



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

MEETING #: 029

LOCATION: Askew Elementary School

DATE / TIME: September 15, 2016, 3:30pm

ATTENDEES: (those marked with an “x” check were present)

	Amanda Polk	
	Derek Blair	cre8 – Project Architect
X	Beverly Fisher	Secretary
	Dawn Danowski	Teacher
	Earle Taylor	Technologist
X	Ebony Cumby	Principal
	Fatima Spinner	Teacher
X	Jane Farley	Teacher
X	Jennifer Major	Parent/Community
X	Karen Calhoun	Teacher
	Kathy Geer	Registrar
	Scott Bounds	Vanguard Magnet Coordinator
	Veronica Pina	Vanguard Magnet Secretary

	Bankhead, Dan	HISD – Facilities Design
X	Taylor, Scott	Division One
	Helen Spencer	HISD – Communications
	Weis, Tom	Division One
X	Dr. Robert Lundin	HISD - SSO
	Spencer Wingate	HISD Bond – Program Dir.
	Chester Glaude	HISD - Transportation
X	Bianca Garrick	Assistant Principal
X	Holly Huffman	HISD - Communications
X	George Watanabe	cre8 – Project Manager
	Andreas Peebles	HISD – General Manager
	Rebecca Kiest	HISD - Communications
X	Ron Keller HISD Bond – Sr Project Mgr	HISD Bond – Project Manager
X	Rick Sperandio	Community Member

PURPOSE

The purpose of this meeting was to review and discuss construction progress.

AGENDA ITEMS:

- Review current construction Phase 1 progress and schedule. -Scott Taylor/D1
- Drainage at site perimeter road. George Watanabe/Cre8
- Review shuttle service. Ron Keller/ RGCI

NOTES:

- o Scott discussed the current construction schedule timeline.
 - The abatement is complete on the existing portables.
 - Demolition is ready to start and will take approximately 5 days.



- Canopy lighting that was requested by the COH will be installed once pricing is approved and the material can be procured.
- The electrical switchover for the main building will be done over the winter break.
- The PE shed is onsite and will be installed next week.
- Concrete curbs and pads near the walkways will be placed next week.
- Once the demolition is complete the construction gates will be removed at the new concrete drive. There will be additional parking spaces available for staff behind the portables. George will provide a layout.
- The committee asked that the gates swing in, not out. When they swing out they block the sidewalk. This will be the case with the construction gates on Hayes also.
- HISD risk assessment has reviewed the property and have made some recommendations. Ms. Cumby will forward the report recommendations to Ron. One item of note was exits from the fenced in portables area.
- George discussed with the committee that there are plans for area inlets and drainage swales between the back of curb and property line in areas where the new paving is higher than the existing natural grade.
- It was noted by the committee that the existing playground (phase 2 construction area) is not being secured and local kids are playing in this area on weekends. D1 will secure this site.
- HISD has signed up Sam Limousine to transport teachers to and from the remote lot at Revere. Currently the ridership is low with only 6 to 12 riders.
- Ms. Cumby has indicated that most of the staff is parking onsite or off of Hayes or Lynbrook. The committee wanted to know what was done at Conduit Elementary. Ms. Huffman was informed by the program manager (Heery) that the staff utilized a combination of street parking and small areas onsite.
- There was concern from some committee members that their emails were not being responded to in a timely manner. Ms. Cumby agreed to receive all emails from the committee members and forward on a compiled list of concerns that need to be addressed to the program manager.
- Mr. Sperandio and Ms. Major offered to help with any issues in dealing with the city or contacting councilmen to resolve any issues including building permit delays. Mr. Watanabe said that he didn't feel like any outside help would be necessary, that the city is just extremely slow in the permit process.

Questions /Concerns

- HISD data sub needs to clear leftover material out of the Drama Classroom in the portables.
- Risk Assessment wants fire extinguishers added to the portables.
- There was a request to add temporary paving at the front circle for additional parking. George will provide a drawing for D1 to price.
- The committee wants an email blast when the contractor will be bringing in heavy equipment early in the morning or late in the evening (off work hours).
- HISD risk management/ RGCI/ CRE8/ D1 to review locations for new emergency exits.



ACTION ITEMS - (September 15, 2016):

- 28-1 Additional teacher storage – RGCI (Ron Keller)
Requisition has been approved and PO is being issued for purchase.

NEXT MEETING: Thursday, December 8, 2016 - @ 3:30pm

Please review the meeting minutes once posted and submit any corrections to Ron Keller.
If no corrections are submitted with five (5) days from HISD posting, the minutes will be assumed to be accurate.

Sincerely,
Ron Keller AIA
Senior Project Manager
Rice Gardner /HISD – Construction & Facility Services
3200 Center Street
Houston, TX 77007
Phone: 832-552-5894
Email: Ron.keller@ricegardner.com