



Minutes
2012 Bond Project Advisory Team (PAT) User Meeting
Garden Oaks Montessori

LOCATION: Garden Oaks Montessori

DATE / TIME: April 8, 2016, 2:00 p.m.

ATTENDEES: (those marked with a check were present)

✓	Aasletten, Laura	Magnet Coord.
✓	Atkinson, Michael	PTO/Parent
	Blanco, Rebecca	Teacher
	Carson, Beverly	Teacher
	Cruise, Sarah	Parent
✓	De Alba, Brenda	Community
	Harmon, Gary	Community
	Harmon, Joan	Community
	Judkins, Jeremiah	PTO/Parent
	Knauth, Tonya	Parent
✓	Marcontell, Matt	Parent
	Bankhead, Dan	HISD – Fac. Design
✓	Funk, Dave	HISD – Fac. Design
	Hill, Sherry	Hill, Swart Chu Architects LLC.
	Peter Coleman	B3CI - Proj. Manager
	Danny Struzick	B3CI - Proj. Manager
✓	Diana Gibson-Johnson	SSO

	McCosh, Cheryl	PTO/Parent
	Odinet, Randy	Parent
✓	Pollock, Lindsey	Principal
	Reagan, Debbie	Community
	Reibenstein, Cindy	Community
	Russo, Anna	Community
	Santana, David	Teacher
	Tatum, Jay	PTO/Parent
✓	Tatum, Shana	PTO/Parent
✓	Swart, Sam	Hill, Swart Chu Architects LLC.
	Walker-Rice, Douglas	RGCI
	Chu, Madeline	Hill, Swart Chu Architects LLC.
	Carlos Garza	B3CI - Partner
✓	Wingate, Spencer	RGCI
✓	Eghan-Wiafe, Dinah	HISD – Fac. Design
	James Metoyer	HISD- Director

PURPOSE: The purpose of the meeting was to provide a design progress update to the group.

AGENDA:

- Design progress update

DISCUSSION:

1. Spencer Wingate, Sr. Project Manager with Rice & Gardner Consultants, began the PAT meeting and explained that the purpose of this meeting was to provide a design progress update for the project.
2. Mr. Wingate explained that the estimating process has been completed for the Design Development phase of the project and that the project was slightly over budget. Some minor changes were made in the design to reconcile the estimated cost with the available budget. Those changes are:
 - a. Change the north exterior elevation from curtain wall construction to ribbon windows.



b. Reduce height of south elevation ribbon windows to sectional area windows.

It was noted that all the classrooms on the south elevation would have the same square footage of window space.

3. Mr. Wingate reported that the modular temporary building contractor was being dissolved as a company and the scope of that work must be assigned to another vendor. He reported that this may delay the beginning of the project by a few months and that HISD Procurement is evaluating other vendors to provide proposals for this work. Other options for housing students temporarily until the installation of the modular buildings was complete, were discussed.
4. Sam Swart, Principal with Hill Swart Chu Architects LLC., presented updated floor plans:
 - a. Exterior elevation changes per the budget adjustments discussed by Mr. Wingate (see item 2).
5. The completed documents for the 60% Construction Document phase is anticipated by the end of April, 2016.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

Design progress update

NEXT PAT MEETING: The next PAT meeting will be May 13, 2016, 4:00 p.m. at Garden Oaks Montessori.

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

Sincerely,

Spencer Wingate,

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