



**Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting**  
**North Forest Early Childhood Center**

**MEETING #:** 29

**LOCATION:** North Forest Early Childhood Center

**DATE / TIME:** January 20, 3:00 P.M.

**ATTENDEES:** (those marked with a check were present)

√	Calvin Smith, HISD
√	Isabel Lopez, HISD
√	Cheryl Lawrence, RWS
√	Cedrick Winslow, HISD
√	Kimberly A. Borders, HISD

√	Devin Kopp, HISD
√	Marianne Keating, HISD
√	Thomas Gries, DryMalla
	Alexandria Sholtz, RWS Intern
	Samantha Ding, RWS Intern

√	Flora Henry-Smith, HISD
√	Janice Newsum, Lib. Svcs.
√	Mike Fedler, All Play

**PURPOSE:**

1. Discuss current site developments and issues.
  - a. Installation of electrical rough-in is continuing throughout the building.
  - b. Installation of chilled water piping has begun.
  - c. Finish grading around the detention pond is continuing.
  - d. Installation of plumbing risers is continuing throughout the building.
  - e. Installation of exterior and interior metal studs has begun.
  - f. Installation of HVAC ductwork has begun.
  - g. Installation of roof deck has been completed.
  - h. Installation built-up roofing has begun.
  - i. Installation of the fire sprinkler system has begun.
  - j. Installation of exterior wall sheathing has begun.
  - k. Installation of the concrete driveway approaches is complete.
  
2. Review of construction look ahead.
  - a. Installation of the built-up roofing will continue.
  - b. Installation of the exterior sheathing will continue.
  - c. Installation of dampproofing will begin.
  - d. Installation of MEP overhead rough will continue.
  - e. Installation of plumbing risers will continue.
  - f. Installation of interior and exterior metal studs will continue.
  - g. Installation of electrical rough-in will continue.



h. Installation of fire sprinkler system will continue.

3. Construction Photos (attached) were provided by C. Smith.

#### 4. Discussion Items

a. PAT meetings.

- i. C. Winslow (HISD) advised the committee that PAT will not be held monthly anymore. They will be held approximately every other month depending on the status of the project.
- ii. C. Smith (KWAME) will provide weekly updates to Dr. Agnew either by meeting with her or by email.
- iii. C. Winslow (HISD) stated that Dr. Agnew can visit the site and attend the construction meetings. T. Gries (DCCI) noted that there is a security guard on site after 5:00.

b. Principal requested scope change items.

- i. DCCI has provided pricing for the following items.
  1. Providing LVT in lieu of VCT throughout the building.
  2. Providing recreational resilient flooring in lieu of VCT at the Multi-purpose Activity Room.
  3. Providing additional visitor parking spaces.
  4. Providing fencing at the faculty parking lot and access control at the faculty parking lot and Mesa Drive entrances.
  5. Adding sidelights at the learning center and administration doors.
  6. Revising the playground protective surface.
- ii. RWS is reviewing the pricing.

c. Furniture

- i. Dr. Agnew and her staff met with M. Thompson and developed a preliminary list of furniture. C. Smith (HISD) is to send cut sheets and dimensional information to RWS so that the furniture plans can be updated.
- ii. The library furniture has not been selected.
- iii. M. Thompson (HISD) surveyed the existing furniture.
- iv. C. Hughes (HISD) is to have moving boxes delivered to Fonwood ES. C. Smith will confirm the status of the delivery of the boxes.
- v. RWS is to deliver the color boards to Dr. Agnew to use with the furniture color selections.

d. Security Cameras

- i. Dr. Agnew wants to review the location of the security cameras. C. Smith is to set up a meeting with B. Thurman (HISD) to review these locations.

e. Technology

- i. Dr. Agnew requested additional information regarding what is being provided.
- ii. C. Smith will request a meeting T. Jackson to review the technology as a follow up to the previous meeting with him.

f. Learning Commons

- i. The request to remove the wall between the Flex Lab and the Learning Commons was discussed.



- ii. Dr. Agnew has reviewed how flex labs are being used at other HISD ECCs.
- iii. Dr. Agnew provided an email to RWS today with the justification for deleting the wall.
- iv. Dr. Agnew and J. Newsum (HISD) reviewed the justification
  - 1. Removing the wall will create a more flexible space. Without the wall, it will allow for more small and large groups for collaborative learning. Also while still within the space quiet spaces for independent work can be created.
  - 2. With ample increased square footage, it will be possible to create a layout that permits more common areas and give the space a more 21st century learning commons appearance and functionality.
  - 3. Computer classrooms are not developmentally appropriated for early childhood learning. Computers should be arranged in smaller clusters and be introduced to the students individually.
- g. Extended Outdoor Literacy Areas
  - i. RWS forwarded layouts for activity centers in the extended outdoor literacy areas developed by Mike Feidler with All Play, Inc. to Dr. Agnew.
  - ii. J. Newsum (HISD) provided photographs (attached) of different features and activities that could be included in the extended outdoor literacy areas.

Copy to: File 2.2

Sincerely,

**Calvin Smith**  
Project Manager  
HISD – Construction & Facility Services  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9288  
Email: csmith63@houstonisd.org