



**CONSTRUCTION AND FACILITY SERVICES (CFS)**  
3200 Center Street, Houston TX 77007-5909

**Facilities Planning**

**Project Advisory Team Meeting Minutes**

**Grady Middle School PAT**

**MEETING NO.:** 009

**LOCATION:** Grady Middle School

**DATE / TIME:** December 10, 2013, 1:30 p.m.

**ATTENDEES:** Gretchen Kasper-Hoffman, Principal; Carolina Weitzman, Natex Architects; John Haugen, Natex Architects; Robert Barrera, Rice and Gardner Consultants, Inc., HISD Program Manager.; Anthony Payne, Natex Architects; Steve Hoyt, HISD Sr. PM; LaJuan Harris, HISD Facilities Planning; Kedrick Wright, HISD Facilities Design; Mary Lynn Khater, Parent; Gordon Richardson, Briarbend HOA President; Mirrat Noon, PTO

**PURPOSE:** The purpose of this meeting was to review the progress of the design development phase for Grady Middle School as prepared by Natex Architects.

**AGENDA ITEMS:**

- Natex design development presentation
- Review and discuss proposed security vestibule
- What to expect at the next PAT meeting

**NOTES:**

1. John Haugen, Natex Architects has started preliminary discussions with Sterling Structures, the Construction Manager-At-Risk, regarding site construction.
  - a. Planning for phased construction is underway.
  - b. Trees under the proposed footprint of the new building addition have been identified to be removed or transplanted. An existing plum tree is planned to be relocated.
  - c. Construction fencing around the gym will be added to separate the construction zone from the public area. Special emphasis will be placed on the crossing areas to ensure safety of the students and pedestrians.
  - d. The construction phasing plan will be presented to the principal for feedback once the initial plan is developed.
  - e. Demolition of the existing transportable buildings is planned for early summer. Instruction will not be impacted.
2. John Haugen, Natex Architects presented the latest design developments.
  - a. Additional storage space created by closing off and building out this space is being considered and would have a minimal cost impact.
  - b. A plan to add a security vestibule to the existing lobby was proposed and discussed. It is possible to magnetically lock the entry doors and remotely open once the visitor is screened. Further discussions will occur on this topic.
  - c. The exterior court yard area was presented. Area drainage will be provided.
  - d. Renderings of the main corridor were shown. A built-in seating area against the glass was shown.
  - e. The option of having a 30" high concrete block wall in lieu of the currently full length glass walls at classrooms was discussed.
  - f. Benches under stairs were shown. This concept addressed ADA compliance requirements.
  - g. Classroom moveable panel partitions will require marker and tack board surfaces.

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**Office: 713-556-9299**

**Fax: 713-676-9582**

**ACTION ITEMS:**

- 1-01 Continue with design development. (Natex)
- 1-02 Sterling Structures to prepare cost estimate.

**NEXT MEETING:** Next meeting will be held on January 14, 2014 at 1:30 pm.

Please review the meeting minutes and submit any changes or corrections to Robert Barrera, Jr.  
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Robert Barrera, Jr.  
Senior Project Manager  
HISD – Construction & Facility Services  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9300

Attachment: