



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

MEETING #: 37

LOCATION: Mandarin Immersion Magnet School Library

DATE / TIME: May 10, 2016 @ 4:00 PM

ATTENDEES: (those marked with a check were present)

✓	Chaolin Chang	Principal	✓	Dane Roberts	Asst. Principal
✓	Patricia Butler	Teacher	✓	Chris Fields	Heery PM
✓	Leslie Culhane	MCLIMS P.T.O.		Drew Houlihan	HISD CAO
	Bill Hutz	TIRZ No. One	✓	Angie Chen	Parent
✓	Sizwe Lewis	HISD Construction		David Wheat	St. Geo. Place ES Principal
✓	Eric Blankenship	S&P Construction	✓	Chris Fields	Heery PM
✓	Eric Hogan	S&P Construction	✓	Carlos Ramirez	HISD SSO
✓	Albert Wong	HISD PM	✓	Michael Liu	Teacher
✓	Sam Savage	PBK	✓	Paul Alleyne	Parent

PURPOSE: Provide a brief update of construction activities on the MIMS Project jobsite and address any comments from the last MIMS PAT Meeting.

AGENDA:

- Provide an update of current and future construction activities on the MIMS Project site.
- Provide updates on the status of the outdoor basketball court foundation, cover structure and a request for additional electrical outlets.

DISCUSSION:

1. The meeting began with Eric Hogan, the Construction Manager Project Manager making a brief presentation about the current and upcoming construction activities at the new MIMS campus location. He presented some aerial photos of the overall campus site from several angles and it was stated that the storm water detention areas had served their primary purpose and drained very quickly after the recent rains. He showed other images of various areas around the construction jobsite and inside the new building, representing the various degrees of completion for exterior/interior walls, ceiling areas and mechanical, electrical and plumbing systems in the Multi-Purpose Room, the Dining Commons, the Learning Commons atrium space and other areas of this three story wing.



2. A question came up about security on the construction site and it was stated that, when the students and staff move into the new building, there will still be some limited ongoing construction punch list activities occurring. Due to the tight timeframe for completion of this new campus and its facilities, all of the construction personnel would have background checks to ensure the security and safety to the building occupants.
3. When Mr. Hogan presented information about the current overall Project Construction Schedule, it was that their current projections included having a major milestone, Substantial Completion (SC), occurring around the second week in August 2016, weather permitting. Once a Temporary Certificate of Occupancy is achieved, the MIMS staff and teachers will be able to begin occupying the new facility. All of the scheduled VCT (vinyl composition tile) flooring surfaces will need to be installed, cleaned, waxed and sealed in scheduled areas before the FF&E items, IT equipment and other systems can be delivered and installed before the teachers can begin to unpack their belongings.
4. During his presentation, Mr. Hogan estimated that, barring any drastic setbacks, the FF&E and IT items should be installed sometime during the first half of August 2016. Although it will take some coordination, the HISD IT vendors should also be able to hook up any existing smartboards and computers that will be relocated from the existing campus to the new campus location.
5. PAT member Leslie Culhane expressed some concerns about “off-gassing” from the installation and final preparation of the VCT flooring, based upon past experience with smells from entering and occupying a new building environment. Sam Savage, with PBK Architects, and Eric Blankenship, with S&P, both explained that these were just residual smells and are not considered to be a health concern. Mr. Savage followed up with an email explaining that all new construction materials will off-gas for a period of time after installation, but the biggest off-gassing producers are typically carpet, paint and adhesives. The flooring in the new MIMS building will be mostly VCT covered floors, with some smaller areas that are carpeted. While VCT tiles do emit off-gasses, these tiles are approx. 85% limestone, which is chemically stable. The other components are vinyl resins at 11% and plasticizers at 4% by volume, which do emit some off-gassing. PBK Architects typically specify adhesives that are low in volatile organic compounds (VOC’s). The other contributing factor in air quality might be any chemicals that HISD Maintenance uses in maintaining these floors. However, HISD has a “Green Housekeeping” program in place and their maintenance crews use cleaning fluids that are considered safe for these types of applications. Additionally, since the General Contractor is complying with the LEED requirements for Indoor Air Quality Management before Occupancy, the new building will be flushed out several times with fresh outdoor air, prior beneficial occupancy. However, even with this air flushing, Mr. Savage noted that smells will still be evident during the first months of occupancy, but the building should certainly be safe for the occupants.
6. With regards to the outdoor basketball court, the additional concrete slab foundations have been approved for supporting a new cover structure. This steel structure is being priced by the CMAR and, tentatively, scheduled for installation in September. If the associated pricing can be determined and agreed upon, as soon as possible, the intent is to have this structure installed by mid to late September to minimize any impact to both campuses for this construction and installation. During this period, this area will be temporarily fenced and off limits to the students until completion. The principals of both schools are aware of this requirement for completion of this covered outdoor basketball court. The temporary fencing currently separating the adjacent, existing School of St. George covered basketball court and playground area will remain in place until this new court is completed.
7. There was a brief discussion about some of the proposed costs for the requested additional electrical outlets and data drops for some additional requested IT applications. These requests will be further evaluated for their associated costs and if there is any available construction funding.



8. Principal Chang mentioned that they did not rent any t-buildings for their current campus. Mr. Fields encouraged Principal Chang to hold the MIMS Teachers Development meetings in August 2016 at the current MIMS/Gordon campus to allow for preparation of occupancy in the new MIMS facility, which could be around August 18 or 19, 2016.
9. The next MIMS PAT meeting is scheduled for June 21, 2016. At that time, more information should be available about the potential move-in date, although there remains a remote possibility of a partial occupancy on a floor by floor basis, if necessary, since some of the seventh and eighth grades may not have students for these classrooms yet.

QUESTIONS/ANSWERS:

1. No additional questions were asked by the PAT during the meeting.

ACTION ITEMS:

1. Prepare for next MIMS PAT Meeting.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Provide construction activities and timeline updates.

NEXT PAT MEETING: If required, Tuesday, August 2, 2016 @4:00 pm, in Mandarin IMS Library.

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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