



**CONSTRUCTION AND FACILITY SERVICES (CFS)**  
3200 Center Street, Houston TX 77007-5909

**Facilities Planning**

**Project Advisory Team Meeting Minutes**  
**Energy Institute High School**

**MEETING NO.:** 004  
**LOCATION:** Energy Institute High School  
**DATE / TIME:** June 12, 2014, 5:30 pm  
**ATTENDEES:** Raul Alanis, Teacher; Clay Clayton, HISD – Facilities Planning; Valencía Dutton, Teacher; Jillian Estrella, Teacher; Amber Farias, Student; Ken Hutchens, VLK Architects; Lori Lambropoulos, Principal; Rene Flores, STEM Specialist; Noelle MacGregor, Dean of Students; Avin Pasalar, Student; Chris Fields, Heery – HISD Program Manager  
**PURPOSE:** The purpose of this meeting was to approve the Space Requirements.

**AGENDA ITEMS:**

- Introductions
- Review and approve Space Requirements
- Review Space Descriptions
- What to expect at the next Project Advisory Team Meeting

**NOTES:**

1. The PAT reviewed the Space Requirements document room by room and requested some revisions. These were made and the final document was approved by the PAT. The final document is attached along with the PAT approval. Among the revisions requested were:
  - a. Additional storage
  - b. Exterior pavilion for PE. It was agreed that the outdoor classrooms, if arranged together could serve this function.
  - c. Larger testing storage
2. The PAT agreed to review the draft Room Descriptions and return all comments to Noelle MacGregor no later than June 23, 2014. Ms. MacGregor will compile and return to Ms. Harris/Mr. Clayton by June 26, 2014. It is intended that the final draft Educational Specifications will be approved at the next PAT meeting.

**QUESTIONS/COMMENTS:**

1. The PAT asked when actual design will commence on the new facility. *Once the draft Educational Specifications are approved (presumably at the July PAT meeting) and land is identified, the Architects will be able to start work.*

**ACTION ITEMS:**

- 4-01 Develop master schedule for school with 9<sup>th</sup> – 12<sup>th</sup> grade students (Energy Administration) Carry-Over from previous meeting
- 4-02 Revise draft Educational Specifications and forward to PAT no later than 6/17/14. (HISD Facilities Planning)
- 4-03 Review, revise and return draft Educational Specifications to HISD Facilities Planning no later than 6/23/14 (Energy Institute PAT)

**NEXT MEETING:** Thursday, July 10, 2014 @ 4:30 p.m.

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

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Sincerely,

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HISD Energy Institute High School Capacity Model

|                                    | # Teaching Stations | Students per Teaching Station | Building Capacity | % Utilization | Program Capacity |
|------------------------------------|---------------------|-------------------------------|-------------------|---------------|------------------|
| Learning Community                 | 8                   | 28                            | 224               | 85%           | 190              |
| Learning Center                    | 8                   | 28                            | 224               | 85%           | 190              |
| Science Wet Lab                    | 8                   | 28                            | 224               | 85%           | 190              |
| Special Education Learning Center  | 0                   | 12                            | 0                 | 85%           | 0                |
| CTE                                | 8                   | 28                            | 224               | 85%           | 190              |
| Visual Arts Wet Lab                | 1                   | 28                            | 28                | 85%           | 24               |
| Instrumental Music Learning Center | 0                   | 28                            | 0                 | 85%           | 0                |
| Vocal Music Learning Center        | 0                   | 28                            | 0                 | 85%           | 0                |
| Gymnasium                          | 0                   | 32                            | 0                 | 85%           | 0                |
| Auxiliary Gymnasium                | 0                   | 32                            | 0                 | 85%           | 0                |
| Fitness/Multipurpose Activity Room | 1                   | 32                            | 32                | 85%           | 27               |
| <b>Total</b>                       | <b>34</b>           |                               | <b>956</b>        |               | <b>813</b>       |

HISD Energy High School Space Requirements Summary

|  | Teaching Stations | Total   |
|--|-------------------|---------|
| Learning Community                               | 24                | 39,849  |
| CTE  | 8                 | 15,024  |
| Visual Arts                                      | 1                 | 1,530   |
| Performing Arts                                  | 0                 | 0       |
| Physical Education/Athletics                     | 1                 | 3,450   |
| Welcome Center/Administration Space Requirements |                   | 10,470  |
| Food Service Space Requirements                  |                   | 8,319   |
| Custodial/Maintenance Space Requirements         |                   | 1,100   |
| Total Net  | 34                | 79,742  |
| Building Support                                 | 38%               | 30,302  |
| Total Gross                                      |                   | 110,044 |

Target Square Footage

112,000

## HISD Energy Institute High School Space Requirements Detail

| Neighborhoods   | Required Spaces     |          |             |               |
|---|---------------------|----------|-------------|---------------|
|   | Teaching Station(s) | Quantity | Square Feet | Net Area      |
| Learning Community  | 8                   | 4        | 2,700       | 10,800        |
| Huddle Spaces/Small Group Rooms   |                     | 16       | 200         | 3,200         |
| Covered Outdoor Classroom (Provide minimum of 850 square feet space. Square footage listed was reduced to 450 square feet to reflect reduced cost of non-conditioned, non-enclosed construction.) |                     | 4        | 425         | 1,700         |
| Learning Center   | 8                   | 8        | 850         | 6,800         |
| Science Learning Center /Wet Lab  | 8                   | 4        | 3,256       | 13,024        |
| Wet Lab Storage   |                     | 4        | 300         | 1,200         |
| Distributed Learning Commons/Media Lounge - included in Learning Community  |                     |          |             |               |
| Central Media Lounge  |                     | 1        | 1,200       | 1,200         |
| Learning Commons Storage  |                     | 5        | 100         | 500           |
| Office/Workroom   |                     | 1        | 175         | 175           |
| Storage   |                     | 4        | 100         | 400           |
| Computer Repair / Storage Room  |                     | 1        | 850         | 850           |
| <b>Total</b>  | <b>24</b>           |          |             | <b>39,849</b> |

| Specific to Program   | Required Spaces     |          |             |               |
|---|---------------------|----------|-------------|---------------|
|   | Teaching Station(s) | Quantity | Square Feet | Net Area      |
| Engineering Lab A (9th Grade Principles of Engineering)                 | 2                   | 1        | 3,256       | 3,256         |
| Engineering Lab B (construction type)                                   | 2                   | 1        | 3,256       | 3,256         |
| Engineering Lab C (science lab type)                                    | 2                   | 1        | 3,256       | 3,256         |
| Engineering Lab D (construction lab type w/underwater robot capability) | 2                   | 1        | 3,256       | 3,256         |
| Engineering Lab Storage (include in lab as furniture)                   |                     | 0        | 200         | 0             |
| Lecture/Presentation Hall (Seats 200)                                   |                     | 1        | 1,800       | 1,800         |
| Podium  |                     | 1        | 200         | 200           |
| <b>Total</b>  | <b>8</b>            |          |             | <b>15,024</b> |

HISD Energy Institute High School Space Requirements Detail

| Visual Arts         | Required Spaces     |          |             |          |
|---------------------|---------------------|----------|-------------|----------|
|                     | Teaching Station(s) | Quantity | Square Feet | Net Area |
| Visual Arts Wet Lab | 1                   | 1        | 1,200       | 1,200    |
| Kiln Room           |                     | 1        | 80          | 80       |
| Storage Room        |                     | 1        | 250         | 250      |
| Total               | 1                   |          |             | 1,530    |

HISD Energy Institute High School Space Requirements Detail

| Physical Education/Athletics                         | Required Spaces     |          |             |              |
|--|---------------------|----------|-------------|--------------|
|  | Teaching Station(s) | Quantity | Square Feet | Net Area     |
| Multipurpose Activity Learning Center/Fitness Center | 1                   | 1        | 2,000       | 2,000        |
| Boys'/Girls' PE Locker Room                          |                     | 2        | 200         | 400          |
| Student Toilets/Showers                              |                     | 2        | 200         | 400          |
| Adult Toilet/Shower/Locker                           |                     | 2        | 100         | 200          |
| Office (shared)                                      |                     | 1        | 150         | 150          |
| PE Equipment Storage                                 |                     | 1        | 300         | 300          |
| <b>Total</b>   | <b>1</b>            |          |             | <b>3,450</b> |



