



Minutes 2012 Bond Project Advisory Team (PAT) Meeting Worthing High School

MEETING #: 33

LOCATION: Worthing High School

DATE / TIME: December 7, 2015, 4:30pm

ATTENDEES: (those marked with a check were present)

	Ron Roberts
√	Princess Jenkins
	Melody Winston
√	Jim Beal
√	Kedrick Wright
√	Giovanna Pennick
	Billie Wesley
	Lloyd Hart
	Brandon Ellis
	Sara Butler
	Joe Tomaselli
√	Cedric Winslow
	Fred Albertson

	Clay Clayton
	Sue Robertson
	Dan Bankhead
	John Modest Jr.
	Rhonda Booker
√	Noe' Almgauer
	LaTonya Perry
	Alaa Alysari
	Lenny Schad
	Melvin Lovelace
√	Peter Coleman
√	Thomas Davis
√	Duane Clarke

	Juana Espinoza
√	Joe Tomaselli
	Kim Hager
	Martha F. Lewis
	Howard Morrin
	Lorie Westrick
	Gleen Jarrett
	Rajone Lyman
	Michael Garfield
	Sheila Pope
	Cecillia Bunnell
	Rebecca Kiest
√	Horacio Gomez

PURPOSE: *Meeting discussion will focused on current 2007 phase with an overview of the 2012 portion of the project, construction and coordination for moving into the new areas of construction and the start of demolition and construction of the 2012 phase of the project.*

AGENDA:

- Status of any open items from previous meeting minutes.
- Construction update on the 2007 Addition construction.
- Discussion of any construction that might affect school when the school year begins and any testing or special events that require coordination with the CMAR.
- Setup PAT schedule for Spring of 2016.
- Community activities for LEED credit.
- What to expect at the next PAT meeting.

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DISCUSSION:

1. Discussion of open items from previous meeting:
 - a. WHS has sent KWAME a syllabus for LEED ID Credit 3, The School as a Teaching Tool. KWAME to forward the syllabus to MWA for uploading to USGBC website.
 - b. Location of construction fencing for the Phase II project will be coordinate between B3Ci and WHS in order to allow students access to play fields, but also for temporary fence to not interfere with fire exit routes and fire drills from the 2007 Addition once it is occupied.
 - c. B3Ci will install the permanent key cores to all door hardware of the 2007 Addition.
 - d. HISD will confirm if new access cards will be provided to WHS staff for 2007 Addition.
 - e. WHS Staff will perform a walkthrough on Tuesday, 12/8/15, of the 2007 Addition. The walkthrough is scheduled for 3:30 PM.
 - f. Friday, March 18th, will be the day B3Ci will complete City's Final Inspections for 2007 Addition. WHS Staff can access school the weekend before Monday, March 21, 2016. However, furniture move in and teachers' personal items in boxes will be placed in building prior to this dates.
 - g. As reviewed in Room Assignment meeting on 11/24/15, WHS has assigned spaces for teachers and office staff for the 2007 Addition. Room assignments have been coordinated with HISD FF&E Department for furniture coordination.
2. Construction update on the 2007 Addition:
 - a. Sidewalks are being installed on west side of 2007 Addition.
 - b. Installation of entrance canopies is in progress.
 - c. Power meter installation is planned for later today.
 - d. Commissioning work is scheduled for December 14th.
 - e. Cleaning and flushing of mechanical equipment in chiller pad area is in progress.
 - f. Drywall installation in Areas A, B and C is complete.
 - g. Terrazzo finish on floors will be completed by the end of this month. The stair terrazzo treads will be done in early January.
 - h. Ceiling grid and light fixtures installation in corridors is in progress.
 - i. Epoxy resinous floor finish in restrooms will start on mid-week.
 - j. Classroom floors are being prep for VCT installation.
 - k. HISD IT is coordinating installation of short throat projectors.
 - l. Science Lab counter tops will be delivered on December 15th. Base cabinets have been installed.
 - m. Window glass installation is 98% complete.
 - n. B3Ci will coordinate a punch list before February 22, 2016. B3Ci recommended installing doors after the furniture is moved in, but HISD instructed B3Ci to move forward with door installation before the furniture move in. If doors are damaged by movers, then the movers will repair damages.
 - o. KWAME will coordinate toilet accessories that will be provided by District and installed by B3Ci. Accessories include roll paper towel dispenser, soap dispensers and portable trash receptacles.
 - p. The District will provide laundry washer and dryer for the Tech Center temporary set-up. These devices will be power operated as there is no gas in the Tech. Center building. The Phase II project will receive gas operated washer and dryer for the Athletic Center.
 - q. B3Ci will relocate their field office trailer to the northeast end of the site.
3. Discussion of construction that might impact the school activities and instruction during the testing periods or special events:



- a. No Summer School will take place on WHS for the 2016 break. WHS will move the Summer School to another campus.
 - b. The mural canvas is not yet finished. WHS will not place the painting in the Learning Common's allocated wall until it is complete.
 - c. HISD recommended sending a letter to the community before any abatement work starts in order to inform the community and for safety reasons.
 - d. HISD/KWAME will contact HISD Transportation to inform them of the bus route changes since the student bus drop off will be located to Scott St. The drop off is currently on Reed Rd.
 - e. KWAME will coordinate a meeting with HISD Security Department to discuss the logistics to keep the existing dining, kitchen and gyms operations until May of next year. The Tech Center modifications to provide a Multi-Purpose Room and interim food service space will not be ready by Spring Break, 2016. Logistics will require maintaining access control, CCTV, fire alarm, intrusion alarm, intercom system and IT infrastructure in these facilities until May of 2016. During this time, the three story building will be isolated and sealed at all access corridors to keep WHS students and staff from entering this building. The facilities that will continue to operate until May will need to meet fire exit requirements.
4. Community activities for LEED Credit:
- a. For the 2007 Addition LEED process, KWAME will coordinate with HISD documentation required for LEED ID Credit SS C10 for Joint Use of Facilities agreement between District and community. (A minimum 3 share spaces are required).

ACTION ITEMS:

18-12 School as a teaching tool credit for LEED – The School will provide this prior to the next meeting.- Done

18-13 The school will provide the requirements for testing after Spring Break to the direct team on how to handle move. See above notes.

18-14 A meeting with the senior school staff will be done prior to the next meeting to coordinate door access and other potential concerns during the move. A tour for the Principal, School support Officer and staff will be arranged. See notes above

18-15 Meeting on room names and staff room assignments will be done prior to the next PAT. Done.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Review of project progress.
2. Review of existing phasing plan for relocation of staff, students and furniture

NEXT PAT MEETING: The next PAT meeting will be Monday January 4, 2015 at 4:30 pm.

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,

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