
23 82 19 Fan Coil Units															
		1.4A	As Noted	Product Data	LMI	03/14/12	03/29/12	03/29/12	03/29/12	Eng.	4/10/12	4/10/12	Y		
		1.4B	As Noted	Shop Drawings	LMI	03/14/12	03/29/12	03/29/12	03/29/12	Eng.	4/10/12	4/10/12	Y		
		1.4C		Color Samples	LMI										
23 82 23 Unit Ventilators															
		1.4A	Approved	Product Data	LMI	03/14/12	03/29/12	03/29/12	03/29/12	Eng.	3/30/12	3/30/12		N	
		1.4B		Shop Drawings	LMI	03/14/12	03/29/12	03/29/12	03/29/12	Eng.	3/30/12	3/30/12		N	
Division 26 Electrical															
260200 Basic Materials & Methods															
		1.07C		Shop Drawings	State Wide Elec										
		1.07D		Product Data	State Wide Elec										
260300 Electrical Demolition Work															
		3.01F		Salvage List	State Wide Elec										
260500 Common Work Results for Electrical															
		1.4A		Product Data - Sleeve Seals	State Wide Elec										
26 05 63 Identification for Electrical Systems															
		1.2A		Product Data	State Wide Elec										
26 05 19 Low Voltage Electrical Power Conductors and Cables															
		1.4A		Product Data	State Wide Elec										
		1.4B		Qualification Data: for testing agency	State Wide Elec										
		1.4C		Field Quality -Control test reports	State Wide Elec										

Submittal Log and Schedule - Helms Elementary School



Spec Section		Log of Required Submittals			Subcontractor	Schedule		Submittal Distribution			Disposition of Submittal				Notes
		Total Open Submittals													
		Total Submittals in HGI's Office													
Spec Section		Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required		
26 05 26		Grounding & Bonding for Electrical Systems													
		1.3A		Product Data	State Wide Elec										
		1.3B		Qualification Data	State Wide Elec										
		1.3C		Field Quality Control test reports	State Wide Elec										
		1.3D		O&M Data - Close Outs	State Wide Elec										
26 05 29		Hangers & Supports for Electrical Systems													
		1.5A		Product Data	State Wide Elec										
26 05 33		Raceway & Boxes for Electrical Systems													
		1.4A		Product Data	State Wide Elec										
		1.4B		Shop Drawings	State Wide Elec										
26 09 24		Electrical Lighting Control Integrated with BAS													
		1.1E		Shop Drawings	State Wide Elec										
26 24 16		Panel boards													
		1.5A		Product Data	State Wide Elec										
		1.5B		Qualification Data	State Wide Elec										
		1.5C		Field Quality Control Reports	State Wide Elec										
		1.5D		Panel board Schedules	State Wide Elec										
		1.5E		O&M Data - Close Outs	State Wide Elec										
26 27 26		Wiring Devices													
		1.4A		Product Data	State Wide Elec										
		1.4B		Shop Drawings	State Wide Elec										
		1.4C		Samples	State Wide Elec										
		1.4D		Field Quality Control Reports	State Wide Elec										
		1.4E		O&M Data - Close Outs	State Wide Elec										
26 28 16		Enclosed Switches & Circuit Breakers													
		1.5A		Product Data	State Wide Elec										
		1.5B		Field Quality Control Reports	State Wide Elec										
		1.5C		Manufacturers Field Service Report	State Wide Elec										
		1.5D		O&M Manuals - Closeout	State Wide Elec										
26 29 23		Variable Frequency Motor Controllers - Installation													
		1.8A		Training Sign in Sheet	State Wide Elec										
26 51 00		Interior Lighting													
		1.3A	R&R	Product Data	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
		1.3B	R&R	Installation Instructions	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
		1.3C	R&R	Qualification Data	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
		1.3D	R&R	Product Certificates	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
		1.3E	R&R	Field Quality Control Reports	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
		1.3F		O&M Manuals - Closeout	State Wide Elec										
26 56 00		Exterior Lighting													
		1.5A	R&R	Product Data	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
		1.5E	R&R	Qualification Data	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
		1.5F	R&R	Field Quality Reports	State Wide Elec	04/06/12	04/06/12	04/06/12	04/09/12	Eng.	4/10/12	4/10/12	Y		
		1.5G		O&M Manuals - Closeout	State Wide Elec										

