



**Project Advisory Team**  
**Meeting Minutes**  
**Sharpstown High School**

**MEETING NO.:** 027

**LOCATION:** Sharpstown High School, Library

**DATE / TIME:** June 23, 2015 @ 3:00 PM

**ATTENDEES:** Robert Gasparello, Principal; Michael Mitchell, Assistant Principal; Adam Weiss, AUTOARCH, Architects; Charles Griffiths, KBR Building Group; Joseph Greco, KBR Building Group; Douglas Lacy, HISD–Program Manager; Robert Myers, HISD-Design Manager; Natalie Adams, Teacher; Jason Thomson, Assistant Principal, Jose Delgado, Teacher

**PURPOSE:** Project and Schedule Progress

**AGENDA ITEMS:**

- A. Temporary Parking Status (Houston Baptist University – Remote Parking)
  - a. Agreement fully executed and submitted to the City of Houston
- B. Potential Construction Schedule
  - a. GMP Status (Final GMP bid due date – 11 June 2015)
  - b. Gas Line relocation start date – 13 July 2015
  - c. GMP Status (Final GMP due date – 30 June 2015)
  - d. Tentative Construction start date – August 2015
- C. Permit Status
- D. Sue Lloyd – Spark Park
- E. What to expect at the Next PAT Meeting
- F. Next PAT Meeting Dates
  - a. Tuesday, June 23, 2015 @ 3:00 PM
  - b. Tuesday, July 28, 2015 @ 3:00 PM
  - c. Tuesday, August 25, 2015 @ 4:30 PM

**DISCUSSION:**

1. The Program Manager, Douglas Lacy, informed the PAT the parking agreement is signed by all parties. The City of Houston has requested the permit drawings, acknowledges the parking agreement.
2. The Program Manager, informed the PAT, the subcontractor bids for the required scope of work outlined in the 85% construction documents were received on 11 June 2015 by the CMAR, the KBR Building Group.

3. The PAT were reminded, Centerpoint Energy shall start the relocation of the existing gas line that feeds the building on 13 July 2015. The site plan which identifies the scope of work has been submitted to Centerpoint. A phone call shall be placed to Centerpoint by the Program Manager on the 01 July to follow up on the start date.
4. The CMAR (KBR) shall submit to HISD Facilities the Draft Final GMP (Guaranteed Maximum Price) for the erection of the new Sharpstown High School through email on 30 June 2015
5. The Program Manager identified the tentative start of construction as August 2015, if the CMAR pricing of the GMP (Guaranteed Maximum Price) is within the construction budget for the project.
6. Adam Weiss, Project Architect, for the joint venture of Munoz/AUTOARCH, Architects, informed the PAT of the status of the Early Release Package permit drawings in review with the City of Houston. Expected permits for ERP #1 (Underground Utilities & Earthwork) expected within the next two weeks. ERP #2 & #3 were resubmitted for the second review this past week. No timeline has been identified of the approximate approval date.
7. Mr. Gasparello, read to the PAT, a letter received from Community Member, Sue Lloyd in reference to her participation in the design of the Spark Park for the new school. Ms. Lloyd participated in PAT Meetings in the months of February and March during the design discussions of the Spark Park. The current request addresses the need for a meeting to continue or open up further discussions of the park design. The PAT agreed to meet with her on 26 June 2015 at 3:00 PM

**NEXT REGULAR MONTHLY MEETING:**

Tuesday, July 28, 2015 @ 3:00 PM at the Library of Sharpstown High School

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

Respectfully,

Douglas Lacy  
2012 HISD Bond Program, Project Manager  
HISD – Construction & Facility Services  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9338  
Dlacy1@houstonisd.org