



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

**MEETING #:** 31

**LOCATION:** Austin High School

**DATE / TIME:** May 17, 2017 at 4:00 pm

**ATTENDEES:** (those marked with a check were present)

<input checked="" type="checkbox"/>	Steve Guerrero	Principal	<input checked="" type="checkbox"/>	Fran Paz	Pepper Lawson
<input type="checkbox"/>	Rudy Trevino	HISD CSO	<input checked="" type="checkbox"/>	Angelita Henry	Parent/Alumni
<input type="checkbox"/>	Diana Davila	HISD Trustee	<input type="checkbox"/>	Tierra Harris	Parent/Alumni
<input checked="" type="checkbox"/>	Hilarion Martinez	HISD SSO	<input checked="" type="checkbox"/>	Tim Johnson	Teacher Science
<input type="checkbox"/>	Debbie Crow	HISD SSO	<input checked="" type="checkbox"/>	Joe Nelson	Alumni
<input type="checkbox"/>	Andreas Peeples	HISD Sr. Mgr.	<input type="checkbox"/>	C. Guerrero	Teacher CTE Ag
<input checked="" type="checkbox"/>	Covey Nash	Alumni	<input type="checkbox"/>	Dan Bankhead	HISD Mgr. Design
<input type="checkbox"/>	Sylvia Wood	HISD Communication	<input checked="" type="checkbox"/>	Guadalupe Saldivar	SPED Teacher Asst.
<input type="checkbox"/>	Brian Busby	HISD COO	<input type="checkbox"/>	Raul Asoy	SPED Chair
<input type="checkbox"/>	Cornelius Banks	Preston Banks	<input type="checkbox"/>	Chris Williams	Teacher History
<input type="checkbox"/>	John F. Preston	Preston Banks	<input checked="" type="checkbox"/>	Mark Kerrissey	Teacher History
<input checked="" type="checkbox"/>	Gary Whittle	Heery/HISD	<input checked="" type="checkbox"/>	Jorge Medina	Assistant Principal
<input checked="" type="checkbox"/>	Todd Granato	Pepper Lawson	<input type="checkbox"/>	Theresa M. Guerra	Registrar
<input checked="" type="checkbox"/>	Pete Galyean	Estimator	<input type="checkbox"/>	Jose Saenz	Teacher History
<input type="checkbox"/>	Eli Ochoa	ERO Architects	<input type="checkbox"/>	Paul Gloria	Community Neighbor
<input checked="" type="checkbox"/>	Octavio Cantu	ERO Architects	<input type="checkbox"/>	Mark Janicek	Teacher CTE Fam.
<input type="checkbox"/>	Tania Roman	Student/Alumni	<input type="checkbox"/>	Victor Trevino	Teacher Soc. Studies
<input checked="" type="checkbox"/>	Alfonso Maldonado	Alumni	<input checked="" type="checkbox"/>	Holly Huffman	HISD Communication
<input type="checkbox"/>	Yadira Banuelos	Alumni Class Pres.	<input type="checkbox"/>	Rosemary Grant	Heery/HISD
<input type="checkbox"/>	Cruz Casiano	Teacher CTE Fam.	<input type="checkbox"/>	Ariana Sherman	HISD AP
<input type="checkbox"/>	Sara Torres	Student Council	<input checked="" type="checkbox"/>	Marsha Eckerman	Alumni

**PURPOSE:** The purpose of the meeting was to update Project Advisory Team members on Pepper Lawson CMAR, construction drawing progress, and T-Building layouts for Austin H.S.

**AGENDA:** See attached

**DISCUSSION:**

1. Principal Guerrero opened the meeting promptly at 4 p.m. and welcomed all attendees: PAT members, HISD School Support Officer, Design Team, and CMAR.
2. All visitors and PAT members were reminded to sign the attendance sheet and pick up a copy of the current meeting agenda, as well as the handout of the meeting's PowerPoint Presentation.

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3. Mr. Gary Whittle presented the meeting agenda and reviewed the PowerPoint presentation (attached) on the temporary building campus. Slides illustrated each building type and function as follows:
  - a. Slide A1.0: The overall site plan shows the type and quantity: A (9), B (1), C (1), D (1), E (1), F (1), G (1), CTE (1) = total (16) buildings.
    1. Type A is the typical classroom building with nine (9) individual classrooms, boys and girls restrooms, and a teacher's workroom/breakout area with two (2) offices.
    2. Type B contains the Administrative Offices, PowerUp, and Grad Labs.
    3. Type C contains Special Education classrooms and offices.
    4. Type D will house the clinics.
    5. Type E contains the choir and band rehearsal areas.
    6. Type F is the multipurpose building that will have two (2) food serving areas, a dining area, boys & girls restrooms, etc. This building would accommodate 350-400 in a dining configuration. With tables removed, it could accommodate indoor PE.
    7. Type G is the stand-alone kitchen that also includes exterior coolers.
    8. The building shown in the NE corner of the site is the pre-engineered metal building that will contain CTE classes. This is the building that will remain permanently, and will include small restrooms.
  - b. There remain several offices/workrooms, etc. that are currently not allocated. Principal Guerrero noted that all teachers have been assigned to a room. Unallocated areas will be assigned as needed.
  - c. Questions about Special Education (SPED) were addressed. There are four (4) classrooms allocated to SPED, with one having the private restroom with shower. Two (2) of these have kitchen sinks.
  - d. Concerns were raised about seating capacity in the dining area. Principal Guerrero noted that the school may return to three (3) lunch periods. Additionally, students may be permitted to eat in the courtyard, in classrooms, or in other areas.
  - e. Additional slides showed images of sample building exteriors with ramps and common connecting areas. Interior images showed the common corridor, an individual classroom, and cafeteria area.
  - f. For the exterior walkways, primary circulation routes will be covered. Egress-only pathways will not be covered.
  - g. Mr. Whittle further stated that all programs from the current campus have been accommodated at the temporary building campus.
  - h. It was stated that the school and project manager are working with HISD Bond Communications to provide an information packet on the temporary campus that could be distributed to parents and community Members to stress that the campus will be secure, functional, and replicate current educational spaces as closely as possible. This packet will be ready to distribute before school is dismissed for the summer.
4. Mr. Whittle introduced the next agenda topic, which was reviewed with Octavio Cantu, ERO; and Todd Granato, Pepper Lawson, CMAR.
  - a. Mr. Cantu stated that the consultants' comments provided for the campus design plans were incorporated and a final HISD department review (subsequent to this meeting) had been scheduled for June 21, 2017. Pepper Lawson's constructability reviews were provided and also are being incorporated.

