



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

MEETING #: 28

LOCATION: Austin High School

DATE / TIME: December 14, 2016 at 1:30 pm

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Steve Guerrero	Principal	<input type="checkbox"/>	Chris Fields	Heery/HISD
<input checked="" type="checkbox"/>	Rudy Trevino	HISD CSO	<input type="checkbox"/>	Georgianne Sigler	Visitor
<input checked="" type="checkbox"/>	Diana Davila	HISD Trustee	<input checked="" type="checkbox"/>	Octavio Cantu	ERO Architects
<input checked="" type="checkbox"/>	Hilarion Martinez	HISD SSO	<input type="checkbox"/>	Tim Johnson	Teacher Science
<input checked="" type="checkbox"/>	Rosemary Grant	Heery/HISD	<input type="checkbox"/>	Joe Nelson	Alumni
<input type="checkbox"/>	Marsha Eckerman	Alumni	<input type="checkbox"/>	C. Guerrero	Teacher CTE Ag
<input type="checkbox"/>	Covey Nash	Alumni	<input type="checkbox"/>	Dan Bankhead	HISD Mgr. Design
<input type="checkbox"/>	Sylvia Wood	HISD Communication	<input type="checkbox"/>	Guadalupe Saldivar	SPED Teacher Asst.
<input type="checkbox"/>	Angelita Henry	Parent/Alumni	<input type="checkbox"/>	Raul Asoy	SPED Chair
<input type="checkbox"/>	Tania Roman	Student/Alumni	<input type="checkbox"/>	Chris Williams	Teacher History
<input type="checkbox"/>	Jacque Royce	Alumni	<input checked="" type="checkbox"/>	Mark Kerrissey	Teacher History
<input type="checkbox"/>	Catherine Smith	Teacher CTE Data	<input checked="" type="checkbox"/>	Jorge Medina	Assistant Principal
<input type="checkbox"/>	Eli Ochoa	ERO Architects	<input checked="" type="checkbox"/>	Theresa M. Guerra	Registrar
<input type="checkbox"/>	Eric Ford	HISD Architect	<input checked="" type="checkbox"/>	Jose Saenz	Teacher History
<input type="checkbox"/>	Erica Deakins	HISD Director	<input type="checkbox"/>	Paul Gloria	Community Neighbor
<input type="checkbox"/>	Tierra Harris	Parent/Alumni	<input type="checkbox"/>	Mark Janicek	Teacher CTE Fam.
<input type="checkbox"/>	Luis Landa	HISD AP	<input checked="" 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"/>	Gary Whittle	Heery/HISD
<input checked="" type="checkbox"/>	Cruz Casiano	Teacher CTE Fam.	<input type="checkbox"/>	Ariana Sherman	HISD AP
<input checked="" type="checkbox"/>	Sara Torres	Student Council	<input type="checkbox"/>	Daniel Brown	Teacher

PURPOSE: The purpose of the meeting was to meet with the Project Advisory Team to update members on the proposed color scheme palette and swing space for Austin H.S.

AGENDA: See attached.



DISCUSSION:

