



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Mark White Elementary School

MEETING #: 18

LOCATION: Pilgrim Academy

DATE / TIME: March 25, 2015, 3:45pm

ATTENDEES: (those marked with a check were present)

	Diana Castillo	Principal – Pilgrim Aca.
	Peter Heinze	Principal - Briar Meadow
	Alexander Rodriguez	Principal – Emerson ES
	Bobby Swaby	Principal – Piney Point ES
✓	Carrie Flores	Asst. Principal - Pilgrim Aca.
	Jeanine Jordan	Asst. Principal – Briar Grove
	James Metoyer	HISD-Director-School Off.
	Meredith Davis	Teacher - Briar Meadow
	Jamie Dybala	Teacher - Briar Meadow
✓	Marcie Sandell	Teacher – Piney Point ES
	Becky Luman	Parent – Briar Grove ES
	Martha Mireles	Parent – Pilgrim Academy

	Dan Bankhead	HISD Fac. Design
	Sue Robertson	HISD Fac. Planning
	John Thomas	P2MG Construction
	Clay Clayton	HISD Fac. Planning
	LaJuan Harris	HISD Fac. Planning
	Bob Meyers	HISD Fac. Design
	Andreas Peebles	HISD Fac. Construction
	Matisia Hollingsworth	HISD Fac. Construction
✓	Brian Alling	HISD PM
✓	Kathleen English	English & Assoc.
✓	Hopper, David	English & Assoc.
✓	Adams, Jon	English & Assoc.

PURPOSE: The purpose of the meeting was to discuss and review the progress of the project design.

AGENDA:

- Project design updates
- What to expect at the next PAT meeting
- Questions and Answers

DISCUSSION:

1. Brian Alling, Project Manager for HISD Bond Program office, welcomed attendees and thanked them for their participation in the project.
2. Mr. Alling introduced the architect team from English & Associates. Ms. Kathleen English, Mr. David Hopper and Mr. Jon Adams of English & Associates reviewed the building design updates resulting from comments made in the previous PAT meeting.
 - a. A stone-look product has been selected as a veneer wall finish for certain accent walls in the main reception lobby and along the primary corridor connecting the classroom wings. This resembles the Austin Stone product which the HISD administration has requested for consideration in the Mark White Elementary School building design. The proposed product is a commercial grade product and is graffiti resistant, more durable and easier to maintain than the traditional Austin Stone.
 - b. The front entry reception desk is scheduled to be a ‘furniture and equipment’ purchase provided by the district. Using a furniture manufacturer’s reception desk instead of constructing it in place



will allow for future flexibility for how the campus chooses to use the lobby space or modify the reception desk more easily if needed in the future.

3. Mr. Hopper reviewed casework cabinet front view elevations of cabinets and counters designed for each space in the building. The PAT members, being elementary school administrators, were able to provide feedback and direction for the project design for these elements. Some general comments made regarding the casework design were:
 - a. All cabinets and drawers should be lockable.
 - b. All upper cabinets should generally have two adjustable shelves inside them and have doors.
 - c. Cabinets over sinks in classrooms and staff rooms should be 'open' adjustable shelves without doors.
 - d. Countertops are currently designed to be solid-surface product. However, Mr. Alling noted, though this is preferred for long-term durability, solid surface counters are not required by HISD standards and may be changed to the standard plastic laminate counters in the classroom areas.
 - e. Mr. Alling noted for Art, Science and classrooms, only the cabinets below and above sinks are to be in the base construction scope for pricing. Cabinets and counters shown in the design extending beyond and adjacent to sinks in these areas would be an add-alternate for contractor pricing to be provided only if affordable. Otherwise, these other adjacent casework elements would be purchased as furniture and equipment with a color and material which coordinates with the building design and colors.
 - f. Teacher work rooms, lunch areas and anticipated coffee areas require dedicated electrical outlets above the counter to ensure microwaves, toasters, crock pots, etc. can be used in these areas without tripping breakers.
 - g. Teacher work rooms, lunch areas and other wet areas require a hard-surface flooring for durability and ease of cleaning.
 - h. Linoleum floor tile product is requested as an add-alternate upgrade to HISD standard vinyl composition tile for the clinic and a few other public areas.
4. Mr. Alling commented to the PAT the regular monthly PAT meeting scheduled for March falls during HISD's Spring Break week. The PAT members agreed they wanted to meet the following week on Monday, March 23, 2015.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. The design team and HISD will provide design status as well as a construction status updates.

NEXT PAT MEETING: Monday, April 15, 2015 at 3:45 pm, at Pilgrim Academy.

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,

Brian S. Alling
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