- b. The next step is to submit campus design plans to the City of Houston for permitting. Currently, permits are taking six (6) months to process.
    - c. The temporary campus modular building package is to be complete with bids due to the CMAR in late May. The complete temporary building site package, which will be priced to provide the Guaranteed Maximum Price (GMP) No. 1, is due in early June 2017. The final plans will be submitted to City of Houston for approval with temporary building plans generally taking six to eight weeks.
  5. Mr. Whittle stated that a move similar to Austin HS was scheduled for Northside (Davis) HS, where the administration will relocate into a 10-classroom portable building for the summer months.
    - a. PAT Member Joe Nelson asked what type of furniture would be used in the temporary buildings.
      - i. Mr. Whittle responded that the furniture would come from the the current campus and from the HISD warehouse. Efforts are underway to identify furniture that could be pre-staged to limit the amount that would need to be moved over the break.
    - b. Mr. Whittle stated that once construction starts, it will take two (2) years to complete the new campus.
      - i. Two weeks are being earmarked for the move out of Austin HS. After the move, HISD Maintenance will come through and salvage items. The salvaged items are primarily HVAC and electrical equipment that can be re-used by the maintenance department.
    - c. PAT Member Marsha Eckerman asked where and how memorabilia will be stored in the interim during construction. Mr. Covey Nash, PAT Member, stated that he has been asked by several alumni how this will be handled.
      - i. Mr. Whittle presented options that included on-site storage as well as the rental of a private storage offsite.
      - ii. Principal Guerrero added that some alumni have volunteered to help pack important items. Principal Guerrero added that he would bring this up for discussion at the next alumni association meeting.
    - d. PAT Member Tim Johnson asked about moving crew size and working hours.
      - i. Mr. Whittle responded that there are several approved moving vendors, and they are not limited to specific hours or crew size. They will provide as many people and work as many hours as are necessary to meet deadlines.
      - ii. He further presented protocols for boxes and labeling provided by the vendors to ensure items are distributed to the correct room at the new campus.
    - e. There was discussion about moving specialty items:
      - i. Chemicals are moved by separate chemical moving companies.
      - ii. Band instruments and musical equipment are often moved by students themselves.
      - iii. Technology, including SmartBoards, are moved by HISD IT or an IT vendor.
      - iv. The simulator will be moved by that vendor.
  6. Mr. Whittle continued to the next agenda item about future PAT meeting dates.
    - a. Mr. Whittle stated that uniformly across the bond program, PAT meetings are held quarterly once the project design phase is complete. Once design is complete, the role of the PAT becomes more informative and meetings are held to distribute updates as opposed to gather feedback.
    - b. Mr. Whittle offered to provide a monthly status update/executive summary to keep PAT members informed on progress and activity.



- c. A suggestion was offered to hold a PAT meeting in August to discuss the schedule of future PAT meetings during construction. Principal Guerrero recommended that a meeting be held on the same schedule and time as current meetings, which would be Aug. 16, 2017 at 4 p.m. in the Austin HS Library.
7. Marsha Eckerman, PAT member, mentioned that the 80<sup>th</sup> Anniversary of Austin HS is scheduled for September and suggested that a presentation would be appropriate.
  - a. Mr. Whittle agreed it was a good idea. He further discussed fund raising efforts that other schools have taken part in, and suggested it could be discussed further in the fall.
  - b. Also in the fall, the group could start planning for the groundbreaking ceremony. The groundbreaking would likely take place sometime in spring 2018, after demo is complete and new construction is ready to begin.
8. PAT Member Mark Kerrisey asked about the additional \$1.3M that was allocated by the HISD Board of Education.
  - a. Mr. Whittle responded affirmatively that additional funds had been allocated to the project to provide “wish list” items that had been requested by the PAT and school and approved by the trustee. He suggested the topic could be discussed further in the fall when more details are available.
9. Mr. Whittle confirmed that parking will remain on the existing site on the east side of S. Lockwood Drive, which is in addition to parking shown on the site plan. The new lot, which is closer to the Macy’s/Foley’s warehouse, will be reserved for staff, overflow and visitor parking.
  - a. AP Medina asked about alternate entrances from S. Lockwood Drive and the existing parking lot. Mr. Whittle commented that there would be additional entrances that aren’t currently shown, and they will be located as the city requires/allows.
  - b. Suggested traffic flow of the driveway is entering from S. Lockwood Drive and exiting on to Ernestine Street. The Traffic Impact Study is currently in progress.
10. Principal Guerrero thanked everyone for their full participation in the meeting.

**NEXT PAT MEETING:** Wednesday, August 16, 2017 at 4 p.m. in the Austin HS Library

**AGENDA:** To be determined

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

Sincerely,

Gary Whittle  
Program Manager  
HISD – Construction Services  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9327 Email: [gwhittle@houstonisd.org](mailto:gwhittle@houstonisd.org)

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