1. The PAT meeting was rescheduled from 4pm to 1:30pm, as requested by Principal Guerrero due to early class dismissal for Austin HS. The time change accommodated teachers who are also PAT members.
2. Principal Guerrero opened the meeting and welcomed Trustee Diana Davila, Chief Support Officer Dr. Rudy Trevino, School Support Officer Hilarion Martinez, and PAT members.
3. Rosemary Grant had PAT Member Handbooks available for distribution, however, those members present already had received and signed for their copies.
4. All visitors and PAT members were reminded to sign the attendance sheet.
5. R. Grant provided an update on the Construction Manager at Risk (CMAR) - Request for Qualifications (RFQ) received at 2 p.m. on Dec. 6, 2016.
 - a. Four (4) proposals were submitted from contractors. The Evaluation Committee requested and received the proposed required fee structure from all four (4) respondents. **(See full response in Addendum to Meeting Minutes, Item #1).**
 - b. The Evaluation Committee presented a recommendation, through an Agenda item, to the Board of Education to be voted on at the Jan. 12, 2017, board meeting. R. Grant stated she could not disclose the recommended selection due to HISD's Code of Silence policy regarding open procurement items. However, the RFQ's received from the four (4) contractors were available on the HISD Procurement website.
 - c. Dr. Trevino was asked by Victor Trevino if withholding the decision was typical of HISD. Dr. Trevino stated that a Code of Silence does pertain to certain HISD business, but he was unsure of specifics regarding contractor solicitations. V. Trevino questioned how confident the selection committee was in their choice if the recommendation could not be made public. R. Grant responded the committee was confident with their selection. It was stated that the selection committee comprised only HISD employees. No Heery employees, including R. Grant, were on the selection committee.
 - d. Victor Trevino asked Trustee Davila, is it policy that the selected firm cannot be released. Trustee Davila stepped out to consult with HISD to confirm whether the information could be provided before the selection is approved by the board. This was confirmed. **(See full response in Addendum to Meeting Minutes, Item #2).**
 - e. Mark Kerrissey asked if the Askew Elementary CMAR approval would also be on the Jan. 12, 2017, board meeting. R. Grant replied she was unsure because that was not a project under her management. However, that information would be available on the Board of Education website listing the specific agenda items for the meeting.
 - f. Certain PAT members were upset they were not able to vote on the CMAR. This request has not been filled on any 2012 HISD bond program, as it is against Bond Construction Services' policy. Voting committee members are limited to HISD Senior Management.
 - g. R. Grant added that the selection of the CMAR involved a series of criteria for evaluation. The process used was implemented by the HISD Board of Education in 2013, and is identical to the process used on all other 2012 Bond projects that follow the CMAR process. **(See full response in Addendum to Meeting Minutes, Item #3).**

6. R. Grant continued with the next agenda item, an update on the temporary building campus. The layout design discussed was developed during meetings that began in August 2016, with Principal Guerrero, Chief Support Officer Jason Bernal, Assistant Principal Medina, the Architect, a portable building consultant, and Heery program management. A level of comfort had been reached with the current working layout and it would serve the needs of the campus during construction. Proceeding with the layout presented at the previous PAT Meeting, R. Grant described the site layout; a hard copy was later passed around for the members to review.
 - a. The education complex presented would include multi-classroom buildings, with either ten (10) or twelve (12) classrooms, each with restrooms, offices, and a teacher workroom. The quantity of classrooms and office spaces were determined through a spreadsheet developed by R. Grant of all personnel currently working at Austin HS. The personnel information was provided by Austin HS administration and included teachers, counselors, administration assistants, Principal Guerrero, Assistant Principals, nurse, and recognition of all CTE and athletics, along with all positions required for Austin HS curriculum and its day-to-day operation. This layout previously was discussed at the November 2016 PAT Meeting, and was preferred due to the importance of keeping students and staff contained in cohorts and providing a high level of student safety & security. No final selection has been made at this time.
 - b. A pre-engineered steel building could be provided for some of the CTE programs (welding and engine works), and it could include a multi-purpose area that could be used for temporary dining. This building would be permanent and remain on site following the dismantling of the temporary complex.
 - c. Principal Guerrero described the acquisition of a greenhouse from Barnett Stadium that would be dismantled and reinstalled on the site. The Special Education Department would use the facility, and it also would remain as a permanent building.
 1. The building location is yet to be determined, given the need for it to be in close proximity to water and electrical and undetermined long-term plan for the site.
 - d. Principal Guerrero asked if the walkways will be raised. R. Grant responded there would ramps and steps leading to raised decks between buildings with classroom entries facing each other. Sidewalks would be at ground elevation.
 - e. V. Trevino asked if the only building to remain from the swing space campus is the pre-engineered building. R. Grant responded that, at this time it appears so, as the greenhouse is still in question.
 - f. V. Trevino stated that the cost for the temporary swing space was approaching \$8 million and questioned if it was worth spending more money if it allowed them to keep more of the buildings. Trustee Davila asked if the swing space campus buildings are being leased. R. Grant responded, yes, this is HISD's intent.
 - g. R. Grant brought up the Wharton Dual Language Academy temporary campus, which has a combination of HISD-owned and HISD-leased buildings. She said that a member of the Wharton's design and transition team for the temporary campus had been scheduled to speak at today's PAT meeting. The speaker's appearance was postponed due to the last minute time change of today's meeting and resulting conflict in her schedule. The Wharton campus is working well, and the swing space design is user friendly.
 - h. V. Trevino asked if a company had been selected to build before being presented to the Board of Education for input and review. R. Grant responded that Aries, a prefabricated portable classroom provider, had provided design information for the temporary campus. That design information would be included in the overall campus design and distributed for pricing by the CMAR. No vendor has been awarded the contract for the construction of the T-campus, or for leasing temporary buildings.

