



## Minutes 2012 Bond Project Advisory Team (PAT) Meeting Sterling High School

**MEETING #:** 19

**LOCATION:** Sterling High School

**DATE / TIME:** November 13, 2014, 9:00am

**ATTENDEES:** (those marked with a check were present)

	Chilo, John P	Sterling
	D'Arcy, Sofia	HISD
✓	Dixon, Sonja	Sterling
✓	Dobbs, Shone	Sterling HS Student
	Dumas, Harvey	
	Edwards, Roscoe	TSU
✓	Groves, Norris	PAT / Alumni
	Harris, Joshua	Sterling HS Student
✓	Hickman, Rev. A. L.	
✓	Johnson, Craig	Dads for Education
✓	Kelly, Ebony	Sterling HS Student
	Kenney, Horace S	Sterling
	Kumar, Rob	
✓	Mitchell, Edward "Dale"	Sterling - Principal
	Monita, Dominic M	Sterling
	Omogbehin, Arimola Esther	School Support Officer

	Smith, Antoinette Y	Sterling
	Smith, Marvin	Sterling
	Turner, Linda	PTO
✓	Bedrich, Bob	Cadence-McShane
✓	Brown, Shawn	Cadence McShane
	Clayton, Clay	HISD – Facilities Planning
✓	Fountain, Jonathan	Stantec - Architect
✓	Funk, David	HISD – Facilities Planning
	Henrikson, Jennifer	Stantec - Architect
✓	Lewis, Sizwe	HISD – Facilities Construction
✓	Parker, Steve	Stantec - Architect
✓	Salisbury, Scott	Cadence McShane
✓	Richard Segura	Cadence McShane
	Smith, Eddie	Cadence McShane
✓	Stewart, Bill	Cadence McShane
✓	Stone, Marvin	HISD – Project Manager
✓	Wright, Kedrick	HISD - Facilities Design

### HOUSTON INDEPENDENT SCHOOL DISTRICT

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**PURPOSE:** The meeting discussions focused on providing attendees an update of the permitting and bidding processes, and reviewing the Community Meeting presentation.

**AGENDA:**

- Project status update including bidding and permitting
- Review of the November 18, 2014 Community Meeting presentation
- What to Expect at the next PAT meeting

**DISCUSSION:**

1. Project Status Update: Marvin Stone, HISD Project Manager opened the PAT meeting with an overview of the project status, and introduced new members to the project team.
  - a. A Limited Notice-to-Proceed was issued to Cadence McShane on November 12, 2014.
  - b. Final Guaranteed Maximum Price (GMP) will be developed and finalized in coming weeks.
  - c. All permit review documents are under review with City of Houston agencies.
  - d. Bill Stewart and Scott Salisbury of Cadence McShane were introduced to the PAT. Bill will be the Senior Project Manager for Cadence McShane, and Scott will be the on-site Superintendent for Cadence McShane during construction.
2. Jonathan Fountain of Stantec and Bob Bedrich of Cadence McShane both gave updates of the bid process status.
  - a. A Bid-Opening was held at the offices of Cadence McShane October 22, 2014.
  - b. The A/E, CMAR, and HISD reviewed the list of Add Alternates that were proposed to be included within the GMP. These items will be clearly illustrated in the final GMP document provided to HISD by the Construction Manager at Risk. Some high priority Add Alternates items that will be included are wood floors in the Auxiliary Gym, metal guard rails at the second level, and masonry wainscot at gymnasiums.
  - c. Cadence McShane submitted their draft Guaranteed Maximum Price (GMP) on November 10, 2014 to HISD for review.
3. Jonathan Fountain of Stantec provided an update of the permitting process.
  - a. The initial document review by City of Houston Code Enforcement and with City of Houston Public Works & Engineering was completed as of October 16, 2014.
  - b. Documents will have to be resubmitted to the City of Houston to address the first round of City review comments.
4. Additional Discussion:
  - a. The CMAR advised that construction fencing is scheduled to be erected on or about November 18, 2014.
  - b. There was discussion on what, if any, existing athletic field items that will be within fenced boundary are to be salvaged by the school or district. It was stated that any items the School or HISD wishes to save should be removed by them prior to erection of construction fencing. After that, coordination will need to occur with Cadence McShane.



- c. There was a question by one of the PAT members asking whether or not the band observation towers were being relocated. Per previous discussion, these items were not identified as being salvaged or reused with the proposed new facility.
- d. PAT members inquired as to the types of construction activities that would be taking place, and if any of them would generate dust. Cadence McShane noted that normal construction activities produce a certain amount of dust and noise. All of the construction fencing will have screening, and the site will be watered as needed to minimize dust. Storm-water silt fencing will be installed as required by City of Houston to prevent soil runoff from the construction site from entering the City's sewer system inlets.
- e. Mr. Stone advised that the third and final Community Meeting is scheduled for 6:30pm, November 18, 2014. Mr. Stone will send out information to the team regarding schedule and format for the community meeting. The A/E & CMAR teams reviewed with the PAT their draft presentations for the upcoming Community Meeting.

#### **WHAT TO EXPECT AT THE NEXT PAT MEETING:**

- 1. By the next regular PAT meeting, it is anticipated that the GMP will have been executed.

#### **ACTION ITEMS:**

19.01- The A/E and CMAR are to complete needed revisions to their Community Meeting presentations.

#### **NEXT MEETINGS SCHEDULED:**

- 1. Community Meeting on November 18, 2014 at 6:30 pm.
- 2. The next regular PAT Meeting date is December 11, 2014 at 9:00am.

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

Sincerely,

Marvin Stone, III  
Construction & Facility Services, Project Management  
HISD – Construction & Facility Services  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9265

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