



Minutes 2012 Bond Project Advisory Team (PAT) Meeting Pilgrim Academy

MEETING #: 22

LOCATION: Pilgrim Academy K-8 Principal's Conference Room

DATE / TIME: June 7, 2016 @ 4:00 pm

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Diana Castillo	Principal	<input checked="" type="checkbox"/>	Edna Chible	Parent/Staff
<input checked="" type="checkbox"/>	Andrew Casler	Dean of Students	<input checked="" type="checkbox"/>	Carrie Flores	Asst. Principal
<input type="checkbox"/>	Jim Teater	Community	<input checked="" type="checkbox"/>	Jay Scott	Aries Bldg. Sys.
<input checked="" type="checkbox"/>	Tom Davies	Teacher	<input type="checkbox"/>	Eric Ford	HISD
<input checked="" type="checkbox"/>	Logan Faron	Teacher	<input checked="" type="checkbox"/>	Romerico Romero	Teacher
<input checked="" type="checkbox"/>	Stennis Lenoir	RDC Architects	<input checked="" type="checkbox"/>	Albert Wong	HISD
<input type="checkbox"/>			<input type="checkbox"/>		

Purpose: Provide PAT with updates to RDC Architects' design & construction documentation to HISD and the existing t-buildings relocation process.

AGENDA:

- Review & discuss any design/documentation updates submitted to HISD for the Pilgrim Academy.
- Review & discuss updates to the relocation activities for the existing t-buildings.
- What to expect at the next PAT Meeting.

DISCUSSION:

1. The meeting began with Jay Scott, the Project Manager from Aries Building Systems, who is an HISD t-buildings vendor/contractor approved to relocate the seven existing t-buildings to their new proposed locations on the Pilgrim Academy campus. Mr. Scott indicated that, by the end of June, these existing t-buildings should be moved to their new locations on the Pilgrim Academy campus.
2. The only concern will be the City of Houston's permitting process, which, for typical projects, can usually take from 60 to 90 days to receive the permit. However, it is believed that, based upon a recent meeting with the head of COH Planning & Permitting, Earl Greer, there may be the ability to accelerate this process, especially for a project that appears relatively "simple" with regards to relocating these existing t-buildings on their current campus. The permitting process for this relocation process will begin as soon as possible, since HISD has already approved a PO # for Aries to begin the permitting process and can move these buildings in the interim, while waiting for the permit. These buildings, once moved, cannot be hooked up, power-wise, until the permit is provided by the COH and hooked up by CenterPoint. After the permit is received, Mr. Scott indicated that all of the skirts around the base of these t-buildings would be reinstalled and power would be hooked up again. This process should not take more than a couple of days to complete by their crews. In the meantime, IT and all other infrastructure for these temporary buildings can be installed but not hooked up until the permit is received.

3. However, as a worst case scenario basis, it was discussed that there might need to be some consideration for a backup plan, just in case this permitting took too long and did not allow the teachers and students to move back into these temporary buildings before school started in the Fall. Andrew Casler asked Albert Wong if HISD could provide some temporary partitions for sectioning off parts of the Multi-purpose area to create some classroom areas, in case the t-buildings were not permitted and ready in time. Although this potential situation seemed remote, Mr. Wong responded that, if it was necessary, HISD could provide moveable temporary partitions, if the school believes they will work for this intended purpose.
4. It was also mentioned that these t-buildings could not be “occupied” or have the appearance of being occupied, while waiting for the COH permit. They can only be visited for no more than a couple of hours each time, while waiting for the permit, but, without power and air conditioning, these buildings could become very hot inside them during the summertime. If there are any items stored that can be affected by this heated condition, they should be removed from the buildings.
5. Principal Castillo asked about the other portable storage buildings, with athletic and maintenance equipment in them, and Mr. Scott replied that these will also be moved as part of the scope of work, but he did not have a site plan with him to explain where these would be moved to on the site. However, these small storage buildings will also be moved intact, with all their contents remaining in them.
6. Mr. Scott indicated that the moving of these t-buildings may begin as early as the week of June 13, with house moving equipment being used for this purpose. The movers might access the site from either Beverly Hill St. or Skyline Dr., depending upon the easiest means of access onto the site.
7. With regards to the contents of these t-buildings, since all the existing furniture was determined to be acceptable by Aries to leave inside these buildings while they were being moved intact, some of the storage cabinets have wheels that can lock, but these can be tipped over somewhat easily. Mr. Scott agreed that his movers would secure these storage units to adjacent walls in a corner of the classroom to keep them from moving.
8. Principal Castillo mentioned that all of the teachers and staff, including herself, would be gone for the month of July, after the July 4th weekend, with Mr. Casler also gone from July 10 thru July 29.
9. Stennis Lenoir, at this point, began discussions about the new Addition and Renovations for Pilgrim Academy. There was general discussion about when the construction might begin and if it would be around the Christmas holidays break. Since the renovation work would impact the existing Music and Arts classrooms, it was mentioned that a temporary partition might be installed in the Music classroom for the instrument storage, while the existing storage areas were being reconfigured. The Arts Room, however, was perceived by Mr. Lenoir as being accessible from the existing corridor and would have minimal impact from the renovation work. The two existing science classrooms on the corridor to the north of the Multi-Purpose Room may be affected by the renovation work in this area and may require a temporary partition to allow access to these rooms while being temporarily partitioned off from the construction work.
10. Mr. Lenoir presented some synthetic flooring samples that might be used on the renovated Multi-Purpose Room floor that is to become the new Gymnasium area, but this was not well received by the PAT members, who wanted to keep the original proposed wood flooring. Mr. Lenoir responded that the costs of this new wood flooring were in the range of \$15/SF as compared to the synthetic flooring costs in the range of \$6/SF to \$9/SF, depending upon the type specified. Mr. Wong also mentioned that the new Mandarin Immersion Magnet School and Wharton Dual Language Academy, which are both Pre-K thru 8th grade programs, have the synthetic flooring as their gym floors. However, the PAT members really wanted to keep the wood flooring as part of this school program and Mr. Lenoir suggested that the previously proposed terrazzo flooring in the main corridors of the new Addition might be eliminated



and become sealed concrete instead, as a trade off for the Gym's added wood flooring cost. The PAT members seemed to all be in agreement with this suggestion. However, there will need to be a minimal ramp to transition to the finish floor elevation of the new wood flooring, since it will be installed over wood sleepers over the existing concrete slab. This ramping will need to occur within the existing main corridor so that it will not affect the wood playing surface elevations inside the new Gym area.

11. All the new classrooms in the Addition currently have VCT flooring scheduled. If possible, the PAT does not mind having sealed concrete in these classrooms, instead. This will be verified with HISD Facilities Design and the Design Guideline Requirements for new classrooms.
12. In closing, Mr. Wong indicated that the next Pilgrim PAT meeting may not occur until late August or September, depending upon the availability of the PAT members. He will continue to communicate with Principal Castillo to schedule an appropriate time and date.

QUESTIONS/ANSWERS:

- 1-1 There were no additional questions.

ACTION ITEMS:

- 1-01 Determine the HISD Design Guidelines minimum requirement for flooring materials in new classrooms. The Design Guidelines do not indicate a minimum classroom flooring requirement.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Review further updates on the Schematic Design drawings and concepts.

NEXT PAT MEETING: TBD- Late August or September, 2016; Pilgrim Academy Principal's Conf. Rm.

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

Sincerely,

Albert Wong, AIA

Project Manager

HISD – Construction & Facility Services

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