- i. V. Trevino asked that if there are four or five companies that provide these type of buildings, will they all be provided an opportunity to provide a bid so that the price would be competitive. He also asked, “When can we get the bids that are received, so that we can review?” R. Grant replied the bids will be received by the selected CMAR. She further stated that HISD-hired professionals were vetting the proposals being provided and would make the selection that offered the best value to the District.
 - j. PAT questioned how the layout for the Temporary Building campus was selected. **(See full response in Addendum to Meeting Minutes, Item #4).**
7. R. Grant requested they continue to complete the remaining agenda item — Color Option C — which was necessary for the ongoing design work.
 - a. Octavio Cantu with ERO Architects presented the revised Option C interior colors, which had been included in the previous PAT Meeting Minutes.
 - b. He provided a demonstration of the building renovations and additions using a virtual tour of the 1936 building, dining commons, and main gym.
 - c. O. Cantu stated that the school’s mustang logo was a placeholder. Principal Guerrero and V. Trevino both stated that an Ad Hoc committee had been formed to address the logo’s design.
 - d. The PAT members in attendance selected the presented color scheme C, modified to include less blue and more green shades, and it will be used for the school’s interior.
8. A discussion followed regarding regular meeting dates to be posted to the Bond Calendar. R. Grant suggested that, per the policy of HISD Construction Services, PAT meetings be held quarterly once design is complete, as is typical for other Bond projects. The team requested to meet every 60 days throughout the temporary building installation process.
 - a. Principal Guerrero stated that the PAT would like to continue meeting on a monthly basis.
 - b. PAT members that were present agreed to change meeting days from Thursday to Wednesday. Preliminary monthly dates were discussed as listed.
 - January 18, 2017
 - February 15, 2017
 - March 8, 2017
 - April 19, 2017
 - May 17, 2017**(Meeting dates are subject to change).**
9. R. Grant requested a date for the next Community Meeting #3 and asked Holly Huffman to describe the intent of this meeting. H. Huffman’s response: Typically, the third community meeting is an opportunity for the contractor to meet with the community and let them know what to expect during construction, including their timeline, hours of operation, and contact information should neighbors have concerns with trash or noise above and beyond that of a typical large-scale construction project. The meeting also presents an opportunity for the contractor to review the company safety record and provide information outlining how they plan to keep the site safe for the community and students. This community meeting is usually followed by a groundbreaking ceremony, which is scheduled once there is activity and equipment on the site. After discussion with V. Trevino and O. Cantu, it was decided the event will be scheduled once permitting is complete and the construction has started.

