



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Parker Elementary Music Magnet School

MEETING #: 24

LOCATION: Parker Elementary School

DATE / TIME: August 26, 2015, 3:30 PM

ATTENDEES: Lori Frodine, Principal; Bryan Berry, Teacher; Carol Kehlenbrink, Teacher; Heather Grosso, Teacher; Catherine Quinn, Teacher; Katy Rodgers, Teacher; Kristell Nelson, Teacher; Greg Kabay, Teacher; Alean Zufall, School Secretary; Cindy Chapman, Community Member - Westbury; Susie Vanlandingham, Community Member – Parent; Paul Zider, Community Member; Christian Sheridan, Brave/Architecture; Tim Pixley, CMAR (Brae Burn Construction); Ken Bock, CMAR (Brae Burn Construction); Robert Myers, HISD – CFS; Steven Redmond, HISD – Program Manager (URS)

PURPOSE: The purpose of this meeting was to update the PAT on the status of the project.

AGENDA:

- Introductions
- Discussions with Program Manager.
- Progress on the summer construction work
- What to expect at the next PAT Meeting.

DISCUSSION:

1. The Scout House disposition was again discussed. Ms. Frodine and Mr. Redmond will schedule a meeting with the Scout representatives to again offer the access to the school facility for their meetings during construction and offer storage facility for their use, as soon as the beginning of school schedule allows. Between the School and the Program Manager, options have presented themselves to put the Scouts in possession of one of the school's storage units for their use, provided they relocate it off school property.
2. An update on the summer work as follows:
 - a. The District received the GMP and issued a Notice to Proceed on July 13th.
 - b. Information Technology had their work completed by July 14th. The hub serving the T-Buildings and some classrooms in the annex wing will be relocated, and the T-Buildings disconnected from the network.
 - c. Facilities salvaged the material they wished to keep from the T-buildings by July 14th.
 - d. Demolition of T-buildings and the Pavilion began July 14th. Abatement of the classrooms in the annex wing began July 14th.



- e. The building permit for the annex wing modifications was issued July 24th.
 - f. Construction was to be complete no later than August 23, 2015. Construction was not complete by the 23rd, and two classrooms were taken off the school schedule for another week, and two teachers reassigned to other duties. The school site experienced rain on three consecutive days in August. The CMAR did not have the construction work protected and the new interior finishes were water damaged. Three days later, another rain event damaged the replaced work from the last rain event, demonstrating that the CMAR still did not have the new work protected. As of August 26, 2015, there is still work to be completed inside the classrooms, and the school has no confidence it will be completed as promised. When confronted with the school site's unhappiness over the performance of work, the CMAR was reluctant to take responsibility or offer an apology. The District reiterated that the work must be complete this week.
 - g. The CMAR committed to the following work schedule over the next few days;
 - i. Wednesday (8/26): roofing will be complete, the site cleaned of debris
 - ii. Thursday (8/27): half of the metal panels will be installed on the exterior wall; the covered walkway will be continued to the exit doors of the classroom annex.
 - iii. Friday/Saturday (8/28 & 8/29): Scissor lift will be removed; fence and walkway cover completed; wrought iron fence installed; play area will be cleaned of silt and dirt; final snow fencing moves will be completed to comply with Principal's requests.
 - iv. CMAR now warrants that classrooms are weather-tight.
 - h. Program Manager will get a written report of all construction work, and share with the School site.
 - i. CMAR requested access after-hours for the following week to complete Punch List items following the team's final walk and inspection.
3. A follow-up discussion from the June 10th meeting on school enrollment capacity focused on the ability of the school to meet growing enrollment needs as the neighborhood continues to experience growth in the turnover of homes to young families. The school's current capacity is 850. The new school is programmed for 850. The question was raised as to how the design of the school is meeting the challenge of growth.
- a. The school site is not currently designed to accept temporary classroom buildings in the future.
 - b. As a magnet school, the school must accept a minimum of 25% of its enrollment from outside the attendance boundaries. Parker is currently at 50%. The first step in dealing with local growth and still maintain magnet status would be to reduce the out of area enrollments.
 - c. The space on the second floor noted as roof was pointed out as a possible expansion area for the future. The design team will look at the potential for putting a floor slab in that area and roofing over it and reporting back on the cost. Exit and occupancy issues could be affected by the added occupied area on the second floor, how it is utilized and the impact on occupant load factors, and those will be looked at.
 - i. Depending on how the added space is used, the occupant load could vary from a classroom at square feet per person, or assembly at 7 square feet per person, to storage



at 300 square feet per occupant. The total occupant load added to the existing load as designed could trigger a new stair/exit from the second floor.

- ii. There was discussion on whether outside funds could be raised by the community to offset the added cost.
 - d. The Program Manager reported that unfortunately, due to the focus on the summer construction work contract, no progress had been made on responding to the financial aspects of the discussion. However, as the project is approaching the 60% CD issue and the estimating function of that submission, it would be better to utilize that effort in concert with the discussion above.
 - e. Following our estimating efforts, the team has estimated that the added cost to adjust and prepare structure for future additions would be in the \$25,000.00 to \$30,000.00 range.
4. The Architect reported that he had not had the opportunity to schedule a follow-up meeting on the SPARK Park. Principal Frodine offered to follow-up with coordinating a meeting date with the Architect, the school, SPARK and the landscape architect.
 5. PAT requested that design and construction of the new school incorporate or coordinate with the City's plans for Willowbend improvements, and any plans the City may have for Atwell and Stillbrooke streets. The PAT would like to have the City represented at the next Community Meeting (January 2016?).
 6. Groundbreaking Ceremony, as previously discussed, could happen before the end of the year. The event will be coordinated between Parker and HISD.

ACTION ITEMS:

- 15-01 Provide update on the 2007 Bond funds not used for Parker ES and their disposition for the 2012 Bond. (Program Manager) **PROGRESS**
- 15-02 Schedule a tour of Kennedy Elementary and other school sites where vertical windows in classrooms have been utilized. (Program Manager) **PROGRESS**
- 23-01 Provide the PAT with feedback on how the school can respond to a future need for enrollment expansion. (Design Team) **CONTINUE**
- 23-02 Schedule a follow-up meeting for SPARK to define project requirements. (Design Team) **CONTINUE**
- 23-03 Schedule a follow-up meeting with the Cub Scouts to discuss final terms of vacating the property. (Principal) **CONTINUE**
- 24-01 Share the written inspection report of the construction work with the School Site. (Program Manager)

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Review of progress on the project.

NEXT PAT MEETING:



The next meeting will be on Thursday, September 24, 2015 at 3:30 PM. The meeting time is in need of adjustment due to the school class scheduling and utilization all rooms into existing class space. The Program Manager will send updated notices to the PAT membership.

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

Sincerely,

Steven Redmond, AIA, Program Manager
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