Submittal Log and Schedule - Helms Elementary School



Submittal Log and Schedule - Helms Elementary School														
		Log of Required Submittals				Schedule		Submittal Distribution			Disposition of Submittal			
		Total Open Submittals												
		Total Submittals in HGI's Office												
Spec Section		Specification Subdivision	Status / Revision	Description	Subcontractor	Date HGI Requested	Date Due	Date Received	Date HGI Sent Out	Engineer / Architect	Date Returned to HGI	Date Returned to Subcontractor	Resubmittal Required	
		1.5H		Warranty - Sample of special warranty	State Wide Elec									
Division 27 - Communications														
27 51 00 Intercom														
		1.1		Product Data - Shop Drawings	AFS									
Division 28 - Electronic Safety And Security														
28 31 11 Digital Addressable Fire Alarm System														
		1.4A		Product Data	AFS									
		1.4B		Shop Drawings	AFS									
		1.4C		Suppliers Qualifications	AFS									
		1.4D		Hourly Service Rate Schedule	AFS									
		1.4E		O&M Manuals - Close Out	AFS									
		1.4F		Warranty - Close Out	AFS									

Helms ES Renovation - Change Log

[illegible]

Horizon Group

[illegible]

SUBCONTRACTORS & MATERIAL SUPPLIERS

Helms Elementary Renovations Houston ISD

Dated 4/15/2012

Contractor:

Horizon International Group

4204 Bellaire Blvd.

Houston, Texas 77025

Phone: 713-660-8282

Fax: 713-660-0102

Cell: 832-347-7204

Attn: Wesley Geyer/Russell McCown

Helms

Architect Project # 090010

Helms Elementary

Project Manager Wes Geyer

Project Manager Russell McCown

Jobsite Address 503 W.21st Street

Houston, Texas 77008

Phone: 713-660-8282

Fax: 713-660-0102

Cell: 832-347-7204

Cell: 832-752-0066

Email: wgeyer@hgiusa.com

Email: rmccown@hgiusa.com

Job # 090010

Helms Elementary

Superintendent: Gary McMaster

"Montana"

Jobsite Address 503 W.21st St.

Houston, Texas 77008

Phone: 713-660-8282 (Main Office)

Fax: 713-660-0102 (Main Office) Email: gmcmaster@att.net

Cell: 281-413-8112

Job # 090010

Owner: Main # 713-746-8256

Houston ISD

4400 West 18th Street

Houston, Texas 77092

Phone: 281.245.2496

Fax: 713-429-8329

Attn:

Architect:

Fehr Grossman Cox,

3315 Marquart St., Suite 250

Houston, Texas 77027

Phone: 713-797-0404

Fax: 713-797-6740

Cell:

Attn: Brian Cox

email: bcox@fgca.cc

Program Manager

AECOM

Houston, Texas 77036

Phone: 713-267-3223

Fax: 713-482-2314

Attn: Tim Beally

Cell: 832-319-0326

email: tim.beally@aecom.com

MEP Engineer:

Jones Engineering, LLC

9820 Whithorn Drive

Houston, Texas 77095

Phone: 713-222-7766

Fax: 713-222-0930

Attn: Ron Hughes

Cell:

email: rhughes@jonesengineers.com

01501 Porta-Cans
Texas Outhouse

Phone:

Fax:

Attn:

01502 Dumpsters
Sprint Waste Services, L.P.

P.O. Box 904820

Houston, Texas 77094

Phone: 281-491-7775

Fax: 281-277-1832

Attn: Mark Carney

Cell: 281-757-3581

Email: Mcarney@sprintwaste.com

01503 Job Signs

00 00 00 Abatement

Mustang Remediation, LLC

3515-B Longmire Dr., suite 235
College Station, Texas 77845
Phone 800-417-4920
Fax 800-417-4970
Attn: Michael Mooney
Cell: 713-551-3138

Email: michaelmooney@mustangremediation.com

1770 Final Cleaning

CAM Cleaning Services

1233 1/2 Hugh Road
Houston, Texas 77067
Phone: 281-874-9400
Fax: 281-872-3783
Attn: Hans Mccullough
Cell: 832-341-9010

Email hansmccullough@hotmail.com

02 20 90 Landscaping

2C Commercial Services, LLC

152 Magic Oaks Drive
Spring, Texas 77388
Phone: 832-299-6082
Fax: 832-299-6083
Attn: Casey Huff
Cell: 713-829-1800

Email cbhuff3@yahoo.com

02 41 19 Selective Demolition

Mustang Remediation, LLC

3515-B Longmire Dr., suite 235
College Station, Texas 77845
Phone 800-417-4920
Fax 800-417-4970
Attn: Michael Mooney
Cell: 713-551-3138

Email: michaelmooney@mustangremediation.com

03 30 00 Cast-In-Place Concrete

Elite Concrete Construction

15215 Elm Square Street
Cypress, Texas 77429
Phone: 281-758-0900
Fax: 281-758-0904
Attn: Lee Gunter
Cell: 281-851-0564

Juan Cell 281-850-1009

Email: lgunter@eliteconcrete.us

05 00 00 Pipe and Tube Railings

Gulf Coast Railings

32934 Decker Prairie Rd.
Tomball, Texas 77355
Phone: 281-259-1153
Fax: 281-259-3863
Attn: Nic Hurst

Email nichurst@grailings.com

64023 Rough Carpentry

ABC Construction, LLC

112 Peach St
Tomball, Texas 77357
Phone: 713-539-1900
Fax: 281-290-8387
Attn: Ben Wilson
Cell: 713-203-2080

Email: abccconstructiontexas@gmail.com

87100 HM Frames/Doors, Wood/P-Lam Doors, & Finish Hardware

Xtreme Hardware& Construction,LLC

200 Peach St.

Tomball, Texas 77357

Phone: 713-539-1900

Fax: 832-553-3202

Attn: Ben Wilson

Email: extremeconstructionllc@gmail.com

Cell: 713-203-2080

08 41 13 Storefronts,Aluminum Windows, and Glazing

Mares Glass, Inc.

