



Project Advisory Team

Meeting Minutes

Sharpstown High School

MEETING NO.: 019

LOCATION: Sharpstown High School, Library

DATE / TIME: October 28, 2014 @ 4:30 PM

ATTENDEES: Robert Gasparello, Principal; Michael Mitchell, Assistant Principal; Douglas Lacy, HISD – Program Manager; Dave Funk, HISD – Facilities Planning; Michael Sabouni, AUTOARCH, Architects; Samuel Spiller, Teacher; Joe Mumbach, Community Member; Matt Wood, KBR Building Group; Julio Morales, Teacher, Ronnie Biediger, Munoz & Co.; Casey Annunzio, Munoz & Co.; Geof Edwards, Munoz & Co.; Robert Myers, HISD – Design Manager; Christel Coleman, HISD – Program Manager

PURPOSE: The meeting was held to review the floor plan modifications developed through consultations with Principal Gasparello and HISD Design and review of the current construction schedule.

AGENDA ITEMS:

- A. PAT Meeting Dates:
 - a. Tuesday, November 17, 2014 @ 4:30 PM
- B. T – Building Relocation
- C. Warehouse Demolition
- D. Construction Schedule
- E. Project Review – Munoz & Co.

NOTES:

1. The PAT determined because of the holiday period during the month of November the PAT shall meet on Monday, 17 November 2014. The fourth Tuesday of the month conflicts with the school holiday period. The meeting date for the month of December shall be determined on the meeting of the 17th.
2. The Program Manager informed the PAT of the status of the relocation of the T – Buildings (Temporary Classroom Buildings). Infrastructure (data hardware) removal by HISD IT Department has taken place. The onsite activities (start-up of relocation) by the contractor shall begin the week of November 3rd or the week of November 10th.
3. The Program Manager briefly discussed the demolition phase of the warehouse facilities at the new school site. The warehouse facilities continue to be in negotiation for purchase. The current lease agreements must be terminated prior to the land acquisition along with termination of the numerous utility meters. The proposal recently received for demolition of the warehouse facilities has been accepted by HISD. The ten day notice for asbestos abatement has been filed with the City of Houston. Expectant property acquisition to be delivered in two phases. Phase one delivery Mid November, phase two proposed delivery for the month of December.
4. The CMAR (Construction Manager at Risk – KBR) reviewed the current construction schedule with the PAT identifying the possible construction start date, and the construction completion date. Those dates are subject to change dependent of the delivery date of the land acquisition and the completion of the demolition of the existing warehouse properties. The proposed dates and activities are as follows

- a. GMP Early Package #1 for Site and Foundations - 12/23/14
 - b. HISD Accepts Early Package #1 – 1/20/15
 - c. GMP Early Package #2 for Building Shell & Core – 1/27/15
 - d. HISD Accepts Early Package #2 – 2/24/15
 - e. GMP Package #3 for Full Building – 3/10/15
 - f. HISD Accepts Package #3 – 4/7/15
 - g. Construction Completion Date – New Building – 6/1/16
 - h. Hazmat Existing Building – 6/2/16 thru 8/10/16
 - i. Demolition Existing School – 8/11/16 thru 10/5/16
 - j. New Parking Lot & Landscaping – 10/6/16 thru 11/2/16
5. The Architects (Munoz & Co.) reviewed changes developed through discussions with Principal Gasparello and HISD Design with the PAT. Those changes are identified as follows:
- a. Visitor's Parking Lot turned to parallel to Braeburn Valley Drive and further away from the corner at Bissonnet Boulevard
 - b. Marching Band Practice Field more defined to the East of the Student Parking Lot
 - c. Parent drop off and Bus drop off to be separate loops
 - d. Cafeteria Dining seating count identified prominently on the presentation drawings to illustrate the seating capacity
 - e. Clerestory windows and roof skylights illustrated along the mall in the interior renderings.
6. The program Manager informed the PAT, the required asbestos remediation within the existing school building would drive the demolition schedule for the existing school. The asbestos removal should be considered during the summer of 2015 to expedite demolition and the asbestos removal for the summer of 2016 within the existing school building. The PAT and the school faculty must determine the parameters for summer school during the summer of 2015.

NEXT REGULAR MONTHLY MEETING:

Monday, November 17, 2014 @ 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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