



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

MEETING #: 21

LOCATION: Mandarin Chinese Language Immersion Magnet School

DATE / TIME: November 18, 2014, 3:30 – 5:00 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 type="checkbox"/>	Michael Liu	Teacher
<input checked="" type="checkbox"/>	Leslie Culhane	P.T.O.	<input type="checkbox"/>	Paul Alleyne	Parent
<input checked="" type="checkbox"/>	Bill Hutz	TIRZ No. One	<input type="checkbox"/>	Angie Chen	Parent
<input type="checkbox"/>	Yi-Ching Wu	Teacher	<input type="checkbox"/>	Sam Savage	PBK
<input checked="" type="checkbox"/>	Eric Ford	HISD Design	<input checked="" type="checkbox"/>	Robert Mohler	PBK
<input type="checkbox"/>	David Funk	HISD Planning	<input checked="" type="checkbox"/>	Ken Smith	CMAR- S&P
<input checked="" type="checkbox"/>	Albert Wong	HISD PM	<input checked="" type="checkbox"/>	Buddy Scherer	CMAR- S&P

PURPOSE: Provide updates on general contractor’s site utilization plan and coordinate groundbreaking ceremony activities and requirements.

AGENDA:

- Review current requirements and applications for moveable partitions between adjacent classrooms
- Review CMAR’s site utilization plan for construction site access, laydown areas and other activities
- Review requirements for the MCLIMS Groundbreaking Ceremony on December 6, 2014
- What to expect at the next PAT Meeting

DISCUSSION:

1. Due to construction budget constraints, the meeting began with discussions about the nine (9) moveable partitions, currently shown on the construction drawings between some adjacent classrooms on all floors. The intent was to determine which four (4) grade levels would be the most appropriate to keep these proposed moveable partitions as part of the Base Bids while the remaining five (5) moveable partitions would be added if sufficient construction funding was still available. After much consideration, it was decided that grade levels 1, 2 and 3 would be best suited for keeping the moveable partitions between adjacent classrooms as well as between the two Software Engineering teaching centers. The grade levels 4 – 8 will have these moveable partitions installed, if actual construction costs are lower than currently projected.



2. The Construction Manager at Risk (CMAR), Satterfield & Pontikes, was requested to send some representatives to explain their upcoming activities on the new MCLIMS Project jobsite. Ken Smith and Buddy Scherer introduced themselves and began describing the proposed temporary construction access entrance driveway off Yorktown, the locations of the jobsite trailers, dumpsters, laydown/storage area and emergency gathering areas. The existing concrete roadway onsite will be temporarily used for construction workers parking but will be eventually removed as the construction progresses on site. The existing trees, that are designated to be preserved, will be carefully fenced off and protected throughout the construction duration. Bill Hutz mentioned that the contractors should be aware of existing speed tables that have been installed to keep trucks from going through the neighborhood, especially on McCullough Circle.
3. The Urban Forester consultant will meet with S&P tomorrow, November 19th, in the morning, to walk the Project site and to assist in marking the correct trees designated to be preserved.
4. The Groundbreaking Ceremony was discussed next and a location for the ceremony to occur was determined. There will be a small stage and seating area placed at the northeast corner of the St. Georg Place east parking lot, with a portable sound system set up. S&P was requested to bring a portable generator, if available, but there may be some available exterior electrical outlets located at the nearby, existing St. George ES covered basketball court structure. The rental stage will be set up on Friday, Dec. 5th, for this ceremony. Mr. Smith offered to provide at least 10 hard hats and shovels for the groundbreaking ceremony. PBK will bring some of the building material samples and easels to display the building images and site/floor plans for the attendees to view.
5. David Hawes, with the TIRZ No. One organization, requested access to a full set of electronic drawings for review on behalf of this organization. Eric Ford responded that he would provide an electronic link to these drawings for his viewing.

QUESTIONS/ANSWERS:

1. When will the Community Meeting be rescheduled? This may be determined after the meeting at Hattie Mae White on Dec. 5.

ACTION ITEMS:

- 9-1 Forward access to electronic MCLIMS construction drawings to Mr. Hawes for viewing purposes. (Ford)
- 9-2 Provide access to portable generator and hard hats/shovels for groundbreaking ceremony. (Scherer, Smith)
- 9-3 Determine when MCLIMS Community meeting will be rescheduled. (Wong)

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Review status of construction startup and prepare for Community Meeting to inform neighborhood of timelines and impact.

NEXT PAT MEETING: Tuesday, January 13, 2015 (confirm) @ 3:30 pm, Mandarin Chinese LIMS

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

Sincerely,

Albert Wong, AIA
Project Manager



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HOUSTON INDEPENDENT SCHOOL DISTRICT

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