



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

Facilities Planning

Project Advisory Team Meeting Minutes

South Early College High School

MEETING NO.: 009

LOCATION: Houston Community College South Campus, Gay Hall

DATE / TIME: July 18, 2013, 10:00 am

ATTENDEES: Bessie Swindle, SECOC; Charles Whigham, HCC; Debra McGaughey, HCC Central; Terry Smith, Smith & Co. Arch.; Bill Cabrera, Smith & Co. Arch.; Charles Sheppard, Smith & Co. Arch.; Charles Herbert, Community Member; Dr. Mary Addison, HISD; Linda Scurlock, SHCCC; Wilma Jordan, TX State Representative; Steven Gourrier, SECHS Principal, Kathleen Fleming, HCC; Cheryl Peters, HCC; William Harmon, HCC; Jean Roberts, SECOCC; Betty Mara, CPSC; Ronald Roberts, PM-Kwame/RPH; Amanda Goodie, PM-Kwame/RPH; Michael Garfield, PM-Kwame/RPH; Clay Clayton, HISD Facility Planning; Greg Kieschnick, HCC Construction; Eric Caldwell, IA-Civil Engineer; Bernice Hill, Community Member; Sizwe Lewis, HISD-Project Manager; Princess Jenkins, HISD-Facility Planning; Kedrick Wright, HISD- Facility Design

PURPOSE: The purpose of this meeting was to focus on site concepts presented by the architect for South Early College High School.

AGENDA ITEMS:

- Site Concepts Presentation
- Discuss Site Package
- Discuss Joint-Use of Building with HCC
- What to expect at the next PAT Meeting

NOTES:

Discussion

1. Smith Architects presented site concepts for the PAT to view and discuss.
 - a. Schemes Presented:
 - i. Courtyard Scheme
 - 1) 2 floors
 - 2) Overhang offers outside covered space for students
 - ii. Spine Scheme
 - 1) L-shaped building type, oriented north to south
 - 2) Also has dining and commons area in the middle
 - 3) Outside space is located in the Plaza – near the left back side of the project site
 - 4) Neighborhoods are located on the west side of the building
 - 5) 2 floors
 - 6) Efficient layout
 - 7) Plaza is an extension of the dining commons
 - 8) Clear separation from major west wing not sure what this means
 - iii. Heart Scheme
 - 1) Central double dining commons area
 - 2) Oriented east to west
 - 3) 2 administration areas
 - 4) Plaza is closer to center of campus
 - 5) 2nd floor has a large terrace above the administration area
 - 6) Strong east and west entry points
 - 7) 2 story common area