HISD Energy Institute High School Space Requirements Detail

| Administration/Guidance                      | Required Spaces  |          |       |               |
|--|------------------|----------|-------|---------------|
|  | Teaching Station | Qty      | SF    | Net Area      |
| Main Administration                          |                  |          |       |               |
| Reception, Administration                    |                  | 1        | 350   | 350           |
| Office A (STEM, Sec, Testing Co-ord)         |                  | 3        | 100   | 300           |
| Test Storage                                 |                  | 1        | 200   | 200           |
| Office C (Principal)                         |                  | 1        | 250   | 250           |
| Principal's Restroom                         |                  | 1        | 50    | 50            |
| Conference Room, Main                        |                  | 1        | 250   | 250           |
| Workroom/Break Room                          |                  | 1        | 300   | 300           |
| Mail Room                                    |                  | 1        | 100   | 100           |
| Storage                                      |                  | 1        | 125   | 125           |
| Registrar/Attendance                         |                  |          |       |               |
| Office A (Registrar, Attendance, Itinerant)  |                  | 4        | 125   | 500           |
| Records/File Room                            |                  | 1        | 130   | 130           |
| Distributed Administration                   |                  |          |       |               |
| Office B (AP)                                |                  | 4        | 125   | 500           |
| AP Reception/Waiting (share between two APs) |                  | 2        | 125   | 250           |
| Conference Room, Small                       |                  | 4        | 150   | 600           |
| Storage                                      |                  | 2        | 50    | 100           |
| Office A (Security Office)                   |                  | 1        | 100   | 100           |
| Health Clinic                                |                  |          |       |               |
| Health Clinic                                |                  | 1        | 300   | 300           |
| Reception/Waiting                            |                  | 1        | 75    | 75            |
| Office A                                     |                  | 1        | 100   | 100           |
| Restroom                                     |                  | 1        | 65    | 65            |
| Guidance/Student Services                    |                  |          |       |               |
| Reception, Guidance shared with AP reception |                  | 0        | 75    | 0             |
| College Center                               |                  | 1        | 850   | 850           |
| Office B (College, Magnet, Counselor, SPED)  |                  | 4        | 125   | 500           |
| Shared                                       |                  |          |       |               |
| Teacher Work Center                          |                  | 4        | 1,000 | 4,000         |
| Multi-use/Community Room                     |                  | 1        | 425   | 425           |
| New Mother's Room                            |                  | 1        | 50    | 50            |
| <b>Total</b>                                 |                  | <b>0</b> |       | <b>10,470</b> |

HISD Energy Institute High School Space Requirements Detail

| Food Service  | Required Spaces     |          |             |              |
|---|---------------------|----------|-------------|--------------|
|   | Teaching Station(s) | Quantity | Square Feet | Net Area     |
| Kitchen Preparation Area  |                     | 1        | 900         | 900          |
| Serving Area  |                     | 1        | 1,000       | 1,000        |
| Dry Storage   |                     | 1        | 225         | 225          |
| Freezer   |                     | 1        | 175         | 175          |
| Cooler  |                     | 1        | 150         | 150          |
| Kitchen Manager's Office  |                     | 1        | 100         | 100          |
| Laundry/Custodial Area  |                     | 1        | 75          | 75           |
| Locker Room/Restroom  |                     | 1        | 150         | 150          |
| Student Dining Commons (seating for 1/3 of (capacity +200) at one time) |                     | 1        | 4,894       | 4,894        |
| Stage   |                     | 1        | 400         | 400          |
| Control Room  |                     | 1        | 100         | 100          |
| Dining Commons Storage  |                     | 1        | 150         | 150          |
| <b>Total</b>  |                     | <b>0</b> |             | <b>8,319</b> |

| Custodial / Maintenance        | Required Spaces     |          |             |              |
|--------------------------------|---------------------|----------|-------------|--------------|
|                                | Teaching Station(s) | Quantity | Square Feet | Net Area     |
| Receiving Entry                |                     | 1        | 150         | 150          |
| Office, Plant Engineer         |                     | 1        | 75          | 75           |
| Custodial/Maintenance Storage  |                     | 1        | 200         | 200          |
| Supply Storage                 |                     | 1        | 200         | 200          |
| IT Support                     |                     | 1        | 100         | 100          |
| Custodial Closet               |                     | 3        | 100         | 300          |
| Custodial Locker Room/Restroom |                     | 1        | 75          | 75           |
| <b>Total</b>                   |                     | <b>0</b> |             | <b>1,100</b> |