



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

MEETING #: 40

LOCATION: Mandarin Immersion Magnet School Classroom

DATE / TIME: August 2, 2016 @ 4:00 PM

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Chaolin Chang	Principal	<input checked="" type="checkbox"/>	Dane Roberts	Asst. Principal
<input type="checkbox"/>	Patricia Butler	Teacher	<input checked="" type="checkbox"/>	Sheila Wilson	Teacher
<input type="checkbox"/>	Leslie Culhane	MIMS P.T.O.	<input checked="" type="checkbox"/>	Elizabeth Eastman	Teacher
<input checked="" type="checkbox"/>	Gary Whittle	Heery PM	<input type="checkbox"/>	Angie Chen	Parent
<input checked="" type="checkbox"/>	Sizwe Lewis	HISD Construction	<input checked="" type="checkbox"/>	Rachel Simpson	Teacher
<input checked="" type="checkbox"/>	Lisa Lim	Parent	<input checked="" type="checkbox"/>	Janine McClenny	Teacher
<input checked="" type="checkbox"/>	Eric Hogan	S&P Construction	<input checked="" type="checkbox"/>	Eboni Butler	Parent
<input checked="" type="checkbox"/>	Albert Wong	Heery/HISD PM	<input checked="" type="checkbox"/>	Michael Liu	Teacher
<input checked="" type="checkbox"/>	Sam Savage	PBK	<input checked="" type="checkbox"/>	Paul Alleyne	Parent

PURPOSE: Provide a brief description of current construction activities on the MIMS Project jobsite and provide construction schedule updates.

AGENDA:

- Provide an update of current and future construction activities on the MIMS Project site.
- Discuss potential move-in dates, teacher training and contingency plans.

DISCUSSION:

1. The meeting began with Eric Hogan, the Construction Contractor’s Project Manager, presenting updated photos of construction activities at the new MIMS campus. At the conclusion of these aerial and exterior/interior photos, he provided some general updates to the current ongoing and upcoming construction activities.
2. Mr. Hogan mentioned that the new MIMS marquee sign was installed today and the perimeter security ornamental fencing was almost completed, except for the gates that will be installed later, once these are fabricated and brought to the jobsite. Temporary gates may be installed in the meantime, if needed. The landscape irrigation system was also being installed, with the planting of the scheduled trees and shrubs beginning on Thursday. Cleaning of all the new buildings’ exterior windows was ongoing. The concrete paving and walks were being completed at the main front entrance areas, with the installation



of the walkway canopies for the parents' vehicular drop-off/pickup for students in this area also underway. The outdoor basketball court has already been poured and a pre-engineered steel cover structure was currently going through the process of shop drawings and funding reviews.

3. Some of the current building interior construction installation activities consist of the scheduled doors and associated hardware, visual display boards on the walls and VCT flooring ahead of carpentry and millwork items, wherever possible. Final coats of paint were being applied to the second floor walls and some of the built-in furniture installation was also underway. Most of the food services cooking equipment were delivered today for food preparation and warming. The ceramic tile in the food services areas has been installed and is complete. The Dining Commons area will be used as a staging area for the new furniture deliveries, assembly and distribution to the various parts of the new building. The new Gymnasium sports flooring surface has been poured, but will need several days for curing before the application of the striping and graphics. Toilet partitions are being installed in all the restroom areas, while the ceramic tile work is ongoing in these areas. All the toilet fixtures have been installed on all three levels.
4. Other construction activities that are upcoming or that will be ongoing are the following:
 - VCT flooring in the Dining Commons Area and completion on the Second and Third floor areas.
 - IT cabling and wiring- the IT Smartboards were delivered today.
 - Mechanical HVAC systems testing & balancing.
 - Final coats of paint everywhere throughout the building.
 - Elevator installation and inspection ongoing.
 - Acoustical panels, including the tall graphics panels, for the Learning Commons area are currently not available to be installed until October.
 - Fire suppression systems (sprinklers) have been installed on the Second and Third Floors and are being finalized, along with the fire alarms systems.
 - Landscape sodding & hydromulch seeding will be concentrated at the front areas of the school campus, when started, depending upon the weather and availability of materials. Once the grass sodding is in place, including in any of the play areas, the students will need to stay off these areas until the grass has a chance to establish in the ground. This was also required of the St. George Place ES students when sodding was installed on their playing field/storm water detention area.
 - Playground equipment, including the relocating of the existing Pre-K and K equipment from the old MIMS campus, will not be installed in time before school starts. Difficulties with vendor contracts have delayed this process, but this will be resolved as quickly as possible.
 - Many after-hours City of Houston building inspections have been scheduled to receive signoffs. Partial "Finals" have been received for the mechanical and electrical systems, except for the Food Service Kitchen areas.
5. The current intent of the CMAR is to establish August 8, 2016 as the estimated date for partial Substantial Completion of the Project. A "Fire Watch" will be scheduled and coordinated with the City of Houston Fire Marshall's Office to allow the MIMS staff and teachers to begin accessing the building on August 15th. A Temporary Certificate of Occupancy will be requested to allow the students to begin accessing and using the new campus on August 22nd until a Final Certificate of Occupancy is achieved.
6. If absolutely necessary, one of the "Contingency Plans" discussed with the PAT members and MIMS Administration Staff for the new building was to occupy only the first and second floors, if construction work was still ongoing on the third floor. This would require the MIMS teachers to work together in some classrooms until the third floor areas are completed, but this would be a worst case scenario.
7. It was mentioned that this was the last scheduled MIMS PAT meeting, since school was fully expected to begin in the new facilities later this month.



QUESTIONS/ANSWERS:

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

ACTION ITEMS:

1. There will not be any more scheduled MIMS PAT Meetings.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Provide construction activities and timeline updates.

NEXT PAT MEETING: None.

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

HISD – Construction & Facility Services Project Manager

3200 Center Street, Houston, TX 77007

Phone: (713) 556-9271

Email: awong@houstonisd.org