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- iv. Tripod Scheme
 - 1) Plaza located adjacent to the HCC pedestrian walk
 - 2) Dining Commons is located in the middle of the building
 - 3) 2 administration suites located on either side of the facility
 - 4) Multi-purpose space and the neighborhoods are located on opposite ends
 - 5) 2nd floor – dining commons partial 2 story only
 - 6) Efficient layout
 - 7) Easier separation for after school lab use
 - 8) Views in and out from inner campus
 - b. During the presentation the floor was open for questions and comments. The following are questions and comments from the PAT:
 - i. Will the school be LEED certified?
 - 1) Yes. The building will be at least LEED “certified” at a minimum.
 - ii. Can the Parking be modified to fit the major flow of traffic?
 - 1) The Architect noted that the major public entry to the School will be from North South Road. There will be a secondary entrance on the opposite side of the school facing HCC’s pedestrian walkway which will primarily be used by students when going/coming from classes in HCC facilities.
 - iii. In response to several comments from the PAT, the Architect noted that the building’s site boundaries were defined by the HCC master plan.
 - iv. Notes on Schemes:
 - 1) Comments and questions about the Courtyard Scheme:
 - a. The Courtyard Scheme has the neighborhoods located around a central courtyard, allows a connection between building and interior campus, is secure and independent, utilizes two visual front doors for entry, and provides abundant natural lighting.
 - b. Will there be any spaces in the courtyard for nature activities?
 - i. Yes. Students can learn study and eat in the courtyard.
 - c. The Courtyard is the heart of the building
 - 2) Comments and Questions about the Spine Scheme:
 - a. The Dining Commons is the spine of the building in the Spine Scheme. It has an efficient layout and wastes less space in layout. There is also an extension of the Plaza from the Dining Commons
 - b. The Spine is on a North Right atrium type area.
 - 3) Comments and Questions about the Heart Scheme:
 - a. The Heart Scheme has a central dining height space on the East West Axis. It is used as a control mechanism for both sides of the building
 - 4) Comments and Questions about the Tripod Scheme:
 - a. In the Tripod Scheme the Dining Commons resembles a lobby of a hotel. The Architect noted that a revolving stage which could open to both the interior and exterior could be considered.
 - v. Is there any specific reason for putting neighborhood A (Wet Labs) on the first floor?
 - 1) The Architect noted that the Wet Labs would be the shared with HCC and locating them on the first floor helps with controlling access to the rest of the building. He further stated that if these shared labs are on the second floor, that access control could still be achieved.
 - vi. How would the outdoor terrace function and would it be enclosed?
 - 1) 21st century schools present outdoor opportunities for learning. The Architect noted that there could be a separate terrace for every learning neighborhood Code requires the terrace be surrounded by a railing for safety.
 - vii. The PAT selected the Courtyard Scheme for further development by the Architect..
2. Site Package Discussion
- a. Eric Caldwell – Civil Engineering Sub Contractor briefly discussed the status of the site utility packaging with the PAT. The following is a synopsis of the discussion:
 - i. There are currently three (3) sets of drawings currently under review at the City:
 - 1) Plan and Profile (ILMS No.13065778/Log No. 13-0779)
 - 2) Site Work Permit (Project No. 13068616)
 - 3) Site Work Permit (Harris County Flood Control District)
 - ii. The plan and profile drawings (P&P) are for the work in the Right of Way (Airport Blvd.) only. This work includes connections for water and wastewater utility lines. The storm water line will tie into the Reed Road ditch which runs adjacent to the North-South access road. A temporary detention pond will be created until HCC begins work on the utility master plan. The Permit set includes the P&P drawings and the additional drawings for work within the property. One of the requirements for permit approval is an approved P&P set when there is work in the Right Of Way. That is why the P&P was submitted first. Once the P&P is approved, it will be attached to the Permit set. Mr. Caldwell received 1st round comments on the P&P and will be re-submitting (2nd Round) by July 18th. The

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Permit set is under review (1st Round) so it is hoped that by the time it is reviewed, the approved P&P will be in hand. These will be included in the set and submitted in the 2nd Round review. Further, the permit set will also require an approval from Harris County Flood Control (HCFCD) which is currently reviewing the drawings. Once that approval is received it will also be included in the permit set for final approval. It is expected to have final approvals in early August.

3. Joint Use of Facility Discussion

- a. Joint Use of the Facility – Safety is a concern.
- b. Students at both schools will be using both sites interchangeably. However, HCC students will generally only be using SECHS's wet labs.

What to Expect at the Next PAT Meeting

1. Next meeting the Architect will present further developed site layout options.
2. HISD Facilities Planning will discuss updated room descriptions.

ACTION ITEMS

- 8-01 Create draft Room Descriptions for Artificial Intelligence CTE space. (HISD-Facility Planning)
- 8-02 Update Bubble Diagrams in the Room Descriptions (HISD-Facility Planning)
- 9-01 Prepare site layout options for the Courtyard Scheme (Smith & Co. Architects)

NEXT MEETING: August 15, 2013 at 10:00 am.

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

Sincerely,

Princess Jenkins

Facilities Planner, Facility Planning
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9333

Attachment: