



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

MEETING #: 28

LOCATION: Condit Elementary School

DATE / TIME: May 28, 2015 at 11:50 a.m.

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Dan Greenberg	Principal	<input checked="" type="checkbox"/>	Lenette Pruetz	IT Manager
<input type="checkbox"/>	Julia Tamm	Parent	<input type="checkbox"/>	Swati Narayan	Parent
<input checked="" type="checkbox"/>	Michelle Driscoll	Faculty	<input checked="" type="checkbox"/>	Troi Taylor	HISD
<input checked="" type="checkbox"/>	Meg Pieri	Teacher	<input type="checkbox"/>	Eric Ford	HISD
<input type="checkbox"/>	Bill Johnson	Faculty	<input type="checkbox"/>	Tim Kunz	VLK
<input checked="" type="checkbox"/>	Sally Reed	Community	<input checked="" type="checkbox"/>	John Nowak	VLK
<input checked="" type="checkbox"/>	Pegi Newhouse	Parent	<input type="checkbox"/>	Fred Bowyer	Community
<input type="checkbox"/>	Sarah Lavine-Kass	Parent	<input checked="" type="checkbox"/>	Lacy Grimm	Asst. Principal
<input checked="" type="checkbox"/>	Keith Robinson	Division One	<input checked="" type="checkbox"/>	Tom Weis	Division One
<input type="checkbox"/>	Todd Lien	VLK	<input checked="" type="checkbox"/>	Steven Gee	HISD

PURPOSE: The purpose of this meeting was to update the PAT on the status of construction.

AGENDA:

- Project Budget Review
- Receive a Project Update
- What to expect at the next PAT meeting

DISCUSSION:

1. Steven Gee, HISD Project Manager welcomed the Project Advisory Team (PAT) to the May 2015 meeting. Mr. Gee opened with an agenda review and review of the project budget.
 - Mr. Gee reviewed the list of project add alternates with the PAT and discussed the process of prioritizing the items. The list was provided to Principal Greenberg and the Condit PTO for their feedback and to ensure the construction team was focusing on the appropriate items. The group will focus on the playground equipment, masonry benches around the exterior of the school and additional ornamental fencing, per the request of the Condit PTO.
2. Tom Weis, Division One Project Manager gave the following construction progress report:
 - The building pad is near completion and Division One started drilling piers two weeks ago.
 - Installation of underground utilities will start in Area C (north end of the site near Linden Street) and progress to the south in the same manner as the backfill and drilling proceeded.
 - Division One anticipates pouring the slab on grade around the time school is getting ready to start back.



QUESTIONS/ANSWERS:

N/A

ACTION ITEMS:

1. Provide the PAT with a copy of Joint Use Agreement for the park. (Project Manager)

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. The next PAT meeting will include updates on the construction schedule and define milestone dates.

NEXT PAT MEETING: June 25, 2015 at 10:00 a.m. in the Condit Elementary School Cafeteria.

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,

Steven Gee

Project Manager

HISD – Construction & Facility Services

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