



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Grady Middle School

MEETING #: 034

LOCATION: Grady Middle School

DATE / TIME: January 12, 2016 1:30pm

ATTENDEES: (those marked with a check were present)

<input type="checkbox"/>	G. Kasper Hoffman	Principal	<input type="checkbox"/>	Mary Lynn Khater	Parent
<input type="checkbox"/>	Robert Barrera, Jr.	RGCI	<input type="checkbox"/>	Spencer Wingate	RGCI
<input type="checkbox"/>	Carolina Weitzman	Natex	<input type="checkbox"/>	Kelly Snook	RGCI
<input type="checkbox"/>	John Haugen	Natex	<input type="checkbox"/>	Tom Weis	Division One
<input type="checkbox"/>	Gordan Richardson	Briargrove HOA	<input type="checkbox"/>	Calvin Padgett	Division One
<input type="checkbox"/>	Mirrat Noon	Parent	<input type="checkbox"/>	Matisia Hollingsworth	HISD
<input type="checkbox"/>	Brad Cheesman	Division One	<input type="checkbox"/>	Randy Adams	HISD
<input type="checkbox"/>	Rebecca Kiest	HISD Bond Communications	<input type="checkbox"/>	Rhonda Johnson	HISD SSO

PURPOSE: The purpose of the meeting is to provide a construction progress update.

AGENDA:

The meeting planned for this date was not held and the update for the construction progress is as follows:

DISCUSSION:

1. Progress to date:
 - Aluminum windows and curtain wall installation complete.
 - Roof cap sheet is nearing completion.
 - Roof sheet metal trim is progressing.
 - Metal Wall Panel installation is progressing.
 - Exterior aluminum doors are complete.
 - Concrete patios/walks within the courtyard have been placed.
 - South sidewalk canopy is complete.
 - Interior aluminum at the classrooms and offices is complete.
 - Benches installation is progressing.
 - Room signage is complete.
 - Finish painting is in progress at both levels.
 - Ceilings are complete.
 - Flooring is in progress with Level 1 approximately 98% complete.
 - Toilet Room fixtures are in place.
 - Laboratory Casework is complete.



- Life safety systems – Fire Alarm, Communications - and Building Automation Systems are being tested/trimmed out.
 - Rough cleaning portion of the final cleaning operation has started.
 - All fire, electrical and structural above-ceiling inspections have been conducted with approval.
 - Life safety inspections by the City of Houston are complete.
2. The following work is planned for the month of January:
- Egress Lighting inspection and possibly the TCO Inspection will be Tuesday, January 19, 2016.
 - Commence with floor waxing 1/16/2016
 - Complete the installation of the high trellis over the courtyard
 - The remaining sidewalk concrete placement from courtyard out to the west and the north/south connector between the Gym and Grady Classroom/Administration Building
 - Complete roofing system and related sheet metal trims
 - Complete interior finishes at both Levels 1 and 2
 - Completion of Exterior Metal Wall Panels
 - Install entry canopies at west elevation
 - Install west entry canopies
 - Landscaping and irrigation
 - Life Safety Systems to be tested/validated

WHAT TO EXPECT AT THE NEXT PAT MEETING:

At the beginning of 2016, PAT meetings times have been changed to occur once per quarter. The next scheduled PAT meeting date based on this frequency would be April 12, 2016. Since the project will be complete by that time, no further PAT meetings will be scheduled at this time for this project.

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 M. Wingate

Program Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9347
Email: swingate@houstonisd.org