11948 C Hempstead

Houston, Texas 77092

Phone: 713-789-7119

Fax: 713-789-2055

Attn: Amando Mares J Email:

maresglass@yahoo.com

Cell: 713-539-1724

09 22 00 Portland Cement Plaster

Email:

09 25 00 Gypsum Board Assemblies

ABC Construction, LLC

112 Peach St.

Tomball, Texas 77357

Phone: 713-539-1900

Fax: 281-290-8387

Attn: Ben Wilson

Email: abccconstructiontexas@gmail

Cell: 713-203-2080

09 30 00 Ceramic Tile

Business Flooring Partners, LLC

7341 Dogwood Park

Fort Worth, Texas 76118

Phone: 817-282-1600

Fax: 817-282-9933

Attn: Adrian Del Rio

Email: adriandelrio@bfsflooring.com

Cell: 281-804-1435

09 51 13 Acoustical Panel Ceilings

ABC Construction, LLC

112 Peach St.

Tomball, Texas 77357

Phone: 713-539-1900

Fax: 281-290-8387

Attn: Ben Wilson

Email: abccconstructiontexas@gmail

Cell: 713-203-2080

09 65 00 Resilient Flooring (VCT) and Base

Business Flooring Partners, LLC

7341 Dogwood Park
Fort Worth, Texas 76118
Phone: 817-282-1600
Fax: 817-282-9933
Attn: Adrian Del Rio
Cell: 281-804-1435

Email: adriandelrio@bfsflooring.com

09 90 00 Painting

Lawrence Butler/LBC

2754 Winter Park Ct.
Houston, Texas 77067
Phone: 281-440-5795
Fax: 281-440-5795
Attn: Lawrence Butler
Cell: 832-881-3230

Email: toby4k@yahoo.com

10 10 50 Visual Display Boards

Newline Products, Inc.

2901 Technology Drive, Suite 135
Plano, Texas 75074
Phone: 972-881-3318 ext. 22
Fax: 972-881-0985
Attn: Michael Cartwright

Email: michael.cartwright@newlineproductinc.com

10 14 00 Signage

Nova Graphics

110 E. 4th Streer
Deer Park, Texas 77536
Phone: 832-628-4080
Fax: 281-542-0041
Attn: Danny Leys
Cell: 832-628-4080

Email: novagraphics@att.net

10 15 50 Solid Polymer Toilet Partitions

PBJ Specialties

19525 Weid Road, Suite 550
Spring, Texas 77388
Phone: 281-288-8614
Fax: 281-288-8618
Attn: Nick Heintz

Email: pbjspecialties@sbcglobal.net

10 28 13 Toilet Accessories

PBJ Specialties

19525 Weid Road, Suite 550
Spring, Texas 77388
Phone: 281-288-8614
Fax: 281-288-8618
Attn: Nick Heintz

Email: pbjspecialties@sbcglobal.net

12 21 13 Horizontal Louver Blinds

Capitol Blind & Drapery Company, Inc.

1801-1803 Hydro Drive
Austin, Texas 78718
Phone: 512-990-8033
Fax: 512-990-8034
Attn: Jeremy Powell

Email: capitolblind@yahoo.com

220200 Plumbing

Unique Plumbing, Inc.

1777 N. Loop 336 West
Conroe, Texas 77304
Phone: 936-788-2322
Fax: 936-788-2323
Attn: Gabe Alanis
Cell: 832-553-4593

Email: galanis@uniqueplumbing.com

23 05 10 HVAC

LMI, LLC Mechanical Contractors

3748 Dover St.

Houston, Texas 77087

Phone: 713-644-7795

Fax: 713-644-1800

Attn: Jim Godbe

Email: jgodbe_lmi@att.net
lmillc@sbcglobal.net

26 04 10 Electrical

Phone:

Fax:

Attn: James Loggins

Email:

Cell: 713-826-6526

275100 Intercommunication Systems

283111 Access Control

Building Intrusion Security System

Fire Alarm System

AFS Security

P.O. Box 573

Tomball, Texas 77375

Phone: 281-290-8383

Fax: 281-290-8387

Attn: Ben Wilson

Email: benwilson@afssecurity.com

Cell: 713-203-2080