



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.: 011

LOCATION: Grady Middle School

DATE / TIME: February 11, 2014, 1:30 p.m.

ATTENDEES: Gretchen Kasper-Hoffman, Principal; Carolina Weitzman, Natex Architects; John Haugen, Natex Architects; Robert Barrera, Rice & Gardner Consultants, Inc., HISD Program Manager; Anthony Payne, Natex Architects; Steve Hoyt, HISD Sr. PM; LaJuan Harris, HISD Facilities Planner; Mary Lynn Khater, Parent; Mirrat Noon, PTO; Ellecia Knolle, Briargrove parent; Gordon Richardson, Briarbend HOA President; Mike Gordy, Sterling Structures; Prasad Nunna, Sterling Structures; David Clark, Sterling Structures

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:

- Introduce Construction Manager at Risk: Sterling Structures
- Review Current Site Plans and Floor Plans
- Discuss LEED certification
- What to expect at the next PAT meeting

NOTES:

1. Robert Barrera introduced Mike Gordy, Vice President of Sterling Structures the Construction Manager at Risk (CMAR). Mike Gordy introduced his staff.
 - a. Prasad Nunna, Estimator
 - b. David Clark, Project Manager
 - c. Mr. Gordy explained that the project superintendent could not attend.
2. John Haugen, Natex Architects gave a presentation of updated plans.
 - a. Construction path coordination with student circulation on campus were illustrated and discussed. Construction paths and fencing will be coordinated with school staff, school calendar, testing and early dismissals.
 - b. An added sidewalk on the south side of the gym will be provided for student traffic if necessary.
 - c. Natex met with the City of Houston (COH) and determined the existing fire lane Grasscrete pavers can be removed.
 - d. After some discussion it was determined that a canopy in the gym area will be required to shelter students during dismissal.
 - e. A vertical "fin" was introduced above the bus drop off canopy, near the main entrance. The purpose of the fin is to provide emphasis to the main entrance. This enhancement will be considered pending budget limitations.
 - f. It was agreed that the bus drop-off canopy in front of the existing main entry was not to be needed.
 - g. The Principal will review the final floor plan and offer any comments to be considered for final documents.
 - h. Corridor doors to the learning centers will be recessed in lieu of swinging into the corridor.
 - i. Location of electrical outlets for convenience and technology were discussed.
 - j. Science Labs will have chemical resistant table tops. Wet areas are located along the perimeter walls. Smart board flexibility was requested by the PAT. It was noted that a fixed Smart board will limit flexibility.
 - k. Charging stations for technology devices were requested.

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3. Carolina Weitzman, Natex Architects, described the LEED Certification plan for the project.
 - a. LEED silver certification is the goal for the project.
 - b. Clearstory lighting, windows and the impact of sun exposure on the building are design considerations.
 - c. Project goals for the project were presented and discussed.
 - d. Ms. Weitzman described each LEED point and the benefits of each.
4. 60% construction documents will be submitted to HISD on 2/14/14.
5. The second Community Meeting is scheduled for 2/24/14 at 6:30 pm.
6. An exterior masonry sample board was presented. The goal is for the new addition to blend seamlessly with the rest of the building and not look like an addition.

ACTION ITEMS:

- 1-01 Continue with construction document development. (Natex)

NEXT MEETING: Next meeting will be held on March 11, 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
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Phone: (713) 556-9300

Attachment: