



Minutes 2012 Bond Project Advisory Team (PAT) Meeting Young Women's College Preparatory Academy

MEETING #: 25

LOCATION: Young Women's College Preparatory Academy Library

DATE / TIME: September 26, 2016 @ 3:30 pm (Rescheduled for October 3, 2016 @ 3:30pm)

ATTENDEES: (those marked with a check were present)

✓	Delesa O'Dell Thomas	Principal
	Tabitha Davis	Dean of Students
	Susan Deison	Advisory Council
	Astra Zeno	Teacher
	Lori Dunklin	Teacher
	Mitchell Hatter	Teacher
	Lauren Sims	Student
	Phyllicia Moore	Teacher
✓	Gary Whittle	Heery / HISD
	Gabriela Pulido	Dean- Instruction
✓	Carolina Weitzman	NATEX Architects
	Albert Wong	HISD- PM
	Erica Simms	Parent
	Aaron Horst	Teacher
	Eric Ford	HISD- Design

✓	Jennifer Topper	School Support Officer
	Craig Taylor	Community
	Michael Harris	Advisory Council
	Nelva Williamson	Teacher
	Jeremy McGrath	Teacher
✓	Sean Burke	Satterfield & Pontikes
✓	Zach McMillian	Satterfield & Pontikes
✓	Barclay Pittman	Satterfield & Pontikes
	Keisha Robinson	HISD Magnet Coordinator
	Dr. Polly Turner	Advisory Council
	Frank Jones	Advisory Council Member
	Esther Omogbehin	CSO
	Martina Gallien	Parent
	Caroline Fant	YWCPA Advisory Council
	Princess Jenkins	HISD- Planning

PURPOSE: The purpose of this meeting was to introduce the YWCPA Construction Manager at Risk (CMAR) Team; to review final design after permitting & VE options; and discuss construction phasing and schedule.

AGENDA:

- Introduce Satterfield & Pontikes and their proposed YWCPA campus construction activities
- Review/discuss the updated YWCPA campus/floor plans
- Review/discuss Construction phasing and schedule
- What to expect at the next PAT meeting

DISCUSSION:

1. NATEX Architects updated PAT on final design decisions to get project within budget.
 - a. Brief list of items that were deferred removed:
 - i. Tennis Court area deferred – will be added back if funding becomes available.
 - ii. Brick Pavers at Entrance – fundraising efforts by PTO ongoing to add back pavers
 - iii. Ceiling Treatments in Atrium Space – removed. Atrium will have exposed structure overhead.
 - iv. Additional graphics deferred - will be added back if funding becomes available.

- b. PAT asked for comprehensive list of what was cut/reduced due to budget concerns
 - i. NATEX noted that all programmatic measures were still included, SF not reduced
 - ii. Noted that bulk of savings were MEP related, “Back of house” items
 - iii. Heery stated they would send full VE list, highlighting which were incorporated
 - c. PAT Member asked about current budget
 - i. Currently just over \$23M, was \$19M prior to Supplemental funding
 - 2. Satterfield & Pontikes (S&P) introduced Project Staff
 - a. Full Time Staff:
 - i. Sean Burke – Project Manager
 - ii. Anthony Wolf – Superintendent
 - iii. Zach McMillian – Project Engineer
 - iv. Ashley Ravi – Project Coordinator??
 - b. Part Time Staff:
 - i. Barclay Pittman – Project Executive
 - ii. XXXXXXXX – BIM Coordinator
 - 3. S&P discussed project phasing - Exterior
 - a. Phase I – Some work in Phase I was intended for Summer, but GMP was delayed as Team worked out budget
 - i. Building addition is focus of Phase I
 - ii. Staff parking lot will be in two phases, 1st phase further away from building
 - iii. Staff will temporarily park in current lot that is fenced off
 - iv. Paving has been removed in back driveway and Fine Arts building has been demolished
 - v. S&P will add temporary lighting along teacher walkway and improve surface of walkway
 - b. Phase II – Scheduled to start in February
 - i. Teacher parking will move to portion of new lot that is complete
 - ii. S&P will then replace remaining portion of new parking lot & complete driveways
 - c. Phase III – Scheduled for Summer 2017
 - i. Front parking/driveway & Entrance canopies
 - ii. All work will be completed over the Summer
 - 4. S&P discussed project phasing – Interior
 - a. Phase I – Underway, completing in February
 - i. Includes Front Admin area & SW corner Mechanical Room
 - ii. Work in corridors will include removing ceilings & MEP piping
 - iii. Portions of corridor will not complete until Summer 2017
 - iv. S&P will block off construction areas and make sure corridors are kept safe
 - b. Phase II – Starting in February through Summer 2017
 - i. Includes portion of 2nd Floor, current Admin space after Admin relocated to 1st floor
 - c. Phase III – Summer 2017
 - i. Includes portion of 2nd Floor and balance of 1st floor
 - ii. Will be completed over Summer, before school starts
 - iii. Summer School will be held off site to accommodate
 - d. Phase IV – After completion of Addition / 2nd Floor Renovations through March 2018
 - i. Includes 3rd floor renovations.
 - 5. It was noted that Current projected Construction completion is slated for March 2018
 - 6. S&P showed current progress photos of construction activities
 - 7. S&P showed a BIM presentation that shows specific areas from start through completion
 - a. BIM was tied to schedule to show each area at a given point in project



8. PAT Member asked which trees are staying in front of building
 - a. NATEX answered that two trees in bad condition and one tree in good condition would be removed to accommodate driveway & new entrance
 - b. Also noted that mitigation included adding new trees in back of school
9. Group discussed future PAT meeting dates
 - a. Meeting will be quarterly. Will keep with Mondays as most convenient.
 - b. Several will shuffle around end of year to accommodate Holiday schedule
 - c. Next (3) meetings will be 12/5, 2/27, and 5/8
 - d. Will have another meeting in August prior to school starting

ACTION ITEMS:

- 1-01 Heery to provide list of VE items, highlighting items that were accepted/incorporated
- 1-02 Natex to notify PAT of total square footage available for fundraising bricks and paver sizes

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Updates on construction progress of the YWCPA Project.

NEXT PAT MEETING: December 5, 2016

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

Sincerely,

Gary Whittle, LEED AP

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