



Project Advisory Team

Meeting Minutes

Sharpstown High School

MEETING NO.: 021

LOCATION: Sharpstown High School, Library

DATE / TIME: December 9, 2014 @ 4:30 PM

ATTENDEES: Robert Gasparello, Principal; Michael Mitchell, Assistant Principal; Douglas Lacy, HISD – Program Manager; Robert Myers, HISD – Facilities Design Manager; Michael Sabouni, AUTOARCH, Architects; Samuel Spiller, Teacher; Joe Mumbach, Community Member; Rick Anderson, KBR Building Group; Casey Annunzio, Munoz & Co.; Natalie Adams, Teacher

PURPOSE: The meeting was held to review the site plan developments for the temporary parking requirements during construction.

AGENDA ITEMS:

- A. PAT Meeting Dates:
 - a. Tuesday, January 27, 2015 @ 4:30 PM
 - b. Tuesday, February 24, 2015 @ 4:30 PM
 - c. Tuesday, March 24, 2015 @ 4:30 PM
- B. T – Building Relocation
- C. Warehouse Demolition
- D. Ground Breaking Ceremony – Week of February 9th or 16th?
- E. Construction Schedule – 120 Day Look Ahead (KBR Building Group)
- F. Project Review – Munoz & Co.

NOTES:

1. The HISD Facilities Program Manager identified the PAT Meeting dates for the months January thru March as identified above.
2. The Program Manager informed the PAT of the status of the relocation of the T – Buildings (Temporary Classroom Buildings). The relocation is in progress with completion set for January 5th. The Program Manager informed the PAT that negotiations were in progress to secure a seventh T-Building as requested.
3. The Program Manager informed the PAT the warehouse demolition has begun now that the utility meters have been removed by Center Point Energy. The asbestos abatement begins the week of 15 December with the demolition following thereafter.
4. The Program Manager and PAT discussed Groundbreaking Ceremony dates for Sharpstown High School. Sharpstown High School has a scheduled event on February 7, 2015. The Groundbreaking ceremony shall be scheduled for this same date of February 7, 2015.
5. The CMAR (KBR Building Group) reviewed with the PAT various slides (5) which identified the sequence of activity leading up to the new construction.

- a. Slide 1: The school location within the site is identified.
 - b. Slide 2: Dashed boundary line to the West of the school identifies the acquired property, the existing parking that will be lost to construction and the current T-Building locations which shall become one of the construction areas. The Parking area to the East of the school shall remain in place and the area adjacent to the running track is shown as the location for interim parking and the relocated T-Buildings.
 - c. Slide 3: Highlighted within yellow, are the warehouse buildings to be demolished for the new building. The current T-Building location to the West of the school is identified along with the new location adjacent to the running track. This activity of relocation is identified as on going from the month of December to January 2015.
 - d. Slide 4: Identifies the Temporary Parking and access road construction activity occurring during the month of February 2015 thru March 2015. The access road is highlighted in green as the West and North perimeter of the parking lot.
 - e. Slide 5: Identifies the interim parking lot completing during the month of March 2015. Personnel parking in areas to the West and East of the school shall now park in the new interim parking area. The construction area is highlighted in red as the area to the West of the school, which was the T-Building locations and the area where the warehouse facilities are shown as demolished.
6. The CMAR further clarified the safety concerns relating to occupying T- Buildings #8, #9, #10, #11, #12, #13, and #14. Earlier discussions to the PAT, the school would remain in units #8, #9, #10 and #11. Mr. Gasparello and the PAT voiced their concerns about the impact of the information regarding relocation that has been delivered late during the planning stage and the lack of space to house the students from the four (4) units. The PAT and school shall review relocation possibilities for students within the building. The existing T-Buildings shall not be demolished until a location is determined for the students.
 7. Pat and Community Member Joe Mumbach, presented copies of a letter to Michael Mitchell, Assistant Principal of Sharpstown, which identified his recent search activity for securing remote parking solutions. Several opportunities were identified, however, growth within the community, as identified within the letter, has lessened the opportunities for remote parking. The PAT has committed to continuing their search.
 8. Casey Annunzio, Architect, Munoz & Company, identified the progress of the construction document phase and the release date of GMP #1 as December 15, 2014 to the CMAR for the bidding process.
 9. Munoz & Company identified the Parking Variance submitted to the City of Houston has identified 310 parking spaces that are located at the softball and baseball fields adjacent to the track. This plan shall remain in place as our solution for parking to the City of Houston as we apply for the parking variance. The PAT is searching for alternative methods for remote parking if other solutions are identified after variance is received options shall be presented once received.
 10. Mr. Gasparello, informed the PAT the school would like to conduct summer school at Sharpstown High School the summer of 2015. Asbestos abatement previously discussed for the summer period should be discussed further to determine the areas of work that can be conducted for abatement and classroom sessions occurring simultaneously. The summer school session shall have classrooms available for approximately 400 students. Summer school may impact the abatements schedule and the final completion schedule if asbestos removal cannot occur during the summer of 2015.

NEXT REGULAR MONTHLY MEETING:

Tuesday, January 27, 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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