



**Project Advisory Team**

**Meeting Minutes**

**Sharpstown High School**

**MEETING NO.:** 030

**LOCATION:** Sharpstown High School, Library

**DATE / TIME:** September 22, 2015 @ 4:30 PM

**ATTENDEES:** Robert Gasparello, Principal; Michael Sabouni, AUTOARCH, Architects; Michael Mitchell, Assistant Principal; Jorge Cardenas, Assistant Principal; Joe Mumbach, Community Member; Meredith Smith, HISD-Sr. Mgr. Construction; Douglas Lacy, HISD-Program Manager; Adam Weiss, AUTOARCH, Architects; Julio Morales, Teacher; Bill Chalmers, Johnson Controls

**PURPOSE:** Project and Schedule Progress

**AGENDA ITEMS:**

- A. Potential Construction Schedule
  - a. Tentative Construction Start Date (November 2015)
- B. Permit Status (ERP #1) – permit received, ERP #2 – Building Envelope in review with the COH – Update from Munoz/AUTOARCH
- C. Proposal Status: ICI Construction, Inc.
- D. What to Expect at the next PAT Meeting
  - a. Introduction of General contractor and Staff
- E. Next PAT Meeting Dates
  - a. Tuesday, October 20, 2015 @ 4:30 PM
  - b. Tuesday, November 17, 2015 @ 4:30 PM
  - c. Tuesday, December 15, 2015 @ 4:30 PM

**DISCUSSION:**

1. The Program Manager, Douglas Lacy, informed the PAT the tentative construction start date would be the first week of November after Board Approval of the General Contractor for the new construction project.
2. The Program Manager and AUTOARCH, Architects, informed the PAT, the second permit phase for the Building Envelope is in review with the City of Houston. The permit phase has passed three phases out of six and potentially could be complete for the second phase by the end of the month of September. The final phase, Building Finishes shall submit to the City of Houston during the month of October.

3. The Program Manager informed the PAT, the General Contractor that shall be recommended for the new construction of Sharpstown High School at the monthly board meeting in October shall be ICI Construction, Inc. Principal Gasparello inquired about the school construction experience of ICI Construction. A listing of the current and past school construction projects of ICI Construction shall be provided to the PAT at its next scheduled meeting.
4. Principal Gasparello asked the Senior Manager of Construction (Meredith Smith) and the HISD Program Manager (Douglas Lacy) to address the funding structure for the Construction Budget for the Various High Schools under the 2012 Bond Program. The specifics of the information requested shall be addressed at next month's PAT Meeting.

**NEXT REGULAR MONTHLY MEETING:**

Tuesday, October 20, 2015 @ 4:30 PM at the Principal's Office 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  
2012 HISD Bond Program, Project Manager  
HISD – Construction & Facility Services  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9338  
Dlacy1@houstonisd.org