



**Project Advisory Team**

**Meeting Minutes**

**Sharpstown High School**

**MEETING NO.:** 028

**LOCATION:** Sharpstown High School, Library

**DATE / TIME:** July 28, 2015 @ 3:00 PM

**ATTENDEES:** Robert Gasparello, Principal; Adam Weiss, AUTOARCH, Architects; Natalie Adams, Teacher; Joe Mumbach, Community Member; Kristen Cobb, HISD Communications; Douglas Lacy, HISD–Program Manager

**PURPOSE:** Project and Schedule Progress

**AGENDA ITEMS:**

- A. Temporary Parking Status (Houston Baptist University – Remote Parking)
  - a. Site Visit for placement of the required fencing
- B. Potential Construction Schedule
  - a. Gas Line Relocation (complete – check pilot lights at Kitchen Equipment)
  - b. CSP (Competitive Sealed Proposals) delivery method
  - c. Tentative Construction start date – September / October 2015
- C. Permit Status (ERP #1) – Permit received
- D. Spark Park
- E. What to expect at the Next PAT Meeting
- F. Next PAT Meeting Dates
  - a. Tuesday, August 25, 2015 @ 4:30 PM
  - b. Tuesday, September 22, 2015 @ 4:30 PM

**DISCUSSION:**

1. The Program Manager, Douglas Lacy, informed the PAT that the parking area for the assigned parking for the Sharpstown High School students and staff at Houston Baptist University shall be identified by the Program Manager. Conversations with HBU are ongoing regarding the schedule of the project and the timeline for occupying the parking area on the HBU campus.
2. The Program Manager informed the PAT the gas line relocation at the West Parking Lot is complete. Robert Gasparello, Principal for Sharpstown High, informed the PAT and the Program Manager that the contractor for Center Point Energy failed to clean up the area where the gas line was relocated and the sidewalk that had to be removed was not replaced. The Program Manager shall inform the contractor of the concrete walk replacement and the required clean up.
3. The Program Manager informed the PAT the CMAR for the project, KBR Building Group, was removed as the builder for the construction of the New School. The construction budget for the

project and the GMP from the CMAR were too far apart. The negotiation efforts were discontinued the morning of this scheduled meeting. The project shall continue under the Competitive Sealed Proposal delivery method, with a bid due date of 01 September 2015. A Pre-Proposal Conference shall be held at the school on August 17, 2015 at a location to be determined within the building. Mr. Gasparello suggested the use of the school Cafeteria.

4. The Program Manager identified the tentative start of construction as September / October 2015 for the project.
5. Adam Weiss, Project Architect, for the joint venture of Munoz/AUTOARCH, Architects, informed the PAT of the status of the Early Release Package permit drawings in review with the City of Houston. The permit for ERP #1 (Underground Utilities & Earthwork) was received on 24 July 2015. ERP #2 & #3 were resubmitted for the second review this past week. No timeline has been identified of their approximate approval dates.
6. The design team shall begin discussion with the original designer of the Spark Park to enhance the current design and to allow the participation of the original designer / artist. Final Design acceptance shall be made by the Sharpstown High PAT.

**NEXT REGULAR MONTHLY MEETING:**

Tuesday, August 25, 2015 @ 4:30 PM at the Library of Sharpstown High School

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

Respectfully,

Douglas Lacy  
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