



CONSTRUCTION AND FACILITY SERVICES (CFS)
3200 Center Street, Houston TX 77007-5909

Facilities Planning

Project Advisory Team Meeting Minutes

Waltrip High School

MEETING NO.: 014

LOCATION: Waltrip High School, College Room

DATE / TIME: June 23, 4:30-6:30pm

ATTENDEES: Debbie Adams, Alumni Assoc.; Brian Alling, HISD Project Manager; Kevin Dunn, Waltrip PTA; Dr. Enloe, Waltrip Alumni; Mary L. Gibson, Waltrip Alumni and teacher; Kimberly Hickson, Gensler Architects; Delinda Holland, Community member; Steve Hoyt, HISD Sr. Project Manager; Marshall McMurrey, Satterfield & Pontikes; Nina Murrell, Gensler Architects; Cindy Reibenstein, Alumni Assoc./Chamber; Darcy M. Ruffino, Waltrip Athletic Coordinator/PE Teacher; Andria Schur, Principal; Ken Smith, Satterfield & Pontikes; Gary Sullivan, Waltrip Alumni; Mark Sullivan, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villarreal, Waltrip parent; Albert Wong, HISD CFS Design.

PURPOSE: The purpose of this meeting was to discuss the current schematic design status. The focus is intended to review building exterior design ideas for the main entry as well as review upcoming construction schedule. Ideas and concepts for 21st Century Learning will continue to be developed and identified.

Programming/ Capacity Model/ Ed. Specs.	Community Meeting 1	Schematic Design/ Design Charette	Community Meeting 2	Design Development	Contract Documents	Permitting	Community Meeting 3	Construction
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AGENDA ITEMS:

- Review entry elevations with shade structure elements and adjacent glass skinned stair tower.
- Review exterior elevation designs of 34th Street view.
- Review the wall graphic 'timetable' location for coordination and confirmation in regards to impact by 2012 design.
- Discuss site traffic and contractor lay-down area plans.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting June 23, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:

1. Ms. Nina Murrell, Gensler Architects, presented exterior elevations of main entry and stair tower.
 - Several different sun-shade elements and the impact of the shading from various calendar year sun angles were shown graphically.
 - Images of the entry with and without sun-shades were shown.
 - The PAT attendees noted preference to omit the sun-shades with no objections from attendees.
2. Ms. Nina Murrell then reviewed the stair tower design and reviewed previous PAT meeting comments and questions regarding the 'glass lantern' design scheme vs. use of a metal scrim panels for the tower.
 - The 'glass lantern' was agreed as preferred by the PAT and general favor and interest in this was expressed as a potential new campus 'icon' and 'branding' element for the community and students to be proud of for future generations.
3. Ms. Murrell shared several rendered views of 34th Street view of the new addition areas on that portion of the campus.

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- Exterior wall metal panels both flat on wall and mounted on a 'wing wall' were shown.
 - Panels would have graphics which could be added to and/or modified to reflect campus achievements, awards, honors, etc. and including listing various campus activities/clubs/organizations as well.
 - PAT members noted wall panel graphics should be for Waltrip as a whole and not specific to any one group/organization at the school.
 - PAT members noted difficulty understanding the design of the angled wing-wall as it was rendered and presented on the slide view.
 - Gensler was requested to modify the image(s) to show these more clearly and with other options to consider.
4. Interior Waltrip Timeline wall graphic was discussed and clarifications of size, location and intent of the graphics from original 2007 Bond were reviewed.
 - Dr. Enloe shared graphic timeline was originally to 'begin' on wall outside current Administration offices. With the new 2012 Bond design placing 'Art' in this location, the PAT agreed this can remain.
 - Discussion was held regarding the path of the wall panels as they move further down the corridor for future years and which wall(s) as the graphic would extend around the corridor corner and down the Athletics gymnasium corridor.
 - Gensler was requested to further develop a plan/graphic showing where this wall graphic in current construction contract will be shown on walls as part of the 2012 Bond plan.
 - Discussion was held related to possibility of relocating the Timeline graphic to begin near the Library/Resource Center; the majority of PAT members preferred otherwise. However, there was some agreement to relocating the new Trophy/Awards Display Cases from the athletic corridor to this corridor area outside the Library. Gensler was requested to prepare a plan/graphic showing how this would lay out for consideration/approval.
 5. Ms. Murrell then presented a brief summary review of the floor plans of various campus staff meetings held regarding Administration, Fine Arts, Science, Athletics and others.
 - The PAT attendees requested larger and more detailed images of these plans be presented in next PAT meeting.
 6. Mr. Brian Alling, HISD Project Manager, provided an update for the 2007 Bond scope project contract status with the Construction Manager @ Risk firm and noted it is HISD's intent to address connecting and starting up existing HVAC units, installation of new main building power transformer, work in central plant chilled water lines, begin construction of athletic field buildings, removal of existing portable buildings and numerous contractor storage containers.
 - Site construction lay-down and job-trailer location was re-evaluated as requested in previous PAT meeting and contractor will utilize the staff parking area in lieu of the student/band-practice lot for the beginning phases of construction.
 - Contractors are reviewing options to keep the 34th street site access drive open and usable during construction though it may mean some temporary reworking of existing fence perimeter around the student lot and temporary/gravel access into the lot. This will continue to be studied further and coordinated with HISD and campus.
 7. The location of the next PAT and upcoming scheduled Community Meeting was noted in question based on current design review status and PAT requested additional information before that meeting. HISD will review schedule in further detail and coordinate with Principal Schur to finalize the location and possible rescheduling of the Community Meeting to be held in August at campus open-house parent evening event.

QUESTIONS / COMMENTS:

1. A request was made for anticipated timetable for start of construction of 2007 Bond scope. Brian Alling and Steve Hoyt noted the contracts had been signed and contractors were working on site.
 - Summer work scope will not be 'visible' when driving by campus. Work is primarily electrical work above ceilings and in electrical rooms to tie in existing non-working HVAC equipment.

- Visible work would be the new Athletic field building structure; this work will be primarily underground and dealing with foundation, etc. Visible construction of this may be two to three weeks away depending on sub-contractor scheduling and any existing conditions which may need to be addressed.

ACTION ITEMS:

- HISD to review options to reschedule the Community Meeting to later date in August for parent/student event scheduled then.
- Gensler to further develop the other views of the campus exterior and detailed floor plans of various campus areas.

NEXT MEETING:

- Presentation of further developed design and scope concepts by Gensler Architects

Please review the meeting minutes and submit any changes or corrections to Brian Alling.

After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Brian S. Alling

Project Manager

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