10. J. Medina questioned the costs for moving into the temporary buildings. R. Grant replied that any cost associated with the Austin HS project will be paid through AHS's bond funds. She further explained the moving process.
- Five (5) moving companies have been vetted through HISD Procurement. R. Grant will provide a scope of work for the proposals and conduct an on-site walkthrough. Prices will then be submitted to, and selected by, HISD Procurement.
 - R. Grant will need to confirm the proposed personnel locations shown on the working plan are acceptable before providing to the selected mover. Principal Guerrero stated that his team is working on the list and will be done by February.
11. V. Trevino expressed concern that the process was moving too fast. He felt student performance could be negatively impacted by a move-in scheduled for mid-year, which could happen if unforeseen factors cause delays to the construction process. He stated the construction calendar posted on the web showed a three (3) year construction schedule. R. Grant commented that initially there were four (4) groups of schools, but the scheduled completion of several schools had been accelerated by one year. Holly said she would follow up on the posted Austin HS schedule. **(See full response in Addendum to Meeting Minutes, Item #5).**
- R. Grant assured Principal Guerrero there would be no massive disruption of classrooms or the educational process.
 - The move-in to the temporary buildings is currently scheduled for August 2017 - prior to the start of the school year, contingent upon CMAR approval at the January 12, 2017 BOE meeting; otherwise the project and team will be delayed.
 - The move-in to the newly renovated Austin HS is scheduled for August 2019 – prior to the start of the school year, contingent upon CMAR approval at the January 12, 2017 BOE meeting; otherwise the project and team will be delayed.
 - There is currently no mid-year move-in scheduled. However, there is a strong possibility this will occur if the portable building campus is delayed. A mid-year move took place at Wharton Dual Language and was a success.
12. V. Trevino addressed the PAT: "I stand by that we are forcing too much too soon. We barely meet the index. We can't afford to lose students. We may lose students labeling a school not meeting academic standards - likely to happen mid-year. We should hit the pause button and start next summer. Kids will get screwed and I don't like that. No offense, but you all's' interest is the money; people interested in meeting their next guideline and disbursement in money."
- R. Grant responded that all the people in the Bond Office are interested in K-12.
 - V. Trevino commented that he didn't want to disrupt the academic process as good things are happening here with Principal Guerrero.
13. M. Kerrissey questioned why \$80 million was allocated to the project, but \$52 million allocated to construction. R. Grant interjected \$58 million was allocated for construction when including T Building campus. M. Kerrissey stated the CMAR costs he last heard were \$5 million, which leaves \$47 million for actually paying for the concrete, the contractors, lights and furniture. He asked what happened to the other \$33 million. He said his biggest concern was why only 60 percent was going into the building? R. Grant referenced the July 2016 PAT Meeting, during which HISD General Manager for Facilities Design, Dan Bankhead presented an update to the budget. M.Kerrissey said he reads the bond reports and still asks, "Where is the \$33 million? It's a lot of money. It seems like a lot of money is going to soft costs as opposed to hard costs." **(See full response in Addendum to Meeting Minutes, Item #6).**



14. M. Kerrissey said that he had requested costs for the theatre. R. Grant replied that this information is not available at this time, as the costs are not broken down by area. The CMAR could provide that information when the design is complete.
15. M. Kerrissey said he needed to go back to his colleagues and sell them on the new theatre as they just had their first major production in 10 years. This topic was previously discussed in September 2016, and O. Cantu reiterated that the theatre would get improved acoustics and provide better lighting and sound, but seats would not be replaced. (See previous Minutes dated September 22, 2016, that details theatre design by Eli Ochoa.)
16. M. Kerrissey asked why \$12 million was budgeted for program management. He said parents and taxpayers would like to know where that money is going. He further added that he wanted reassurance because he had a gut feeling that the school community was being taken for a ride. He said he hoped that additional clarity could be provided between now and the next meeting.
 - a. The \$12 million was misunderstood, as program management is not \$12 million. **(See full response in Addendum to Meeting Minutes, Item #6).**
17. Dr. Trevino thanked M. Kerrissey for his comment and said that he would meet with H. Huffman to debrief and get additional information.
18. The PAT members thanked Dr. Trevino and Trustee Davila for being present.

NEXT PAT MEETING: Wednesday, Jan. 18, 2017 at 4 p.m. in the Austin HS Library

AGENDA: Discuss and review rules of PAT
Discuss upcoming schedule for future PAT meetings
Update and answer any remaining budget questions
Update status of color selection and construction document progress

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,

Rosemary Grant
Project Manager
HISD – Construction Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9257
Email: rgrant3@houstonisd.org