



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Mandarin Chinese Language Immersion Magnet School

MEETING #: 26

LOCATION: Mandarin Chinese Language Immersion Magnet School

DATE / TIME: April 14, 2015, 3:30 – 5:00 PM

ATTENDEES: (those marked with a check were present)

✓	Chaolin Chang	Principal	✓	Dane Roberts	Asst. Principal
✓	Patricia Butler	Teacher	✓	Sara Butler	HISD Comm.
✓	Leslie Culhane	P.T.O.	✓	Yi-Ching Wu	Teacher
✓	Bill Hutz	TIRZ No. One	✓	Angie Chen	Parent
✓	Paul Alleyne	Parent	✓	Michael Liu	Teacher
✓	Eric Ford	HISD Design	✓	Wendy Chung	Parent
✓	Albert Wong	HISD PM	✓	Andy Chen	Parent
✓	Sam Savage	PBK	✓	Harvin Moore	HISD Trustee

PURPOSE: The meeting was to provide a brief update on construction activities on the MCLIMS Project.

AGENDA:

- Provide update on current and future construction activities on the MCLIMS Project site
- Discuss upcoming Community Meeting proposed date and responsibilities

DISCUSSION:

1. The meeting began with a brief recognition of the HISD Trustee, Harvin Moore, who was in attendance and the Construction Manager at Risk, Satterfield & Pontikes, construction project managers, Terrie Newman and Ernest Dobbs.
2. A PowerPoint set of slides indicating “Construction Milestones” was shown which explained some of the Project’s construction activity sequences and what would be happening on the site in the upcoming months. It was noted that all of the estimated construction activities were subject to changes, depending upon the weather conditions and the availability of construction materials and labor when scheduled.
3. The first slide indicated the “Completion of piers and slab on grade”. Due to the number of rain delays from inclement weather, the estimated completion time for these activities may be sometime in late July/early August of 2015.



4. The next major activity would be the new concrete “Parking lots- East and North” of the campus, along with the underground utilities in these areas, and was estimated to be completed by September, 2015.
5. Construction of the “storm water detention systems” is scheduled to occur June 2015 through August 2015 to allow excavation and regrading activities in the St. George Place ES playground areas affected by the expanded area designated to handle this requirement during the summer months.
6. “Steel erection startup and top out” is estimated to be completed in September 2015, with the Building “dried in” estimated to occur sometime in December 2015.
7. “Landscaping” is tentatively scheduled to begin in November 2015 and be completed sometime in February or March 2016.
8. “Substantial Completion is estimated to occur sometime in April/May 2016, if there were no more construction or weather related delays. At this point, HISD would take over “Beneficial Occupancy” of the facility and begin moving furniture, fixtures and equipment into the building(s).
9. “Project Closeout” is currently estimated around June/July 2016, depending upon completion of any outstanding punch list deficiency items, receipt of the City of Houston Occupancy Permits, etc.

QUESTIONS/ANSWERS:

1. None.

ACTION ITEMS:

1. Prepare for next MCLIMS PAT Meeting.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Provide construction timeline updates.

NEXT PAT MEETING: Tuesday, May 12, 2015 @ 3:30 pm, Mandarin Chinese LIMS

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,

Albert Wong, AIA

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